From:	HNIDEY Emil
To:	WESTERSUND Joe
Cc:	artglass2016
Subject:	RE: question re fiscal adv comm: "approved minutes"
Date:	Wednesday, June 08, 2016 2:54:17 PM

I'm sorry about that. Take a look at the Clean Fuels Committee Summary. The clean fuels program has taken the approach of summarizing the questions and comments of the committee members instead of the committee's findings and recommendations as a whole.

If this doesn't help, let me know and I'll keep looking for what can be done.

Emil

From: WESTERSUND Joe
Sent: Wednesday, June 08, 2016 2:20 PM
To: HNIDEY Emil <HNIDEY.Emil@deq.state.or.us>
Subject: RE: question re fiscal adv comm: 'approved minutes'

Hi Emil,

It looks like the Ballast Water example uses the 'approved minutes' approach:

> 'The committee reviewed the draft fiscal and economic impact statement and its findings are stated in the approved minutes dated 29 February 2016.'

Is there another example you could send, where DEQ summarized the committee's discussion in the Notice of Rulemaking?

I found this example of option #2 http://www.oregon.gov/deq/RulesandRegulations/Documents/AQpermFiscalimpact.pdf but I was hoping that this level of detail would not be required.

-Joe

From: HNIDEY Emil
Sent: Wednesday, June 08, 2016 2:04 PM
To: WESTERSUND Joe <WESTERSUND.Joe@deq.state.or.us>
Cc: artglass2016 <artglass2016@deq.state.or.us>
Subject: RE: question re fiscal adv comm: 'approved minutes'

Hello Joe,

We normally don't use the minutes to document this section because, like you said, the committee would have to approve them. I can see three options:

1. You could email the minutes to the committee members after the fact for their approval but we normally don't do this.
2. You can create a summary (other than the minutes) of the committee's findings that we then post and link to.

3. You can also summarize the committee's discussion in this section of the notice. An example of this can be seen in the stakeholder and public involvement section of the Ballast Water Notice Packet. This is probably the easiest option of the three.

Emil

From: WESTERSUND Joe
Sent: Wednesday, June 08, 2016 1:45 PM
To: HNIDEY Emil <HNIDEY.Emil@deq.state.or.us>
Subject: question re fiscal adv comm: 'approved minutes'

Hi Emil,

In the Notice of Rulemaking there is this section:

Advisory committee

DEQ appointed an advisory committee.

As ORS 183.33 requires, DEQ asked for the committee's recommendations on:

- Whether the proposed rules would have a fiscal impact,
- The extent of the impact, and
- Whether the proposed rules would have a significant impact on small businesses and complies with ORS 183.540.

The committee reviewed the draft fiscal and economic impact statement and
Choose one:
-documented its recommendations in the (enter title and date of document)
or
- its findings are stated in the approved minutes dated DATE.

The committee Enter specifics about the committee's fiscal impact review. The committee determined the proposed rules would/would not have a significant adverse impact on small businesses in Oregon.

What does 'approved minutes' mean? Does the advisory committee need to approve the minutes that I write up? (Hopefully that doesn't mean the committee has to convene again just to approve minutes from the previous meeting.)

-Joe

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