

INFORMATION FOR CONFEREES
2016
KANSAS SENATE
FEDERAL & STATE AFFAIRS COMMITTEE

1. All cell phones and pagers in the committee room shall be in “silent” mode and use of cell phones in the committee room will not be permitted.
2. Anyone wishing to testify before the committee shall contact the committee assistant a minimum of 24 business hours before the meeting at 785-296-4335.
3. All conferees shall have written testimony and shall provide 30 hard copies to the committee assistant by 9 a.m. the day of the hearing to Room 136-E. All conferees are requested to submit an electronic copy in **PDF** format of the hard copy testimony. The electronic copy should be sent to Connie.Burns@Senate.ks.gov
4. When time is separately reserved on the agenda for proponents and opponents of an issue and the time expires for either side, the testimony shall cease. A Conferee's time limit will be determined by the number of conferees and order of business. The chairman may make exceptions for the original sponsor of a bill, Legislative Staff, and State Agency Personnel. Conferees will be recognized in the order as established by the committee chairman. No conferee will be allowed to “yield” their time to another conferee.
5. Conferees should not read their testimony. Rather, testimony should be presented in summary fashion. Conferees should introduce themselves, identify on whose behalf they appear, identify whether they appear as a proponent, opponent, or neutral party, and should, as briefly as possible, state the reason(s) for their position.
6. If suggestions for the amendment(s) are to be offered, a proposed draft of the amendment(s) must be provided to the staff.
7. Conferees shall address their remarks during testimony to committee members and staff only.
8. No food or drinks will be allowed in the committee room by guests, spectators or conferees.
9. Any non-committee attendee who sends signals to committee members shall be removed from the committee meeting for the rest of the legislative year.
10. Photography (including cell phones), video, and audio taping is prohibited unless approved in advance by the Chair.
11. 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 Chair may terminate the conferee's testimony.

2016
Senate Federal and State Affairs
Committee Rules

1. The chair reserves the right to limit testimony that is cumulative in nature and may limit testimony, when necessary, to a specific number of minutes.
2. Any bills introduced must have an RS number and copies provided to the committee assistant.
3. The Committee meets 10:30 a.m. to noon, unless extended by the Chair.
4. Committee members shall not address conferees until and unless permission is granted by the chair.
5. The chair reserves the right to limit questioning of conferees by committee members in the interest of time and in the interest of fairness to conferees and other committee members.
6. No conferee shall be interrupted during presentation of their testimony, except with the permission of the chair.
7. Audible pagers are prohibited in the Committee Room.
8. Cellular phones shall either be turned off or set to be silent in the Committee Room.
9. Video and audio taping is prohibited unless approved in advance by the chair.
10. There shall be no recording, audibly, photographically or otherwise, of committee members' voting.
11. A request from any member that his/her vote be recorded shall be granted
12. Granting excused absences is reserved to the Chair
13. Adjournment is reserved to the Chair
14. For any dispute or uncertainty, the Chairman's ruling will be final
15. All powers, duties and responsibilities not addressed herein are reserved to the chair