

Lessard-Sams Outdoor Heritage Council Executive Director Search Process

1. 2009 Process

- a. LCC coordinated the process.
- b. The initial LCC screening was done with the advice of a panel of non-partisan and non-partisan joint services employees. They screened candidates for the qualities required for the non-partisan joint services (LCC).
- c. The LCC next convened a panel of members to assist. That panel forwarded names to the Personnel Committee (not the full Council).
- d. That Personnel Committee interviewed Bill in a public meeting and recommended him to the full Council.
- e. After the Council's action, Greg Hubinger met with the LCC Chair's (Speaker Kelliher-Anderson) and staff (Charboneau) and there was an intentional review and agreement/acceptance of appointing Becker as the director.

2. Statute

- a. The statute regarding LSOHC staffing is provided in 97A.056, Subd. 2 (h): "Upon coordination with the Legislative Coordinating Commission, the council may appoint nonpartisan staff and contract with consultants as necessary to carry out the functions of the council."
- b. The Council's administrative budget is actually appropriated to the LCC and therefore they have the authority and responsibility to oversee it and the LSOHC staff. This arrangement indicates the legislature intends a strong role for the LCC in LSOHC business matters.

3. Operating Procedures

- a. Page 7, Section IV A 1 of LSOHC Operating Procedures: "The Council selects and recommends the individual who will serve as the Council's Executive Director to the Legislative Coordinating Commission. "
- b. This acknowledges the significant role of the LCC in the hiring process.

4. 2013 Process

- a. LCC, working with the Chair, developed a process plan for the hiring of the new director that allows council to participate but avoids any violation of the open meeting law.
- b. .
- c. The LCC will convene an advisory panel from the LSOHC to assist it in this search process. The criteria includes:
 - i. No quorum of any existing committee of the Council
 - ii. Legislative members
 1. One Democrat and one Republican
 2. One Senator and one House member
 - iii. Citizen members
 1. One member from each appointing authority
 2. Members whose appointment term runs long enough that they will be on the council for the first two years of that persons being in that position.
- d. The LCC will provide an updated job description to the full council for suggestions.

- e. The advisory panel will work with the LCC to finalize the job description .
- f. The LCC will publicize the opening..
- g. An LCC non-partisan staff group will work with the LSOHC advisory panel to narrow the field of candidates to a manageable number that will be interviewed by the LCC staff group.
- h. The LSOHC advisory panel will conduct the second round of interviews and present candidates to the Council for consideration.
- i. The full council will in an open meeting, have the opportunity to interview and make its recommendation for a new director to the LCC. One option after the interviews would be to recommend none of the finalist candidates and ask the LCC and its advisory panel to go back and find additional candidates.