Members:

Robert Harris, Chair
Susan Mandiberg, Vice Chair
Stephanie Engelsman
Alton Harvey, Jr.
Leslie Kay
Philippe Knab
Tom Lininger
Angel Lopez

Nonvoting Members:

Rep. Paul Evans
Haley Olson
Caitlin Plummer
Sen. Floyd Prozanski

Executive Director:

Kenneth Sanchagrin

Oregon Public Defense Commission

*Meeting will occur in-person with a virtual option via Zoom.**
Friday, December 4, 2026
9:00 AM – approx. 11:40 AM PST
The Benson Hotel, Cambridge/Oxford Room:
309 SW Broadway, Portland, OR 97205

Administrative Announcement

This is a public meeting, subject to the public meeting law and it will be recorded. Deliberation of issues will only be conducted by Commission members unless permitted by the Chair. Individuals who engage in disruptive behavior that impedes official business will be asked to stop being disruptive or leave the meeting. Additional measures may be taken to have disruptive individuals removed if their continued presence poses a safety risk to the other persons in the room or makes it impossible to continue the meeting.

AGENDA

Approx. Time	Item	Lead(s)
9:00-9:05	**Welcome – Call to Order**	Vice Chair Mandiberg
9:05-9:20	**Public Comment**	
9:20-9:35	**Update:** Director's Update	Ken Sanchagrin
9:35-9:45	**Action Item:** 2027 Board Meeting Calendar	Vice Chair Mandiberg
9:45-10:00	**Action Item:** Oregon Administrative Rules • Model Rules for Rulemaking • Notice of Proposed Rulemaking and Adoption of Temporary Rules • Delegation of Rulemaking Authority	Kim Freeman

10:00-10:45	**Briefing:** OPDC Secretary of State (SOS) Audit	Ken Sanchagrin
10:45-11:25	**Briefing:** Financial Case Management System Virtual Demo and Portal Walkthrough	Annie Rose Favreau, Baker Tilly & Tara Duke, AeonNexus
11:25-11:40	**Update:** Commission Subcommittee Updates • Governance, Policy, and Standards Subcommittee • Legislative and Policy Impact Subcommittee • Extraordinary Expenses Subcommittee	Vice Chair Mandiberg Commissioner Lininger Commissioner Knab
11:40 (Approximately)	**Adjourn**	

**To join the Zoom meeting, click this link: https://us02web.zoom.us/j/89201834300. This meeting is accessible to persons with disabilities or with additional language service needs. Our Zoom virtual meeting platform is also equipped with Closed Captioning capabilities in various languages, which agency staff can assist you with setting up ahead of meetings.*

Requests for interpreters for the hearing impaired, for other accommodations for persons with disabilities, or for additional interpreter services should be made to info@opdc.state.or.us. Please make requests as far in advance as possible, and at least 48 hours in advance of the meeting, to allow us to best meet your needs.

Listed times are an estimate, and the Chair may take agenda items out of order and/or adjust times for agenda items as needed.

The Commission welcomes public comment. Please click here to review the guidelines for providing public comment on our website, and click here to sign up to provide public comment.

Next meeting: ***January 21, 2027, 9am-12pm, virtual (pending meeting calendar approval)***

Meeting dates, times, locations, and agenda items are subject to change by the Commission; future meetings dates are posted at: https://www.oregon.gov/opdc/commission/Pages/meetings.aspx.

Oregon Public Defense Commission

Date: **December 4, 2026**

To: **OPDC Chair Rob Harris**
OPDC Vice Chair Susan Mandiberg
OPDC Commissioners

Cc: **Kenneth Sanchagrin, Executive Director**

From: **Mara Ewing, Executive Assistant to the Commission**

Re: **2027 Commission Meeting Calendar**

Nature of Presentation: Action Item

Background:
OPDC staff have prepared a draft calendar with 2027 Commission meeting dates for Board review and approval. Based on responses received on the recent Commissioner survey and the discussion at the November 18th Commission meeting, the dates are tentatively set on the attached calendar.

- Meeting cadence for the full Commission meetings is proposed as follows:
    - Meetings will occur on the third Thursday of every month beginning in January 2027, will begin at 9:00am, and will tentatively end at 12:00pm.
    - Alternate meeting dates will occur in June and December 2027 to coincide with the OCDLA conference. These meetings will be held in-person in Bend, Oregon and Portland, Oregon respectively.
- Based on the discussion at the November 18, 2026 Commission meeting, OPDC will pause holding monthly Commission Workgroup meetings for roughly 6 months. During that time the Chair, Vice Chair, and OPDC Leadership will evaluate if workgroup meetings are necessary to resume due to the current Commission Subcommittees working through tasks or discussions that would typically occur at Workgroup meetings in the past.

- At the October 29, 2026 Governance, Policy, and Standards Subcommittee Meeting, committee members agreed to keep the current meeting cadence of the last Thursday of every month from 4:00pm to 5:30pm.
- The Extraordinary Expenses Subcommittee and Legislative and Policy Impact Subcommittee will continue to meet on an as-needed basis. Meeting dates will be added to the OPDC website as soon as practicable.

Once this calendar is approved, dates will be reserved on Commissioner calendars and shared on the OPDC meeting website. Dates are subject to change as needed for Board business.

Agency Recommendation:
OPDC staff are recommending the Board approve and implement this calendar for 2027.

Fiscal Impact:
None.

Agency Proposed Motion:
I move the Board to approve the 2027 Commission meeting calendar.

Oregon Public Defense Commission

Meeting Dates may be subject to change -
please refer to the website and your email calendar invites for current dates.

*Notates the Commission meeting will be in-person that month. Dates are tentative based on past OCDLA Conference Dates and may change as the 2027 schedule of events is released.

2027 Board Meeting Calendar

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	**21**	22	23
24	25	26	27	**28**	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	**18**	19	20
21	22	23	24	**25**	26	27
28						

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	**18**	19	20
21	22	23	24	**25**	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	**15**	16	17
18	19	20	21	22	23	24
25	26	27	28	**29**	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	**20**	21	22
23	24	25	26	**27**	28	29
30	31					

June*

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	**10**	11	12
13	14	15	16	17	18	19
20	21	22	23	**24**	25	26
27	28	29	30			

July

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	**15**	16	17
18	19	20	21	22	23	24
25	26	27	28	**29**	30	31

August

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	**19**	20	21
22	23	24	25	**26**	27	28
29	30	31				

September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	**16**	17	18
19	20	21	22	23	24	25
26	27	28	29	**30**		

October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	**21**	22	23
24	25	26	27	**28**	29	30
31						

November

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	**18**	19	20
21	22	23	24	**25**	26	27
28	29	30				

December*

S	M	T	W	T	F	S
			1	2	**3**	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	**30**	31	

Legend:

Commission Meetings: 9:00am to 12:00pm

Commission Workgroup: Currently Paused

Governance, Policy, and Standards Subcommittee: 4:00pm to 5:30pm

Legislative and Policy Impact Subcommittee: 1 Hour (as needed)

Extraordinary Expenses Subcommittee: 1 Hour (as needed)

Date: **December 4, 2026**

To: **Robert Harris, Chair of OPDC**
Susan Mandiberg, Vice Chair of OPDC
OPDC Commissioners

Cc: **Kenneth Sanchagrin, Executive Director**
Jennifer Bell, Senior Policy Analyst
Heather Kessinter, Senior Policy Analyst

From: **Kimberley Freeman, Data & Policy Manager**

Re: **Vote to Adopt Permanent Rules**

Nature of Presentation: Action Item

Background:
The agency has fulfilled all required ministerial tasks necessary for the Board to adopt permanent rules. These include:

- Filing the Notice of Proposed Rulemaking,
- Allowing 49-day legislative and 30-day public comment periods,
- Communicating 28-days prior to intended actions,
- Holding a public hearing,
- Considering comments received, and
- Publishing the Presiding Officers report.

The Model Rules of Rulemaking and the Notice of Proposed Rulemaking and Adoption of Temporary Rules did not receive revisions or public comments.

The revised Delegation of Rulemaking Authority rule was presented to the Board at the November 18, 2026, meeting. The revisions align with guidance from the Department of Justice after public comments were received.

As all ministerial tasks have been completed, the agency recommends the Board call for a motion to vote to adopt the Model Rules of Rulemaking, Notice of Proposed Rulemaking and Adoption of Temporary Rules, and Delegation of Rulemaking Authority rules permanently with an effective date of January 4, 2027.

Fiscal Impact:
None.

Recommendation:
The agency recommends the Board vote to adopt the agency's first three permanent rules.

Proposed Motion:
Agency recommends the Board vote to adopt the Model Rules of Rulemaking, Notice of Proposed Rulemaking and Adoption of Temporary Rules, and Delegation of Rulemaking Authority rules permanently with an effective date of January 4, 2027.

Chapter 404
Oregon Public Defense Commission

404-025-0000
Model Rules for Rulemaking

Pursuant to ORS 183.341, the Oregon Public Defense Commission (OPDC) adopts by reference the Attorney General's Model Rules for Rulemaking (OAR 137-001) in effect January 1, 2024.

Statutory/Other Authority: ORS 151.216, ORS 183.341
Statutes/Other Implemented: ORS 151.216, ORS 183.341

Chapter 404
Oregon Public Defense Commission

404-025-0100
Notice of Proposed Rulemaking and Adoption of Temporary Rules

(1) Prior to adoption, amendment, or repeal of any rule, the Oregon Public Defense Commission (OPDC) will give notice of the intended action:

(a) To certain legislators specified in ORS 183.355(15) at least 49 days before the effective date of the rule;

(b) To persons or organizations on the agency's interested parties mailing list described in section (2) of this rule at least 28 days prior to the effective date of the intended action;

(c) To the Associated Press and the Capital Press Room at least 28 days before the effective date of the rule; and

(d) In the Secretary of State's (SOS) Bulletin, referred to in ORS 183.360, at least 21 days prior to the intended action.

(2) Pursuant to ORS 183.335(8) the agency will maintain an interested parties list for the OAR chapter for which it has administrative responsibility. A person, group, or entity that desires to be placed on such a list to receive notices regarding proposed permanent adoption, amendment, or repeal of a rule must make such a request in writing either on the agency's website or to the agency's rules coordinator. The request must include either a mailing address or an electronic mail (email) address to which notices may be sent.

(3) Notices under this rule may be sent by postal mail or electronic mail (email). The agency recognizes state shuttle as mail and may use this method to notify other state agencies.

(a) An email notification under section (1) of this rule may consist of the following:

(A) An email that attaches the Notice of Proposed Rulemaking or Notice of Proposed Rulemaking Hearing and Statement of Need and Fiscal Impact.

(B) An email that includes a link within the body of the email, allowing direct access online to the Notice of Proposed Rulemaking or Notice of Proposed Rulemaking Hearing and Statement of Need and Fiscal Impact.

(C) An email with specific instructions within the body of the email, usually including an electronic Universal Resource Locator (URL) address, to find the Notice of Proposed Rulemaking or Notice of Proposed Rulemaking Hearing and Statement of Need and Fiscal Impact.

(b) The agency will honor all written requests that notification be sent by postal

mail instead of electronically if a mailing address is provided.

(4) If the agency adopts or suspends a temporary rule, the agency will give notice of the intended action:

(a) To certain legislators specified in ORS 183.335(15) at least 49 days before the effective date of the rule;

(b) To persons or organizations on the agency's interested parties mailing list described in section (2) of this rule at least 28 days prior to the effective date of the intended action;

(c) To the Associated Press and the Capital Press Room at least 28 days before the effective date of the rule; and

(d) In the Secretary of State's (SOS) Bulletin, referred to in ORS 183.360, at least 21 days prior to the intended action.

(5) In lieu of providing a copy of the rule as proposed with the notice of intended action or notice concerning the adoption of a temporary rule, the agency may state how and where a copy may be obtained on paper, by electronic mail (email), or from a specified website.

(6) The Oregon Public Defense Commission (OPDC) may update the mailing list described in section (2) of this rule annually by requesting persons to confirm that they wish to remain on the mailing list. If a person does not respond to a request for confirmation within 28 days of the date the agency sends the request, the agency will remove the person from the mailing list. Any person removed from the mailing list will be immediately returned to the mailing list if the agency receives such a request in writing.

Statutory/Other Authority: ORS 151.216, ORS 183.341
Statutes/Other Implemented: ORS 151.216, ORS 183.341

Chapter 404
Oregon Public Defense Commission

404-025-0200
Delegation of Rulemaking Authority

Any member or employee of the Commission who is identified on a completed Delegation of Authority form signed by the Executive Director, the Deputy Director, or Chair of the Commission and filed with the Secretary of State (SOS), Administrative Rules Unit, is vested with the authority to adopt, amend, repeal, or suspend administrative rules as provided on that form until such delegation is revoked by the Executive Director, the Deputy Director or Chair of the Commission, or the person leaves employment with the Commission.

Statutory/Other Authority: ORS 151.216, ORS 183.325
Statutes/Other Implemented: ORS 151.216, ORS 183.325