

# Oregon Law Commission Business Plan

Rev. Date: December 23, 2024

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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 “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- (e) Recommendation for the express repeal of statutes repealed by implication or held unconstitutional by state and federal courts.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 2025 Goal setting (Specific, Measurable, Achievable, Relevant, Time-based)

| Topic                                                                             |  | Success Looks Like                                                                                                                                                                                                                                                                                                                                                                                                         |
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| <b>1. Law Improvement (ORS 173.338 (a), (b))</b>                                  |  | <b>Become the pre-eminent law improvement vehicle in Oregon</b>                                                                                                                                                                                                                                                                                                                                                            |
| a. Completion of major existing law improvement projects                          |  | <b>Municipal and Justice Courts Appeals Project:</b> Complete and submit proposal to OLC for approval to submit to the legislature. Complete report and submit both legislative proposal and report to the legislature. Passage of bill.<br><b>RULLCA Project:</b> Complete and submit proposal to the OLC for approval to submit to the legislature. Complete report and submit both to the legislature. Passage of bill. |
| b. Review approved law improvement projects                                       |  | Partition of Heirs Property, eWills, Corporations Act                                                                                                                                                                                                                                                                                                                                                                      |
| c. Develop Pipeline of law improvement Projects                                   |  | Work to introduce 2-3 law improvement projects in each long legislative session.                                                                                                                                                                                                                                                                                                                                           |
| <b>2. Policy Questions (ORS 173.338 (c), (d))</b>                                 |  | <b>Become a multi-disciplinary forum for Thought Leadership in Oregon</b>                                                                                                                                                                                                                                                                                                                                                  |
| a. Educate judges, justices, public officials, lawyers, and public on role of OLC |  | Complete update of the OLC Website; outreach to legislators; creation of symposium.                                                                                                                                                                                                                                                                                                                                        |
| b. Develop policy analysis model building on OLC process                          |  | Explore creation of policy panels to create bench of knowledge in different practice areas.                                                                                                                                                                                                                                                                                                                                |
| c. Solicit policy questions                                                       |  | Meet with alumni members, practitioners, and stakeholders.                                                                                                                                                                                                                                                                                                                                                                 |
| <b>3. Entity Governance:</b>                                                      |  | <b>Restore mechanisms for effective governance and be effective stewards of the Oregon Law Commission</b>                                                                                                                                                                                                                                                                                                                  |
| a. Staff development                                                              |  | Hire 1-2 summer clerks; hire 1-2 law clerks/fellows part-time during academic year; consider case for a post-graduate legal fellow to assist with workgroups. Executive Director professional development and advancement goals.                                                                                                                                                                                           |
| b. Board development                                                              |  | Continue to leverage existing and former Commissioner expertise; refine Program Committee needs and role; consider need for other committees.                                                                                                                                                                                                                                                                              |

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| c. Financial Accountability          |  | Develop effective financial statements; discuss financial statements at Commission meetings; board 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 workgroups and student engagement.        |
| e. Develop a 5-year plan for the OLC |  | Identify stakeholders; consider statutory expectations.                                                                                                                        |

## 2025 – Q3 (January 1 – March 31, 2025) Goal Setting (Specific, Measurable, Achievable, Relevant, Time-based)

### Important Dates in Q3:

|                                                     |                                                                                                                                                                                                                                                                                                                                                        |
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| Meeting Dates:                                      | <b>Commission Meeting Dates:</b><br>Friday, January 10, 2025 at 10:00 am video conference<br>Friday, April 18, 2025 at 10 am, video conference<br><b>Program Committee Meeting Dates:</b><br>Summer 2025                                                                                                                                               |
| Goal Check in Dates:                                | <input type="checkbox"/> January 1, 2025<br><input type="checkbox"/> February 1, 2025<br><input type="checkbox"/> February 26, 2025                                                                                                                                                                                                                    |
| Other Important Dates (including planned vacation): | <b>Important Dates:</b> UO Quiet Days (January 1 – January 3, 2025), Organizational Days (January 13 – January 16, 2025), LC Draft Request Deadline (January 17, 2025), First Day of Session (January 21, 2025), Post Work Session (March 21, 2025)<br><b>Amy Zubko Out:</b> 2/19 – 2/20 and 2/27 – 3/13<br><b>Valerie Sasaki Vacation:</b> 3/26 – 4/5 |

### Q3 Goals

|                                 |  |                                                                                                              |
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| 1. Q3 Law Improvement Goals:    |  | Municipal and Justice Court Appeals Workgroup<br>RULLCA Workgroup<br>Outreach to potential workgroup members |
| 2. Q3 Policy Improvement Goals: |  | Update Roster, Create Meetings page on website.                                                              |

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| 3. Q3 Governance Goals |  | Work with fellows for the school year; post post-graduate legal fellow position; post administrative position, track on 2025 budget expenditures; and schedule meeting, hold full in January. |
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### Q3 Law Improvement Goals

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| In January, we will:                                 | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Outreach to stakeholders and legislators on legislative proposal (HB 2460). Public hearing on bill</li> <li>• <b>RULLCA Workgroup:</b> Outreach to stakeholders and legislators on legislative proposal. Public hearing.</li> <li>• <b>Partition of Heirs Property.</b> Outreach for workgroup membership, develop workplan and timeline for project.</li> <li>• <b>eWills.</b> Present proposal to full Commission</li> <li>• <b>Presentation to Senate Judiciary Committee</b> on Oregon Law Commission.</li> </ul> |
| What could get in the way of us achieving this goal? | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Potential amendments, staff bandwidth.</li> <li>• <b>RULLCA Workgroup:</b> Potential amendments, staff bandwidth.</li> <li>• <b>Partition of Heirs Property.</b> Commission membership changes. Staff does not have bandwidth.</li> <li>• <b>eWills.</b> Insufficient outreach. Staff does not have bandwidth.</li> <li>• <b>Presentation to Senate Judiciary Committee</b> on Oregon Law Commission. Staff bandwidth.</li> </ul>                                                                                     |
| Things that we will do to plan for success:          | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Meet with stakeholders and legislators, finalize bill report, and any amendments.</li> <li>• <b>RULLCA Workgroup:</b> Meet with stakeholders and legislators, finalize bill report, and any amendments.</li> </ul>                                                                                                                                                                                                                                                                                                    |

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|                                                                                  | <ul style="list-style-type: none"> <li>• <b>Partition of Heirs Property.</b> Reach out to bar sections and other stakeholders to identify workgroup members.</li> <li>• <b>eWills.</b> Finalize outreach before the 6<sup>th</sup>.</li> <li>• Connect with Judiciary Staff, connect with legislators, update OLC presentation materials</li> </ul>                                                                                                                                |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Time. Staff support (Fellow)</li> <li>• <b>RULLCA Workgroup:</b> Time. Staff support (Fellow)</li> <li>• <b>Partition of Heirs Property.</b></li> <li>• <b>eWills.</b> Time.</li> <li>• <b>Presentation.</b> Time. Commissioner participation.</li> </ul>                                                                                                                           |
| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Connect with stakeholders and legislators. Report is completed and submitted.</li> <li>• <b>RULLCA Workgroup:</b> Connect with stakeholders and legislators. Report is completed and submitted.</li> <li>• <b>Partition of Heirs Property.</b> Begin creation of timeline and participant list.</li> <li>• <b>eWills.</b> Submit timeline and participant list to folks.</li> </ul> |
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| In February, we will: | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Continued outreach to stakeholders and legislators.</li> <li>• <b>RULLCA Workgroup:</b> Continued outreach to stakeholders and legislators.</li> <li>• <b>Partition of Heirs Property.</b> Finalize workgroup members, finalize timeline/schedule.</li> <li>• <b>eWills.</b> Schedule first workgroup meeting for March.</li> </ul> |
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| What could get in the way of us achieving this goal?                             | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Staff time. Complexity and length of bill.</li> <li>• <b>RULLCA Workgroup:</b> Staff time. Complexity and length of bill.</li> <li>• <b>Partition of Heirs Property.</b> Changes to commission membership</li> <li>• <b>eWills.</b> Staff time.</li> </ul>                                                                                                                                                                       |
| Things that we will do to plan for success:                                      | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Schedule outreach. Finalize materials.</li> <li>• <b>RULLCA Workgroup:</b> Schedule outreach. Finalize materials.</li> <li>• <b>Partition of Heirs Property.</b> Work with chair to identify workgroup members. Share timeline with folks to let them know time commitment.</li> <li>• <b>eWills.</b> Schedule meeting, collect and distribute materials. Create webpage.</li> </ul>                                             |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Time, Feedback from workgroup members and stakeholders.</li> <li>• <b>RULLCA Workgroup:</b> Time, Feedback from workgroup members and stakeholders.</li> <li>• <b>Partition of Heirs Property.</b> Finalize workgroup membership for submission for April meeting.</li> <li>• <b>eWills.</b> Website, workgroup member electronic resources (webpage, interested parties list, sharepoint, ULC and Oregon materials).</li> </ul> |
| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Meeting with all Committee members.</li> <li>• <b>RULLCA Workgroup:</b> Meeting with all committee members</li> <li>• <b>Partition of Heirs Property.</b> Creation of a workplan.</li> <li>• <b>eWills.</b> Meeting is scheduled.</li> </ul>                                                                                                                                                                                     |

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| In March, we will:                                                               | <ul style="list-style-type: none"> <li>• <b>Oregon Judicial Department budget.</b> Presentation.</li> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Bill scheduled for a work session.</li> <li>• <b>RULLCA Workgroup:</b> Bill scheduled for a work session.</li> <li>• <b>Partition of Heirs Property.</b> Finalize proposal, timeline, and participant lists for April OLC meeting.</li> <li>• <b>eWills.</b> Hold first meeting.</li> </ul>                                                      |
| What could get in the way of us achieving this goal?                             | <ul style="list-style-type: none"> <li>• <b>Oregon Judicial Department budget.</b> Staff out on leave.</li> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Feedback from stakeholders and legislators not addressed.</li> <li>• <b>RULLCA Workgroup:</b> Feedback from stakeholders and legislators not addressed.</li> <li>• <b>Partition of Heirs Property.</b> Staff time.</li> <li>• <b>eWills.</b> Staff out on leave.</li> </ul>                                                                |
| Things that we will do to plan for success:                                      | <ul style="list-style-type: none"> <li>• <b>Oregon Judicial Department budget.</b> Working with Chair and OJD to prep prior to leave.</li> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Outreach and discussions in previous months.</li> <li>• <b>RULLCA Workgroup:</b> Outreach and discussions in previous months.</li> <li>• <b>Partition of Heirs Property.</b> Outreach and discussions in previous months.</li> <li>• <b>eWills.</b> Outreach and discussions in previous months.</li> </ul> |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Oregon Judicial Department budget.</b> Communication with OJD and chair, draft materials.</li> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Time. Feedback and Engagement from workgroup members.</li> </ul>                                                                                                                                                                                                                                            |

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|                                      | <ul style="list-style-type: none"> <li>• <b>RULLCA Workgroup:</b> Time. Feedback and Engagement from workgroup members.</li> <li>• <b>Partition of Heirs Property.</b> Time</li> <li>• <b>eWills.</b> Calendaring, e resources, a date and time that works for folks.</li> </ul>                                                                                                  |
| We will know we've met this goal if: | <ul style="list-style-type: none"> <li>• <b>Municipal and Justice Court Appeals Workgroup:</b> Bill does not receive work session.</li> <li>• <b>RULLCA Workgroup:</b> Bill does not receive work session.</li> <li>• <b>Partition of Heirs Prop:</b> Do not have materials ready for April meeting.</li> <li>• <b>eWills.</b> First meeting scheduled for March 2025.</li> </ul> |

### Q3 Policy Goals

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| In January, we will:                                                             | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Schedule meetings with 2 alumni.</li> <li>• <b>Prep for Summer Program Committee meeting:</b> Work with proponents to create proposal. Identify and reintroduce processes.</li> </ul>                    |
| What could get in the way of us achieving this goal?                             | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Busy session schedules,</li> <li>• <b>Prep for Summer Program Committee meeting:</b> Busy session schedules.</li> </ul>                                                                                  |
| Things that we will do to plan for success:                                      | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Outreach in December.</li> <li>• <b>Prep for Summer Program Committee meeting:</b> Find and update program committee procedures and processes. Work with identified groups to draft proposal.</li> </ul> |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Time.</li> <li>• <b>Prep for Summer Program Committee meeting:</b> Zoom, OLC program committee materials.</li> </ul>                                                                                     |

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| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> 2 meetings are completed.</li> <li>• <b>Prep for Summer Program Committee meeting</b> Proposals drafts are discussed with proponents. Timeline is created.</li> </ul> |
| In February, we will:                                                            | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Schedule meetings with 2 alumni.</li> <li>• <b>Prep for Summer Program Committee meeting</b> On hiatus until later in 2025.</li> </ul>                                |
| What could get in the way of us achieving this goal?                             | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Busy session schedules. Staff leave.</li> </ul>                                                                                                                       |
| Things that we will do to plan for success:                                      | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Schedule</li> </ul>                                                                                                                                                   |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Time.</li> </ul>                                                                                                                                                      |
| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> 2 meetings are completed.</li> </ul>                                                                                                                                  |

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| In March, we will:                                                               | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> On hiatus due to staff leave.</li> <li>• <b>Prep for Summer Program Committee meeting</b> On hiatus until later in 2025.</li> </ul> |
| What could get in the way of us achieving this goal?                             | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Staff leave. Staff leave.</li> </ul>                                                                                                |
| Things that we will do to plan for success:                                      | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Staff leave.</li> </ul>                                                                                                             |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Staff leave.</li> </ul>                                                                                                             |
| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Meet with Commission alumni or stakeholders:</b> Staff leave.</li> </ul>                                                                                                             |

### Q3 Governance Goals

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| In January, we will: | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Student fellow will assist with report and presentation materials. Student fellow will assist with legislative concepts and attend hearings in Salem.</li> </ul> |
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|                                                                                  | <ul style="list-style-type: none"> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Finalize and post job description for position.</li> <li>• <b>Effective financial statements:</b> Review FY2024 financial statements.</li> </ul>                                                                                                                      |
| What could get in the way of us achieving this goal?                             | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Time and School schedule.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> UO HR process is slow.</li> <li>• <b>Effective financial statements:</b> Staff time.</li> </ul>                                                                                         |
| Things that we will do to plan for success:                                      | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Work closely with fellow to finalize projects.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Submit materials to UO Law.</li> <li>• <b>Effective financial statements:</b> Work with UO Law Accounting to keep up to date on schedule.</li> </ul>               |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b></li> <li>• Commission materials, date of presentation, templates for report.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Staff time.</li> <li>• <b>Effective financial statements:</b> Time with UO Law Accounting to discuss questions if needed.</li> </ul> |
| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Presentation and report are completed.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Position posted.</li> <li>• <b>Effective financial statements:</b> If we are able to review and discuss financial statements in January.</li> </ul>                        |
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| In February, we will:                                | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Student fellow will assist with report and presentation materials. Student fellow will assist with legislative concepts and attend hearings in Salem.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Post job position with the three Oregon law schools and on national legal job boards. Also post with local organizations and affinity bars.</li> <li>• <b>Program Committee needs and role:</b> Write minutes for Program Committee for consideration at full OLC meeting.</li> <li>• <b>Effective financial statements:</b> Review the financial statements. Include updates in OLC Commission materials.</li> </ul> |
| What could get in the way of us achieving this goal? | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Student academic schedule (which is primary responsibility).</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Don't have contacts at the three law schools, local orgs/affinity bars, or other job posting sites.</li> <li>• <b>Effective financial statements:</b> Questions about the financial information.</li> </ul>                                                                                                                                                                                                                                                                                                    |
| Things that we will do to plan for success:          | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Complete reports early, schedule time with volunteers.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Work with commissioners from three law schools to identify contact information for Career Services, reach out to OSB for suggestions, reach out to local organizations/affinity bars.</li> <li>• <b>Effective financial statements:</b> Review the financial statements. Include updates in OLC Commission materials.</li> </ul>                                                                                                                                                                                     |

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| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Time and access.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Contact information.</li> <li>• <b>Develop effective financial statements:</b> Materials sent to me by UO Law Accounting on schedule. Time to review.</li> </ul>                                                                              |
| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Presentation, report and concept materials finalized and submitted in a timely fashion.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> If the position is posted.</li> <li>• <b>Develop effective financial statements:</b> If the materials are sent to the Commission for their January meeting.</li> </ul> |

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| In March, we will:                                   | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Student fellow will assist with report and presentation materials. Student fellow will assist with legislative concepts and attend hearings in Salem.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Targeted outreach and conversations with interested folks.</li> <li>• <b>Effective financial statements:</b> Prepare the financial statements for the April OLC meeting.</li> </ul> |
| What could get in the way of us achieving this goal? | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Student responsibilities. Staff leave.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Lack of interest. Staff leave.</li> <li>• <b>Effective financial statements:</b> IF the materials are not complete. If I have not had a chance to review. Staff leave.</li> </ul>                                                                                                                  |

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| Things that we will do to plan for success:                                      | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Work with volunteers, and students to complete drafts.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Outreach</li> <li>• <b>Effective financial statements:</b> Schedule time between the publication of the materials and the OLC meeting to review.</li> </ul> |
| Resources that we need in order to achieve this goal and why they are important: | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Time and access.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Time.</li> <li>• <b>Effective financial statements:</b> Time. Potentially conversation with UO Law Accounting.</li> </ul>                                                                         |
| We will know we've met this goal if:                                             | <ul style="list-style-type: none"> <li>• <b>Academic year fellowship program:</b> Final draft of presentation and materials.</li> <li>• <b>Post-graduate Legal Fellow to assist with law improvement:</b> Job posted, application received.</li> <li>• <b>Develop effective financial statements:</b> We have materials to share at Spring OLC meeting.</li> </ul>                |