

Department of Administrative Services

OUT-OF-STATE WORK

Joint Committee on Ways and Means

General Government Subcommittee –
February 3

2022 Legislative Session



Advisory Group

DAS created an advisory workgroup in June of 2021 to begin thinking about transitioning Executive Branch state workers back to work and discuss how the work environment had changed

The workgroup consisting of membership from multiple agencies worked to make recommendations on:

- Ways to continue to meet business needs:
- Workspace, facilities, and parking
- Information technology
- Human resource policies

Remote work is here to stay so how do we adapt state government to meet this new work environment

Out-of-State Workforce Requirements

- Managers create, in consultation with their human resource manager, an out-of-state work agreement.
- The agreement is sent to the employee for their review and acknowledgement
- The agreement can be reevaluated at any time
- The same statewide and agency specific policies, laws, rules, expectations, and standards apply to out-of-state workers
- Work out-of-country or in the US territories is not allowed

Human Resource Challenges

- Changes to onboarding processes
- Maintaining employee connection and engagement
- Developing training and resources to support managers managing remotely
- Maintenance and compliance of other state employment laws (e.g. protected and paid leaves, wage and hour)

Operational Challenges

- Risk management and worker's compensation insurance
- Payroll and out-of-state tax compliance
- Occupational Safety and Health Administration (OSHA) compliance
- Providing and maintaining necessary equipment

Current Out-of-State Work Situation

As of February 1, 2022 - 452 employees recorded out-of-state agreements in Workday

- Represents 34 states
- Represents 31 executive branch agencies

Over 250 unique job profiles of those working remotely, examples include:

- Human Service Specialists
- Operations and Policy Analysts
- Principal Executive Managers
- Social Service Specialist

Online resources

- Read more about the Advisory Team, and their recommendations online at:
<https://www.oregon.gov/das/HR/Pages/reopen.aspx>
- Out-of-state resources can be found online at:
 - https://www.oregon.gov/das/HR/Pages/Remote_work.aspx and
 - https://www.oregon.gov/das/HR/Pages/work.aspx?utm_source=DAS&utm_medium=egov_redirect&utm_campaign=https%3a//work.oregon.gov