

10% Reduction Options (ORS 291.216)

Activity or Program	Describe Reduction	Amount and Fund Type				Rank the Activities or Programs Not Undertaken in Order of Lowest	
(WHICH PROGRAM OR ACTIVITY WILL NOT BE UNDERTAKEN)	(DESCRIBE THE EFFECTS OF THIS REDUCTION. IDENTIFY REVENUE SOURCE FOR OF, FF, INCLUDE POSITIONS AND FTE FOR 2023-25 AND 2025-27)	GF	OF	Pos.	FTE		
OPTION 1: Limit all trainings to remote trainings and cut all personnel training.	<p>This cut fully defunds travel and training costs:</p> <p>The Office of the Public Records Advocate travels across the state of Oregon to give trainings on public records law to public bodies and records requesters. The Office also sends staff to public records conferences and trainings given by state and federal bodies to increase the Office's knowledge base. Combined, in-state and out-of-state travel costs represent the following: In-state Travel: \$12,887 Out-of-state Travel: \$2,500</p> <p>Personnel are also enrolled in leadership training and development programs to improve their effectiveness as state employees and the cost and fees associated with enrollment are estimated at: \$15,272</p> <p>As demand for in-person trainings rises to pre-pandemic levels, there has been an increased demand for trainings. In-person trainings allow for better communication between presenter and attendees, boost increased engagement, and allow for networking between the Office presenter and attendees. Limiting trainings to remote will deprive the Office of these abilities. Similarly, eliminating fees for enrollment and travel to trainings held by other public records experts reduces the knowledge base of staff and significantly reduces the opportunity for employee development and retention. Notably, reducing the opportunity for employee development cuts against the Office's Affirmative Action plan for recruiting and retaining diverse employees.</p> <p>Even with full defunding of travel and training enrollment expenses, this reduction represents less than 5% reduction. This proposed reduction would need to occur in tandem with additional reductions including reduced FTE.</p>	5% reduction: In-state - \$9,665 Out of state: \$1,875	Employee training: \$1,484			1	
OPTION 1: Additional cuts needed would be: (1) PUBLICITY AND PUBLICATIONS (2) EMPLOYEE RECRUITMENT AND DEVELOPMENT (3) OTHER SERVICES AND SUPPLIES	<p>This cut eliminates the funding for Publicity and Publications as well as Employee Recruitment and Development.</p> <p>This cut reduces funding for Other Services and Supplies.</p> <p>Publicity and Publication are important aspects of this Office's work. Increased publicity leads to more utilization of our services and increases access by the public. Publishing advisory opinions or other resources to increase public knowledge of public records laws is also important. Employee recruitment and development is key to retaining employees, especially diverse candidates. In a state government that is underrepresented by minority populations, these proposed cuts represent cuts to services that would impact the efficacy of our work but would still leave in place key services.</p>	Publicity and Publications: \$888 Recruitment: \$237	Publicity and Publications: \$888 Recruitment: \$712				
OPTION 2: 1 FTE reduction to .70 FTE	<p>The Office of the public records advocate has only one program unit corresponding to its statutorily mandated obligations: providing training on Oregon public records law statewide, providing mediation services between records holders and records requesters, and assisting the Public Records Advisory Council with legislative proposals.</p> <p>Proposed Reduction: ORS 192.461 requires the Public Records Advocate to appoint and fix the compensation of a Deputy Public Records Advocate. The Office of the Public Records Advocate is currently a two FTE office consisting of the Public Records Advocate and the Deputy Public Records Advocate; both are statutorily required to be licensed attorneys of good standing. The Deputy provides training on Oregon public records law, responds to requests for assistance from records holders and records requesters, and performs any duties that are delegated by the Public Records Advocate. The Office of the Public Records Advocate's 2022-2025 Modified Current Service Level total budget is \$726,437. Ten percent of the Office's General Fund budget is \$18,161 and ten percent of the Other Funds is \$54,483. Because the Office only has only one program and because the majority of its budget is for personnel, the only feasible means of reducing the Office's budget by 10% is to reduce personnel costs. Because the position of the Deputy is required by statute, reducing the 1 FTE position to .70 FTE. The proposed reduction in staffing time represents a 10% reduction in annual salary for the Deputy Public Records Advocate and results in savings of \$72,644.</p> <p>Impact: If the position of Deputy Public Records Advocate is downgraded from 1 FTE to .70 FTE, the Office will experience the following diverse impacts: (1) delayed response time to inquiries and requests for assistance from public bodies and records requesters; (2) decreased opportunity and availability to provide public records trainings either in-person or through remote access; (3) delay in maintaining or updating the Public Records Advocate's District Attorney public records order database; (4) reduced capacity to generate new advice, white papers, research; (5) decreased capacity to generate legislative proposals as the Public Records Advocate will need to divert focus away from this task to handle more day-to-day requests for assistance. This will translate directly into failing to meet the short-term and long-term strategic plans for the office and will translate into decreased customer service.</p>	GF: 10% reduction: \$18,161	OF 10% reduction: \$54,483		1	2	
Total		Option 1 Total: \$9,881 Option 2 Total: \$18,161	Option 1 Total: \$27,241 Option 2 Total: \$54,483	\$	\$	1	2

Target	GF	OF	Total	Modified CSL
10% percent	18,161	54,483	72,644	
5% percent	9,081	27,241	36,322	
15% Percent	27,242	81,724	108,966	

A104 Public Record Advocate

Vacant Position Information

Vacancies as of December 31, 2022

Agency Initial	SCR	DCR	Pos No	Position Class Comp	Position Title	Pos Type	GF Fund Split	LF Fund Split	OF Fund Split	FF Fund Split	FTE	2023-25 GF PS Total	2023-25 LF PS Total	2023-25 OF PS Total	2023-25 FF PS Total	2023-25 Total Bien PS BUDGET	Vacant Date	Position eliminated in GRB? Y/N	Reason for vacancy
104	10400-000-00-00-00000		1040002	MMS X0873 AP	Deputy Advocate	PF	0.00	0.00	1.00	0.00	1.00	0	0	270,375	0	270,375	10/31/2020	N	
																			Position was vacant from 10/31/20 - 5/9/22. A new Public Records Advocate needed to be appointed and confirmed by the Senate. After that, the new Advocate needed to work with DAS HR to create a formal position description and hiring process, which did not exist previously. Finally, the Advocate conducted an open recruitment, interviewed applicants, and hired someone, who began on 5/9/22.
Total							Pos	GF	LF	OF	FF	FTE	GF	LF	OF	FF	AF		
							1	0.00	0.00	1.00	0.00	1.00	0	0	270,375	0	270,375		