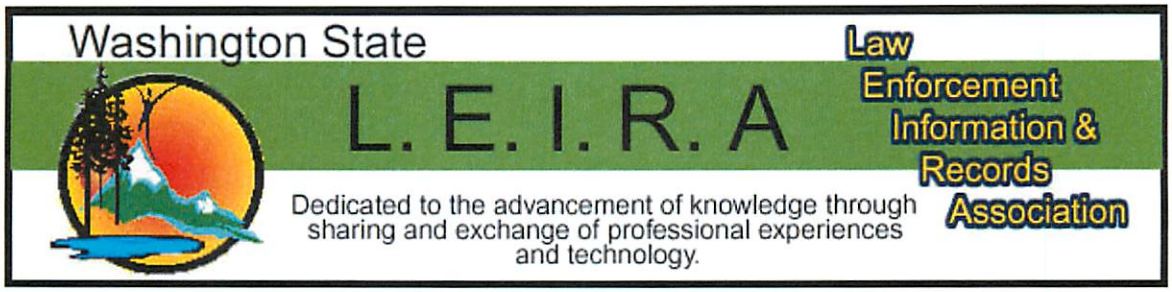

Co-sponsored by

Washington Cities Insurance Authority (WCIA)

Law Enforcement, Public Disclosure and Public Records Act

Mike Connelly, Attorney, Koegen Edwards LLP

April 17, 2014
9:00 am – 4:00 pm

Kennewick Police Department
211 West 6th Avenue
Kennewick WA 99336

Please join us as Mike presents this one day course focusing on the implementation of identified public record rules, detecting roadblocks to compliance and suggesting organizational steps to make compliance easier and more consistent.

- **Identification and revision of municipal code provisions and policies and procedures to ensure compliance and consistency**
- **What is not a public record request?**
- **Emails – what to do, what to avoid?**
- **Indexing – Pitfalls and Solutions**
- **Understanding records retention schedules**
- **Injunctive and declaratory relief**

LEIRA Members ($50)
WCIA Members ($25)
Non-Members ($85) - includes 2014 LEIRA membership
Lunch is included

Questions?
LEIRA information Tammy Custer tcuster@ci.mlt.wa.us Or Online: http://www.leirawa.org