AN ACT concerning the legislature; relating to legislative meetings; requirements regarding minutes of such meetings.

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

Section 1. (a) The duties of the chairperson of each committee shall include a requirement that the chairperson keep, or have the committee secretary or assistant keep, subject to approval of the committee, minutes of meetings of such committee. Within seven days of a legislative meeting, the chairperson shall provide that such minutes shall be available for inspection and provided when requested to the public.

(b) Such minutes shall record and include: (1) The time and place of each meeting of the committee;

(2) the attendance of committee members;

(3) the name and city and state of residence of each person appearing before the committee and what organization, group or entity such person represents; and

(4) all actions taken by the committee including names of members who make motions and second motions during the meeting.

(c) For the purposes of this section, the term "committee" means any standing committee, subcommittee, conference committee, interim committee or any committee that is established by law or by the presiding officer of either legislative chamber.

(d) The director of legislative administrative services shall provide resources to assist a chairperson to carryout the provisions of this act.

Sec. 2. This act shall take effect and be in force from and after its publication in the statute book.