

Guide to Public Participation in the Rule Making Process

How Your Input is Important to the Development of Administrative Rules

Agency Mission

The mission of the Opportunities for Ohioans with Disabilities agency is to promote independence and self-sufficiency for Ohio Citizens with Disabilities.

Purpose of this Brochure

OOD recognizes the value of public participation in their rule-filing process to achieve the OOD agency mission. Rules concerning the Opportunities for Ohioans with Disabilities agency and the Business Enterprise Program are found in the Ohio Administrative code chapter 3304 and 3304:1 respectively. To encourage public participation various opportunities are offered for public and stakeholder input.

Opportunity for Public Input Regarding Proposed OOD Rules

- Stakeholder input will be requested via email announcement.
- Request for Stakeholder input information will also be posted on the OOD website.
- Review and reply to the posted rule draft on the OOD website.
- Submit written response(s) to Kevin Miller, Director of OOD before the public hearing.
- Present written and/or oral comment at the public hearing. If you plan to provide comments at the public hearing you will be requested to sign in at the start of the hearing. Ample time will be provided for all present who wish to present testimony.
- To be added to the OOD administrative rule email distribution list contact the Office of Legal Services at 1-800-282-4536 extension 1289.

RSC Rule Filing Process

The main steps in the Opportunities for Ohioans with Disabilities' rule making process are as follows:

- Ohio Revised Code sections 111.15 and 119.03 provide the procedures for creating, revising and rescinding administrative rules. Public hearings are provided for the 119.03 rules.
- 119.03 rules are reviewed every five years or earlier as OOD agency need necessitates a proposed rule revision.
- Stakeholder information is gathered three months prior to the anticipated initial rule filing date.
- Based on input from the stakeholder and subject matter experts a draft for the proposed administrative rule is developed.

- The draft of the proposed administrative rule is posted to the internet for public review on the OOD Website. This is posted 30 prior to the anticipated initial file date of the rule.
- The draft is reviewed by the subject matter experts.
- The Common Sense Initiative (CSI) panel is included in various aspects of the input gathering process. CSI approval to file the proposed administrative rule may be necessary for select rules.
- The rule is filed with the Legislative Services Commission and over seen by JCARR (Joint Committee on Agency Rule Review). Notice of the rule filing and the public hearing notice are electronically sent to stakeholders and posted on the OOD website.
- Public hearings are held for the 119 rules. The hearing is scheduled no earlier than 31 days and no later than 40 days after the initial filing date. Public hearing notices are posted on the OOD website.
- Comments from the public hearing are taken under consideration when preparing the rule for revision or final filing.
- The rule is submitted as a final filing or withdrawn.
- The final filed rule will be effective ten days after the final filing date.