

## HOUSE BILL No. 2238

By Committee on Appropriations

Requested by Representative K. Williams

2-4

1 AN ACT concerning legislative staff agencies; relating to duties and  
2 functions of the legislative research department and legislative  
3 administrative services; directing legislative administrative services to  
4 be responsible for the preparation of committee minutes; amending  
5 K.S.A. 46-1210 and 46-1212a and repealing the existing sections.  
6

7 *Be it enacted by the Legislature of the State of Kansas:*

8 Section 1. K.S.A. 46-1210 is hereby amended to read as follows: 46-  
9 1210. (a) There is hereby established the legislative research department  
10 whose head shall be the director of legislative research and who shall be  
11 appointed by the legislative coordinating council to serve under ~~its~~ *the*  
12 *direction of the council*. The director of legislative research may be  
13 removed from office by a vote of five ~~(5)~~ members of the legislative  
14 coordinating council taken at any regular meeting of such council. The  
15 director of legislative research shall receive such compensation as is  
16 determined by the legislative coordinating council. Such director, and any  
17 of ~~his or her~~ *such director's* assistants specified by the legislative  
18 coordinating council, shall receive expenses and allowances for in-state  
19 and out-of-state travel as is provided by law for members of the  
20 legislature. Such director shall appoint such assistants and employees of  
21 the legislative research department as are authorized by the legislative  
22 coordinating council and ~~shall~~ set their compensation subject to the  
23 approval of such council. Such director and all assistants and employees of  
24 the legislative research department shall be in the unclassified service.

25 (b) The legislative research department shall perform legislative  
26 research functions and such other duties as are directed by the legislative  
27 coordinating council.

28 (c) The legislative research department shall provide staff services to  
29 all *meetings of special committees, select committees, joint committees*  
30 *and standing committees* ~~meeting~~ when the legislature is not in session,  
31 and to the extent possible, accomplish the following:

32 (1) Assist each committee ~~chairman~~ *chairperson* in planning the work  
33 of the committee, and in accordance with the ~~chairman's~~ *chairperson's*  
34 instructions prepare an agenda for each meeting.

35 (2) Appropriately notify committee members, staff and other

1 interested persons of meeting times and other information as directed by  
2 the committee ~~chairman~~ *chairperson*.

3 ~~(3) Prepare minutes of each committee meeting to show attendance,  
4 disposition of agenda items, tentative and final committee decisions and  
5 staff instructions, and such other matters as may be helpful to the work of  
6 the committee.~~

7 ~~(4) Prepare and present research information in accordance with  
8 committee instructions or instructions of the committee ~~chairman~~  
9 *chairperson*.~~

10 (5) Obtain attendance of persons for committee presentations or  
11 testimony. In cases of compulsory process, work with the office of revisor  
12 of statutes and office of attorney general to obtain satisfactory results.

13 (6) Prepare interim reports of committee work when ~~the same is such~~  
14 *reports are* requested of a committee by the legislative coordinating  
15 council. Any such report shall have committee approval before  
16 transmission.

17 (7) Prepare final *a* committee report in accordance with committee  
18 instructions, ~~the same to~~. *Such report shall* include relevant information,  
19 committee policy recommendations, and to the extent possible, appropriate  
20 bill drafts prepared by the office of revisor of statutes.

21 (8) Receive and analyze agency requests for appropriations and  
22 prepare fiscal information for appropriate legislative committees.

23 (d) Special committees, select committees and standing committees  
24 ~~are expected to~~ *shall* utilize the ~~foregoing~~ *such* staff services to ~~the extent~~  
25 ~~the same are~~ *as* available in making all studies.

26 Sec. 2. K.S.A. 46-1212a is hereby amended to read as follows: 46-  
27 1212a. (a) There is hereby established the division of legislative  
28 administrative services whose head shall be the director of legislative  
29 administrative services and who shall be appointed by the legislative  
30 coordinating council to serve under ~~its~~ *the* direction of *the council*. The  
31 director of legislative administrative services may be removed from office  
32 by a vote of five ~~(5)~~ members of the legislative coordinating council taken  
33 at any regular meeting of such council. The director of legislative  
34 administrative services shall receive such compensation as is determined  
35 by the legislative coordinating council. Such director, and any of such  
36 director's assistants specified by the legislative coordinating council, shall  
37 receive expenses and allowances for in-state and out-of-state travel as is  
38 provided by law for members of the legislature. Such director shall appoint  
39 such assistants and employees of the division of legislative administrative  
40 services as are authorized by the legislative coordinating council and ~~shall~~  
41 set their compensation subject to the approval of such council. Such  
42 director and all assistants and employees of the division of legislative  
43 administrative services shall be in the unclassified service.

1 (b) The division of legislative administrative services shall provide  
2 administrative staff services to and for the elected officers and the majority  
3 and minority leaders of the house of representatives and the senate and for  
4 the legislative branch, as directed by the legislative coordinating council,  
5 by performing the following functions:

6 (1) Acquiring legislative equipment, facilities and supplies.

7 (2) Administering the personnel documents and records of members  
8 of the legislature and employees of the legislative branch, except officers  
9 and employees of the legislative research department, office of revisor of  
10 statutes, division of post audit and such other legislative commissions as  
11 may be specifically excepted ~~herefrom~~ by law.

12 (3) Recruiting and supervising personnel for administrative and  
13 secretarial duties as specified by the legislative coordinating council.

14 (4) *Prepare minutes of each special committee, select committee,*  
15 *joint committee and standing committee meeting, whether the legislature*  
16 *is in session or not in session, to show attendance of members of the*  
17 *legislature, disposition of agenda items, tentative and final committee*  
18 *decisions and staff instructions and such other matters as may be helpful*  
19 *to the work of the committee.*

20 (5) Working with the legislative research department to provide  
21 notices in appropriate detail of legislative study committee meetings and  
22 such other matters as are directed by the legislative coordinating council.

23 ~~(5)~~(6) Performing such other duties as directed by the legislative  
24 coordinating council.

25 Sec. 3. K.S.A. 46-1210 and 46-1212a are hereby repealed.

26 Sec. 4. This act shall take effect and be in force from and after its  
27 publication in the statute book.