



---

---

# **Welcome to the Kansas Legislative Research Department**

***Who We Are and What We Do***

***Where We Are:***

**Room 68-West, State Capitol Building**

**[www.kslegislature.org/kldr](http://www.kslegislature.org/kldr)**



## ~KLRD~

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

# Nonpartisan

- **A core principle central to the role of 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 in the past or has previously been determined unconstitutional by the courts**
- **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**



# **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**
- **Supp Notes are available at:**  
**[www.kslegislature.org/li](http://www.kslegislature.org/li) (*"Bills and Laws"*)**  
**[www.KanFocus.com](http://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 our website (with subject keywords) - [www.kslegislature.org/kldr](http://www.kslegislature.org/kldr)**
- **CCRBs are also posted on the associated bill page [www.kslegislature.org/li/](http://www.kslegislature.org/li/)**



## *Regular Session Committee Work*

# **Other KLRD Duties During Regular Session**

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



# **KLRD Responds to Legislative Inquiries**

**~Year-Round~**



***KLRD Legislative Inquiry Work Is***

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

**▪ Exemption 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 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**
  - **K-12 School Finance**
  - **Highway Fund Revenue**
  - **Human Services Caseloads**
  
- **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 2016\**)**
- **Tax Facts**



# ***KLRD Publications***

## **Budget and Fiscal Information**

- **Budget Analysis**
- **Subcommittee and Budget Committee 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:**
  - **Education and School Finance**
  - **Gaming**
  - **Medicaid and Health Care Reform**
  - **Revenue and Taxation**
  - **Transportation**



# **KLRD PUBLICATIONS**

**~Are Available~**

- **Electronically**

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

***Highlights, Summary, and Briefing Book* are available in EPUB format.**

**Select Publications:**

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

- **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**
- **Main Phone Number: 785-296-3181**
- **Web Address: <http://www.kslegislature.org/kldr> ("Services to Legislators" for specific requests)**