

OREGON LAW COMMISSION
OREGON STATE CAPITOL WORKPLACE HARASSMENT WORK GROUP
WORK PLAN

April/May	
• Form work group. • Create work group web page – post initial materials. • Create portal for anonymous comment. • Draft informational notice inviting comment and disseminate to all stakeholders, including legislators and Capitol employees, Capitol Club and law schools.	
May – Public meeting #1 Willamette Law	Initial Meeting
• Introduce the work group. • Review the charge. • Discuss substantive and process issues. • Discuss methods of outreach to solicit public comment and provide public information.	
June – Public meeting #2 Willamette Law	Background Information
• Review minutes from previous meeting and any comments received. • Invite testimony from Legislative Counsel and Employee Services regarding current formal and informal complaint processes. • Staff presentation on processes in other state legislatures. • Post minutes, materials and audio/video on web; invite written comment.	
July – Public Meeting #3 State Capitol, 4 p.m.	Background Information and Public Testimony (extended meeting)
• Review minutes from previous meeting and any comments received. • Invite testimony from lawyers and investigator recently involved in formal complaint process. • Invite public testimony. • Post minutes, materials and audio/video on web; invite written comment.	
August – Public Meeting #4 Location TBA	Best Practices
• Review minutes from previous meeting and any comments received.	

• Identify best practices for encouraging complainants to come forward, receiving and investigating complaints, providing due process to respondents, preventing retaliation, and providing appropriate redress in context of traditional employment relationship. • Compare existing rule to best practices and identify deficiencies. • Post minutes, materials and audio/video on web; invite written comment.	
September – Public Meeting #5 Location TBA	Best Practices: Apply to Legislators
• Review minutes from previous meeting and any comments received. • Continue discussion of best practices. • Consider legal (e.g. constitutional) and policy issues applicable to legislators as respondents. • Invite relevant testimony (e.g. legislators, partisan staff, previous victims of harassment, Legislative Counsel, Human Resources). • Post minutes, materials and audio/video on web; invite written comment.	
September – November Public Meetings #6 - #9 Locations TBA	Best Practices: Classes of Respondents and Proposed Recommendations
• Review minutes from previous meeting and any comments received. • Continue discussion of best practices and application to legislators as respondents. • Apply best practices, with appropriate modifications, to remaining classes of respondents (e.g. partisan staff, lobbyists). • Discuss training and methods of changing culture and avoiding workplace harassment. • Prepare summary of proposed recommendations. • Post minutes, materials and audio/video on web; invite written comment.	
November – Public Meeting #10 Location TBA	Public Testimony
• Review minutes from previous meeting and any comments received. • Invite public testimony on proposed recommendations.	
December – Public Meeting #11 Location TBA	Finalize Report
• Review minutes from previous meeting and any comments submitted. • Finalize report and submit to full Commission for approval. • Submit to Presiding Officers.	