



# Oregon

Tina Kotek, Governor

## Oregon Board of Chiropractic Examiners

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November 3, 2025

Joint Interim Committee on Ways and Means  
Co-Chair Senator Kate Lieber  
Co-Chair Representative Tawna Sanchez

**RE: 5% Reduction List and List of New/Expanded Programs for 2025-27**

Dear Co-Chairs Lieber and Sanchez:

The Oregon Board of Chiropractic Examiners' (OBCE) mission is to protect the public by regulating chiropractic within the state. Over the past year, the OBCE, a solely Other Funded agency, took some dramatic actions in preparing for the 2025-27 and its budget shortfall.

Some of these actions taken included, but were not limited to: laying off 1.0 FTE (Investigator), exclusively holding virtual/remote board meetings, limiting our board meetings to 4 times/year rather than 6, terminating in-state and out-of-state travel for board meetings, limiting our Assigned Attorney General time to attendance only during the executive session portion of our board meetings, and terminating the lease on our physical office space and going fully remote.

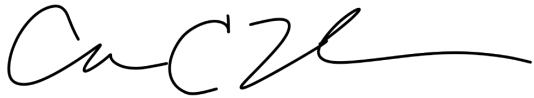
For this additional 5% Reduction List, we've focused on what is left to reduce, including: using email for process service rather than certified mail, deferring all equipment purchases, terminating out of state travel, terminating employee training, reducing telecom services or purchases, terminating expendable property (furniture and computers/hardware), reducing in-person staff meetings, reducing travel by the Executive Director to in-person meetings in Salem, reducing professional service costs/Office of Administrative Hearings and contract investigator fees, and reducing the OS2 position from full time to part time at 0.83 FTE.

Because we are so lean to begin with after such a shift this year, these cuts will have a dramatic effect on licensing, work processes, efficiencies, case resolution times, and case settlement options.

Reducing the InLumon (licensing database software as a service) expenditure was not considered a reduction option because we are still not fully implemented and need those resources to make sure all contracted for services are established and running. Because deliverables were not met by deadline, payments have been stalled until deliverables have been provided.

The new/expanded programs that have been funded since July 1, 2021, include: the further implementation of our inLumon licensing database software as a service, bringing the Healthcare Investigator position to 1.0 FTE, reclassifying the OS1 to OS2 and to 1.0 FTE, transitioning to DAS IT desktop support, and increasing Board Member per diem.

Sincerely,

A handwritten signature in black ink, appearing to read 'CmC2h', with a long horizontal flourish extending to the right.

Cassandra C. McLeod-Skinner, J.D.  
Executive Director

Oregon Board of Chiropractic Examiners (OBCE)																
2025-27 Biennium																
2025-27 LAB				-	-	2,519,633	-	-	-	2,519,633						
Detail of Reductions to 2025-27 Legislatively Adopted Budget																
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Priority (ranked most to least preferred)		Agency	SCR or Activity Initials	Program Unit/Activity Description	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	Gov. Reduction Target Yes / No	One-Time Yes / No	Describe the reduction and associated impact on services and outcomes. Please identify the source of Other Funds reductions.
Dept	Prgm/ Div															
	1	OBCE	4125	Eliminate out of state travel.			(10,005)				\$ (10,005)				Yes	No Board member or staff will travel out of state using agency funds. Scholarships have been sought and received by the Executive Director; travel to national meetings has also been self-funded by board members.
	2	OBCE	4175	Legal service accepted via email rather than certified mail.			(4,143)				\$ (4,143)				No	Rather than sending out legal pleadings via certified mail, respondents (pro se or represented by counsel) can agree to accept service via email, saving the agency mailing and time costs.
	3	OBCE	4175	Deferring office expenses.			(8,000)				\$ (8,000)				Yes	We can put a hold on any non-essential office expenses.
	4	OBCE	4150	Eliminate employee training.			(15,434)				\$ (15,434)				Yes	No employee will attend (in person or virtually) any training that requires funding.
	5	OBCE	4300	Reduce professional services.			(20,961)				\$ (20,961)				Yes	Reducing Office of Administrative Hearings costs by waiting to refer contested cases to that office and pursuing settlement earlier than previously practiced. This may effect our DOJ costs, however. Also reducing contracted investigator costs, which will effect our case KPMs.
	6	OBCE	4200	Reduce telecom services or purchases.			(9,000)				\$ (9,000)				Yes	No purchasing updated cell phones or plans.
	7	OBCE	4700	Decrease expendable property (furniture).			(5,000)				\$ (5,000)				No	No purchasing furniture, filing cabinets, etc.
	8	OBCE	4715	Decrease expendable property (computers and hardware)			(5,000)				\$ (5,000)				Yes	No purchasing new computers, monitors, monitor arms, etc.
	9	OBCE	4100	Reduce in-person staff meetings.			(15,000)				\$ (15,000)				Yes	We currently have in-person staff meetings that coincide with the AB&C Directors meeting each quarter. We can hold 2 of these meetings virtually, decreasing travel reimbursement and per diem costs.
	10	OBCE	4100	Reduce travel for Executive Director to attend state-wide director meetings.			(5,000)				\$ (5,000)				Yes	The Executive Director travels from their home in Central Oregon to Salem to attend quarterly AB&C meetings in-person, usually requiring an overnight hotel stay. By attending half of these meetings remotely, this would decrease travel, hotel, and per diem costs.
	11	OBCE		Reduce OS2 from 1.0 FTE to .83 FTE.			(28,439)				\$ (28,439)	511	(0.17)		Yes	Reduce the OS2 position from full time (1.0 FTE) to part time at 0.83 FTE. This would effect our licensing, public records request response times, and staffing of committee meetings.
											\$ -					
											\$ -					
											\$ -					

***Oregon Board of Chiropractic Examiners (OBCE)***

2025-27 Biennium

2025-27 LAB	-	-	2,519,633	-	-	-	2,519,633
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Detail of Reductions to 2025-27 Legislatively Adopted Budget
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Priority (ranked most to least preferred)		Agency	SCR or Activity Initials	Program Unit/Activity Description	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	Gov. Reduction Target Yes / No	One-Time Yes / No	Describe the reduction and associated impact on services and outcomes. Please identify the source of Other Funds reductions.
Dept	Prgm/ Div															
											\$ -					
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				TOTAL	-	-	(125,982)	-	-	-	\$ (125,982)	511	(0.17)			

	Target (5%)	-	-	(125,982)	
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## 2025-27 Biennium

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Agency	SCR	Program Establishment / Expansion			Program Description	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	Implementation Status
		Biennium	Effective Date	Authorization											
OBCE		23-25	7/1/2023	POP 100	InLumon Licensing Database SaaS implementation.			50,000				\$ 50,000			In progress.
OBCE		23-25	7/1/2023	POP 101	Healthcare Investigator from 0.6 FTE to 1.0 FTE.			112,349				\$ 112,349		0.40	Completed.
OBCE		23-25	7/1/2023	POP 102	Reclassification of AS2 to Program Analyst.			26,514				\$ 26,514			Did not implement due to Class & Comp determination.
OBCE		23-25	7/1/2023	POP 103	Reclassification of OS1 to OS2 and to 1.0 FTE.			34,210				\$ 34,210		0.25	Completed.
OBCE		23-25	7/1/2023	POP 104	Transition to utilizing DAS IT Services.			50,000				\$ 50,000			Completed.
OBCE		23-25	7/1/2023	POP 105	Increase Board member per diem.			40,000				\$ 40,000			Completed.
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				TOTAL		-	-	313,073	-	-	-	\$ 313,073	0	0.65	

Column (5) - Authorization should identify the source of the new program or program expansion, which could include enabling legislation, approved policy option package, or administrative establishment.

Column (6) - Program description should include a summary of the program and the expansion (if applicable), including any partner state agencies.

Column (16) - Current status of program implementation should be summarized, including any future budget requests anticipated upon full program implementation.