

Chair:

Sen. Lee Beyer
Rep. Paul Holvey

Staff:

Beth Patrino, Committee Administrator
Shelley Raszka, Committee Assistant

Members:

Sen. Chris Edwards
Sen. Alan Olsen
Sen. Doug Whitsett
Rep. Cliff Bentz
Rep. Jodi Hack
Rep. Jessica Vega Pederson



78TH LEGISLATIVE ASSEMBLY
JOINT COMMITTEE ON DEPARTMENT OF ENERGY OVERSIGHT

State Capitol
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Salem, OR 97301
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March 3, 2016

Mike Kaplan, Director
Oregon Department of Energy
625 Marion Street N.E.
Salem, OR 97301-3737

Dear Director Kaplan:

The Joint Committee on Department of Energy Oversight (Committee) will begin a monthly meeting schedule on March 28, 2016. At the first meeting, we have asked staff from the Legislative Fiscal Office and Legislative Revenue Office to provide the committee with an overview of the Oregon Department of Energy (ODOE) budget and a history of the energy tax credit programs. We will also be inviting a diverse group of speakers to identify issues that they believe the Committee should address over the coming year. Written comments to identify issues will also be accepted.

At the March 28th meeting, the Committee will also begin reviewing agency programs (see attached schedule). Committee meetings will begin at 9:30 AM and end at 3:30 PM. At each meeting, we ask that ODOE provide the Committee with a presentation about the scheduled agency division and its programs and address the following questions:

1. What is the objective of this program or function? Describe the major activities performed under this program. Explain why these functions are still needed.
2. Describe how the program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures.
3. Provide a summary of key performance measures and other outcomes that convey the effectiveness and efficiency of this function or program.
4. Describe any important history regarding this program, including how the services or functions have changed from the original intent. Describe problems or lawsuits that have been encountered in this program.

5. Describe who or what this program or function affects.
6. If the program or function works with local, regional, other state agencies, or federal agencies, include a brief description of these entities and their relationship to the ODOE program or function. Please identify the roles assigned to each agency.
7. Explain if, and why, each of the key functions is most appropriately placed within ODOE, and how duplication with other related agencies is avoided.

In addition, please provide the following information about each program: (1) actual expenditures for the last three biennium, (2) number of actual FTE, and (3) statutory authority, and (4) legislatively-directed purpose.

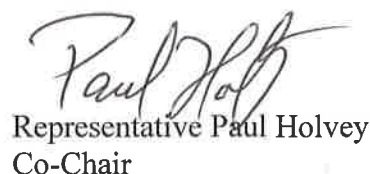
Each committee meeting will begin with the agency presentation, including Q/A with the committee members, followed by an opportunity for public comment focused on the programs and topics of that particular meeting. Each meeting will end with a committee discussion to identify issues to be addressed and any information requests for follow-up by the agency or staff. We will also build into each agenda an opportunity for the committee to receive and discuss follow-up information from the preceding meeting.

If you have any questions regarding the schedule or process described above, please let us know. We look forward to working with you over the coming months.

Sincerely,



Senator Lee Beyer
Co-Chair



Representative Paul Holvey
Co-Chair

Attachment: Committee Meeting Schedule
cc: Joint Committee on Department of Energy Oversight