

Clarification on JLOSC Full Review Process and Public Comment

JLOSC Full Review Process

The following image outlines the full review process at a glance. For additional clarification, the review process started in April of 2022 for all 6 entities under 2023 review.

Check the Joint Legislative Oversight and Sunset Committee (JLOSC) website under the [2023 review tab](#) for all reports and review information.

A copy of this email with a larger picture of the review process included below will be uploaded under the [mailing list communication tab](#).

If you have any questions please contact JLOSC staff at Sunset@Delaware.gov

FULL REVIEW PROCESS (REQUIRED ANNUALLY)



SELF REPORT

JLOSC staff provides template and instructions to selected entities.

Contains questions to gain a basic pool of background info and preliminary insight on entity performance.

Entity completes and returns to JLOSC staff within 10 weeks.

JLOSC staff distributes to JLOSC members and uploads a copy to JLOSC website.

The Self Report is completed 10-12 months prior to the presentation meeting.

- The entity under review is responsible with supplying all updates throughout the review process.



RESEARCH & STAFF REPORT

JLOSC Analysts conduct research and performance evaluation of entity using national standards.

Compile staff findings and recommendations into a Staff Report.

Recommendations included are not final unless adopted by JLOSC.

Staff Report outlines the objectives, scope, & methodology used.

Entity reviews Staff Report and submits written comments to be included. (3-week review period prior to presentation meeting)

JLOSC Analysts finalize and distribute to JLOSC members and upload to JLOSC website prior to presentation meeting.



PRESENTATION MEETING

Entity's "time to shine."

Presents for 15-20 minutes.

Entity under review has the burden of proving a public need exists and this need is being met.

JLOSC members ask questions.

Public comment accepted at the presentation meeting. (29 Del. C. § 10210 & JLOSC Rule 7)

JLOSC Analysts present highlights from the Staff Report.

JLOSC members discuss and vote on recommendations.

Affirmative vote of 7 members required to adopt a recommendation.



ADDITIONAL MEETINGS if necessary

Additional recommendation meetings held if necessary.

- Attendance by entity or its staff is not required. (29 Del. C. § 10210)

JLOSC can holdover entity or request progress reports.

- Meetings scheduled as needed for entity held over.

Public comment is not taken at additional meetings (except at the Chair's approval), this includes additional recommendation meetings. (29 Del. C. § 10203 & JLOSC Rule 8)

Written public comment is accepted throughout the entire review process: Sunset@Delaware.gov

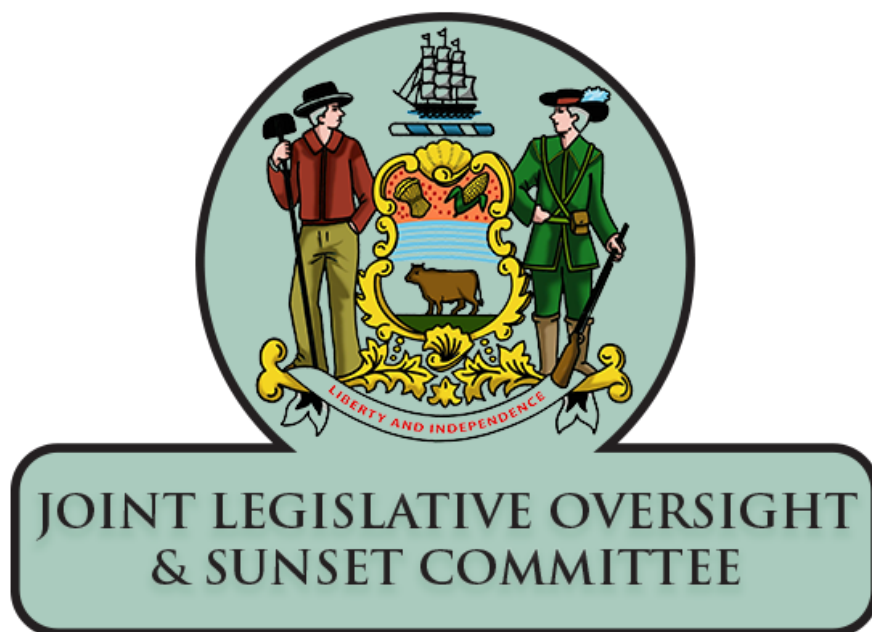
Public Comment Information

Written public comments are accepted at any time via email at Sunset@Delaware.gov or by using the Committee's public contact [form](#).

JLOSC staff distributes all written public comments received to JLOSC members and will place a copy online under the applicable review information.

JLOSC has specific [rules](#) on public comments accepted at meetings.

- **After an entity presentation, public comments are limited to 2 minutes and must be on the subject at hand (which is the council, commission, or committee under review).**
 - Each Staff Report outlines the scope of review
- Public comment is not taken at additional meetings (except at the Chair's approval), this includes additional recommendation meetings (29 Del. C § 10203 & JLOSC Rule 8).



Helpful links

[JLOSC General Info and Upcoming Meetings](#)

[2023 Review Information](#)

[2024 Review Information](#)

[Public Meeting Calendar](#)

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the Division of Research.

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