



OREGON LAW COMMISSION

Meeting Minutes

March 13, 2026

I. Call to Order/ Introductions and Welcome

Commissioners in Attendance: Valarie Sasaki, Ben Gutman, Justice Rebecca Duncan, Judge Erin Lagesen, Representative Kim Wallan, Christa Obold Eshleman, John DiLorenzo, Dean Jeffrey Dobbins, Eva Kripalani, Judge Mary James, and Senator Floyd Prozanski

Unable to Attend: Cody Hoesly, Dean Sandy Patrick, Representative Willy Chotzen, Professor Kristen Bell.

Staff in Attendance: Amy Zubko, Cara Goldfarb, Gabriel Hanson

Guests in Attendance: Eric Foster, Lane Shetterly, Jeff Petty, Channa Newell, Tisha Pascone, Lori Anne Sills

Chair Valarie Sasaki led the group in a round of introductions.

II. Minutes

Dean Jeff Dobbins moved to adopt the last meeting minutes, Justice Rebecca Duncan seconded. The commissioners voted to adopt the previous meeting's minutes.

III. Financials

A. Budget

Chair Valerie Sasaki opened a discussion about the budget process for the Oregon Law Commission. Director Amy Zubko explained that after the short session, where cuts to state entities were considered across the board, the Commission remained fully funded for the 2025-2027 biennium. However, the feedback from the Legislature suggested there would be additional budgetary challenges in future biennia. With that in mind, state entities should prepare for potential state-level budgetary constraints,

While the Commission has reserve funds, because of the increased interest in work group projects, the Commission should also take into consideration the workload it will be able to support in the future. The Commission expects to have four bills (Uniform Electronic Wills Act, Revised Uniform Limited Liability Act, Municipal and Justice Courts follow-up bill, and Uniform

Partition of Heirs' Property Act) for consideration for the next session and another ongoing projects (Simple Estate Affidavit Criteria) for the 2029 Legislative Session.

Director Zubko identified three areas of growth included the budget for FY 2027. Two of the proposals have been discussed and approved in prior years, however, because of state budget constraints have not been implemented. First, in the FY 2026 budget, the commission approved the employment of two student research assistants. For FY 2027, the proposed budget includes funding for three student research assistants with a goal of hiring a student from each of the three Oregon Law Schools.

Second, because of the budgetary constraints that came up during the fall of FY 2026, the part-time position has been held vacant; ideally, it would be filled in late 2026 or early 2027.

Third, the FY 2027 budget allocates funding for a legal fellowship position. This position would be a one-year position for a post-graduate legal fellow to support legislative proposals and work groups. If the Commission wants to continue to work on as many projects as they expect, it will likely be necessary to have more people available to handle the workload.

A question was raised about how competitive the compensation would be for Commission staff. The Commission discussed the director's current annual salary and whether the legal fellow salary was in line with other fellowships.

Eva Kripalani moved to adopt the proposed budget, and John DiLorenzo seconded the motion. The Commission members unanimously voted to approve the proposed budget.

IV. Program Committee

A. Simple Estate Affidavit Criteria Work Group

Channa Newell and Jeff Petty from the Oregon Judicial Department introduced the proposed work group on the simple estate affidavit process in Oregon. This included an overview of the current simple estate affidavit process in Oregon and an overview of the need to look at this issue. Further, there was some discussion of Washington state's estate processes. The proposal was originally considered at the December 19, 2025 Program Committee meeting. If the Commission voted to approve this project, this work group would produce a report and legislative draft with a goal of submitting the proposal at the 2029 Legislative Session.

Dean Dobbins offered additional language for the proposed work group to address the scope of the project which is as follows: "The work group is charged to examine the estate process in Oregon and other states. In light of those investigations, the work group is charged with evaluating the needs for change to the simple estate process." Further, Commissioner DiLorenzo suggested that the charge be further expanded to acknowledge that the estate tax in

Oregon is a dynamic area with potential changes going on at the ballot or in the legislature. Representative Kim Wallan suggested that the Commission reach out to former State Representative Lily Morgan, who had expressed some interest in the issue when serving in the legislature during the 2023 Long Session.

Director Zubko has been reaching out to groups and individuals who had expressed interest in participating in this work group with a goal of an initial meeting in late spring/early summer. Chair Sasaki shared her interest in the possibility of having a stronger vice chair for the project, and that upon approval, the proposed work group could work to identify a vice chair.

Commissioner Dilorenzo moved to adopt the proposed work group with the modified description, and Judge Mary Mertens James seconded. The commissioners unanimously voted to adopt the proposal.

V. Administration/Governance Update

Chair Sasaki provided some updates on other discussions for the Commission. The administrative and governance subcommittee has raised several discussions regarding the commission's policies and procedures. Some of these include the storage of archived Commission materials, defining expectations for the role of a commissioner, and the position of the vice chair of the Commission.

VI. Updates on Current Projects

A. Uniform Electronic Wills Act

Lane Shetterly and Eric Foster updated the commissioners on the progress of the Uniform Electronic Wills work group. The drafting is moving quickly, but the work group is working through concerns and discussions around execution, security, and the technical aspects of electronic wills procedures. Judge James had a question regarding the work group's reaction to other states' variations. The work group has been looking at, for example, Washington state's provision for incorporating a custodian.

B. Municipal and Justice Courts 2025-2027

Judge James updated the Commission on the progress of the municipal and justice court work group. The work group has divided into several smaller subgroups to address issues. The waiver of undertaking issue is close to being resolved along with allowing courts of record for justice courts within 50 miles of a circuit court. Judge James shared that another issue under discussion was custody of records from abolished local courts.

Senator Floyd Prozanski raised a question regarding the process for a transfer after an adverse decision in a municipal court has been made and requested the work group review the issue. Judge James offered to do so.

C. Uniform Partition of Heirs Property Act

Chair Sasaki provided updates for the Uniform Partition of Heirs Property work group. Since the last Commission meeting, the work group has begun discussions on the structure of the uniform language and the working LC draft. In early March, the work group hosted an attorney from Alabama to share feedback and describe areas of discussion and the adoption process in Alabama. The intention is to introduce this in the 2027 Legislative Session.

4. Revised Uniform Revised Limited Liability Company Act

Chair Sasaki provided an update on the LLC Act work group. The work group is looking at the cause of the fiscal impact that has arisen in previous proposals of this act to the legislature. Commissioner DiLorenzo provided some context on the fiscal impact state but clarified that there were not substantive feedback from stakeholders that has arisen regarding this proposal in previous legislative sessions. Commissioner DiLorenzo and Senator Prozanski discussed ways to reach out to the Ways and Means Committee co-chairs including creating a packet of materials for the Co-chairs. Suggestions for overcoming the financial hurdles this bill has faced included discussions among legislators, a package for the co-chairs of the Ways and Means Committee, and a presentation at a possible reception for legislators hosted by the Commission.

Senator Prozanski and Representative Wallan suggested that their names be attached to a package of materials to share.

VII. Scheduling

Director Zubko shared that the December 2026 meeting would have to be rescheduled based on the December Legislative Days. A new date would be shared prior to the June 5, 2026 meeting.

VIII. Work Plan

Director Zubko shared the workplan for the end of FY 2026 which covers the four active work groups and the start of the fifth work group.



OREGON LAW COMMISSION

Policy Option Package – Expand Support for the Oregon Law Commission

Purpose

The Oregon Law Commission (“Commission”) was created in 1997 by the Legislative Assembly to conduct a continuous program of law revision, reform, and improvement. (ORS 173.315). Working with volunteers, the Commission serves the citizens of Oregon by assisting the legislature, executive agencies, and the judiciary by keeping the law up to date through written policy analysis, proposed law reform bills, and administrative rules.

To fulfill this mission, the Commission identifies areas of law and legal processes that need revision and improvement. During the 2025 Legislative Session, the Commission submitted two completed work group projects, the Municipal and Justice Court Appeals legislative concept (HB 2460) and the Revised Uniform Limited Liability Company Act legislative concept (SB 164). These bills, and the approximately 120 other pieces of legislation submitted over the last 25 years, were developed by groups of dedicated and thoughtful volunteer attorneys and supported by the Commission Director along with student law clerks providing administrative support, research, and legal analysis.

Since the 2025 Legislative Session, the Commission has approved the creation of four new work groups:

- the Uniform Electronic Wills Act Work Group,
- the Municipal and Justice Court 2025–2027 Work Group,
- the Uniform Partition of Heirs Property Act Work Group, and
- the Simple Estate Affidavit Criteria Work Group.

Coupled with the planned reintroduction of the Revised Uniform Limited Liability Company Act planned for the 2027 Legislative Session, the Commission is now running five active work groups with additional projects in the pipeline. The Commission plans to pre-session file four legislative proposals for consideration during the 2027 Legislative Session, which will require the director to provide staffing and legislative advocacy while continuing to manage work group meetings during the 2027 Legislative Session.

Currently, the Commission has a director and three law students staffing five active work groups. Each work group has between 10 and 30 active volunteers, mostly attorneys, exploring and improving areas of Oregon law that will increase efficiency, respond to the changing needs of Oregonians and the Oregon legal system, and increase the accessibility to Oregon’s civil and justice systems. From updating appellate procedures to providing new avenues to access the probate system, Oregon Law Commission projects simplify and streamline existing legal processes, cutting down on costs for Oregonians and the State. Legislative financial support of the legal fellow program will allow the Commission to effectively coordinate and support the efforts of volunteer lawyers and stakeholders throughout Oregon to develop and draft non-partisan legislation.

As a comparison, during the 2015-2017 biennium, the Commission had student and staff support for six active workgroups with up to three undergraduate and law students per semester, two administrators, a deputy director, and a part-time executive director.

While the current OLC staff and Commission appreciate the support and engagement of volunteer Commissioners and work group members, In order to respond to proposals and staff work group projects, the Commission will need additional financial support to complete projects in a timely and responsive manner.

How Achieved

Over the last few years, the Commission has been exploring the possibility of creating a limited-duration post-graduate legal fellowship. This position would provide the Commission with the ability to appropriately staff Commission work groups while ensuring the management and direction of the Commission itself receives the necessary attention and oversight.

Governor Kotek in her January letter to executive branch agencies, indicated that in response to state budgetary challenges, state entities should look to existing resources to fund programing. The Commission has approved the use of reserve funds to pilot the first year of post-graduate limited duration legal fellowship which is expected to begin in the fall of 2026. However, to continue this program, additional state funding will be necessary.

Based on comparisons within the University of Oregon and with the Legislature's own Legislative Policy and Research Office fellowship, the Commission is asking for an additional \$220,000 per biennium to cover the cost of a legal fellowship program in the 2027-2029 biennium.

Staffing Impact

Revenue Source

\$220,000 – General Fund per biennium (\$65,000 + benefits per year)



OREGON LAW COMMISSION

10% Reduction – Oregon Law Commission

2027–2029 Biennium

Purpose

The Oregon Law Commission was created in 1997 by the Legislative Assembly to conduct a continuous program of law revision, reform, and improvement (ORS 173.315). Working with volunteers, the Commission serves the citizens of Oregon by assisting the legislature, executive agencies, and the judiciary by keeping the law up to date through written policy analysis, proposed law reform bills, and administrative rules.

To fulfill this mission, the Commission identifies areas of law and legal processes that need revision and improvement. This process is volunteer driven and supported by a director housed at the University of Oregon School of Law along with student law clerks. Over the last decade, the Commission has successfully passed 14 bills covering topics from probate modernization to receivership to criminal appeals. Since 1999, the Commission has submitted approximately 125 pieces of legislation.

Since the move to the University of Oregon School of Law, the number of workgroups the Commission has been able to support has decreased. During the 2015-2017 biennium, the Commission had student and staff support for six active workgroups with up to three undergraduate and law students per semester, two administrators, a deputy director, and an executive director. Currently, the Commission has a director and three part-time law students and has recently held the administrative position vacant.

The proposed budget for the Oregon Law Commission for 2027-2029 is \$426,036. A ten percent reduction of the Commission's budget would equal \$42,604 per biennium or \$21,301.80 a year.

The Commission's part-time administrative staff at 20 hours a week is budgeted at \$76,504 for the 2027–29 biennium or \$38,252 per year. The budget for student staff and fellows in FY 2026 is \$9,715 per year (\$19,430 per biennium) which covers three part time summer students for three months and one part-time law student during the academic year.

If the Oregon Law Commission's 2027-2029 budget is cut by \$42,604 (\$21,301,80 per year), the Commission would hold the administrative support staff vacant for FY 2028 to cover the budget reduction. The unspent amount budgeted for an administrative assistant in FY 2028 would be re-directed to fund student employment and to support the Commission's work.



OREGON LAW COMMISSION

MEMORANDUM

DATE: June 5, 2026
TO: Oregon Law Commission
FROM: Amy Zubko
RE: Oregon Law Commission Administration and Governance

The Oregon Law Commission was created in 1997 by the Legislative Assembly to conduct a continuous program of law revision, reform, and improvement. (ORS 173.315). The Commission is made up of 15 Commissioners representing the Legislature, the Judicial Department, the Governor's Office, Oregon's three law schools, the Attorney General, and the Oregon State Bar. The Commission serves the citizens of Oregon by assisting the legislature, executive agencies, and judiciary by keeping the law up to date through proposed law reform bills, administrative rules, and written policy analysis.

The Commission is governed by statute (ORS 173.315 – 173.357). In addition, the Commission itself has adopted policies and procedures to provide more detailed direction and guidance to the Commission and Oregonians. These policies and procedures were last updated on September 9, 2009.

As the Commission has become more active in the last few years, there has been interest from Commissioners in reviewing and potentially updating Commission processes and procedures. A small group of Commissioners, former Commissioners, and other interested persons met three times to discuss first steps.¹

After discussion, the group have two updates to share with the full Commission: a draft update to the Program Committee process found in the Oregon Law Commission's Policies and Procedures and a draft Commissioner Job Description.

Thank you to Mark Comstock for drafting the updates to the Program Committee found in the Oregon Law Commission's Policies and Procedures and to Valerie Sasaki for drafting the Commissioner Job Description.

¹ Valerie Sasaki, Jeff Dobbins, Eva Kripalani, Lane Shetterly, Mark Comstock, Dexter Johnson and Amy Zubko met over Zoom on January 20, 2026, February 24, 2026, and April 18, 2026.



OREGON LAW COMMISSION

MEMORANDUM

From: Valerie Sasaki
To: Administration/Governance Group
RE: Draft Oregon Law Commission: Commissioner Job Description
Date: June 5, 2026

ORS 173.315 identifies the entities from which appointed and ex officio Commissioners of the Oregon Law Commission are drawn from.¹ The principal statutory guidance for Commissioner responsibilities can be found in ORS 173.315(7), which states a commissioner's term automatically ends if they miss three consecutive meetings without prior approval of the Chairperson.

The responsibility of each Commissioner is to work with staff to develop the financial and strategic plans of the Oregon Law Commission and ensure that the business of the Oregon Law Commission is accomplished correctly and efficiently.

A Commissioner of the Oregon Law Commission ("OLC") shall:

1. **Attend meetings.** The term of any Commissioner who misses three consecutive meetings without prior approval of the chairperson shall end (ORS 173.315(7)).
2. **Promptly inform the OLC Chairperson and Director if they will be unable to attend OLC meetings or participate in OLC work group meetings.**
3. **Review meeting materials prior to each meeting.** This ensures that each Commissioner is prepared to discuss the subjects during the meeting and the meeting can proceed efficiently.
4. **Vote or abstain upon matters associated with OLC business.** All Commissioners have equal voting authority.
5. **Participate in OLC work groups or subcommittees as chair or Commissioner.** Each Commissioner, subject to conflict-of-interest limitations, shall serve on one or

¹ [ORS 173.315](#) (2025).

more workgroups in each two-year period. These may be policy-oriented workgroups or subcommittees of the OLC itself.

6. **Reply to requests for information or assistance from the OLC Director.** Each Commissioner shall make diligent efforts to reply in a timely fashion to such a request. If a response is more urgent, the OLC Director will flag it as such and request a shorter response time, which each Commissioner shall do their best to meet.
7. **Work with and assist the OLC Chairperson and Director to identify two individuals who may be suitable successors for their seat.** Ideally, these individuals would have the opportunity to serve on a work group prior to being appointed to the role of Commissioner.
8. **Attend events of the OLC if possible.** The OLC Director shall identify for Commissioners which events are important to attend and shall not exceed 2 per calendar year.
9. **Work with the Director and participate in the legislative process as needed.** This may include testifying in Committee, meeting with stakeholders outside of the work group process, and meeting with legislators to discuss both work group proposals and issues pertaining to the Commission.

**POLICIES AND PROCEDURES
OF THE
OREGON LAW COMMISSION
DRAFT
May 26, 2026**

1. Officers

- A. At the first Commission meeting after July 1 of each even numbered year, the Commission shall elect a chairperson and vice-chairperson from among the members. The chairperson and the vice-chairperson hold their respective positions until the next election of officers.
- B. The chairperson presides at all meetings of the Commission and has such further authority and duties as may be assigned by the Commission or prescribed by law or the policies and procedures of the Commission.
- C. The vice-chairperson may exercise the powers and perform the functions that are from time to time assigned by the chairperson or the Commission. The vice-chairperson has the powers and may exercise the duties of the chairperson whenever the chairperson, by reason of illness or other disability, or absence, is unable to act, and at other times when specifically so directed by the Commission.
- D. [The vice-chairperson shall serve as the chairperson of the Program Committee during their term, unless the Commission chairperson, in consultation with the vice-chairperson, appoints another member as chairperson of the Program Committee.](#)

2. Contracting

- A. If the State of Oregon, through any authorized entity, contracts with individuals or public or private entities to obtain staff, facilities, or other services for the Commission, such contract(s) shall be subject to the Commission's consent. The Commission may at any time inform the State that it chooses to contract directly for any such services consistent with any existing contract.
- B. As a matter of Commission policy, a contract for staff, facilities, or other services should have a term of no more than two years. The existing contract between the Legislative Counsel Committee and Willamette University to provide staff, facilities, and other related services may be renewed every two years. However, the Commission may at any time and consistent with any existing contract issue a new Request For Proposal (RFP) as to all or part of such contract and consider bids from all interested entities.
- C. If the Executive Director or other senior staff members of the Commission are employed by a party other than the Commission to provide services to the Commission, their appointment shall be subject to confirmation by the Commission. Prior to appointment

and confirmation, the Commission Chairperson shall appoint a committee to consult with the appointing party regarding the appointment. If the Commission does not confirm the person appointed, the Chairperson shall inform the appointing party of the Commission's actions.

3. Program Committee

A. The Program Committee. The Program Committee reviews law reform project proposals that have been submitted to the Commission and provides recommendations to the Commission regarding project selection and appropriate scope.

a. The chairperson of the Commission shall appoint five Commissioners to serve as members of the Program Committee. The Commission's vice-chairperson shall serve as the chairperson of the Program Committee, unless another member is appointed by the chairperson. The chairperson of the Commission may substitute up to two former Commissioners as members of the Program Committee.

b. The Program Committee will meet as necessary to conduct the work of the Commission with a goal of at least two meetings per year.

c. The Program Committee may convene additional Committee meetings, as are needed to timely review and recommend Commission action on project proposals.

d. Project proposals shall be submitted using the Commission project proposal format, or its equivalent, no later than 60 days prior to a Program Committee meeting. Project proposals submitted under ORS 173.338 (2), may be submitted with less than 60 days with the approval of the chair of the Commission and director. A representative of the proposal may appear at the Program Committee meeting at which the proposal is considered.

e. Project proposals shall be considered in light of ORS 173. 338 and the following criteria:

a. If the Legislative Assembly refers a proposal to the Commission, by law or concurrent resolution under ORS 173.338(2), the Commission will consider its ability to adequately staff, any additional resources needed, and other approved project proposals;

b. If the Legislative Assembly does not refer by law or concurrent resolution, and the proposal is submitted under ORS 173.338(1), the Commission will consider the policy merit, ability and resources to adequately staff the proposal. Commission member interest may be used as criteria for consideration of project proposals.

c. The Program Committee shall notify the full Commission of all proposals reviewed.

4. Work Groups

A. The Commission may approve creation of one or more Work Groups. The Commission's

chairperson, in consultation with [the vice-chairperson and staff](#), shall appoint a [Commission member, or former Commission member, as](#) chairperson for each Work Group. The chairperson of the Commission, in consultation with the chairperson for the Work Group, will appoint the membership thereof. Commissioners are encouraged to suggest prospective members.

B. Each Work Group has such authority and shall discharge such functions as the Commission may delegate and establish. Work Groups may be composed of members, advisors, and interested persons. Any Work Groups created by the Commission may be terminated, the members thereof may be removed, and the function and authority thereof may be altered by the Commission. No action of any Work Group constitutes an action of the Commission unless and until approved by the Commission.

C. It is the Commission's preference that the Commission chairperson in consultation with the respective Work Group chairperson, appoint a Reporter for each Work Group. Reporters assist with meeting agendas, provide research support to the Work Group, and prepare a final explanatory report of the Work Group's recommendations.

D. [If the Work Group's recommendation and final explanatory report is adopted by the Commission, the Work Group chairperson, in conjunction with the Commission chairperson, and Director shall be responsible for advocating and shepherding approved recommendations through the Legislative process.](#)

E. Commissioners and appointed Work Group members agree to exercise independent judgment when working on Oregon Law Commission projects by speaking and voting on the basis of their individual and professional convictions and experience. Such individuals shall refrain from representation of client or employer interests when participating in Commission projects. The individuals shall receive notice of this policy from staff prior to appointment.

[\(5\). Commission Meetings](#)

A. The Commission will meet as necessary to conduct the work of the Commission with a goal of at least four meeting per year.

B. The chairperson, in consultation with the vice-chairperson and staff, calls Commission meetings, sets agendas and causes notices to be given of the time and place of meetings. Respective Work Group chairpersons, in consultation with staff, call Work Group meetings, set agendas and cause notices to be given of the time and place of meetings. Work Group chairpersons may establish sub-work groups as necessary.

C. Notices of all Commission meetings and all meetings of Work Groups appointed by the Commission will specify the time and place thereof. Such notices should include a list of the principal subjects to be considered at the meeting but this requirement shall not limit the ability of the Commission or Work Group to consider additional matters, subject to the limitations of the Oregon Public Meetings Law.

D. The Commission, and its Work Groups, shall operate in accordance with the Oregon

Constitution, applicable statutory provisions, the policies and procedures of the Commission and Robert's Rules of Order

Deleted: Mason's Manual of Legislative Procedures.

- E. A majority of the members of the Commission or Work Group thereof constitute a quorum for the transaction of business. The Commission and its Work Groups generally aim at consensus among the membership. If votes are necessary for action or decision, only members have voting rights. If a quorum is present, the affirmative vote of a majority of members present shall be the act of the Commission or Work Group. The Commission and its Work Groups may take public testimony at any meetings; provided, the chairperson of the Commission or Work Group may establish a time limit on public testimony.
- F. All Commission meetings and all meetings of any Work Groups shall comply with the standards set forth by the Oregon Public Meetings Law.
- G. Any members of the Commission may attend and participate in any meeting of a Commission or Work Group even if the member is not a member of such Work Group; provided, the member's attendance shall not be considered in determining the presence of a quorum for such meetings and such participation shall not include voting rights.
- H. Any Commission member may request that a matter be included on a meeting agenda by notifying the Commission chairperson or vice-chairperson and the Executive Director. The request shall identify the matter to be considered. If the request is received more than 14 days prior to the date of the next scheduled meeting the matter shall be placed on the agenda of such meeting. Otherwise, the matter will be placed on the agenda of the following Commission meeting.

6. Funding

- A. The Commission is a non-partisan entity whose law revision program is intended to implement statutory and other legal reform projects in the State of Oregon. The Commission and its staff shall work to ensure that sources of Commission funding are fully disclosed in the Law Commission's records and in no way compromise the neutral role of the Commission in developing and proposing law reform projects.
- B. Approval of the Commission is necessary before the Commission solicits or receives funds from any source. A party providing staff or other services to the Commission shall provide notice to the Commission of prospective gifts to the party that are specifically for the Commission. If the Commission determines that the donor has or could reasonably be expected to have an interest in the outcome of a current or future Commission project that is substantially different than the interest of the general public in such a project, the donor's gift may not be used to Commission purposes with the Commission's approval.

7. Education, Media and other Matters

Staff often develop substantial expertise in areas of the Commission's work. Staff is therefore encouraged to communicate with the public regarding the work of the Commission through CLEs, public presentations, statements to the media, and other means.

8. Biennial Reports

The staff shall file a summary biennial report with the Legislative Assembly at the beginning of the regular session of the Legislative Assembly in accordance with ORS 173.342. The staff will also file a report with the Assembly after the close of each regular session that documents the Commission's recommended legislation along with the respective explanatory reports, and any amendments made to the Commission's original recommendations. As resources permit, copies should be made available to the bench, bar and libraries either in print or electronic format.

9. Public Record Requests

The Law Commission and staff will assist the public with access to public records in accordance with ORS ~~192.311~~ – ~~192.478~~. See appendix for public records request forms and more information.

10. Amendments

The policies and procedures of the Commission may be altered, amended or replaced by vote of the majority of the members of the Commission.

Policies and Procedures Approved by the Oregon Law Commission on September 9, 2009.



OREGON LAW COMMISSION

MEMORANDUM

DATE: June 5, 2026
TO: Oregon Law Commission
FROM: Amy Zubko
RE: Oregon Law Commission Current Projects

The Oregon Law Commission (“Commission”) was created in 1997 under ORS 173.315 by the Legislative Assembly to conduct a continuous program of law revision, reform, and improvement. The Commission currently has five active work groups: the Uniform Electronic Wills Act Work Group, the Municipal and Justice Courts 2025 – 2027 Work Group, the Uniform Partition of Heirs Property Work Group, the Uniform Revised Limited Liability Corporation Act Work Group, and the Simple Estate Affidavit Criteria Work Group. Four of the work groups are preparing for submission of legislation for the 2027 legislative session and the fifth work group is preparing for a 2029 or 2031 submission.

The Uniform Electronic Wills Act Work Group was approved to examine the Uniform Law Commission’s Uniform Electronic Wills Act in the Spring of 2020. While the project was approved, the Commission never pulled together a work group.

In 2025, the Commission determined that the issue was still of interest to the legal community and the Commission and a work group was formed. The work group is chaired by Lane Shetterly and the reporter is Eric Foster. The group began meeting in April 2025 with the goal of submitting legislation for the 2027 legislative session.

The Municipal and Justice Courts 2025–2027 Work Group was approved by the Commission in the fall of 2025. This work group, chaired by Judge Mary Mertens James, is a follow-up project to House Bill 2460 (2025). The group began meeting in November 2025 and has a goal of submitting legislation for the 2027 legislative session. This work group is considering open issues and questions that were not addressed prior to the 2025 legislative session. In addition, this work group was created to address any unintended consequences that may come up.

The **Uniform Revised Limited Liability Corporation Act Work Group** was approved by the Commission in 2017 and the work group met from 2019 to 2021. The group was chaired by John DiLorenzo and vice-chaired by Valerie Sasaki. The bill was first submitted to the Legislature during the 2023 Legislative Session as Senate Bill 909 and did not pass out of the Senate Judiciary Committee. The bill was updated for the 2025 Legislative Session and submitted as

Senate Bill 164. The bill passed out of Committee and moved to the Ways and Means Committee for consideration but was not voted out of the budget committee. The group is preparing for a 2027 introduction.

The **Uniform Partition of Heirs Property Act (UPHPA) Work Group** was created by the Commission to examine the Uniform Law Commission's Uniform Partition of Heirs Property Act (UPHPA) in the Spring of 2020. The workgroup met once, and then, due to the challenges created by COVID, went into hiatus.

In 2025, the Commission reapproved the project. Valerie Sasaki is the chair, and Susan Gary is the reporter. The work group began meeting in October 2025 with a goal of drafting legislation for the 2027 legislative session. The group has monthly meetings, with a break for the 2026 legislative session.

The **Simple Estate Affidavit Criteria Work Group** was approved by the Commission in March 2026. Valerie Sasaki will be the chair and a reporter has not yet been identified. The first work group meeting will be in June 2026.



OREGON LAW COMMISSION

Fiscal Year 2027
Quarters 1 and 2
July 1, 2026 – December 31, 2026
Rev. Date: 05/21/2026

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Statutory Authority

ORS 173.315. “(1) The Oregon Law Commission is established to conduct a continuous substantive law revision program as described in ORS 173.338 (Law revision program).”

ORS 173.338. “(1) The law revision program conducted by the Oregon Law Commission may include, but is not limited to:

- (a) Review of the common law and statutes of the state, and current judicial decisions, for the purpose of discovering defects and anachronisms in the law.
- (b) Consideration of changes in the law recommended by the American Law Institute, the National Conference of Commissioners on Uniform State Laws, any bar association or other learned bodies.
- (c) Consideration of suggestions from judges, justices, public officials, lawyers and the public generally as to defects and anachronisms in the law.
- (d) Recommendation for changes in the law that the commission considers necessary to modify or eliminate antiquated and inequitable rules of law and to bring the law of Oregon into harmony with modern conditions.
- (e) Recommendation for the express repeal of statutes repealed by implication or held unconstitutional by state and federal courts.

(2) The commission shall study any topic that the Legislative Assembly, by law or concurrent resolution, refers to the commission. [1997 c.661 §3; 2009 c.114 §6]”

FY 2027 Goals (Specific, Measurable, Achievable, Relevant, Time-Based)

Topic	Success Looks Like
1. Law Improvement (ORS 173.338 (a), (b))	Become the pre-eminent law improvement vehicle in Oregon
a. Completion of major existing law improvement projects	Electronic Wills Act Work Group, LLC Act, Partition of Heirs Property Act, Municipal and Justice Court Work Group
b. Review approved law improvement projects	Electronic Wills Act Work Group, LLC Act, Partition of Heirs Property Act, Municipal and Justice Court Work Group, Simple Estate Affidavit Criteria Work Group
c. Develop Pipeline of law improvement projects	Juvenile law, Expungement, ORS 418 and ORS 419A,
2. Policy Questions (ORS 173.338 (c), (d))	Become a multi-disciplinary forum for thought leadership in Oregon
a. Educate judges, justices, public officials, lawyers, and public on role of OLC	<ul style="list-style-type: none"> • Schedule Fall 2026 Event in Salem • Work with Committee Chairs and LPRO to provide informational hearing at Legislature in Fall 2026
b. Develop policy analysis model building on OLC process	
c. Solicit policy questions	<ul style="list-style-type: none"> • Work with organizations and individuals who have expressed interest in bringing a proposal to the Oregon Law Commission • Research proposals as they are submitted to the Commission
3. Entity Governance:	Restore mechanisms for effective governance and be effective stewards of the Oregon Law Commission
a. Staff development	<ul style="list-style-type: none"> • Hire 3 summer legal research aides • Hire limited duration legal fellow
b. Board development	<ul style="list-style-type: none"> • Continue to update OLC Policies and Procedures
c. Financial Accountability	<ul style="list-style-type: none"> • Develop effective financial statements; discuss financial statements at Commission meetings;

		<ul style="list-style-type: none"> Commission review and approval of budget proposals and support for OJD budget process
d. UO Partnership		Outreach to UO Law School administration, faculty, and students to increase understanding of OLC and opportunities to collaborate on work groups and student engagement
e. Develop a 5-year plan for the OLC		Identify stakeholders; consider statutory expectations

FY2027 Q1 and Q2 (July 1–December 31, 2026) Goals (Specific, Measurable, Achievable, Relevant, Time-based)

Important Dates in Q1 and Q2:

Meeting Dates:	<p>Commission Meeting Dates: Friday, September 25, 2026 at 10 am Friday, November 20, 2026 at 10 am</p> <p>Program Committee Meeting Dates: Friday, July 24, 2026 Friday, December 11, 2026</p>
Goal Check in Dates:	<ul style="list-style-type: none"> August 1, 2026 October 1, 2026 December 1, 2026
Other Important Dates (including planned PTO):	<p>Important Dates:</p> <ul style="list-style-type: none"> 8/26/26 (Revenue Forecast) 9/8/26–9/10/26 (Legislative Days) 9/11/26 (Pre-Session Request Deadline) 11/3/26 (General Election) 11/18/26 (Revenue Forecast) 12/1/26 (LC Return Deadline) 12/1/26–12/3/26 (Legislative Days) 12/11/26 (Pre-Session Filing Deadline) <p>Holidays:</p> <ul style="list-style-type: none"> 7/4/26 (Independence Day) 9/7/26 (Labor Day) 11/11/26 (Veterans Day) 11/26/26 (Thanksgiving) 12/25/26 (Christmas) 12/31/26 (New Years Eve) <p>Amy Zubko PTO:</p>

	<ul style="list-style-type: none"> • 7/2/26–7/6/26 • 8/24/26–9/1/26 • 11/11/26–11/13/26 • 11/23/26–11/27/26 • 12/21/26–12/31/26
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Q1 and Q2 Goals

<p>1. Q1 and Q2 Law Improvement Goals:</p>		<ul style="list-style-type: none"> • Municipal and Justice Court 2025–2027 Work Group: Monthly meetings and draft of legislative language and introduction and areas the group discussed but decided not to update; Submit to Commission November 2026 for consideration. Submit to Judiciary Committees for pre-session filing as Committee bill • RULLCA Work Group: Discussion and draft of updated statutory language and report. Submit to Commission November 2026 for consideration. Submit to Judiciary Committees for pre-session filing as Committee bill • Electronic Wills Work Group: Wrap up monthly meetings and draft language and report. Submit to Commission November 2026 for consideration; Submit to Judiciary Committees for pre-session filing as Committee bill • Partition of Heirs Property Work Group: Wrap up monthly meetings and draft language and report. Submit to Commission November 2026 for consideration. Submit to Judiciary Committees for pre-session filing as Committee bill • Simple Estate Affidavit Criteria Work Group: Draft work plan and schedule meetings for 2026
<p>2. Q1 and Q2 Policy Improvement Goals:</p>		<ul style="list-style-type: none"> • Schedule Fall 2026 Event in Salem • Work with Committee Chairs and LPRO to provide informational hearing at Legislature in fall 2026 • Work with organizations and individuals who have expressed interest in bringing a proposal to the Oregon Law Commission; research proposals as they are submitted to the Commission
<p>3. Q1 and Q2 Governance Goals</p>		<ul style="list-style-type: none"> • Post administrative role and post-grad role. • Continue to update website • Continue to work on Administrative and Governance Issues

Q1 and Q2 Law Improvement Goals

<p>In July and August, we will:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Discuss the treatment of records from abolished local courts; wrap up any remaining open questions (transfers, conditional pleas) RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session. Electronic Wills Work Group: Monthly work group meetings to discuss Act with a goal of completing discussions in the fall Partition of Heirs Property Work Group: Wrap up monthly work group meetings and finalize language. Simple Estate Affidavit Criteria Work Group: Work with group to develop work plan</p>
<p>What could get in the way of us achieving this goal?</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Heavier effect of summer travel on schedule additional meetings for the small group process RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session. Electronic Wills Work Group: Summer travel; questions arising from OJD on process Partition of Heirs Property Work Group: Additional questions about Section 7; summer travel. Simple Estate Affidavit Criteria Work Group: Heavier effect of summer travel on schedule additional meetings for the small group process</p>
<p>Things that we will do to plan for success:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Schedule in May for June, July, and August small group meetings. RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session. Electronic Wills Work Group: Work with Legislative Counsel to answer drafting questions; check in with OJD for process questions</p>

	<p>Partition of Heirs Property Work Group: Small group discussion with LC and ULC</p> <p>Simple Estate Affidavit Criteria Work Group: Schedule small group work plan meetings at initial meetings</p>
<p>Resources that we need in order to achieve this goal and why they are important:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Feedback from OJD and counties</p> <p>RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session.</p> <p>Electronic Wills Work Group: Questions from LC (done); feedback from OJD</p> <p>Partition of Heirs Property Work Group: Time to discuss questions with LC and ULC</p> <p>Simple Estate Affidavit Criteria Work Group: Time and a few opportunities to meet during the summer</p>
<p>We will know we’ve met this goal if:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: We wrap up the remaining open questions</p> <p>RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session.</p> <p>Electronic Wills Work Group: Discussion held and decisions reached concerning LC and OJD questions</p> <p>Partition of Heirs Property Work Group: Section 7 questions answered</p> <p>Simple Estate Affidavit Criteria Work Group: Work Plan completed in time for a September 2026 meeting</p>
<p>In September and October, we will:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Wrap up any loose ends; complete report in October for November 20, 2026 OLC Commission meeting; begin legislative outreach.</p> <p>RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session.</p> <p>Electronic Wills Work Group: Wrap up any loose ends; complete report in October for November 20, 2026 OLC Commission meeting; begin legislative outreach.</p>

	<p>Partition of Heirs Property Work Group: Wrap up any loose ends; complete report in October for November 20, 2026 OLC Commission meeting; begin legislative outreach.</p> <p>Simple Estate Affidavit Criteria Work Group: Begin holding monthly meetings.</p>
<p>What could get in the way of us achieving this goal?</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Unanswered questions from stakeholders; LC’s internal drafting deadlines and the Commission’s report drafting deadlines may require the project to wrap up. If final decisions on statutory language have not been completed, it may be more difficult to complete the outreach.</p> <p>RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session.</p> <p>Electronic Wills Work Group: Unanswered questions from stakeholders.</p> <p>Partition of Heirs Property Work Group: Unanswered questions from stakeholders.</p> <p>Simple Estate Affidavit Criteria Work Group: Work plan drafting takes longer than expected.</p>
<p>Things that we will do to plan for success:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Prioritize issues identified by commissioners; schedule opportunities for feedback on draft language and report</p> <p>RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session.</p> <p>Electronic Wills Work Group: Work with OJD to get questions by early summer to identify areas of interest, schedule opportunities for feedback on draft language and report</p> <p>Partition of Heirs Property Work Group: Coordinate with ULC, LC, and work group leadership; schedule opportunities for feedback on draft language and report</p> <p>Simple Estate Affidavit Criteria Work Group: Schedule early and often; identify a summer staffer to prioritize work plan development</p>

<p>Resources that we need in order to achieve this goal and why they are important:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Communication from concept proponents to educate work group members on concerns and identified issues; additional meetings scheduled for report review by work group members</p> <p>RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session.</p> <p>Electronic Wills Work Group: Work group to respond to questions from stakeholders to allow for drafting of both statutory language and report.</p> <p>Partition of Heirs Property Work Group: Work group to determine if Section 7 questions have been answered; opportunity to review and provide feedback on proposed statutory language and report.</p> <p>Simple Estate Affidavit Criteria Work Group: Opportunity for feedback; resources as identified in the work plan</p>
<p>We will know we’ve met this goal if:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Drafting is completed for both statutory language and report by the end of October.</p> <p>RULLCA Work Group: Continue to work towards the introduction of the LLC Act in the 2027 Legislative Session.</p> <p>Electronic Wills Work Group: Drafting is completed for both statutory language and report by the end of October.</p> <p>Partition of Heirs Property Work Group: Drafting is completed for both statutory language and report by the end of October.</p> <p>Simple Estate Affidavit Criteria Work Group: Monthly meetings are scheduled and held.</p>
<p>In November and December, we will:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Submit the statutory language and report to the Commission and potentially to the House and Senate Judiciary Committees for pre-session filing. Outreach.</p> <p>RULLCA Work Group: Submit the statutory language and report to the Commission and potentially to the House and</p>

	<p>Senate Judiciary Committees for pre-session filing. Outreach.</p> <p>Electronic Wills Work Group: Submit the statutory language and report to the Commission and potentially to the House and Senate Judiciary Committees for pre-session filing. Outreach.</p> <p>Partition of Heirs Property Work Group: Submit the statutory language and report to the Commission and potentially to the House and Senate Judiciary Committees for pre-session filing. Outreach.</p> <p>Simple Estate Affidavit Criteria Work Group: Monthly meetings are held and the work group continues to move forward.</p>
<p>What could get in the way of us achieving this goal?</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Concerns arising from the LC language or the draft report; not enough time to check in with stakeholders</p> <p>RULLCA Work Group: Concerns arising from the LC language or the draft report; not enough time to check in with stakeholders</p> <p>Electronic Wills Work Group: Concerns arising from the LC language or the draft report; not enough time to check in with stakeholders</p> <p>Partition of Heirs Property Work Group: Concerns arising from the LC language or the draft report; not enough time to check in with stakeholders</p> <p>Simple Estate Affidavit Criteria Work Group: Busy schedules; preparations for the 2027 legislative session</p>
<p>Things that we will do to plan for success:</p>	<p>Municipal and Justice Court 2025–2027 Work Group: Outreach in October and November; prioritize early drafting</p> <p>RULLCA Work Group: Outreach in October and November; prioritize early drafting</p> <p>Electronic Wills Work Group: Outreach in October and November; prioritize early drafting</p> <p>Partition of Heirs Property Work Group: Outreach in October and November; prioritize early drafting</p>

	<p>Simple Estate Affidavit Criteria Work Group: Schedule ahead; check in early with drafter and work group members involved with the legislative process and work with their schedules</p>
Resources that we need in order to achieve this goal and why they are important:	<p>Municipal and Justice Court 2025–2027 Work Group: Time to complete outreach; one-pagers RULLCA Work Group: Time to complete outreach; one-pagers Electronic Wills Work Group: Time to complete outreach; one-pagers Partition of Heirs Property Work Group: Time to complete outreach; one-pagers Simple Estate Affidavit Criteria Work Group: Time and information on work group member schedules.</p>
We will know we’ve met this goal if:	<p>Municipal and Justice Court 2025–2027 Work Group: The bill is pre-session filed during December Legislative Days. RULLCA Work Group: The bill is pre-session filed during December Legislative Days. Electronic Wills Work Group: The bill is pre-session filed during December Legislative Days. Partition of Heirs Property Work Group: The bill is pre-session filed during December Legislative Days. Simple Estate Affidavit Criteria Work Group: Meetings are scheduled for Q3 and Q4 of FY 2027.</p>

Q1 and Q2 Policy Goals

In July and August, we will:	<ul style="list-style-type: none"> • Fall 2026 Event in Salem/Informational Hearing. Reach out to Willamette and to LPRO to discuss possible dates/times for presentations; work with work group chairs to incorporate their schedules as well • Respond to Proposals. Schedule a December Program Committee meeting.; distribute proposals for the
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	July 2026 Program Committee meeting.
What could get in the way of us achieving this goal?	<ul style="list-style-type: none"> • Fall Event: Legislative Days schedule may not be finalized at this time. • Respond to Proposals: Program Committee membership and updated guidelines may need to be confirmed first.
Things that we will do to plan for success:	<ul style="list-style-type: none"> • Fall Event: Work with the information we have. • Respond to Proposals. Ensure quorum for June 5, 2026 meeting. Distribute materials early.
Resources that we need in order to achieve this goal and why they are important:	<ul style="list-style-type: none"> • Fall Event: Legislative Days schedule of committee meetings as soon as available. • Respond to Proposals: Communicate as often as necessary with proponents and Commission members/Program Committee members.
We will know we've met this goal if:	<ul style="list-style-type: none"> • Fall Event: Identified a day/time for event; worked with Willamette to schedule. • Respond to Proposals: Distributed any proposals two weeks before the Program Committee meeting. Distributed dates for December Program Committee meeting with materials for July meeting.
In September and October, we will:	<ul style="list-style-type: none"> • Fall Event: Hold event during September Legislative Days; present to Judiciary Committees. • Respond to Proposals: Begin outreach if needed after July Program Committee meeting; continue communication with interested parties with proposals in preparation for December meeting; if new guidelines are adopted; distribute proposals 60 days prior to the December meeting.
What could get in the way of us achieving this goal?	<ul style="list-style-type: none"> • Fall Event: Willamette not available, no time available on Committee schedules. • Respond to Proposals: No proposals in July; no proposals in December.

Things that we will do to plan for success:	<ul style="list-style-type: none"> • Fall Event: Early outreach • Respond to Proposals: Continue to respond to outreach; work with Commissioners to identify their areas of interest.
Resources that we need in order to achieve this goal and why they are important:	<ul style="list-style-type: none"> • Fall Event: Schedule the fall event in December during December Legislative Days. • Respond to Proposals: Prepare for the December Program Committee meeting.
We will know we've met this goal if:	<ul style="list-style-type: none"> • Fall Event: Host an event and present to interim committees. • Respond to Proposals: Respond and begin to develop a bench of proposals

In November and December, we will:	<ul style="list-style-type: none"> • Fall Event: Host an event and present to interim committees. • Respond to Proposals: Host a Program Committee meeting.
What could get in the way of us achieving this goal?	<ul style="list-style-type: none"> • Fall Event: Schedules are too tight as we run up to the 2027 Legislative Session. • Respond to Proposals: We do not receive any proposals.
Things that we will do to plan for success:	<ul style="list-style-type: none"> • Fall Event: Hopefully host event and present during September Legislative Days. • Respond to Proposals: Work with Commissioners on bench of proposals to consider during 2027 and begin after legislative session.
Resources that we need in order to achieve this goal and why they are important:	<ul style="list-style-type: none"> • Fall Event: Location, budget, and guests. • Respond to Proposals: A time that works for Program Committee members; proposals.
We will know we've met this goal if:	<ul style="list-style-type: none"> • Fall Event: Host an event and present to interim committees if needed. • Respond to Proposals: Host a Program Committee meeting.

Q1 and Q2 Governance Goals

In July and August, we will:	<ul style="list-style-type: none"> • Summer Staff: Introduce research assistants to legislative process,
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	<p>legislative research, assign students to work groups. LRAs identify and support work groups through the summer, develop understanding of policy and work group process.</p> <ul style="list-style-type: none"> • Legal Fellow: Submit Legal Fellow posting to UO. • Budgeting: Update OLC budgeting information with updated information from 2025 Legislative Session. If Commission approves the submission of POP, finalize materials for August deadline.
<p>What could get in the way of us achieving this goal?</p>	<ul style="list-style-type: none"> • Summer Staff: Getting HR onboarding complete, Commission priorities taking up more time than expected; managing the five work groups • Legal Fellow: UO HR process takes longer than expected. • Budgeting: Commission does not approve POP submission.
<p>Things that we will do to plan for success:</p>	<ul style="list-style-type: none"> • Summer Staff: Scheduling meetings early; communication with UO HR. • Legal Fellow: Communication with UO HR. • Budgeting: Post proposal and speak with Commission members about the POP.
<p>Resources that we need in order to achieve this goal and why they are important:</p>	<ul style="list-style-type: none"> • Summer Staff: Paperwork back from summer staff and provided to UO as needed. • Legal Fellow: Approval from UO HR. • Budgeting: Most recent financial statements from UO; benchmark materials from similar organizations.
<p>We will know we've met this goal if:</p>	<ul style="list-style-type: none"> • Summer Staff: Everyone is onboarded by the middle of June; LRAs staffing work groups and drafting report materials by mid-July • Legal Fellow: Job is posted in July/August.

	<ul style="list-style-type: none"> • Budgeting: POP and CSL is approved by the Commission at June meeting. Materials finalized in August.
<p>In September and October, we will:</p>	<ul style="list-style-type: none"> • Summer Staff: Determine if it would be helpful to continue to work with LRAs; determine LRA interest and bandwidth; work with LRA to finalize reports and material • Legal Fellow: Interviews for Legal Fellow with potentially a Commissioner participating in the interview process. • Budgeting: Outreach to legislators.
<p>What could get in the way of us achieving this goal?</p>	<ul style="list-style-type: none"> • Summer staff: LRAs do not have bandwidth during fall semester. • Legal Fellow: Prepping for legislative session takes more time cutting into time for interviews. • Budgeting: Work group preparations could take priority.
<p>Things that we will do to plan for success:</p>	<ul style="list-style-type: none"> • Summer Staff: Early conversations with LRAs. Keep track of drafting schedules and feedback from work group members. • Legal Fellow: Schedule early; work with Commissioners. • Budgeting: Track and prioritize budget timelines.
<p>Resources that we need in order to achieve this goal and why they are important:</p>	<ul style="list-style-type: none"> • Summer Staff: Opportunity to discuss fall plans in August; work with UO HR to make sure we follow UO process; communication with work group members and LRAs. • Legal Fellow: Potentially a Commissioner's time to participate in interviews. • Budgeting: Travel time to Salem; opportunity to meet with policy and ways and means legislators.
<p>We will know we've met this goal if:</p>	<ul style="list-style-type: none"> • Summer staff: We have the necessary number of LRAs who can work the needed hours for the fall semester;

	<p>reports are finalized by the middle of October.</p> <ul style="list-style-type: none"> • Legal Fellow: We complete the interview process. • Budgeting: We've met with the necessary folks.
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<p>In November and December, we will:</p>	<ul style="list-style-type: none"> • Summer Staff: Work with LRA to submit reports to Commission for consideration. • Legal Fellow: Onboarding and organization. • Budgeting: Finalize budget materials for 2027 session.
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<p>What could get in the way of us achieving this goal?</p>	<ul style="list-style-type: none"> • Summer Staff: Work groups does not approve draft language and/or draft. Work group does not move forward with proposal. • Legal Fellow: We do not find a candidate interested in the position. • Budgeting: Revenue forecast is uncertain or volatile.
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<p>Things that we will do to plan for success:</p>	<ul style="list-style-type: none"> • Summer Staff: Draft early to solicit feedback; build in time to update/modify • Legal Fellow: Ensure benefits, salary, are similar to similar positions; direct position outreach to folks interested in policy work • Budgeting: Respond to feedback; close communication with stakeholders
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<p>Resources that we need in order to achieve this goal and why they are important:</p>	<ul style="list-style-type: none"> • Summer Staff: Time from LRAs to draft and finalize reports. • Legal Fellow: Adequate funding and onboarding time. • Budgeting: Updated information on the state budget; current information on the OLC budget from UO.
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<p>We will know we've met this goal if:</p>	<ul style="list-style-type: none">• Summer Staff: Reports are completed in time to be submitted to the Commission for November 20, 2026 meeting.• Legal Fellow: Legal Fellow onboarded before the end of December.• Budgeting: Materials ready for legislative session.
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