

Meets Statutory  
Training  
Requirements

# Snure Seminars

## OPEN PUBLIC MEETINGS

Register Online  
Snurelaw.com

# PUBLIC RECORDS AND RETENTION

One Saturday Morning – Two Great Classes!

### OPEN PUBLIC RECORDS

- Confidentiality and Disclosure
- Social Media/Digital Imagery
- Medical Records/HIPAA
- Policies and Procedures
- Record Retention Requirements

### OPEN PUBLIC MEETINGS

- Meeting Procedures/Rules of Order
- Executive Sessions
- Access to Meetings/ADA
- Public Hearings
- Motions/Resolutions/Minutes

Brian Snure represents fire districts, regional fire authorities and other municipal corporations throughout Washington. In this entertaining and engaging seminar, Brian uses real life examples to explain and simplify two areas of the law that affect the daily operation of fire protection districts and RFAs. Attendees will learn the necessary tools to comply with the Open Public Meetings Act, the Public Records Act, HIPAA, and the Washington State Record Retention Requirements. This training complies with the statutory training requirements and all attendees will receive a certificate documenting that they have met the training requirements. Each attendee will also receive the most recent version Snure Seminar's *Open Public Meetings and Open Public Records Handbooks* We hope you can join us!

### LOCATIONS AND DATES

Sponsored by:



**January 26, 2019**  
**Lynnwood**  
 Embassy Suites Hotel  
 20610 44<sup>th</sup> Ave. W.  
 Hotel Reservations  
 425-775-2500

**February 9, 2019**  
**Olympia**  
 Governor Hotel  
 621 Capitol Way S.  
 Hotel Reservations  
 360-352-7700

**February 23, 2019**  
**Spokane**  
**Sponsored by Bias**  
 The Davenport Hotel  
 10 S. Post St.  
 Hotel Reservations  
 509-455-8888

Sponsored by:



All seminars run from 8:30 a. m. – 12:30 p.m., check in begins at 8:00 a.m.  
(Coffee, tea, continental breakfast)

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### Registration Form

Questions? Please call Brian at 206-824-5630

- Lynnwood-January 26, 2019
- Olympia-February 9, 2019
- Spokane-February 23, 2019

District /RFA Name: \_\_\_\_\_

Please Register the Following:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Registration Fee Enclosed \$ \_\_\_\_\_ or  Please Bill District

### Register by Mail

27425 8<sup>th</sup> Ave. S.  
Des Moines, WA 98198

### Register by Fax:

206-824-9096

### Register Online:

[www.SnureLaw.com](http://www.SnureLaw.com)

### Registration Fee

\$150.00 per person  
or

If 3 or more register  
\$130.00 per person

Enduris Members  
\$120.00 per person