

## MEMORANDUM

Research Department, Kansas Legislative Council     January 30, 1967

TO: Members of Special Committee on Legislative Facilities

As requested by the Committee we have listed below major subjects in question form pertaining to legislative operations which were raised during or subsequent to the Legislative Council studies on legislative facilities and services, and the adoption of Senate Concurrent Resolution No. 4 (1967 Session). They are not meant to be all inclusive, but illustrative of the items that could be considered in carrying out Senate Concurrent Resolution No. 4.

### A. Space

1. How much space is now available to the legislature and how is it being utilized?
2. Should some type of office space be provided members? If so, what would be the preferred location? How much space is desired for this purpose?
3. Are present committee rooms adequate? If not, what are the reasons -- overcrowding, poorly equipped? Should committee rooms be equipped as possible offices of the chairmen?
4. Are other types of rooms needed (e.g., lounges, private discussion rooms for members)?
5. Should any changes be made in present usage of space regardless of whether added space is or is not made available? For example:
  - a. Do the documents room and mail rooms reflect the best use of space?
  - b. Should the stenographers pool of the House be located with the other stenos and typists of both the House and Senate?
  - c. Should the third floor concession stand be located where it presently is?

### B. Internal Administrative and Legislative Procedures.

1. Should the committee structure be examined (i.e., reduce numbers)?

2. What changes in the rules and procedures, if any, are necessary to implement the annual sessions (e.g., should committees meet during the interim)? Will the second session begin exactly where the first session ended? Should salaries of major officers be changed?
3. Should there be more continuous and coordinated administration of housekeeping activities such as purchasing, personnel, and payroll? If so, how much independence of the two houses should be maintained and how should such coordination be accomplished?
4. What staffing patterns should be established in the House for stenographic services and what is the desired level of staffing? Is the present arrangement for the Senate satisfactory. Should salaries of employees be changed? If so, to what extent and should they be set by statute?
5. Should legislative printing be examined (e.g., possible use of offset printing)?
6. What alternatives are there for improved communications services?

#### C. General Legislative Services

1. Are general research services adequate in quantity and quality?
2. Should committees be staffed directly with research and/or legal personnel? If so, to what extent and how?
3. Are general bill drafting, legal counselling, and code revision services adequate in quantity and quality?
4. Do the new annual sessions affect the traditional roles of the Legislative Council, Interstate Cooperation Commission and Motor Vehicle Reciprocity Commission?
5. Are library services for direct legislative use adequate?

D. What would be the most effective administrative organization to achieve the desired legislative services?

E. What should be the timetable for implementation?