

Oregon Department of Corrections

Policy / Rule Fiscal Impact Form

Policy / Rule #: 291-001 PROCEDURAL RULES

Check One (Fiscal or No Fiscal -- If Fiscal is checked, check either one-time or on-going costs)

☒ **Indeterminate Fiscal Impact** -- (Analysis is described below. If unable to estimate costs or revenue, explain fully under "Comments" below.)

- ☐ One-time costs - will impact current biennium only
☐ On-going costs -- will impact current and/or future biennia

☐ **No fiscal impact** -- (to the Department, Partners, or Inmates)

Expenditures:	Current Biennium (July 2023-25)				Future Biennia			
	Impact on Department	Impact on Partners	Impact on General Public	Impact on AIC	Impact on Department	Impact on General Public	Impact on Partners	Impact on AIC
Personal Services (salaries, overtime, differentials, etc.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Supplies (training, supplies, equipment under \$5,000)	-	-	-	-	-	-	-	-
Capital Outlay (equipment over \$5,000)	-	-	-	-	-	-	-	-
Total:	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate
# of Positions	-	-	-	-	-	-	-	-
FTE (Full-Time Equivalent)	-	-	-	-	-	-	-	-
Revenues:								
Total amount of revenue required*	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate	Indeterminate

*In the comment section, indicate where the money will come from to pay for costs, i.e., General Fund dollars, Canteen revenues, Inmate Work Program revenues, etc.

Agency's Budget: Is the proposal anticipated in the Agency's Budget? Yes _____ No _____

Local Mandates: Does the proposal have a fiscal or revenue mandate effect on cities, counties, or special districts that triggers evaluation under Article XI, section 15 of the Oregon Constitution? Yes _____ No _____

Comments: (Include all assumptions for cost or revenue per unit and number of units, if applicable. Attach as many worksheets as necessary to give complete information.)

Rule 291-005 is updated to clarify mailing options by distinguishing postal from electronic mail, align with ORS standards, and expand notifications to include specific stakeholders like legislators and tribes. They streamline the process for accessing and requesting rulemaking notices, introduce online access options, add fee structures for printed materials, and incorporate provisions for fee waivers or reductions.

The rule change would introduce a nominal fee for printed rulemaking notices, charging \$0.12 per side for printed copies and including the cost of postage. Due to the varying number of notices sent each biennium and the uncertainty regarding how many individuals would transition from printed to electronic copies, it is difficult to determine the precise fiscal impact of this rule change. Consequently, the proposed changes are expected to have an indeterminate fiscal impact on the Department of Corrections (DOC), Adult in Custody (AIC) services, other state agencies, local governments, and the general public.

Agency: Dept of Corrections **Prepared by :** Ken Mayfield **Phone:** _____

Date: 11/27/2024 **Title:** Senior Fiscal Analyst **FAX:** _____

Working with the DOC Budget Manager, please indicate the fiscal impact of the policy/rule. Complete this form, and return one copy to the DOC Budget Manager.