

M I N U T E S

Joint Committee on Legislative Facilities

November 30, 1967

Chairman Hill presided. Representatives Doyen and Van Cleave and Senators Arthur and Bennett were present.

Fred Carman from the Revisor's office and Ben Barrett from the Research Department also attended the meeting.

Printing

a. Journals. Fred Carman presented a draft concurrent resolution which would direct the State Printer to print the daily journals of the House and Senate using a single column format in lieu of the present double column procedure.

Printing plant personnel had previously recommended the change in the interest of economy. The staff conferred with legislative employees who have worked for several years with the journals, and confirmed that such a change would cause no major problems for the journal clerks.

A motion by Senator Bennett was adopted by the Committee, that the resolution be approved and prepared for introduction in the Senate.

b. Engrossment. A draft bill was presented to the Committee which would, in effect, remove responsibility for the engrossment of legislative documents from the Secretary of State's office and place it with the legislative employees. Preparing bills and resolutions for third reading, and other papers for delivery from one house to the other would be the responsibility of the officers of each house.

The Committee has studied the purposes of the engrossment procedure and has concluded that the practice, while valuable before modern printing techniques were widely used, is now an anachronism.

On adoption of Senator Bennett's motion, the Committee approved the bill for introduction in the House early in the 1968 Session.

c. Bill and Resolutions. The Committee reviewed a draft concurrent resolution directing the State Printer to change certain bill printing techniques so that each succeeding printing would show the changes made at a previous stage. The engrossed printing would be eliminated.

Separate committee reports which are now attached at the end of a bill printing would be eliminated by a provision of the resolution. Under the proposed printing procedure, a bill would show the additions made at any stage. Material stricken would be shown as existing law being deleted or as newly proposed material subsequently deleted at some stage. It will not be possible, in all cases, to look at the bill printing and determine at what stage material was deleted.

The resolution directs the printer to use the following procedures:

1. Original new material in Italic type.
2. Existing material being deleted in Roman strike-type.
3. Existing material in Roman type.
4. House committee amendments in boldface.
5. New material being deleted in Italic strike-type.
6. House Committee of the Whole amendments in boldface and set off by brackets.
7. Senate committee amendments in boldface Italic type.
8. Senate Committee of the Whole amendments in boldface Italic and in brackets.

The Committee concluded that in 1968, all new bills should be printed following this procedure. All carryover bills from the 1967 Session that are reprinted should be prepared using the printing procedures included in the proposed resolution. Such bills should be prefaced by a note explaining that the bill has been reprinted in accordance with the provisions of the resolution.

Senator Bennett moved, and Representative Van Cleave seconded the motion, that the resolution, including some suggested changes made by the Committee, be approved and prepared for introduction in the Senate. The motion was adopted.

The staff was instructed to prepare an explanatory statement on the new bill printing procedure as a guide for interpreting the meaning of the various type styles and marks. It should be distributed to each member of the legislature early in the session.

The staff will study the House and Senate rules to determine what changes would be required for implementation of the new bill printing procedures. Draft rule changes should be prepared for the consideration of the Committee.

d. Enrollment and Preparation of the Session Laws. The Committee reviewed a bill relating to enrolled bills and format changes in the session laws.

The bill makes no change in the present format for preparing the enrolled bills and the publication entitled LAWS OF KANSAS enacted by the Legislature of (name of year) Senate (or House), except that a certificate of authenticity be included. This is the paper-bound volume of the enrolled bills that is distributed prior to the completion of the session laws. The session laws (the bound volume which includes chapter citations, an index and other legislative documents) are generally available on or before July 1, each year.

The bill does provide for a change in the format of the session laws to include:

1. Material added to an existing section of the statutes would be printed in Italic type.
2. Material deleted from an existing section of the statutes would be shown in cancelled type.
3. Editorial judgment could be exercised by the Secretary of State in preparing the volume. Probably some additional marks and explanations would be used to assist the reader.

A motion by Senator Bennett was adopted that the bill be prepared for introduction in the House to accomplish these basic changes in the format of the session laws publication.

The staff was instructed to consult with the State Printer and the Secretary of State on certain provisions of K.S.A. 75-1011, relating to statutory time requirements being observed in preparing and printing the material in the bound session laws volume.

#### Binders

The staff reported that nine producers of custom binders had been contacted about securing samples for use during the 1968 Session of the Legislature. Four companies have offered to supply the experimental binders thus far.

The Committee directed the staff to prepare order forms for some selected sample binders. The orders will be prepared for the signature of the chairman on behalf of the Committee.

#### File Cabinets

At the previous meeting, the staff was instructed to secure prices on file cabinets which, if purchased, would be used by members of the House of Representatives. Prices that were quoted were premised on:

1. a quality meeting the established state specifications,
2. a quantity including at least one drawer for each representative,
3. selection of either four or five drawer cabinets, and
4. a lock for each unit.

The Purchasing Division was requested to circulate bid forms and secure prices on file cabinets. Bids were received from Midwest Office Suppliers, Capitol City, Inc., Meek's Inc., Thatcher, Inc., and Steel Fixtures Manufacturing Company.

Thatcher, Inc., submitted the lowest quotation on a per-drawer basis. The price was \$79.76 per unit for five-drawer filing cabinets.

By a unanimous vote, the Committee agreed to purchase 25 units from Thatcher, Inc. Extra keys for each unit will be requested.

#### Pages

The Committee reviewed a draft letter to the Speaker of the House and the President Pro Tem of the Senate conveying the thoughts of the Legislative Facilities Committee for improving the page system.

Basically, the letter suggests that the Employees Committees, or the leadership of each house, might establish some rules, and assign a member of the Employees' Committee to administer the rules and to handle scheduling of the pages in each house.

The Committee approved the letter for transmittal to the House and Senate leadership.

#### Bill Locator and Subject Index

The staff reported that a conference had been held with the State Librarian on staffing and equipment that would be required to prepare a bill locator and subject index for the 1968 Session.

Mr. Stephens recommended that he be authorized to hire one full-time person at the Clerk IV level during the month of December to get bill locator and subject index ready for 1968. Stephens further suggested that at least one clerical person would be needed beginning in January to help in the production of the bill locator and subject index. Also, it may be necessary to rent a wide-carriage typewriter during the session.

A letter has been transmitted to Mr. Stephens authorizing him to hire a person at the Clerk IV level during December. The letter was signed by the Speaker of the House, President Pro Tem of the Senate, and the Lieutenant Governor. The employee's salary will be paid out of the appropriation for legislative expense.

#### "A Look at Your Legislature" Pamphlet

The Committee considered reproduction of the brochure which was presented to the Committee by the League of Women Voters during the 1967 Session. The brochure discusses in lay language some of the general facts about the operation of the legislature. The brochure will be distributed to visitors to the legislature.

A motion by Senator Bennett, seconded by Representative Van Cleave, was adopted directing the printing of 100,000 of the brochures. The Committee is authorized under HCR 1044 to order such items to be paid for out of the appropriation for legislative expense.

#### Electrical Roll Call Equipment

The Committee directed the staff to contact representatives of the CEECO and International Roll Call Corporation as well as local persons knowledgeable in electronics about attending a meeting tentatively scheduled for January 17, 1967, at 10:00 a.m.

Also, persons responsible for operating or maintaining the roll call equipment in surrounding states should be contacted with regard to the operation of their electrical roll call units. A state with the CEECO unit and one with an International Roll Call unit should be contacted. Members of the House of Representatives may wish to either invite these persons to Topeka or talk with them by telephone during the January 17 meeting.

The staff reported that Mr. Frank Oppitz would be available to discuss the roll call equipment with the legislators during the session. Oppitz is now working in cooperation with CEECO in maintaining the roll call equipment and the sound system in the House.

#### Telephone Equipment

The staff reported that the telephone company has been installing the new telephone equipment for the improved House and Senate telephone system.

Southwestern Bell has scheduled a training session for the House and Senate operators early in January. Some instruction of the operators is required for quick adaptation to the new telephone system.

Also, the blueprints for the conduit system under the House floor for telephone wiring have been prepared. The conduits and wiring are scheduled for completion prior to the convening of the 1968 Legislature.

### Pre-Session Caucuses

A number of states are now making use of pre-session caucuses for choosing their leadership, organizing, etc., or are holding pre-session orientation meetings for the new members of the legislature.

A recent report\* indicates that 28 states have recently conducted orientation sessions prior to the regular legislative session. Sixteen states, including Kansas, have held orientation sessions for their freshmen members early in the session, and six states reported that no orientation sessions have been held in recent years.

A research report from the Citizens' Conference on State Legislatures shows Alabama, Florida, Georgia, and Tennessee as states having constitutional provisions for short organizational sessions of the legislature prior to the beginning of a regular session. The proposed Constitution of New York, rejected in November by the voters, contained a provision for a meeting of legislators-elect not later than the first Monday after December 15 following their election, to organize and elect officers for the following legislative term.

In Kentucky, the pre-session orientation conference is held in a state park. This meeting has become a "decision site" for the selection of legislative leaders, although the party caucus later makes the final selections on a formal basis.

Florida's two houses met separately on November 15, 1966, for the first time under the constitutional amendment which authorized the meeting for organizational purposes. The respective houses elected their presiding officers and other officials, adopted rules, authorized commencement of the work of standing committees, heard addresses of the governor-elect, and adjourned to meet in the regular sixty-day session which began April 4, 1967.

Senator Bennett moved that the Revisor's Office be requested to draft a bill which would provide for a caucus for choosing legislative leaders prior to the regular legislative session. The caucus should be held the first Monday in December and there should be a provision for paying expenses, either the legislator's actual and necessary travel expenses, or expenses at a rate similar to the provision in K.S.A. 46-311. The bill should

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\* American State Legislatures: Their Structures and Procedures, The Council of State Governments, 1967.

authorize the meeting in the even-numbered years, but in the case of the Senate at least, should not be made mandatory.

A provision should be included to provide that the newly chosen Speaker or President Pro Tem be provided with office space, and secretarial and clerical assistance for the month of December and the first part of January prior to the regular legislative session to assist him in his organizational duties. Some provision for additional compensation of the Speaker or President Pro Tem should be allowed during this period.

After discussion, Senator Bennett's motion was adopted. A draft bill will be prepared for the consideration of the Committee.

#### Committee Consolidation

The Committee concluded that before developing committee consolidation proposals, it would be desirable for each house to conduct a survey of its members on the subject. The survey should consist of two phases. Phase I would be to ask each member if he felt some consolidation of the standing committees was necessary or desirable. If so, the members would be invited to submit any proposed consolidation plans they would recommend.

Phase II would be a follow-up of Phase I. A proposed consolidation plan composed of the recommendations included in the the Phase I questionnaire would be circulated among the membership of each house.

Attention should be given to the present standing committee structure in the House and Senate because of the difficulty of scheduling rooms for the committees, making committee assignments, and preventing conflicts in meeting times.

The next scheduled meeting of the committee was called for January 17, 1968. The meeting was adjourned.