

Legislative Initiative Process	1
I. Board Approval of Department Legislative Initiatives.....	1
A. Legislative Initiatives.....	1
B. Presentation	1
C. Board Committee	1
D. Board Consideration and Approval.....	1
II. Executive and Legislative Cooperation (2-CO-1A-15, 2-CO-1F-07)	2
III. Legislative Team Designation.....	2
IV. Reports (2-CO-1A-21).....	2
A. Monthly Updates.....	2
B. Final Report.....	2
V. Action.....	2

Section-02 Information Management	P-020600	Page: 1	Effective Date: 10/10/2018
Legislative Initiative Process	ACA Standards: 2-CO-1A-15, 2-CO-1A-21, 2-CO-1F-07		
Frank X. Henke, IV, Chair Oklahoma Board of Corrections	Signature on File		

Legislative Initiative Process

I. Board Approval of Department Legislative Initiatives

A. Legislative Initiatives

The Oklahoma Department of Corrections (ODOC) evaluates its operations within the context of current law, statutes, and court rulings; ODOC may propose legislation to enhance operations, facilitate court decisions, implement new programs and functions, enhance fiscal operations, establish incarceration strategies and policy, and maintain constitutional compliance in meeting the mission of the agency.

B. Presentation

The director of the Oklahoma Department of Corrections, or designee, will present to the Board of Corrections (BOC), for their approval any recommendations for legislative initiatives for the next regularly scheduled session of the Oklahoma Legislature no later than the November BOC meeting.

C. Board Committee

The BOC chair will select members to serve on the Public Policy/Affairs Committee to work with agency staff in preparing the agency's legislative initiatives for the ensuing legislative session. The committee will meet as needed and submit its recommendations to the BOC no later than the November BOC meeting.

D. Board Consideration and Approval

If available, the BOC will consider for approval a draft of the proposed language of all new legislative initiatives in the context of its mission, strategic plans, agency operations, fiscal impact, and the goals of the BOC and agency.

II. Executive and Legislative Cooperation (2-CO-1A-15, 2-CO-1F-07)

The BOC recognizes the value of the service provided by the agency to the Governor's Office and other executive offices, to the Oklahoma Legislative members, committees and subcommittees, and the staff of both the Senate and House, regarding the various bills introduced each year that may impact the agency. All bills introduced and pending will be analyzed as to whether they impact the operation, budget, staff or inmate/offender population of the agency.

III. Legislative Team Designation

The director will designate or appoint staff to communicate and work with the Oklahoma Legislature in achieving the legislative initiatives.

IV. Reports (2-CO-1A-21)

A. Monthly Updates

Continuing monthly throughout the legislative session, the director or designee will report progress to the BOC on each of the agency's legislative initiatives, as well as other identified legislation of significance, to the agency.

B. Final Report

In June of each year, the director or designee will report the final results of the agency's legislative initiatives including other bills that were enacted and signed by the Governor that impact the agency.

V. Action

The agency director is responsible for compliance with this policy.

The agency director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement No. P-020600 entitled "Legislative Initiative Process" dated August 22, 2017

Distribution: Policy and Operations Manual

Section-02 Information Management	P-020600	Page: 3	Effective Date : 10/10/2018
--	-----------------	----------------	------------------------------------

Agency Website