

date of this amendatory Act. Additionally, each elected or appointed member of a public body subject to this Act who becomes such a member after January 1st 2012 shall successfully complete the electronic training curriculum developed and administered by the Public Access Counselor. For these members, the training must be completed within 90 days.

The Public Access Counselor has extended the definition of appointed member to include anyone serving in any capacity on a committee that is subject to the OMA. As a result, this would include anyone serving as a member or a delegate on the LEPC. To that end we are asking that you take the training prior to December 31st 2012 or within 90 days for new members and provide a copy of your certificate to your LEPC Chair. We have included a link to the training site as well as some instructions below.

<http://foia.ilattorneygeneral.net/Default.aspx>

Please note that this link will take you to the Public Access Counselor's website where you will be required to:

1. Click on the icon labeled "register as a FOIA Officer, OMA Designee, or a OMA Public Body Member".
2. Fill out the Account Information and create a username, password and list an email address.
3. Fill out the registration information with your title, the name of the Public Body you wish to register for and the other miscellaneous information. For our purposes it does not matter whether you choose to register for the LEPC or any other public body you may be affiliated with but please **NOTE: Within the registration section are 3 boxes that are labeled "FOIA Officer", "OMA Designee", and "OMA PB Member". Please check the box for "OMA PB Member"**.
4. Fill out the security information and click on the register tab below.
5. Select 2012 OMA Training and click to start.

You can suspend your training at any time during without losing your place however you will need to have your ID and Password information to re-enter and finish. At the end of the training you should be able to receive a copy of the certificate. Thank you for your cooperation in this matter and please contact me if you have further questions.

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