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## **PROGRAM ANNOUNCEMENT**

*The Advocacy Institute Is Pleased to Present*

### **STATE ANTI-DISCRIMINATION POLICY EXECUTIVE LEVEL TRAINING**

**May 31, 2017**

**11:00 a.m. to 12:00 p.m.**

**Richard J. Hughes Justice Complex  
4<sup>th</sup> Floor Conference Center Room "A"  
25 Market Street  
Trenton, New Jersey**

### **PLEASE READ: NOTICE REGARDING COURSE MATERIALS**

All materials for New Jersey Attorney General's Advocacy Institute continuing legal education courses are now available electronically through the Advocacy Institute website: [www.njadvocacyinstitute.com](http://www.njadvocacyinstitute.com). Materials will be posted to the website approximately forty-eight (48) hours prior to the course date.

The institute will no longer provide paper copies of course materials. This policy is effective immediately and is within the guidelines of the New Jersey Board of Continuing Legal Education and the Pennsylvania Continuing Legal Education Board. Please follow the procedure below to obtain course materials:

- Click on the Course Information tab.
- Select Course Materials from the drop-down menu.
- Click on the course that you are registered for. Courses are listed alphabetically by title.
- Most courses will have two files; a file containing class materials that you should bring to the session and a file with reference materials such as statutes, regulations and cases.
- Print the documents in the class materials file and bring them with you to the session.
- You have the option of printing the documents in the reference materials file or downloading them to a computer or mobile device.

### ***Program Summary***

This presentation will cover the components of the State Policy Prohibiting Discrimination in the Workplace, including federal and State statutes, regulations and pertinent case law. The program will provide an interactive overview of governing EEO policies and include discussion of current cases and issues that have department-wide impact.

### ***Who Should Attend?***

This program is for senior executive level staff and all division directors, only.

## *Who Is the Faculty?*

**DAG Joanne (Jodi) Stipick** is the Director of the New Jersey Attorney General's Office of Equal Employment Opportunity. The office is responsible for administering and enforcing the State Anti-Discrimination Policy, including conducting confidential investigations concerning complaints of discrimination and retaliation in the workplace. The office also provides training to the 9,000 employees of LPS, defends discrimination appeals, assists executive level management in handling personnel and disciplinary matters, and provides guidance on employment matters to assist in resolving workplace issues. Ms. Stipick previously served as the Deputy Director for the Attorney General's Office of EEO. Prior to joining the EEO Office, Ms. Stipick worked in the Division of Law in both the Tort Litigation and Judiciary and Prosecutors Sections. While in the Judiciary and Prosecutors Section, she handled many employment matters on behalf of the Judiciary.

Prior joining the Department of Law & Public Safety, Ms. Stipick worked in the private sector as an associate at the law firm of Rawle & Henderson, practicing civil litigation in the federal and state courts of Pennsylvania and New Jersey. Ms. Stipick is a graduate of Johns Hopkins University and Rutgers School of Law-Camden, where she served as Articles Editor of the Rutgers Law Journal. Upon graduation, she clerked in the Appellate Division of the New Jersey Superior Court for the Honorable Neil F. Deighan.

### *CLE Credit*

**NJ CLE Credit:** This program had been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 1.2 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

**NY CLE Credit:** 1.0 Substantive Credits (pursuant to the approved jurisdiction policy).

**PA CLE Credit:** 1.0 Substantive Credits (\$1.50 mandatory registration fee required).

## **How Do I Register?**

### **State Employees**

Most State employees are able to register for this course by going to <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> and creating an AGAI Course Registration account. To do so, your computer **must** be attached to the government's Garden State Network. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.

### **Non-State Employees or State Employees not Connected to the Garden State Network**

If you are not a State employee, or are otherwise unable to access the AGAI Course Registration System through the Garden State Network, kindly email the Advocacy Institute at:

[njagai@njoag.gov](mailto:njagai@njoag.gov) for an authorization code to allow you access to the AGAI Course Registration System through the My New Jersey portal. **Setting up your account through the portal is a two-step process, the details of which are set forth in the next two paragraphs.**

Once you receive the portal authorization code you will be prompted to go to the My New Jersey portal at <http://www.state.nj.us/> and create a portal account. Once your portal account is created you are prompted to enter your authorization code. This is Step 1 of the process, which you need only do once.

**If you have already been issued an authorization code in the past you do not need to request another one.** You can log into your account on the Garden State Network at <http://www.state.nj.us> and under the heading NJ L&PS Applications you will see the Attorney General's Advocacy Institute's Registration System. Click on that and log into your account on our system.

Upon setting up your portal account, you need to set up your AGAI Course Registration System account. This is Step 2. To do so, log on to the My New Jersey Portal <http://www.state.nj.us/>. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a new user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.