



Welcome to the Kansas Legislative Research Department

Who We Are and What We Do

Where We Are:

Rm 68-West, State Capitol Bldg.

www.kslegislature.org/klrd



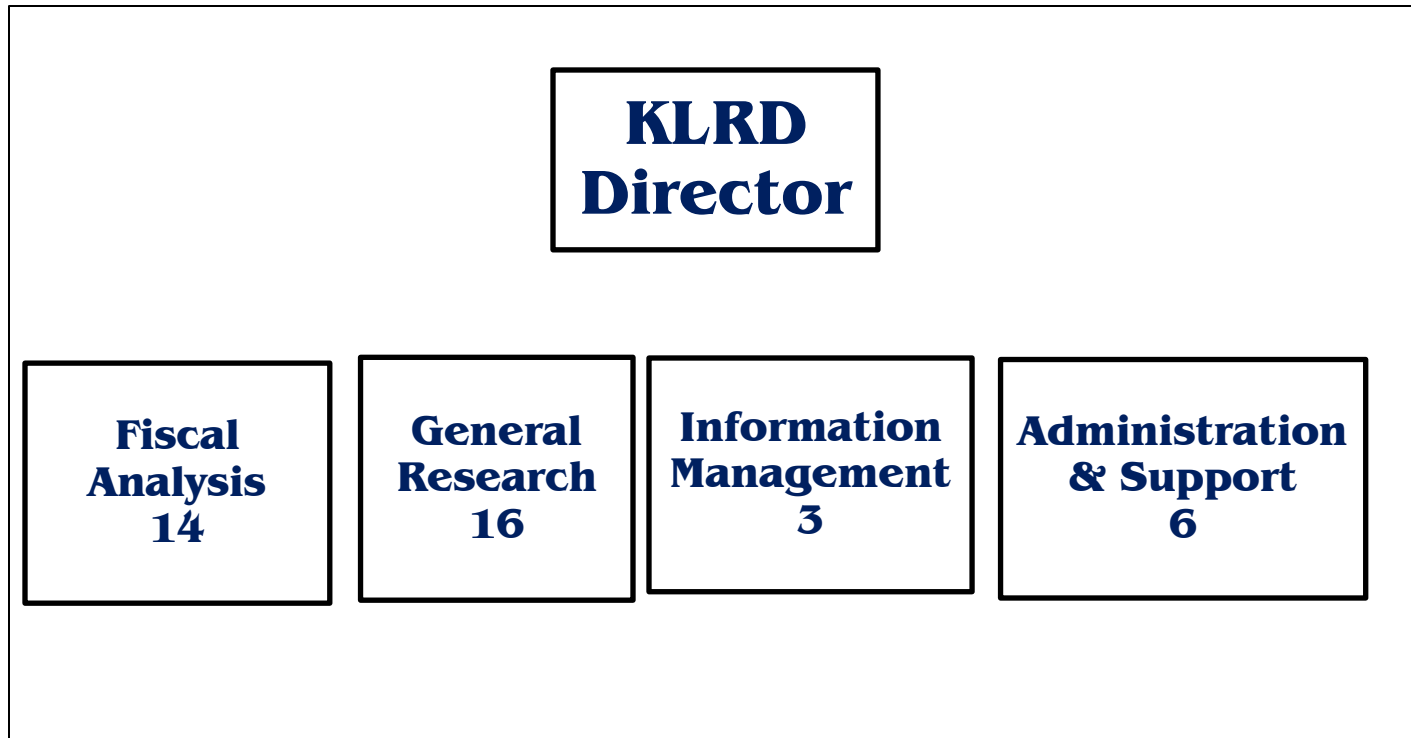
~KLRD~

The main function of the **Kansas Legislative Research Department** is to provide *nonpartisan* and *objective* **research** and fiscal **analysis** for the Legislature.



~KLRD~

Staff of 40 includes:



The above numbers do not include 2 legislative fellows and 1 intern.



"partisan" - noun (1) a strong supporter of a party, cause, or person.

--Excerpted from Oxford University Press Dictionary

"Nonpartisan" -

- **Unbiased**
- **Impartial**
- **Independent**
- **Neutral**

--Excerpted from Microsoft Word Thesaurus



Nonpartisan -

- Must be a commitment held by KLRD staff**
- Essential to accomplishing our duties as a legislative staff agency**



Being *objective* means...

- **KLRD staff provides factual information**
- **KLRD staff provides this information in an unbiased manner**



Being objective...

- **Often requires us to tell members and committees that an approach has been found unworkable or has been determined unconstitutional in the past**
- **May mean presenting a series of options to solve a problem, rather than identifying the “right” option**
- **Means saying there is not a “right” option when available data are inconclusive**



Being objective...

- Means telling you we have not been able to identify objective factual or statistical information to support your argument when such is the case
- Means suggesting conferees who are likely to present all sides of an issue
- Requires providing options for the “What should we do?” question



The KLRD Goal

Re: Nonpartisanship and Objectivity

- Do our part in furthering the legislative process in Kansas by supporting you, our State Senators and Representatives, in your roles as policymakers without interjecting our feelings or opinions**
- Provide you with factual, objective information and analysis, while leaving the decision-making and partisan political issues to you**



KLRD Committee Work

~Regular Legislative Session~



Regular Session Committee Work

KLRD Staffs Standing Committees -

- Attend meetings**
- Present oral or written briefings at hearings**
- Respond to inquiries by the committee or its members**
- Provide other information and assistance, as needed**



Regular Session Committee Work

KLRD Analyzes State Agency Budgets

- Examine agency budget requests**
- Analyze Governor's recommendations**
- Provide general budget information as requested**
- Prepare subcommittee reports, assist with creation of appropriations bills, prepare bill explanations**



Regular Session Committee Work

KLRD prepares "Supplemental Notes" ~ ("plain English" bill summaries) ~

- **Written upon passage of a bill by committee**
- **Revised each time bill is amended**
- **Distributed in the daily bill packets**
- **Posted on the Internet~**
 - www.kslegislature.org ("Bills and Laws")**
 - <http://kslegislature.org/li/>**
 - www.KanFocus.com**



Regular Session Committee Work

KLRD prepares "Conference Committee Report Briefs" ~ (also in "*plain English*") ~

- **Written upon signing of report by the Conference Committee**
- **Distributed on the Chamber floor (Yellow paper)**
- **Posted on the Internet~
www.kslegislature.org/kldr
(Posted with the associated bill)
<http://kslegislature.org/li/>**



Regular Session Committee Work

Other KLRD Duties During Regular Session

- **Review fiscal notes**
- **Maintain the census data base and mapping system**
- **Assist with redistricting**



KLRD Interim Committee Work

**~During the Interim Between
Regular Sessions~**

(Generally May - December)



Interim Committee Duties

KLRD Staffs Special and Statutory Interim Committees

- Work with chairperson to arrange meetings, conferences, and hearings**
- Prepare agendas; contact and schedule conferees to appear**
- Write briefing papers on assigned topics**
- Conduct detailed research as instructed by the committee**



Interim Committee Duties

More KLRD Interim Committee Staff Activities

- **Respond to specific questions and inquiries**
- **Prepare and edit committee minutes**
- **Draft final reports for committee review and approval**
- **Provide staff services to *ad hoc* committees and commissions**
- **Perform other duties as assigned by the Legislative Coordinating Council**



KLRD
Responds to
Legislative Inquiries

~Year-Round~



KLRD Legislative Inquiry Work Is

C O N F I D E N T I A L!!

▪ Exempt from the Kansas Open Records Act:

- **Records pertaining to proposed legislation or amendments**
- **Records pertaining to research for one or more Legislators**
 - **Until publicly cited or identified in an open meeting or agenda of such; or**
 - **Until distributed to a body with authority to act or make recommendations**



Legislative Inquiry Work

~Year-Round~

- **Answer questions and provide information to members of the Legislature**
 - **Memoranda (“Greensheets”) during Session**
 - **Letters or memoranda during Interim**
 - **All work is *confidential***

- **Assist a legislator's constituent(s) as requested by the legislator**

- **Work closely with staff of other agencies**



Other KLRD Staff Duties...

- **Work with agencies to develop consensus estimates**
 - **State General Fund ("SGF") Revenue**
 - **Education**
 - **Highway**
 - **Social Services**

- **Answer questions and provide information to the general public, state and local officials, other states, and various organizations**



**KLRD
Publications
And
Other
Written Documents**



KLRD Publications

General Legislative Information

- **Preliminary Summary of Legislation**
- **Legislative Highlights**
- **Summary of Legislation**
- **Legislative Briefing Book (**Updated-Fall 2012**)**
- **Tax Facts**



KLRD Publications

Budget and Fiscal Information

- **Budget Analysis**
- **Subcommittee Reports**
- **Fiscal Facts**
- **Appropriations Report**



KLRD Publications

~Subject Matter Publications~

- **Legislative Procedure Manual**
- **Revenue Estimate Memoranda**
- **SGF Monthly Receipt Reports**
- **Interim Committee Reports**
- **District Demographics**
- **Publications on specific topics such as:**
 - **Revenue and Taxation**
 - **Education**
 - **Gaming**
 - **Medicaid and Health Care Reform**
 - **Transportation**



KLRD PUBLICATIONS

~Are Available~

- **Electronically**

- **<http://www.kslegislature.org/kldr>**

- **Select Publications:**

- **<http://www.kslegislature.org/li/research/>**

- **CD Rom**

- **Hard Copy**



What We Strive For

Professional Staff Work at All Times

- ***Goal – To complete assigned duties in a timely manner***
- ***Policy – All requests are confidential unless otherwise specifically directed by the legislator making the request***
- ***Commitment – Provide information in an informative, professional manner; provide clear, concise communication in all forms***



Contact KLRD With Your Questions

- **Contact staff person assigned to the specific subject area in question**
- **Contact Raney Gilliland, Director, if you are unsure of whom to contact**
- **Central Phone Number: 785-296-3181**
- **Web Address~ <http://www.kslegislature.org/klrd>
("Services to Legislators" for specific requests)**