



OAR 291-037

REQUEST FOR PUBLIC RECORD

PUBLIC RULE HEARING OCTOBER 22, 2025

OAR 291-037 REQUEST FOR PUBLIC RECORD

REGISTER TO TESTIFY

Per OAR 137-001-0030 Conduct of Rulemaking Hearings, name, address, and affiliation (if any) is required information before any person presents testimony.

- **FOR:** Only for those interested in testifying today but have not yet registered
- **DEADLINE:** Before we begin calling presenters to speak in the formal hearing
- **HOW TO REGISTER:** Email name, address and affiliation (if any) to DOC.RulesCoordinator@doc.oregon.gov

DEPARTMENT OF CORRECTIONS ADMINISTRATIVE RULES WEBPAGE

www.oregon.gov/doc/rules-and-policies

- Current Permanent Rules (Under OAR 291 on the Secretary of State's website)
- Proposed Rulemaking
- Recently Adopted Rules (includes permanent and temporary adoptions)
- Rulemaking Calendar

VIRTUAL MEETING PROTOCOLS

- Raise your hand to ask a question or provide a comment:
 - Click the Raise 🖐️ icon at the top of your screen
- Participants will be called in the order in which hands are raised.
- Keep your microphone muted unless it is your turn to speak.
- Be respectful of each other and DOC representatives.
- Each presenter will be provided 3 minutes to testify and notified when 30 seconds remain.



Questions?

PUBLIC RULE HEARING

PURPOSE: To take public comment on proposed changes to the rules governing the disclosure of public records maintained by the Department of Corrections.

Reminders:

- This meeting is recorded.
- No responses to questions will be made at this time.
- Keep your microphone muted unless it is your turn to speak.

BACKGROUND

- July 2025: Temporary Adoption to OAR 291-037-0015 (effective through January 2, 2026)
- September 2025: Notice of Proposed Rulemaking filed

NEED FOR THE RULES

To update the public records request process for both adults in custody and the public.

SUMMARY OF CHANGES

- Permanently adopt temporary amendments resulting from implementation of online GovQA portal
- Enable credit card payments
- Update terminology (“inmate”, “offender”)
- Update definitions to improve consistency with applicable statute, DAS policy, or other department rules.

WRITTEN COMMENTS

- All comments must be RECEIVED by the Rules Coordinator by the close of the comment period on **November 30, 2025, at 12:00 PM (noon)** or they will not be reviewed or considered.

- Submit written material via:

Mail

Rules Coordinator
3723 Fairview Industrial Drive SE
Salem, Oregon 97302

Email: DOC.RulesCoordinator@doc.oregon.gov

Online form:

www.oregon.gov/doc/rules-and-policies/Pages/Submit-a-Comment.aspx

ORAL COMMENTS

Commenters have a 3-minute time limit.

Please state your Name and Affiliation.

At the 30-second notification, please wrap up your comments.

Please submit a summary of your comments or your talking points to the Rules Coordinator

THANK YOU!

DOC.RulesCoordinator@doc.oregon.gov

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