

Open Meetings Act Training

The Open Meetings Act (OMA) requires that all public bodies designate employees, officers, or members to receive training on compliance with this law. Each public body must submit the list of designated persons to the Public Access Counselor. Public bodies may submit this information by U.S. Mail or e-mail to:

Public Access Counselor
Office of the Attorney General
500 S. 2nd Street
Springfield, Illinois 62701

E-mail: Public.Access@ilag.gov

[Office of the Illinois Attorney General Website](#)

OMA Designees must successfully complete the electronic training on an annual basis. Park Commissioners are required to take the training within 30 days. When a public body designates an additional employee, officer, or member to receive this training, that person must successfully complete the electronic training within 30 days after that designation.

The Public Access Counselor's Office's OMA electronic training is available free of charge at http://foia.ilattorneygeneral.net/electronic_foia_training.aspx. Each individual must register on the OMA training portal <https://foiapac.ilag.gov/createaccount.aspx>. [How to Register on the OMA Portal Site](#)

Once registered, you will then click the "Login to the Portal" button. A multifactor authentication is included in the login process to protect the site and your information. The training takes approximately one hour. Please email a copy of your training certificate to DebbieG@csparks.org within 30 days.