



Oregon

John A. Kitzhaber, Governor

Citizens' Initiative Review Commission

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WHO: Permanent Rule Advisory Committee to Citizens' Initiative Review Commission

WHEN: Tuesday, September 30, 2014– 9:00 A.M.

WHERE: Teleconference
Or in-person at:
College of Urban & Public Affairs
Portland State University
506 S.W. Mill Street, Room 511
Portland, OR 97201

What is the purpose of the meeting?

The purpose of the meeting is to for an Advisory Committee to review Temporary Rule 710-010-0000 "Citizen Initiative Review Elector Stipend and Travel Reimbursement." The temporary rule expires November 30th, 2014 and the CIRC will need to create a permanent rule prior to the expiration date. A copy of the agenda is printed with this notice. Please visit <http://www.oregon.gov/CIRC/meetings.shtml> for current meeting information.

Is the public allowed to attend the meeting?

Yes. Members of the public are invited and encouraged to be in attendance. All public audience members are asked to sign-in on the attendance roster prior to the meeting. Comments may be heard under public comment at the end of the meeting. Please wait to be recognized by the Administrative Coordinator prior to commenting.

This meeting will primarily be conducted by teleconference. If you wish to take part via phone, please contact the Administrative Coordinator at least 24 hours before the meeting for teleconference participation information.

Who do I contact if I have questions or need special accommodations?

This meeting will primarily be conducted by teleconference. If you wish to take part via phone, please contact the Administrative Coordinator at least 24 hours before the meeting for teleconference participation information. The meeting location is accessible to persons with disabilities. A request for accommodations for persons with disabilities should be made at least 48 hours before the meeting. For questions or requests call 503-725-5248. All members are asked to please give at least 24-hour notice if they are unable to attend the meeting so arrangements may be made.



Citizens' Initiative Review Commission
Permanent Rule Advisory Committee Meeting



9:00 a.m., Tuesday, September 30, 2014

Teleconference

College of Urban & Public Affairs

Portland State University

506 S.W. Mill St., Room 511

Portland, OR 97201

- **Call to order** – Administrative Coordinator
- **Introductions** - All
- **Rulemaking Process Overview** – Administrative Coordinator
- **Review of Temporary Rule 710-010-0000 and Need and Fiscal Impact Statement** – Administrative Coordinator

According to the duties defined in ORS 250.139(5)(a), the Commission shall compensate each elector for each day served on a panel in the amount of \$100 per day. According to duties defined in 250.139(5)(b), the Commission shall reimburse each elector who serves on a panel for travel expenses in accordance with travel reimbursement policies (mileage, airfare, public transportation costs) as determined by the Oregon Department of Administrative Services. Mileage Reimbursement is therefore set at \$00.56 per mile. Stipends and travel reimbursements would be issued separately in two checks. According to duties defined in 250.139(6)(a), the Commission sets each panel duration for 3.5 days.

- **Review preliminary evaluation data on travel reimbursements, stipends, and length of panel from research team from 2014 CIRs** – Healthy Democracy Staff
- **Discussion on travel reimbursements, stipends, and length of panel impact on recent CIR panelists** – Advisory Committee members
- **Discussion on potential impacts for future CIR panelists to consider** – Advisory Committee members
- **Discussion on suggested changes to rule language for Citizens' Initiative Review Commission to Consider** – Advisory Committee members
- **Summarize recommendations to the Citizens' Initiative Review Commission for Permanent Rule** – Administrative Coordinator
- **Adjourn**

Secretary of State
STATEMENT OF NEED AND FISCAL IMPACT
A Notice of Proposed Rulemaking Hearing accompanies this form.

FILED
9-11-14 1:24 PM
ARCHIVES DIVISION
SECRETARY OF STATE

Citizens' Initiative Review Commission

710

Agency and Division

Administrative Rules Chapter Number

Rules related to Citizens' Initiative Review Elector Stipends and Travel Reimbursements

Rule Caption (Not more than 15 words that reasonably identifies the subject matter of the agency's intended action.)

In the Matter of:

The adoption of rules related to elector stipends and travel reimbursements for Citizens' Initiative Review Commission citizen panels

Statutory Authority:

ORS 250.139(5)(a); ORS 250.139(5)(b); ORS 250.139(6)(a)

Other Authority:

Statutes Implemented:

ORS 250.139(5)(a); ORS 250.139(5)(b); ORS 250.139(6)(a)

Need for the Rule(s):

In order to convene a separate citizen panel to review each selected measure, the Citizens' Initiative Review Commission must meet several requirements, including compensating each elector for each day served on a panel and reimbursing each elector who serves on a panel for travel expenses. The Permanent Rule would replace Temporary Rule 710-010-0000, which expires November 30, 2014.

Documents Relied Upon, and where they are available:

ORS 250.139(5)(a), ORS 250.139(5)(b), and ORS 250.139(6)(a) can be found on-line at the Oregon State Legislature's website. The CIRC's Temporary Rule 710-010-000 can be found on-line on the Secretary of State's office website.

Fiscal and Economic Impact:

In 2014, under Temporary Rule 710-010-000, the Commission spent \$5,096.36 on travel reimbursements and \$12,800.00 on elector stipends for 2 CIR citizen panels. The current rates under the Temporary Rule are, for a 3.5 days long CIR, \$100 per elector per day (total \$350 if all 3.5 days are served per elector) and mileage rate of \$0.56 per mile. Should those rates be maintained in a Permanent Rule, there will be no change in fiscal impact for the Commission. Any reduction or increase to the rates would thus have a decreased or increased fiscal impact for the Commission. The Commission is funded entirely through charitable contributions.

Statement of Cost of Compliance:

1. Impact on state agencies, units of local government and the public (ORS 183.335(2)(b)(E)):

There is no impact on any other state agency other than the Commission, no impact on any unit of local government, and no cost of compliance impact on the public. Any member of the public (limited to 18-24 citizens per CIR panel, with up to 2 CIR panels per biennium) who serves on a CIR panel would receive compensation in the form of a daily stipend and mileage reimbursement. The Commission is funded entirely through charitable contributions.

2. Cost of compliance effect on small business (ORS 183.336):

a. Estimate the number of small business and types of businesses and industries with small businesses subject to the rule:

No small business will be subject to the proposed rules, though approximately 10 small business owners from public relations and political consulting firms and legal offices, currently on the Commission's mailing list, will be provided notices of hearings and other administrative proceedings.

b. Projected reporting, recordkeeping and other administrative activities required for compliance, including costs of professional services:

The proposed rules require no projected administrative activities for any entities other than the Citizens' Initiative Review Commission itself and its Administrative Services Provider as established by the Commission's Administrative Contract. The costs will be minimal and can be absorbed with existing agency resources.

c. Equipment, supplies, labor and increased administration required for compliance:

Adoption of these rules will not impact the Commission's need for equipment, and supplies. While a minimal increase in labor and administration will be required for compliance, such costs will be minimal and can be absorbed with existing agency resources.

Small businesses were not involved in the development of these proposed rules as no fiscal or economic impact is anticipated. However, the Commission invites public comment on whether other options should be considered for achieving the rules' substantive goals while reducing any unforeseen negative impact on businesses.

Administrative Rule Advisory Committee consulted?: Yes

If not, why?:

An Administrative Rule Advisory Committee consisting of recent citizen panelists will be consulted in September, 2014. In addition, input on the proposed rules will be sought through publication of the Notice of Proposed Rulemaking Hearing in the Oregon Bulletin, and by furnishing copies of the notice to legislators specified in ORS 183.335, to the Commission's mailing list, and to the Associated Press and the Capitol Press Room. Copies of the proposed rules are available from the Commission upon request. Input on the proposed rules, including the draft budget, may be provided to the Commission either in writing or at the scheduled public hearing.

<u>10-29-2014 12:00 p.m.</u>	<u>Sarah Giles</u>	<u>sarahgiles@pdx.edu</u>
Last Day (m/d/yyyy) and Time for public comment	Printed Name	Email Address