

# Legislative Coordinating Commission (LCC)

## MCLA Director Hiring Process

Presentation to LCC Subcommittee on Councils, January 29, 2026

### Background and Context

On May 2, 2025, Rosa Tock provided notification to the LCC and MCLA board of her plans to retire on October 31, 2025. In consultation with MCLA council chair and Department of Administration, the LCC requested that Ms. Tock delay her retirement date to be effective November 14 to permit additional time for knowledge transfer to occur.

Under Minn. Statutes [15.0145](#), the executive director of the council is appointed by and serves at the pleasure of the Legislative Coordinating Commission (LCC). The LCC must establish a process, in consultation and collaboration with the council, to recruit and select applicants for the executive director.

### Overview of Process

The executive director of the LCC worked collaboratively with the Department of Administration and designated members of the MCLA council to implement the recruitment and hiring process for the executive director position as outlined below. The overall goal was to have a 2 to 3-week overlap of the executive directors for the purposes of knowledge transfer.

	Task	Lead	Involved	Timeline
1	LCC chair and vice chair approval of hiring process	LCC executive director	LCC HR director and Dept. of Admin HR and Smart directors	May 7
2	Development of PD	LCC executive director	LCC HR director, Chair, MCLA director, Dept. of Admin HR and SmART directors	May 7- May 27
3	Presentation of hiring process to MCLA executive committee	Dept. of Admin HR and SmART directors		May 27
4	Position posted and recruitment of candidates	HR - Dept. of Administration	All council members and LCC	June 5 – July 9
5	Presentation of hiring process to MCLA council	LCC executive director		June 14
6	Council members identified to work with the LCC on the hiring process	LCC executive director	Council	July 10
7	Resume review and identification of candidates to invite to interview	LCC executive director	Designated council members, LCC HR director, House and	July 17

			Senate nonpartisan staff	
8	First round interviews	LCC executive director	Designated council members, LCC HR director, House and Senate nonpartisan staff	July 22-23
9	Professional reference checks and partisan review	LCC HR director	LCC executive director	August 12
10	Meet and greet of finalists and council members	LCC executive director	Council members, Dept. of Administration HR and SmART	September 2
11	Legislative leadership staff interview of finalists	LCC executive director	LCC HR director, House and Senate nonpartisan staff	September 11
12	Criminal background study and salary determination for finalist	LCC executive director and Dept. of Admin HR	LCC HR director	September 17-25
13	LCC chair appointment of interim executive director	LCC chair	LCC executive director, Dept. of Admin HR, MCLA chair	October 10
14	Interim appointment effective for the purpose of knowledge transfer	LCC executive director	Admin-HR, MCLA executive director	October 27
15	LCC establishment of Subcommittee on Councils	LCC	LCC executive director	November 10
16	Subcommittee on Councils consideration of appointment	Subcommittee	LCC executive director	January 29, 2026