



PROGRAM ANNOUNCEMENT

The Advocacy Institute Is Pleased to Present

THE DO'S AND DON'TS OF ADMINISTRATIVE LAW PRACTICE THE VIEW FROM THE BENCH

June 29, 2017

10:30 a.m. to 12:30 p.m.

New Jersey Forensic Science Technology Center

1200 Negron Drive

Hamilton, 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. 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

A panel of Administrative Law Judges will discuss presenting a case at the Office of Administrative Law from beginning to end, starting with pre-hearing preparation, moving through the elements of trying a case and concluding with post-hearing matters. The presentation will cover pre-hearing issues, including discovery and motion practice, conducting the hearing and building the record, evidence issues, post-hearing practice and professionalism.

Who Should Attend?

This course is intended for those who appear before the Office of Administrative Law, however, others may find it of interest.

Who Is the Faculty?

ALJ Gail M. Cookson has been an Administrative Law Judge since 2008. Prior to her appointment to the bench, Judge Cookson was in private litigation practice in the areas of fraud investigation, business torts, restrictive covenants and employment litigation and developed expertise in electronic discovery and environmental fraud investigation. Judge Cookson also served as a Deputy Attorney General and Assistant Section Chief in the New Jersey Office of the Attorney General. She prosecuted civil regulatory violations against entities in the solid waste, telemarketing and consumer retail areas. As a Deputy Attorney General, Judge Cookson was lead counsel on several matters of first impression for the State that she argued before the highest state and federal appellate courts. Judge Cookson is a magna cum laude graduate of Bucknell University and an honors graduate of the Rutgers School of Law, Newark, where she was editor of the Rutgers Law Review. Judge Cookson served as law clerk to the Hon. Harold A. Ackerman, U.S.D.J.

ALJ Elia A. Pelios has been an Administrative Law Judge since 2009. Prior to his appointment to the bench, Judge Pelios was Of Counsel to the Law Offices of Kevin Kovacs in Somerville, NJ and to the Warren Township firm of Ventantonio & Wildenhain. Judge Pelios was also an attorney with Eric M. Bernstein and Associates. Judge Pelios has served as the Municipal Prosecutor for the Borough of Somerville and as President of the Somerset County Board of Taxation. His emphasis while in private practice was in Public Entity/ Municipal Law and Redevelopment Law with experience in Election Law and Tax Appeals. Judge Pelios received his B.A. from Rutgers College and his J.D. from Rutgers School of Law, Newark.

ALJ Susan Scarola has been an Administrative Law Judge since 2009. Prior to her appointment to the bench, Judge Scarola served as a municipal court judge and public defender in Old Bridge Township, as an assistant prosecutor in Union County and was in private practice with the law firms of Newman Scarola and Lomurro, Davison, Eastman and Munoz. She is a certified matrimonial and criminal law attorney. Judge Scarola has served on numerous Supreme Court committees and as a president, chair or officer of many legal and civic organizations. Judge Scarola is a graduate of Rutgers School of Law, Newark and served as a law clerk to the Hon. Jacob L. Triarsi, PJCP and Hon Cuddie E. Davidson, JSC t/a Appellate Division.

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 2.0 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

NY CLE Credit: 2.0 Substantive Credits (pursuant to the approved jurisdiction policy).

PA CLE Credit: 1.5 Substantive Credits (\$3.00 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 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.