# Ways and Means Subcommittee on General Government

## Budget Presentation
## Legislative Policy & Research Office

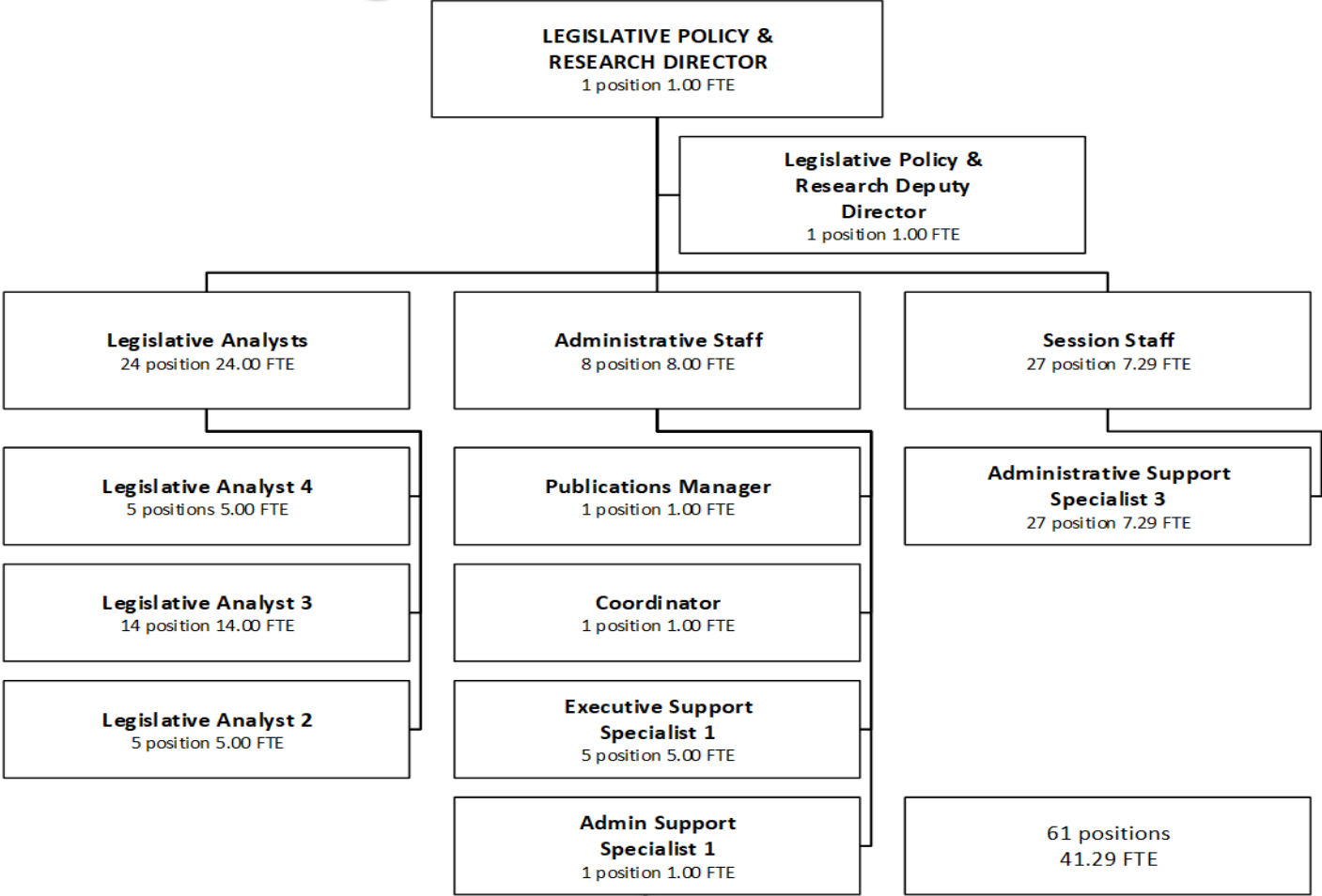Brett Hanes, Interim LPRO Director
April 11, 2019

# Mission Statement

Legislative Policy and Research (LPRO) supports the Legislative Assembly by providing professional services to legislative committees, legislators, legislative offices, legislative staff, other government agencies, organizations, and the public. Staff responsibilities include administration of supporting session and interim committees, task forces, commissions and work groups, measure analysis, measure summaries, committee records, session staff coordination and training, research projects, producing educational materials, mediation, and information collection.

# Organizational Chart

**LEGISLATIVE POLICY & RESEARCH DIRECTOR**
1 position 1.00 FTE

**Legislative Policy & Research Deputy Director**
1 position 1.00 FTE

**Legislative Analysts**
24 position 24.00 FTE

**Administrative Staff**
8 position 8.00 FTE

**Session Staff**
27 position 7.29 FTE

**Legislative Analyst 4**
5 positions 5.00 FTE

**Publications Manager**
1 position 1.00 FTE

**Administrative Support Specialist 3**
27 position 7.29 FTE

**Legislative Analyst 3**
14 position 14.00 FTE

**Coordinator**
1 position 1.00 FTE

**Legislative Analyst 2**
5 position 5.00 FTE

**Executive Support Specialist 1**
5 position 5.00 FTE

**Admin Support Specialist 1**
1 position 1.00 FTE

61 positions
41.29 FTE

# Programs

The Legislative Policy and Research Office (LPRO), created by the Legislative Assembly in Senate Bill 1569 (2016), provides centralized, professional and nonpartisan research, issue analysis and committee management services for the Legislative Assembly (ORS 173.605-635). Among other responsibilities, LPRO:

- Assists committee chairs in developing committee work plans, organizing and administering meetings, posting agendas and processing measures in and out of committee;
- Provides nonpartisan, objective research to legislators and assists with developing policy options;
- Conducts measure analysis (summarizes what measures do, captures key issues discussed and provides background information);
- Coordinates with Legislative Counsel's Office to obtain legal opinions, bill drafts and amendments;
- Works with Legislative Fiscal and Revenue Offices to obtain impact statements on measures;
- Serves as a resource and additional communications link for legislators, legislative personnel, agencies, the public and other participants in the legislative process;
- Assists committees with adherence to procedural and parliamentary rules;
- Develops publications, such as Background Briefs on policy issues and a Summary of Legislation for each Session; and
- Produces committee meeting records, which are available on the Legislative Assembly's website.

# Key Performance Measures

| Approved Key Performance Measures (KPMs) |
|---|
| Customer Service: The percentage of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information. (90% composite score) |
| Nonpartisan: The percentage of customers rating services provided on a nonpartisan basis as "good" or "excellent". (90% score) |
| Diversity: Racial/ethnic diversity in Legislative Administration as compared to the total State's diversity. |
| Turnover: Annual voluntary turnover rate of the Legislative Administration continuing workforce. |

# Accomplishments

- Staffed over 50 work groups and task forces
- Completed over 150 research requests
- Committees staffed since 2017
  - 27 during 2017 session
    - 667 preliminary staff measure summaries
    - 1946 final staff measure summaries
  - 26 during 2018 session
    - 55 preliminary staff measure summaries
    - 338 final staff measure summaries
  - 26 during 2019 session (so far)
    - 828 preliminary staff measure summaries
    - 748 final staff measure summaries

# Budget Drivers & Environmental Factors

- 2019-2021 Current service level is $10,698.993 GF
  - All LPRO budget is general fund
  - 61 positions, 41.29 FTE

- Recruitment of permanent LPRO director

Factors affecting LPRO costs are:

- Personal Services costs – reclasses & pay equity

- Redistricting in 2020/2021
  - 2011 budget was $600K

- Team growth impact on current office configuration
  - Potential office remodel

# Challenges

Notable challenges for the Legislative Policy & Research Office include:

- Meeting the diverse expectations of all stakeholders, partners, and the general public

- Recruiting a permanent LPRO Director

- Continuing to develop as a research office while balancing the administrative workload of committees, work groups, and task forces