

**Minutes**  
**Legislative Audit Commission**  
**EXECUTIVE SUBCOMMITTEE**  
**August 12, 2024**

**Members Present:**

Senator Mark W. Koran, Chair  
Representative Rick Hansen  
Representative Duane Quam

**Member Absent**

Senator Tou Xiong

Senator Mark W. Koran, Chair, called the Legislative Audit Commission (LAC) Executive Subcommittee meeting to order at 12:04 p.m. The purpose of the meeting was to review and approve the performance evaluation workplan for the legislative auditor. Since this was a remote hearing, Chair Koran noted that all members were present, except Senator Tou Xiong, and a quorum was achieved.

Chair Koran said that time was approaching the midpoint of the current legislative auditor's six-year term. He then introduced Michelle Yurich, Executive Director of the Legislative Coordinating Commission (LCC). Ms. Yurich explained that the performance evaluation policy that the LAC approved in 2019 includes a midpoint review to be conducted by an external third-party consultant after the legislative auditor's third year in office; she noted that this review will ultimately end up being the fourth-year review. She said the performance evaluation for the current year includes three components: (1) a self-assessment by the legislative auditor; (2) staff and stakeholder interviews conducted by LAC members; and (3) an in-person meeting between the legislative auditor and the LAC chair and vice-chair. She explained the role of the LCC and how to report any performance concerns raised during any component of the review.

Ms. Yurich said this year, the Executive Subcommittee must also approve a workplan and independent review of the legislative auditor that is to occur after the third year of the appointment. This independent review must be conducted by an external third-party consultant who cannot be part of the legislative, executive, or judicial branches of Minnesota state government. She said that she inquired with the National Conference of State Legislatures (NCSL) to see if they could perform the review; however, NCSL has a policy against being directly involved with performance reviews of legislative staff. Therefore, Ms. Yurich said that the LCC will be requesting bid proposals from consultant firms that are familiar with HR processes and conducting performance reviews. She said that she will work closely with Matt Gehring, Director of House Research, and Lexi Stangl, Director of Senate Counsel, Research, and Fiscal Analysis, on the selection of a vendor and report back to the subcommittee on the specific timeline.

Representative Hansen moved to adopt the workplan and timeline as proposed by Ms. Yurich. The motion carried. With no further business, Chair Koran adjourned the meeting at 12:16 p.m.

Senator Mark W. Koran, Chair  
Executive Subcommittee

Shelly Gilb, Recording Secretary