

CLASS TITLE: DIRECTOR REGULATORY REFORM (OFFICE OF MANAGEMENT & BUDGET)

Class Code: 02507700

Pay Grade: 46A

EO Code: A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: In the Office of Regulatory Reform within the Office of Management and Budget, to be responsible for the executive approval process of new regulations and regular review of the State of Rhode Island's regulations with regard to economic impact and net benefit to the state in compliance with Executive Order 15-07; regulatory process and permitting procedures, report thereon in an effort to improve such processes and procedures and assist and facilitate economic development opportunities within the regulatory and permitting process and procedures that exist within state and municipal government; to intervene/participate in any regulatory or permitting matter pending before any executive branch agency or department or before any municipal board, commission, agency or subdivision thereof at which a regulatory or permitting matter is pending for the expressed net benefit of a business; to prepare reports identifying all matters, the rationale for intervention, the status of pending regulatory or permitting matters, and any observations or recommendations relative to such regulatory or permitting matters; and to do related work as required.

SUPERVISION RECEIVED: Works under the administrative direction of the Director, Office of Management and Budget with considerable latitude for the exercise of initiative and independent judgment; work is subject to review through consultations and written reports for satisfactory performance and conformance to laws, policies, directives, rules and regulations.

SUPERVISION EXERCISED: Plans, coordinates, supervises and reviews the work of a professional, technical, and clerical staff.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

In the Office of Regulatory Reform within the Office of Management and Budget, to be responsible for the executive approval process of new regulations and regular review of the State of Rhode Island's regulations with regard to economic impact and net benefit to the state in compliance with Executive Order 15-07; regulatory process and permitting procedures, report thereon in an effort to improve such processes and procedures and assist and facilitate economic development opportunities within the regulatory and permitting process and procedures that exist within state and municipal government.

To intervene/participate in any regulatory or permitting matter pending before any executive branch agency or department or before any municipal board, commission, agency or subdivision thereof at which a regulatory or permitting matter is pending for the expressed net benefit of a business; to prepare reports identifying all matters, the rationale for intervention, the status of pending regulatory or permitting matters, and any observations or recommendations relative to such regulatory or permitting matters;

To be responsible for implementing, conducting, and reviewing cost-benefit analysis of all proposed regulations and existing regulations targeted for review.

To be responsible for implementing an executive review process for new regulations before

proposed regulations are adopted.

To be responsible for ensuring regulations avoid duplication of regulatory control where possible.

To be responsible for ensuring regulations be based on sound, reasonably available scientific, technical, economic, and other relevant information.

To be responsible for the office's appearance as an amicus curiae in any legal proceeding relating to any regulatory or permitting matter.

To be responsible for coordinating, providing technical assistance and oversight of state agency regulatory review and accompanying economic impact statements on small businesses.

To be responsible for the preparation and publication of reports through the review and analysis of proposed and existing rules and regulations and related laws to: encourage agencies to eliminate, consolidate, simplify, expedite, and otherwise improve permits, permitting procedures and paperwork burdens affecting businesses and municipal government undertakings; analyze the impact of proposed and existing rules and regulations on matters such as public health, safety and welfare, including job creation and make recommendations for simplifying regulations and the regulatory process; and propose to any state or municipal agency consideration for amendment or repeal of any existing rules or procedures which may be obsolete, harmful to the economy or job growth in the state or excessively burdensome with respect to any state or federal statutes or regulations.

To coordinate and direct regulatory reform efforts to improve efficiency and promote economic development.

To be responsible for the preparation of reports and recommendations.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the principles, practices, and techniques of public administration, economic analysis, and cost-benefit analysis; a thorough knowledge of the principles and practices of governmental regulatory procedures, permitting and program evaluation and the ability to apply such techniques in implementing reforms to regulatory program management and/or other administrative functions; a thorough knowledge of the organizational structure of state government and the functions of its departments and agencies; the ability to identify problem areas and to work creatively and independently; the ability to establish and maintain effective working relationships with state and municipal officials, superiors, subordinates and the public; the ability to plan, develop, coordinate, and supervise the work of a staff engaged in the performance of various tasks related regulatory review; the ability to prepare detailed reports and recommendations; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing with specialization in Public or Business Administration, Economics or Political Science; or a closely related field; and

Experience: Such as may have been gained through: considerable employment in a responsible supervisory or administrative position in a public regulatory agency or in private industry, which has involved the application of modern business principles and techniques.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: March 10, 2013

Class Revised: July 26, 2015