

2024
Senate Utilities Committee
Conferees Rules

It is the policy of the Senate Utilities Committee to ensure and promote free and open discussion of matters coming before the committee. Because of the importance of issues that are to be discussed, certain rules are necessary. Just as there are rules relating to the conduct of committee business when matters are debated among committee members, the following rules apply to the hearing process itself.

By appearing before the Committee each conferee is presumed to have read the rules and therefore has agreed to be bound by these rules.

1. Individuals wishing to appear and provide verbal testimony before the committee **MUST** notify the committee assistant (phone: 785-296-7678 or e-mail: S.Utilities@senate.ks.gov) to register at least **24 hours in advance of the hearing.**
2. Testimony should be in written form with 25 copies delivered to the committee assistant in Room 234-E of the Statehouse by 12:00 p.m. the day before testifying. An electronic (PDF file) copy of the testimony should be e-mailed to the committee assistant, S.Utilities@senate.ks.gov two days before the testimony. In the subject line of the email, it must clearly state the conferee's name and phone contact, the Bill# and/or subject of their testimony, as well as their position (i.e., proponent, opponent or neutral). This area should also include Oral In-person, Written-only, or Pre-Approved Virtual
 - a. If the committee meeting in which you want to testify falls on a Tuesday and the preceding Monday is a holiday, your testimony will be due by noon on the Friday before your Tuesday appearance before the committee. Likewise, testimony for a Monday hearing is also due on the preceding Friday.
3. Conferees should **Not** read their testimony. Rather, testimony should be presented in a summary fashion. Conferees shall introduce themselves, identify on whose behalf they are appearing, identify whether they are a proponent, opponent or neutral on the bill and as briefly as possible, state the reasons for their position.
4. If suggestions for amendments are to be offered, a proposed draft of the amendment(s) must be provided to the staff, either included in the testimony, or as an attachment.
5. Testimony shall relate to the subject matter of the measure under consideration. Conferees testifying on unrelated subjects will be admonished and if unrelated testimony persists, the chairperson may terminate the conferee's testimony.
6. While the taking of testimony is not preceded with the formality of an oath, by appearing before the committee every conferee hereby certifies that her or his testimony is truthful, based upon facts that are capable of verification and offered in good faith. Conferees shall promptly bring to the committee's attention any qualifications or corrections in their testimony.
7. The chairperson reserves the right to take such action as may be necessary to prevent disruptive behavior in the committee room or via Webex during hearings and deliberations.
8. The chairperson reserves the right to limit testimony that is cumulative in nature and may limit testimony, when necessary, to a specific number of minutes.
9. Cellular phones and pagers with audible tones should be turned off or disabled while in the committee room.
10. Visitors, conferees, and media are asked to discuss intentions to electronically record any of the committee proceedings in advance with the committee assistant.