

BEFORE THE  
COMMISSION ON STATE MANDATES  
STATE OF CALIFORNIA

In the Matter of:

Amendments to California Code of Regulations, Title 2, Division 2, Chapter 2.5, Articles 1, 3, 4, 5, and 7

No. 23-01

ORDER TO INITIATE RULEMAKING PROCEEDINGS

*Formatting Requirements for Accessibility, Clarification of Designated Representatives, Clarification of Teleconferencing Regulation, Withdrawal of Incomplete Filings, Correction of Incorrect Citations and General Cleanup*

Pursuant to California Code of Regulations, title 2, section 1188.2, the Commission on State Mandates (Commission) hereby adopts this order to institute rulemaking proceedings in accordance with Government Code sections 11346.2, 11346.4, 11346.8, and 11346.9.

**PROPOSED REGULATORY ACTION.** The Commission proposes revised language, punctuation, and citations in Articles 1, 3, 4, 5, and 7 of the California Code of Regulations, Title 2, Division 2, Chapter 2.5 with a proposed effective date of July 1, 2024, if no public hearing is requested, or October 1, 2024, if a public hearing is requested.

The purpose of this rulemaking is to impose formatting requirements for accessibility of documents filed with the Commission; clarify that firms or organizations may serve as a party's designated representative; delegate the authority to the executive director to deem incomplete requests to review claiming instructions and notices of intent to join a consolidated incorrect reduction claim, which have not been timely corrected, withdrawn; correct erroneous citations and make minor, non-substantive edits for clarity and conciseness. The proposed regulations: (1) add new formatting requirements for accessibility of new filings and written materials filed with the Commission; (2) clarify that firms or organizations may be a party's designated representative; (3) clarify the Commission's regulation on holding teleconferenced meetings (4) delegate authority to the executive director to deem incomplete requests to review claiming instructions and notices of intent to join a consolidated incorrect reduction claim, withdrawn; (5) fix incorrect citations and add or remove authority and reference citations; and (6) make minor, non-substantive edits and corrections.

**AUTHORITY AND REFERENCE.** Government Code section 17527(g) authorizes the Commission to adopt the proposed regulations.

**WRITTEN COMMENT PERIOD.** Any interested person, or his or her authorized representative, may submit written comments relevant to the proposed regulatory action to the Commission. The comment period closes on **January 29, 2024**. The Commission will only consider written comments received at the Commission's offices by that time. Commenters are strongly encouraged to submit their written comments electronically if possible (to prevent the spread of COVID-19) via the Commission website "dropbox" at: <https://www.csm.ca.gov/dropbox.shtml>.

Written comments may also be submitted to:

Jill Magee, Program Analyst  
Commission on State Mandates  
980 Ninth Street, Suite 300  
Sacramento, CA 95814  
Phone: (916) 323-3562

**PUBLIC HEARING.** The Commission will hold a hearing on March 22, 2024 if it receives a written request for a public hearing from any interested person or their authorized representative, no later than January 15, 2024.

Date: 12/04/2023

By:   
Heather Halsey, Executive Director