



COUNTY TRAINING
INSTITUTE



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E-CLASSES!

Now you can learn when
YOU
are ready!

OPEN PUBLIC RECORDS ACT - Overview for Local Governments e-learning course. Elected officials and all county and city staff will benefit from this basic overview of the Open Public Records Act and its implications for counties, cities and other local government agencies. Pat Mason, Senior Legal Consultant for the Municipal

Topics Include:

- **The purpose and intent of the law**
- **Procedures for compliance**
- **Application to electronic documents, including e-mail and social media**
- **Penalties for non-compliance**
- **Practical tips to avoid liability**

Take the course at your computer, at your own pace. Simple quizzes throughout will reinforce the main points and a final completion certificate is provided at the conclusion of the course.

Instructor:

Pat Mason, Senior Legal Consultant
MRSC

Cost:

\$65 for members of WSAC, WACO,
AWC, WCRP and CRAB

Credits:

\$80 for non-members

4 Elective [Certified Public Official](#) credits

1 Certificate of Municipal Leadership Credit



Course can be completed in 2-4 hours; a certificate will be awarded.
Please visit www.countytraininginstitute.org to register

