OVERVIEW

The Ohio Legislative Service Commission (LSC) was created by law in 1953. The members of the Commission, who are legislators, appoint LSC’s Director. The Director is responsible for hiring the LSC staff and ensuring that it provides nonpartisan drafting, fiscal, research, training, and other services to all members of the General Assembly.

The LSC staff is organized into the Office of Research and Drafting (ORD) and the Legislative Budget Office (LBO), along with resolution drafting, support, and administrative staff. ORD consists of attorneys and research associates and is divided into groups according to subject matter, while LBO consists of budget analysts and economists and generally is organized into groups by agency. A division chief oversees each ORD and LBO group and reviews the work of all group members.
**Key Services**

**Drafting Legislation**
LSC's staff drafts bills, resolutions, and amendments upon the request of any member of the General Assembly, the member’s staff, or the staff of a legislative caucus. All bill, resolution, and amendment requests are confidential.

**Staffing Committees**
ORD and LBO staff members assist each standing committee of the General Assembly. LSC’s staff provides assistance to any member of a committee, such as explaining legislation, drafting amendments, writing substitute bills, providing fiscal analysis, and researching questions related to pending legislation.

**Budget & Fiscal Analysis**
The LBO staff monitors, forecasts, and reports on state revenues and expenditures and provides members with independent information about the state budget and other important fiscal issues in state and local government. Additionally, the LBO staff reviews requests coming before the Controlling Board, which oversees the release or transfer of appropriated funds and authorizes certain state agency purchases.

**Legal, Fiscal, and Technical Research**
Upon request, the LSC staff provides confidential research on matters of legislative concern to any member of the General Assembly, the member’s staff, or the staff of a legislative caucus. Research responses range from brief telephone calls to in-depth research papers on legal, fiscal, and technical issues.

**Drafting Honorary Resolutions and Letters**
The LSC resolution drafting staff produces honorary resolutions, letters of commendation, and condolence letters for members of the General Assembly to honor their constituents.

**Major Publications**

**Bill Analysis**
An analysis explains the contents of a bill. The ORD staff prepares an analysis in time for each bill’s first committee hearing and updates the analysis as the bill advances through the legislative process. Analyses do not present arguments for or against a bill, nor do they describe the political implications surrounding the bill.

**Fiscal Note and Local Impact Statement**
This document provides estimates of the fiscal impact of proposed legislation on Ohio’s state and local governments. The LBO staff prepares a Fiscal Note and Local Impact Statement in time for each bill’s second committee hearing and updates it at each stage of the legislative process.

**Budget Documents**
LSC assists the legislature in preparing and analyzing the state’s operating and capital budget bills. As a budget bill progresses, the staff drafts and tracks amendments and prepares support documents, such as analyses, revenue forecasts, and the Catalog of Budget Line Items (COBLI), as well as documents that compare different versions of the budget.

**Additional Services**

**Training Services**
- New Member Orientation
- Legislative Fellowship Program
- New Legislative Staff Training
- Continuing Legal Education Programs

**Other Services**
- Library Services
- Legislative Information Office (LIO)
- Administrative Rules Codification
- State Law Codification

**Additional Publications**
- A Guidebook for Ohio Legislators
- Members Only briefs
- Budget Footnotes
- Ohio Facts
- State Spending by County

All general reference publications are available on LSC’s website.