From:	GOLDSTEIN Meyer
To:	HOOFF Rian
Cc:	ballast2016
Subject:	RE: Ballast 2016 rule notice packet - ballast2016
Date:	Thursday, February 25, 2016 08:58:17
Attachments:	image001.png

If you have to move the schedule back its almost impossible to get to the August EQC meeting. The meeting is on August 17, which means the staff report is due to EQC July 10. If you publish notice and have your hearing in June, the public comment period will close in the third week of June. That would only give you a couple of weeks to write the staff report and get all management reviews of it. That would be difficult unless you have almost no public comments and no other issues pop up.

You do the notice originally in redline/strikeout because you should always have track changes turned on when working on any rulemaking document until it is ready to be finalized. That way, anyone who reviews or edits it can see what changes have been made and whether their edits or comments have been addressed. The rules go to EQC with the redline/strikeout still in so they can see what changes have been made to the rules. The notice, and other documents, stay in redline during the editing process, but get cleaned up before they go to the public or EQC.

From: HOOFF Rian
Sent: Thursday, February 25, 2016 08:50
To: GOLDSTEIN Meyer <Goldstein.Meyer@deq.state.or.us>
Cc: ballast2016 <ballast2016@deq.state.or.us>; ballast2016 <ballast2016@deq.state.or.us>
Subject: RE: Ballast 2016 rule notice packet - ballast2016

Yes, that is the proposed/correct timeline, though it is pending the outcome of Mondays AC meeting. If they throw some curveballs my way, I may need to delay the schedule by a month.

Question about the detailed tasks you identified below (highlighted in yellow): The rule notice template that I have been working from had a lot of instructions in gold/brown font. Why would I be completing that document in 'redline/strikeout'?

From: GOLDSTEIN Meyer
Sent: Thursday, February 25, 2016 8:37 AM
To: HOOFF Rian
Cc: ballast2016
Subject: RE: Ballast 2016 rule notice packet - ballast2016

I will do that. According to the schedule on your SharePoint, the plan is to file the notice in April, publish in May and have the hearing in May. Is that correct?

We must file the notice for a rulemaking with Secretary of State no later than the 15th of the month to have the required notice published in the Oregon Bulletin on the 1st of the next month.

The schedule for this rulemaking calls for filing the notice on the 15th of April.

The steps required to file the notice on time are:

- 3.4 (Filing-6 weeks)
    - Rian Completes draft rules in redline/strikeout
    - Rian Completes Rulemaking Notice in redline/strikeout
- 3.11 (filing-5 weeks) Bruce completes review
- 3.18 (filing-4 weeks) Rian finalizes draft rules by:
    - addressing and deleting all comments
    - rejecting all proposed edits that will not be kept in final draft rules
    - leaving untouched in redline/strikeout all proposed edits that will be kept in the final rules
    - IMPORTANT NOTE: In rejecting and accepting text to create a final version of the rules, you will still have redline/strikeout and blue underline text to indicate deletions and insertions. HOWEVER: you have to note the difference between text from the original rules that you are deleting versus newly inserted text that you are now deleting or don't intend to keep. You must fully delete newly inserted text that you don't intend to keep so that it does not appear in any form in the final rules. **Newly inserted text that you are deleting should not be red or strike through, it should be gone.** Red text/strikethrough is only for text from the original rule that you are deleting. The final version of the rules does not show all proposed edits that were considered. It only shows insertions and deletions that are being kept for the final version of the rules. To accomplish this, turn off track changes, delete newly inserted text you are not going to keep, then turn track changes back on
    - Review final appearance of rules by changing review status to display "no markup"; after review complete, change display status back to "all markup"
- 3.18 (filing-4 weeks) Rian finalizes Rulemaking Notice by:
    - turn track changes off
    - addressing and deleting all comments
    - rejecting any edits that will not be kept in the final document
    - accepting all edits that will be kept in the final document
    - Results in clean copy of Rulemaking Notice with no redline/strikeout
    - turn track changes on
- 3.25 (filing -3 weeks)
    - Lydia completes review
    - Rian and Bruce address any DA comments or edits
    - 4.1 (filing -2 weeks)
    - Rian and Bruce review draft GovDelivery and Legislator email notices
    - Rian and Bruce review list of proposed GovDelivery topics/mailing lists
    - Rian Bruce review draft news release
    - Communications completes review
    - Preview Period – Rules Group Lead emails information about the rulemaking to Leadership Team for 1 week review
- 4.15 Notice filing and Open Public Comment – Rules Group Lead:
    - files notice with Secretary of State
    - sends GovDelivery notice
    - opens public comment web page
    - has news release distributed
    - has facebook and twitter notices distributed
    - sends email to key legislators
- 5.1 Notice published in Oregon Bulletin
- 5.18 Public rulemaking hearing
- 5.23 Close public comment period

From: HOOFF Rian
Sent: Wednesday, February 24, 2016 17:35
To: GOLDSTEIN Meyer <Goldstein.Meyer@deq.state.or.us>
Cc: ballast2016 <ballast2016@deq.state.or.us>
Subject: Ballast 2016 rule notice packet

Hello Meyer,
Pending the outcome of next Mondays advisory committee meeting, I hope to still be on track to submit my rule notice packet for review/approval by Thursday 3/3 aiming for a 4/14 SOS bulletin publication.
The rule notice document that I have been working with is at:
http://deqsps/programs/rulemaking/lq/ballast2016/docs/ballast2016.rulemaking.notice.docx
and is available for you to add Noise Table rule information at your convenience.
I will keep you posted on the timeline and whether we may have to delay the proposed schedule, but wanted to make sure you had a heads up about the need to incorporate the rules table pieces.

Rian

Rian v. Hooff
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DEQ must preserve all emails sent about this rulemaking. When you send an email concerning this rulemaking, please Cc the mailbox for this rulemaking, which is: ballast2016@deq.state.or.us.