

## **OFFICE OF POLICY AND COMMUNICATIONS**

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The Ohio Department of Youth Services' Office of Policy and Communication (OPC) responds to inquiries from the public and the media regarding juvenile issues and Agency actions.

OPC staff are involved in media relations and prepare news releases about Agency activities, conduct news conferences, respond to media inquiries, and perform other activities to keep the public informed through media coverage. The office also tracks legislation and provides information concerning legislation impacting agency and juvenile issues in general.

Individuals and organizations may forward any concerns or comments regarding agency specific issues by contacting the Office of Policy and Communication at (614) 466-4314.

The Ohio Department of Youth Services recognizes the agency's mission can only be achieved with input from the citizens of Ohio. Accurately judging the level of public interest and soliciting appropriate input from the public is an important factor in making the rule process successful and effective.

## **MISSION STATEMENT AND AGENCY ORGANIZATION**

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*The mission of the Ohio Department of Youth Services is to ensure public safety by providing and supporting a range of effective and cost effective services that hold youthful offenders accountable for their actions and give them the skills and competencies they need to live crime free.*

To accomplish this mission, the Ohio Department of Youth Services (ODYS) has established six major divisions that implement the Agency's mission. These divisions include:

**Division of Corrections**

(614) 466-9318

**Division of Finance and Planning**

(614) 466-3576

**Division of Human Resources**

(614) 752-9079

**Division of Legal Services**

(614) 466-8783

**Division of Parole and Community Services**

(614) 466-3576

**Division of Quality**

(614) 752-9079

Each of these divisions is responsible for implementing one or more programs that fulfill the Department's mission.

# **OHIO DEPARTMENT OF YOUTH SERVICES**



## *Guide to Public Participation in the Rule-Making Process*

Bob Taft, Governor  
Maureen O'Connor, Lt. Governor  
Geno Natalucci-Persichetti, Director  
Carol Rapp Zimmermann, Asst. Director  
Lewis George, Deputy Director of Legal Services

[www.state.oh.us/dys](http://www.state.oh.us/dys)

## **AGENCY RULE-MAKING AUTHORIZATION**

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The Ohio Department of Youth Services (ODYS) has agency rule making authority under the Ohio Revised Code (ORC) section 5139.04. Sections 111.15 and 119.03 of the ORC allow the agencies to promulgate rules, only rules under section 119.03 require the agency to hold a public hearing.

## **AGENCY RULE-MAKING PROCESS**

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The main steps in ODYS rule-making process are as follows:

1. The appropriate division drafts and reviews rules which impact their division's operation;
2. Interested parties review and submit comments;
3. The Division of Legal Services reviews the proposed administrative rules in order to ensure compliance with the Joint Committee on Agency Rule Review (JCARR);
4. The initial administrative rules are filed with JCARR, Secretary of State, Legislative Services Commission, and the Department of Development's - Office of Small Business;

5. Public notice of the proposed rule is issued and the agency schedules a public hearing for O.R.C. 119.03 rules;
6. The agency reviews any public comments from the hearing;
7. JCARR holds a hearing during which is invited to testify. At the hearing a rule may be tabled.
8. The final administrative rules are filed.

## **PUBLIC PARTICIPATION**

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Public participation opportunities may include the following:

1. The public may comment in the initial review of the proposed rule during the interested party review period;
2. The public is placed on notice of the proposed rule and is informed of the date and time of a public hearing held by JCARR where the public is invited and encouraged to participate through testimony.

The opportunities for public input into the rule-making process depend upon the type of public process and the length of the public comment period. Interested party review/comment and the public notice/public hearing are both formal processes and are required by law. Public hearings allow citizens

to participate directly in the rule-making process and have their own comments included for the record. This record is included in the information ODYS considers in deciding to adopt or amend a rule. At the hearing, a court reporter records oral comments. Citizens who choose not to offer oral testimony are encouraged to submit their comments in writing. Written and oral comments received during the public comment period receive the same consideration.

ODYS does not have unlimited authority to address all public concerns relating to a rule. Some concerns may be regulated by other state, federal, or local agencies. ODYS attempts to respond to citizen concerns in areas the Agency regulates and refers other concerns to the appropriate agency. A response to comments is developed for all rule packages that are submitted to JCARR.