

**2019 JOINT COMMITTEE ON WAYS AND MEANS**  
**SUBCOMMITTEE ON NATURAL RESOURCES**  
Subcommittee Orientation January 23-24, 2019

**Informational and General Procedural Issues**

**STAFF**

Included in your information packet is the complete contact information for all of the Legislative Fiscal Office staff and Chief Financial Office staff with budget bills assigned to the NR Subcommittee. This is a brief listing of the LFO staff for the purpose of an introduction.

- Tim Walker (503) 986-1832
  - Oregon Marine Board
- Ken Rocco (503) 986-1844
  - Columbia River Gorge Commission
- Paul Siebert (503) 986-1843
  - Oregon Watershed Enhancement Board
- Matt Stayner - Subcommittee Coordinator and Scheduler (503) 986-1840
  - Oregon Department of Forestry
  - Department of Land Conservation and Development
  - Water Resources Department
  - Oregon Parks and Recreation Department
  - Department of State Lands
  - Land Use Board of Appeals
- John Terpening (503) 986-1824
  - Department of Geology and Mineral Industries
  - Oregon Department of Energy / Climate Authority
  - Department of Agriculture
  - Department of Environmental Quality
  - Department of Fish and Wildlife
- Joan Green - Committee Assistant (503) 986-1822

**ATTENDANCE**

The standard meeting time for the Subcommittee is from 1:00 p.m. to 2:30 p.m. Monday through Thursday. Please be in attendance at the starting time for the meeting. Subcommittee rules require that a quorum must be present prior to the opening of any meeting, even informational hearings. If you are unable to attend a meeting, please notify the Legislative Fiscal Office at 986-1828 as early as possible.

**SUBCOMMITTEE RULES**

- The Subcommittee will use the same procedural rules as the Joint Committee on Ways and Means. A copy is included in your packet.
- The Subcommittee is comprised of five House members and three Senate members. A quorum of at least three House members and two Senate members are required for opening any meeting, voting, and reporting legislation from the Subcommittee to the Joint Committee on Ways and Means.

- Senate and House Joint Committee on Ways and Means Co-Chairs may also participate and vote in the Subcommittee when in attendance as described in the rules.

## **MEETING OPERATIONS**

- It is important that the hearings start as near as possible to the scheduled hearing time. The subcommittee will be hearing presentations on fourteen different agency budgets, various budget-related fee bills, policy bills with budgetary impacts, and federal grant applications.
- Subcommittee members, staff, presenters, and the audience members should turn off or silence cell phones or other electronic devices
- The microphones in the hearing rooms are very sensitive and easily pick up side conversations
- Most actions will be by voice vote only, with the chair calling for any objections. If a roll call is needed, the committee assistant will call the roll

## **DISTRIBUTION OF MATERIALS**

- All informational materials will be provided electronically. The files will be placed in the OLIS system where members of the Subcommittee will have access to them. We will try to get meeting materials posted at least two to three days before the meeting, however there may be some exceptions.

## **AGENDAS**

- Meeting notice is required at least 72 hours before the first public hearing on a bill and 48 hours in advance of subsequent public hearings and work sessions. These notice requirements might be modified or waived near the end of session.
- Items may be carried over to the next day in cases where the work is not completed. The Subcommittee chair must announce that the bill will be carried over and it must be continued the following meeting for the same hearing purpose as originally scheduled (e.g., public hearings must be carried over as a public hearing)
- A daily agenda will be distributed in the Subcommittee for that day
- A weekly agenda will be emailed to you each Thursday for the following week. The first two weekly agendas are included in this packet.

## **BUDGET HEARINGS AND WORK SESSION PRACTICES**

- The primary function of the Subcommittee is to formulate recommendations to the Full Committee on the budgets of the fourteen agencies assigned to the Subcommittee. In addition to this work, the Subcommittee may also deal with:
  - Budget-related fee bills
  - Federal grant application requests
  - Agency reports

- Substantive legislation with fiscal or budgetary impacts, as assigned by the Joint Ways and Means Co-Chairs
- Included in this packet is a listing of all of the budget bills assigned to the Subcommittee. The list includes the name and contact information for both the LFO and Chief Financial Office (CFO) analysts for each agency
- Before each agency's budget hearings begin, a number of materials will be posted OLIS for the Subcommittee members to review including:
  - The Governor's budget document for the agency
    - This contains a number of detailed documents that discuss the agency's organizational structure, detailed program and budget information, revenue descriptions, and special reports including proposed IT related projects and the latest key performance measure progress reports.
  - The LFO 2019-21 budget review document
    - This is a summary document intended to provide an overview of the current service level and identify any significant policy or budgetary issues with the proposed agency budget.
  - Agency presentation materials
    - These materials should comport to the presentation instructions that were provided to agencies by the Legislative Fiscal Office; a copy of which are in your packet.
  - DAS, CFO presentation materials
    - Brief outline of the Governor's budget proposal for the agency. This will likely include a listing of the policy option packages brought forth by the Governor.
  - Annual Performance Progress Report (APPR) for the last reporting year
    - This is also included in the Governor's budget document
    - Copies of all agencies' APPRs can be accessed electronically at:

<https://data.oregon.gov/Administrative/Annual-Performance-Progress-Report/kvbx-erfw/data>

Although not posted to OLIS with the meeting materials, another useful document is the LFO analysis of the 2017-19 legislatively adopted budget. A copy is included in your orientation materials and an electronic copy can be found at:

<https://www.oregonlegislature.gov/lfo/Documents/2017-19%20LAB%20Detailed%20Analysis.pdf>

This document provides detailed information about the agencies, their programs, and budgets. The Natural Resources program agencies begin on page 325.

Updates to the agencies budgets resulting from actions taken during the 2018 legislative session are included in your orientation materials and can be found here:

<https://www.oregonlegislature.gov/lfo/Documents/2017-19%20Budget%20Highlights%20Update.pdf>

- Agency budget hearings are segregated in to three phases. The Subcommittee will spend the first ten weeks in the first phase of these hearings. Phase 1 hearings include the following:

- The LFO analyst will introduce the agency and describe major policy issues. The meeting materials will include a written briefing by the LFO analyst that includes a table describing the agency's funding, a brief description of the agency, summary of the current service level budget, and a discussion of major policy issues
  - The agency will make a presentation that includes:
    - Mission and goals of the agency
    - Overall description of the agency and its programs, how it uses its budget, and any major policy and budget issues
    - Requested budget and outcomes expected from the budget request
    - Program performance and Key Performance Measures (KPMs)
    - Major changes to the agency
    - Summary of proposed legislation with a budget impact
    - Discussion of program or service reductions included in the Governor's budget
  - The CFO analyst will present a high-level summary of the Governor's budget
  - Public testimony
- Phase 2 of the budget hearings will take place as necessary following the completion of the agency presentations. The purpose of this phase is to allow the Subcommittee additional time to discuss individual agency budget issues or have agencies present additional information or answers to questions that arose during phase 1 of the budget hearings. Hearings during this phase will be scheduled as needed.
  - Phase 3 of the budget hearings are for work sessions. For some agencies, this could happen concurrently with the latter part of the Phase 1 or during phase 2 hearings. The Subcommittee will use work sessions to review and act on budget issues and agency key performance measures.
    - LFO will provide a summary memo and work session form to Subcommittee members in advance of the work session.
    - Based on the Subcommittee's action, staff will develop proposed amendments to the budget bill
    - A budget report is prepared to document the Subcommittee's recommendations for the budget
    - Budget notes may be included in the budget report if essential to clarify or expand on administrative requirements directly related to the budget. Proposed budget notes should be channeled through the Subcommittee co-chairs and must be jointly approved by the co-chairs of the full committee.
    - The Subcommittee chair will assign members to carry the Subcommittee's recommendations to the Joint Committee on Ways and Means and to the floor of each chamber. Carriers to the full committee must be members of the full committee.
    - LFO will prepare a "pony" of the budget bill for carriers to the full Joint Committee on Ways and Means and for the carriers in each chamber

## Joint Committee on Ways and Means, Subcommittee on Natural Resources

### Assigned Budget Bills and Analyst Contact Information

Agency	Bill Number	LFO Analyst	CFO Analyst
Agriculture - fee bill	HB 5003	John Terpening	Ali Webb
Agriculture, Department of	HB 5002	John Terpening	Ali Webb
Climate Authority, Oregon	HB 5044	John Terpening	Ali Webb
Columbia River Gorge Commission	HB 5009	Ken Rocco	Ali Webb
Environmental Quality, Department of	HB 5017	John Terpening	Linnea Wittekind
Environmental Quality - Fee Bill	HB 5018	John Terpening	Linnea Wittekind
Fish and Wildlife, Department of	SB 5510	John Terpening	Ali Webb
Forestry, Department of	HB 5019	Matt Stayner	Ali Webb
Geology and Mineral Industries, Department of	SB 5511	John Terpening	Haylee Morse-Miller
Land conservation and Development, Department of	HB 5027	Matt Stayner	Ali Webb
Land Use Board of Appeals	HB 5028	Matt Stayner	Haylee Morse-Miller
Lands, Department of State	HB 5035	Matt Stayner	Lisa Pearson
Marine Board, Oregon State	SB 5521	Tim Walker	Haylee Morse-Miller
Oregon Watershed Enhancement Board	SB 5539	Paul Siebert	Linnea Wittekind
Oregon Watershed Enhancement Board - local grants	SB 5540	Paul Siebert	Linnea Wittekind
Parks and Recreation Department	SB 5527	Matt Stayner	Linnea Wittekind
Water Resources Department	HB 5043	Matt Stayner	Linnea Wittekind

LFO Analysts	Office	Email
John Terpening	503-986-1824	<a href="mailto:John.C.Terpening@oregonlegislature.gov">John.C.Terpening@oregonlegislature.gov</a>
Ken Rocco	503-986-1844	<a href="mailto:Ken.G.Rocco@oregonlegislature.gov">Ken.G.Rocco@oregonlegislature.gov</a>
Matt Stayner	503-986-1840	<a href="mailto:Matt.Stayner@oregonlegislature.gov">Matt.Stayner@oregonlegislature.gov</a>
Paul Siebert	503-986-1843	<a href="mailto:Paul.R.Siebert@oregonlegislature.gov">Paul.R.Siebert@oregonlegislature.gov</a>
Tim Walker	503-986-1832	<a href="mailto:Timothy.E.Walker@oregonlegislature.gov">Timothy.E.Walker@oregonlegislature.gov</a>

CFO Analysts	Office	Email
Ali Webb	503-378-4588	<a href="mailto:Alisa.WEBB@oregon.gov">Alisa.WEBB@oregon.gov</a>
Haylee Morse-Miller	971-301-0380	<a href="mailto:Haylee.MORSE-MILLER@oregon.gov">Haylee.MORSE-MILLER@oregon.gov</a>
Linnea Wittekind	503-378-3108	<a href="mailto:Linnea.Wittekind@oregon.gov">Linnea.Wittekind@oregon.gov</a>
Lisa Pearson	503-373-7501	<a href="mailto:lisa.pearson@oregon.gov">lisa.pearson@oregon.gov</a>