

MINUTES

LEGISLATIVE COORDINATING COUNCIL

October 28, 2003

Members participating:

President Dave Kerr, Chairperson
Speaker Doug Mays, Vice-Chairperson
Senator Lana Oleen, Majority Leader
Senator Anthony Hensley, Minority Leader
Representative Clay Aurand, Majority Leader
Representative John Ballou, Speaker Pro Tem
Representative Dennis McKinney, Minority Leader

The meeting was called to order by President Kerr at 10:15 a.m. in Room 123-S, State Capitol. Representative McKinney participated in the meeting by telephone conference call.

CONSENT AGENDA

Speaker Mays moved that the minutes of the September 16, 2003, meeting be approved, that the Speaker and the President be authorized to assign interim bills to a house of origin and that statutory joint committees which have legal authority to introduce legislation be authorized to prefile that legislation. Representative Ballou seconded the motion and the motion carried.

REPORT OF SUBCOMMITTEE ON ADMINISTRATION

Speaker Mays presented to the Council the report of the Subcommittee on Administration. Speaker Mays reported the following subcommittee recommendations: That the budgets of the Legislature, the Legislative Coordinating Council, the Legislative Research Department, the Office of Revisor of Statutes and the Legislative Division of Post Audit be approved as presented with the rate of legislative pay frozen at the fiscal year 2004 rate of \$78.75 per diem; that Legislative Coordinating Council Policy 55 relating to the Capitol Restoration Commission be changed so that the chairperson and vice-chairperson of the Legislative Coordinating Council are the chairperson and vice-chairperson of the Capitol Restoration Commission and that the revised policy read as follows:

Policy 55. Capitol Restoration Commission. (a) For the purpose of advising the Legislative Coordinating Council concerning matters relating to the Capitol, the Capitol Restoration Commission (CRC) is hereby established. The Capitol Restoration Commission shall be composed of 16 members as follows: Each member of the Legislative Coordinating Council or a designee of such member; the chairperson, vice-chairperson and ranking minority member of the Joint Committee on State Building Construction; the chairperson and ranking minority member of the Committee on Appropriations of the House of Representatives; the chairperson and ranking minority member of the Committee on Ways and Means of the Senate; the state treasurer and the secretary of administration or the designee of the secretary. ~~The members of the CRC shall select a chairperson and a vice-chairperson from among the members. The chairperson and vice-chairperson shall serve for terms of two years from the date of their selection and until a successor is selected. The chair and vice chair may be reelected.~~ The chairperson of the Legislative Coordinating Council shall be chairperson of the CRC, and the vice-chairperson of the Legislative Coordinating Council shall be vice-chairperson of the CRC.

(b) The CRC shall be staffed by the Capitol architect, the director of the division of facilities management, or a designee of the director, the division of legislative administrative services, the legislative research department and such other persons as the Legislative Coordinating Council may specify. The secretary of the state historical society shall act as advisory staff to the CRC upon call of the CRC.

(c) The CRC may meet upon the call of the chairperson or of a majority of the members of the CRC. The CRC shall advise the Legislative Coordinating Council on matters relating to the restoration, renovation, physical organization and use of the Capitol and grounds and such other matters relating to the Capitol as the CRC deems appropriate. (Adopted February 16, 1998; amended December 16, 1998; amended October 14, 1999; amended October 28, 2003.)

In addition, the subcommittee recommends that Senator Haley be appointed as a member of the Coordinating Council on Early Childhood Development; that the year 2004 session employee pay schedule be approved as presented by the director of Legislative Administrative Services; that the maximum cap on out-of-state travel paid from appropriations for the legislature during fiscal year 2004 be changed from \$151,783 to \$162,000; that a letter request from Senator Oleen asking that not to exceed five women legislators be approved to attend the Newly Elected Women Legislators Forum sponsored by The National Conference of State Legislatures and Rutgers University in Washington, D.C., on November 19-22, 2003, be referred to the full Council for

consideration; that the Joint Committee on Children's Issues be authorized one additional meeting day; that the Special Committee on Appropriations/Ways and Means be authorized two additional meeting days; that Mr. Gene Schmidt be appointed as a member of the Health Care Stabilization Fund Oversight Committee; that Senator Hensley be appointed as a member of the Legislative Budget Committee; and that the Information Systems Team and Systems Review Team of the Legislative Coordinating Council, with the coordination of Mr. Don Heiman, Legislative Chief Information Technology Officer, are to develop a revised strategic computer plan for the legislature. Speaker Mays moved that the subcommittee recommendations be adopted. Senator Hensley seconded the motion and the motion carried. Senator Oleen moved her letter request that not to exceed five women legislators be approved to attend the newly elected women legislators forum sponsored by The National Conference of State Legislatures and Rutgers University in Washington, D.C., on November 19-22, 2003, with authorization for reimbursement only for registration and travel expenses with such reimbursement not to exceed \$300 per individual legislator. Senator Hensley seconded the motion and the motion carried.

REPORT OF SUBCOMMITTEE ON FACILITIES AND PLANNING

Senator Oleen presented the report of the Subcommittee on Facilities and Planning to the Council. The subcommittee received a report of recent Legislative Post Audit recommendations to the legislature. Senator Oleen noted that a majority of the recommendations contained in the audit reports for changes in the laws to allow for efficiencies and cost-savings are not acted upon and passed by the legislature. The members of the Council briefly discussed the need to follow-up the introduction of such bills containing such audit recommendations and to encourage standing committees to consider and act upon them.

The subcommittee received an update from Jeff Russell, Director of Legislative Administrative Services, regarding the ongoing contingency planning to provide for the continuity of government with respect to the legislature. The subcommittee will receive further information and updates on the status of planning for these contingencies in Kansas at future meetings.

Regarding legislative mailing policies and procedures, Senator Oleen reported that the subcommittee discussed and considered amendments to Policy No. 38 to provide for the use of legislative mailing allotment for postage expenses when central mail services are not used. The subcommittee will review a draft amendment to address the issues involved at its next meeting.

Senator Oleen reported that the subcommittee had reviewed the program evaluation form developed by staff and had adopted recommendations to the Council for additional adjustments in the Kansas Legislative Intern Program. The subcommittee recommended that additional policy amendments to Policy No. 37 be adopted that remove the previously adopted change for stipends and restore mileage reimbursement provisions with further adjustments; that

mileage expense reimbursement for legislative interns of up to \$400 per legislator be provided and that an additional mileage expense reimbursement of up to \$400 per Leadership office be provided for legislative interns assigned to those offices; that the maximum mileage expense reimbursement be \$400 per intern per legislative session; that there be no designated number of legislative interns per legislator or leadership office; that the maximum amounts of up to \$400 per legislator and \$800 per leadership office be allocated among legislative interns by the legislator or the legislative officer, subject to the maximum mileage reimbursement per legislative intern per session; that mileage be reimbursed for the usual route traveled from the legislative intern's residence to the capitol, including travel within Topeka, with no limit on the number of weekly trips, but that such reimbursements be subject to all the stated maximums; that applicants must complete and submit the application form available through the Speaker Pro Tem's office and must be making progress in their educational course of study; that the title "Kansas Legislative Intern" be used only for those accepted into the Kansas Legislative Intern Program; that legislative interns be issued distinctive name badges through the Speaker Pro Tem's office and be required to wear those badges while serving as legislative interns in the capitol; that each legislator assigned an intern be required to prepare and discuss the legislator's expectations and the legislative intern's responsibilities with each assigned intern; that participation in the Kansas Legislative Intern Program require a minimum of 12 days of attendance for each legislative intern at the capitol; that an legislative intern attendance record be maintained daily by the Program Coordinator and Caucus Coordinators; that any mileage reimbursement be made after completion of the legislative intern's participation in the Kansas Legislative Intern Program for a legislative session; that both the legislator and the assigned intern must complete and submit a program evaluation form to the Program Coordinator; that no mileage reimbursement payment be made to an legislative intern unless both the legislator and the intern have completed and submitted program evaluation forms to the Program Coordinator; that a waiver of the program evaluation form requirement be issued in extenuating circumstances; that the Kansas Legislative Intern Program shall be completed and that program evaluations and mileage reimbursement claims be submitted by sine die adjournment of the session.

Senator Oleen also reported that the subcommittee received an update on the progress of the capitol restoration project from Barry Greis, Capitol Architect, who reported that the project continues to be on time and within the budget.

Senator Oleen moved that the report of the subcommittee, including the recommendations for the Kansas Legislative Intern Program, be adopted. Representative Ballou seconded the motion and the motion carried.

Senator Oleen announced that the next meeting of the Subcommittee on Facilities and Planning would be on Monday, November 17, 2003, at 10:30 a.m.

OTHER MATTERS

Prior to the meeting members of the Council received Policy 1 travel authorizations from Speaker Mays; memoranda from Mr. Jeff Russell on intern stipends; mailings done by legislators; the 2004 session employee pay schedule and legislative out-of-state travel; a memorandum from Mrs. Janet Jones reporting Policy 51 approval by the Information Systems Team and the Systems Review Team of the paperless committee pilot project and the grant application to the Information Network of Kansas, Inc.; and a letter from Mr. David Larson certifying compatibility of the Toshiba tablet PCs with the document management system and legislative network services.

The next meetings of the Council were scheduled for November 20, 2003, at 2:00 p.m. and December 16, 2003.

On motion the meeting was adjourned.

Prepared by

Norman J. Furse,
Revisor of Statutes,
as Secretary

Approved by



President Dave Kerr, Chairperson