

Oregon Advocacy Commissions Office (OACO) 2025-2027 Reference Document

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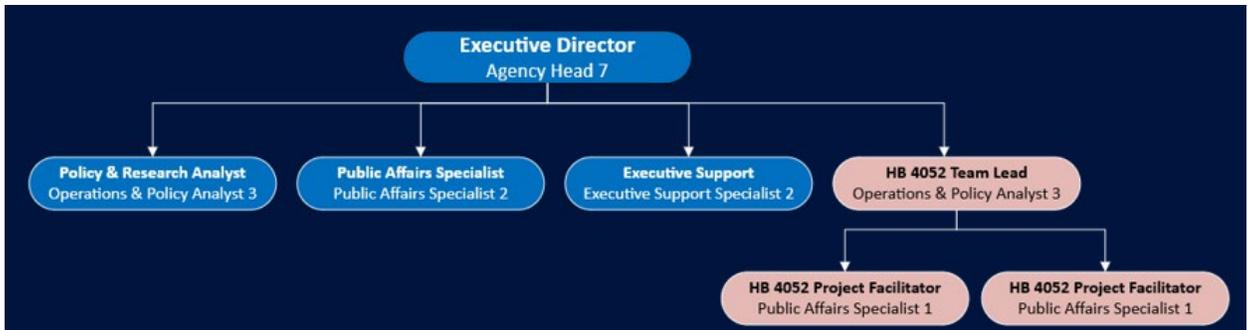
Governor’s Budget | \$2,126,637

[OACO 2025-27 Governor’s Budget](#)

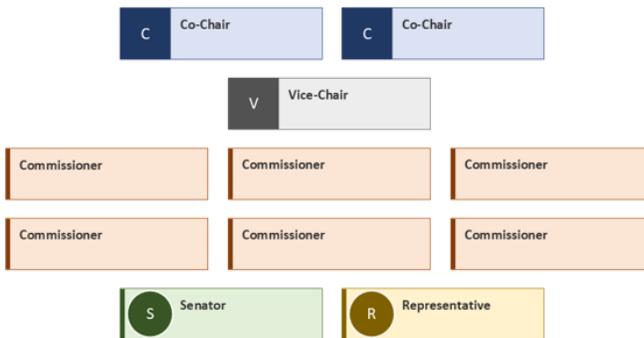
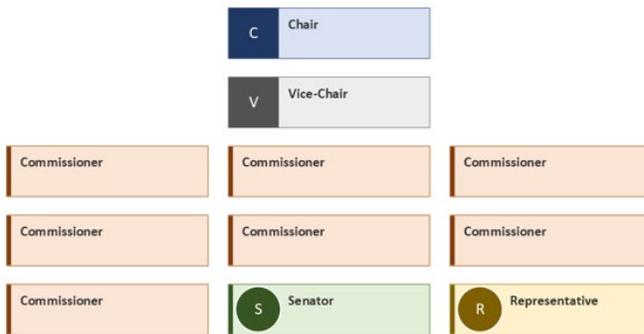
- POP #100
 - 3 Limited Duration Positions 1.50 FTE

Additional Supporting Materials

- Agency Summary
 - OACO provides administrative support to for advocacy commissions.
 - OACO is temporarily responsible for implementation of HB 4052 (2022)
- Staff: 4 permanent positions, 3 limited duration positions



- Commissions:
 - Oregon Commission on Asian and Pacific Islander Affairs (OCAPIA)
 - Oregon Commission on Black Affairs (OCBA)
 - Oregon Commission on Hispanic Affairs (OCHA)
 - Oregon Commission for Women (OCFW)
- 11 Commissioners on each commission
 - 9 Governor appointed, Senate confirmed
 - 2 Legislators
 - Senate President appoints a Senator
 - Speaker of the House appoints a Representative
 - 4-year terms
 - Legislators serve 2-year terms
- Commission Leadership structure determined by commissions' bylaws
 - OCBA and OCHA
 - Chair and Vice-Chair model
 - OCAPIA and OCFW
 - Co-Chairs and Vice-Chair model



- Summary of agency’s programs.
 - Supporting statutory duties of commissions ORS 185.310-625
 - Each commission shall
 - Monitor existing programs and legislation to ensure they are responsive to community needs.
 - Identify and research issues affecting their communities and recommend solutions.
 - Assist the Governor on the Governor’s equity-focused initiatives with policy advice, the study of long-standing community issues and the provision of community input, a community voice and leadership, as requested.

- Meet annually in a joint meeting to consider and act upon issues of mutual importance to the missions and statutory duties of the commissions.
- Maintain a liaison between the community and government entities.
- Encourage and recommend representation on state boards and commissions.
- Develop and sponsor programs that advance the needs of constituents, partnering with organizations to inform residents of Oregon about resources available.
- Submit a report to the Governor and Legislative Assembly every Biennium with recommendations regarding issues affecting their communities.
 - Commission work done in full commission meetings and subcommittee meetings, staffed by OACO
- Implementation of HB 4052 (2022) 2022-2027

Key Performance Measures, 2024

- New Commissioner Onboarding: 90%
- Customer Service: Met or nearly met targets
- Applied Policy Research: No data reported in 2024
- Best Practices (OCAPIA): 95% in 2023; No data reported in 2024
- Best Practices (OCBA): 97% in 2023; No data reported in 2024
- Best Practices (OCFW): 100% in 2023; No data reported in 2024
- Best Practices (OCHA): 100% in 2023; No data reported in 2024

OACO's 2025 Legislative Concepts

- [SB 790](#)
 - Renames Administrator to Executive Director

Budget Changes Effect on Agency Operations

- 2021 – 2023
 - Legislative Approved Budget
 - \$1,035,909
 - 4 Positions | 4 FTE
 - Legislative Adopted Budget
 - \$1,702,441
 - Invested in [HB 4052 \(2022\)](#) and [HB 2925 \(2023\)](#)
 - 3 LD Positions | 3 FTE
- 2023 – 2025
 - Legislative Approved Budget
 - \$1,248,544
 - 7 positions | 7 FTE
 - No significant investments

10% Reduction Option – Detail attached as Appendix

1. Reduction of permanent staff positions from 4 FTE to 3.44 FTE
 - a. Reduce Administrator FTE to 0.86 | \$60,466 savings
 - b. Reduction of Public Affairs Specialist 2 to 0.86 FTE | \$35,754 savings
 - c. Reduction of Operations and Policy Analyst 3 to 0.86 FTE | \$47,585 savings
 - d. Reduction of Executive Support Specialist 2 to 0.86 FTE | \$32,147 savings
 - e. Reduce LD OPA3 to .40 FTE | \$21,689 savings
 - f. Reduce both LD PAS 1 positions to .40 FTE | \$31,849 savings

Reducing any of these positions would leave OACO unable to meet its mission and the statutory requirements and deadlines set before the agency.

Workforce Challenges: The agency operates with a small team of seven full-time positions, three limited duration and four permanent. Given the agency's broad scope of work in policy oversight, community engagement, and legislative support for four commissions, any temporary staffing gaps result presents challenges in increased workloads for remaining staff. This has been especially evident during extended staff

absences, such as long-term leave of key personnel. While the agency remains committed to fulfilling its mandates, reduced capacity during critical periods like a budget session makes it significantly more challenging to initiate new projects and sustain essential policy support, given the high administrative need of administering 44 commissioners across four commissions.

Other Funds, Lottery Funds, and ARPA Ending Balance Forms – Detail attached as Appendix

The Lottery Funds and ARPA Ending Balance Forms do not apply to OACO

Program Prioritization

The OACO has one program and does not prioritize. Form attached as Appendix

Non-Applicable Items

The following items do not apply to OACO:

- Results of, and agency responses to, all audits on the agency conducted by the Secretary of State under ORS 297.070 during the current biennium and/or an external audit firm.
- Supervisory Span of Control Report from the Department of Administrative Services, Chief Human Resources Office, for agencies with more than 100 employees.
- Summary of proposed information technology and capital construction projects.
- Summary of long-term vacancy information requested by LFO.

Agency Name: Oregon Advocacy Commissions Office
2025-27 Biennium

Detail of Reductions to 2025-27 Current Service Level Budget

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Priority (ranked most to least preferred)	Agency	SCR or Activity Initials	Program Unit/Activity Description	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	Used in Gov. Budget Yes / No	Impact of Reduction on Services and Outcomes	
Dept	Prgm/Div														
	1	OAC	1. Reduce Administrator to 0.86 FTE	Reduce Administrator to 0.86 FTE	\$ 60,466	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,466	1	0.86	No	1. This position was granted in 2005 and is vital to the agency functioning. A reduction will significantly impact the agency in accomplishing our mission. This position is core to the work of the commissions in providing administrative support to 36 volunteer commissioners and 8 legislators.
	6	OAC	2. Reduce PAS 2 Position to 0.86 FTE	Reduce PAS 2 to 0.86 FTE	\$ 35,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,754	1	0.86	No	2. This position was granted in 2021 and is vital to the community connection and outreach functions of the agency and the commissions. The addition has enabled the agency to begin its connection and outreach efforts and relationship maintenance. Core to the work of the commissions is connection to community. Without the position, the shift of burden will be again pushed onto the volunteer commissioners. Reduction will severely hamper short- and long-term goals of each commission.
	7	OAC	3. Reduce of OPA 3 position to 0.86 FTE	Reduce OPA 3 to 0.86 FTE	\$ 47,585	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,585	1	0.86	No	3. This position is vital to the OACO and will severely stall legislative and policy support for OACs. While the above position focuses on external connections, this position is crucial to the advancement of research of the equity issues that commissioners raise and to the coordination of efforts with agencies on mutual areas of focus. Each staff member wears multiple roles as the mission is large and the resources remain limited.
	5	OAC	4. Reduce ESS 2 position to 0.87 FTE	Reduce ESS 2 to 0.87	\$ 32,147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,147	1	0.86	No	4. This position is vital to the OACO which carries out the functions to support the administrator as well as support the commissions administratively. Reduction will cripple agency administrative functions.
	4	OAC	5. Reduce Health Equity OPA 3 position to 0.40 FTE	Reduce Health Equity OPA 3 to 0.40 FTE	\$ 21,689	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,689	1	0.40	No	5. This position is vital to the OACO's work on HB 4052 and carries out the team lead function which ensures we are making progress in building recommendations out in partnership with the community. A final report is due to the legislature no later than June 30, 2026. This position is scheduled to end halfway through the biennium.
	2	OAC	6. Reduce Health Equity PAS 1 position to 0.40 FTE	Reduce Health Equity PAS 1 to 0.40 FTE	\$ 15,671	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,671	1	0.40	No	6. This position is vital to OACO's work on HB 4052 and carries out the facilitation to ensure recommendations made to the legislature are from community. This position is tasked with building community relationships, gathering feedback with the community and sharing recommendations with State agencies, community-based organizations and the legislature.
	3	OAC	7. Reduce Health Equity PAS 1 position to 0.40 FTE	Reduce Health Equity PAS 1 to 0.40 FTE	\$ 16,178	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,178	1	0.40	No	7. This position is vital to OACO's work on HB 4052 and carries out the facilitation to ensure recommendations made to the legislature are from community. This position is tasked with building community relationships, gathering feedback with the community and sharing recommendations with State agencies, community-based organizations and the legislature.
TOTAL					229,490	-	-	-	-	-	\$ 229,490	7	4.64		

Target (10%)
Difference \$ 229,490

Agency Name: Oregon Advocacy Commissions Office
2025-27 Biennium

Long-term vacancies as of December 31, 2024

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
Agency	SCR	DCR	Pos No	Position Class Comp		Position Title	Pos Type	GF Fund Split	LF Fund Split	OF Fund Split	FF Fund Split	FTE	2025-27 GF PS Total	2025-27 LF PS Total	2025-27 OF PS Total	2025-27 FF PS Total	2025-27 Total Bien PS BUDGET	Vacant Date	Position eliminated in GRB? Y/N	Reason for vacancy	
OACO	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	OACO does not have any vacancies.
												-					-				
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						TOTAL		0.00	0.00	0.00	0.00	-	0	0	0	0	0				

Program Prioritization for 2025-27

Agency Name:		Oregon Advocacy Commissions Office																			
2025-27 Biennium																		Agency Number: 13100			
<i>Program 1</i>																					
Program/Division Priorities for 2025-27 Biennium																					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Priority (ranked with highest priority first)	Agency Initials	Program or Activity Initials	Program Unit/Activity Description	Identify Key Performance Measure(s)	Primary Purpose Program-Activity Code	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	New or Enhanced Program (Y/N)	Included as Reduction Option (Y/N)	Legal Req. Code (C, D, FM, FO, S)	Legal Citation	Explain What is Mandatory (for C, FM, and FO Only)	Comments on Proposed Changes to CSL included in Agency Request	
Agcy	Prgm/ Div																				
1	1	OACO	OACO	Administrative Support of the Oregon Advocacy Commissions	1,2,3,4,5,6,7,	2	2,101,205	0	25,432	0	0	0	2126637	7	5,50	N	N	S	ORS 185.005-025		
							2,101,205	-	25,432	-	-	-	2126637	7	5,50						

7. Primary Purpose Program/Activity Exists

- 1 Civil Justice
- 2 Community Development
- 3 Consumer Protection
- 4 Administrative Function
- 5 Criminal Justice
- 6 Economic Development
- 7 Education & Skill Development
- 8 Emergency Services
- 9 Environmental Protection
- 10 Public Health
- 11 Recreation, Heritage, or Cultural
- 12 Social Support

19. Legal Requirement Code

- C Constitutional
- D Debt Service
- FM Federal - Mandatory
- FO Federal - Optional (once you choose to participate, certain requirements exist)
- S Statutory

Within each Program/Division area, prioritize each Budget Program Unit (Activities) by detail budget level in ORBITS

Document criteria used to prioritize activities:

OACO only has one program and does not prioritize