



**LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA RESOURCES**

CENTENNIAL OFFICE BUILDING, 1<sup>st</sup> FLOOR  
658 CEDAR STREET  
ST. PAUL, MINNESOTA 55155

Phone: (651) 296-2406  
Email: [lccmr@lccmr.mn.gov](mailto:lccmr@lccmr.mn.gov)  
Web: [www.lccmr.mn.gov](http://www.lccmr.mn.gov)

Becca Nash, Director

**MINUTES**

**Monday, April 29, 2024**

**Time: 9:00 a.m. to 10:00 a.m.**

**Location: REMOTE through electronic means ([YouTube](#))**

**Members Present:** Rep. Patty Acomb, Rep. Jeff Backer, William Faber, Nancy Gibson, Sen. Steve Green, Rep. Rick Hansen, Sen. Fong Hawj, Rep. Josh Heintzeman, Rep. Athena Hollins, Shona Langseth, Seth Moore, Sen. Kelly Morrison, Jeremy Peichel, Michael Reese

**Staff Present:** B. Nash, M. Varien, M. Campana, N. Fribley, T. Dietrich, L. Bigaouette, D. Griffith

**Members Excused:** Rita Albrecht, Sen. Kari Dziedzic

**Members Absent:** Sen. Torrey Westrom

**Co-Chair: Nancy Gibson**

Chair Gibson called the meeting to order at 9:00 a.m.

**1. Roll call attendance**

Chair Gibson asked for a roll call. Diana Griffith took roll call for attendance. There were 10 members present at the time of roll call, and nine were needed for a quorum.

Member	Attendance	Member	Attendance
Commissioner Acomb - Rep	Absent	Commissioner Heintzeman – Rep	Yes
Commissioner Albrecht	Excused	Commissioner Hollins – Rep	Absent
Commissioner Backer – Rep	Yes	Commissioner Langseth	Yes
Commissioner Dziedzic - Sen	Excused	Commissioner Moore	Yes
Commissioner Faber	Yes	Commissioner Morrison – Sen	Excused
Commissioner Gibson	Yes	Commissioner Peichel	Absent
Commissioner Green - Sen	Yes	Commissioner Reese	Yes
Commissioner Hansen – Rep	Yes	Commissioner Westrom – Sen	Absent
Commissioner Hawj – Sen	Yes		

**2. Approve minutes for February 5, 2024**

MOTION: Commissioner Faber moved the minutes for February 5, 2024 – motion prevailed.

Commissioner Hollins joined the meeting.

Commissioner Peichel joined the meeting.

Rep. Patty Acomb, Rita Albrecht, Rep. Jeff Backer, Sen. Kari Dziedzic, William Faber, Nancy Gibson, Sen. Steve Green, Rep. Rick Hansen, Sen. Fong Hawj, Rep. Josh Heintzeman, Rep. Athena Hollins, Shona Langseth, Seth Moore, Sen. Kelly Morrison, Jeremy Peichel, Michael Reese, Sen. Torrey Westrom

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### 3. Members report potential conflicts of interest regarding today's business

Members reported no conflicts of interest for today's business.

### 4. Introduction for new LCCMR member (if applicable)

No new members were present.

### 5. Director's report

Director Nash stated since there is not a new citizen member Agenda Item #8 will not be discussed today.

Director Nash introduced new staff member – Lisa Bigaouette. Ms. Nash stated that Tiffany Schaufler will be starting tomorrow and will be introduced at the next meeting.

Director Nash provided an overview on the status of the following: active projects, peer review, draft work plans, proposals, strategic planning, accessibility, and other miscellaneous activities.

Commissioner Morrison joined the meeting.

Commissioner Acomb joined the meeting.

### 6. Action: Proposal evaluation / selection process for 2025 LCCMR recommendations

Director Nash provided an overview of the memo - "Agenda Item #6a – Proposal evaluation and decision-making process for 2025 LCCMR recommendations". Members discussed.

MOTION: Commissioner Faber moved the LCCMR adopt the Evaluation #1 and Selection process as described in the staff memo on "Proposal evaluation and decision-making process for 2025 LCCMR recommendations", dated April 22, 2024:

1. Members receive proposals along with staff scores and comments related to the proposals' fit with RFP priorities, law, policy, and the 10 LCCMR-adopted evaluation criteria.
2. Members individually evaluate and select their top third of proposals (Evaluation #1).
3. Staff aggregate members' selections and sort proposals in high to low order by number of members selecting.
4. The top 120 proposals are invited for presentations and additional consideration for funding. If the 120 cutoff falls in the middle of a group of proposals selected by the same number of members, the cut-off is moved up or down to either fully include or fully exclude the group, whichever results in a number closer to 120.
5. The House, Senate, and Citizen member groups each select up to three (3) additional proposals for presentation, resulting in possibly nine (9) more proposals being added to presentations.

Members discussed.

AMENDMENT: Commissioner Reese amended Commissioner Faber's motion so that the top 91 proposals are advanced to presentation stage, along with the 3 proposals from House/Senate/Citizen member groups for a total of 100 presentations.

- motion prevailed (13 Yes / 1 No).

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<b>Member</b>	<b>Y</b>	<b>N</b>	<b>Member</b>	<b>Y</b>	<b>N</b>
Commissioner Acomb - Rep	X		Commissioner Heintzeman – Rep	X	
Commissioner Albrecht	Excused		Commissioner Hollins – Rep	X	
Commissioner Backer – Rep	X		Commissioner Langseth	X	
Commissioner Dziedzic - Sen	Excused		Commissioner Moore	X	
Commissioner Faber	X		Commissioner Morrison – Sen	X	
Commissioner Gibson		X	Commissioner Peichel	X	
Commissioner Green - Sen	X		Commissioner Reese	X	
Commissioner Hansen – Rep	X		Commissioner Westrom – Sen	Absent	
Commissioner Hawj – Sen	Pass				

<b>Member</b>	<b>Y</b>	<b>N</b>	<b>Member</b>	<b>Y</b>	<b>N</b>
Commissioner Acomb - Rep	X		Commissioner Heintzeman – Rep	X	
Commissioner Albrecht	Excused		Commissioner Hollins – Rep	X	
Commissioner Backer – Rep	X		Commissioner Langseth	X	
Commissioner Dziedzic - Sen	Excused		Commissioner Moore	X	
Commissioner Faber	X		Commissioner Morrison – Sen	X	
Commissioner Gibson		X	Commissioner Peichel	X	
Commissioner Green - Sen	X		Commissioner Reese	X	
Commissioner Hansen – Rep	X		Commissioner Westrom – Sen	Absent	
Commissioner Hawj – Sen	X				

RENEWED MOTION: Commissioner Faber renewed his motion, as amended, that the LCCMR adopt the Evaluation #1 and Selection process as described in the staff memo on “Proposal evaluation and decision-making process for 2025 LCCMR recommendations”, dated April 22, 2024, with a modification for Step 4, so that the top 91 proposals are advanced to presentation stage::

1. Members receive proposals along with staff scores and comments related to the proposals’ fit with RFP priorities, law, policy, and the 10 LCCMR-adopted evaluation criteria.
2. Members individually evaluate and select their top third of proposals (Evaluation #1).
3. Staff aggregate members’ selections and sort proposals in high to low order by number of members selecting.
4. The top 91 proposals are invited for presentations and additional consideration for funding. If the 91 cutoff falls in the middle of a group of proposals selected by the same number of members, the cut-off is moved up or down to either fully include or fully exclude the group, whichever results in a number closer to 91.

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5. The House, Senate, and Citizen member groups each select up to three (3) additional proposals for presentation, resulting in possibly nine (9) more proposals being added to presentations.

- motion prevailed (14 Yes / 0 No).

<b>Member</b>	<b>Y</b>	<b>N</b>	<b>Member</b>	<b>Y</b>	<b>N</b>
Commissioner Acomb - Rep	X		Commissioner Heintzeman – Rep	X	
Commissioner Albrecht	Excused		Commissioner Hollins – Rep	X	
Commissioner Backer – Rep	X		Commissioner Langseth	X	
Commissioner Dziedzic - Sen	Excused		Commissioner Moore	X	
Commissioner Faber	X		Commissioner Morrison – Sen	X	
Commissioner Gibson	X		Commissioner Peichel	X	
Commissioner Green - Sen	X		Commissioner Reese	X	
Commissioner Hansen – Rep	X		Commissioner Westrom – Sen	Absent	
Commissioner Hawj – Sen	X				

Director Nash reviewed from the memo – Action #2: Presentations format and timing. Members discussed.

MOTION: Commissioner Peichel moved to adopt the presentation format and timing as described in the staff memo on “Proposal evaluation and decision-making process for 2025 LCCMR recommendations”, dated April 22, 2024, with the modification that members would only be able to attend the presentation meetings remotely, except for the chair:

1. Presentations will be held via Zoom for presenters to save time, provide flexibility, and make participation easier for proposers. Members would be remote; however, the chair would be in-person.
2. To avoid technical issues and reduce transition times, no PowerPoints will be used. Presentations will be 15 minutes each: 5 minutes for presentation and 10 minutes for questions and answers, with discretion to go over this time allotment if needed, especially for proposals requesting over \$1 million. 30-minute lunch breaks will be provided.
3. Five days are currently reserved for presentations; the exact timing and schedule of presentations will be determined once we know how many presentations will take place. Last year, 5 presentation days were used.

AMENDMENT: Commissioner Faber amended Commissioner Peichel’s motion to have the meetings hybrid. Commissioner Peichel accepted the amendment.

Members discussed.

MOTION: Commissioner Peichel renewed his motion as amended to adopt the presentation format and timing as described in the staff memo on “Proposal evaluation and decision-making process for 2025 LCCMR recommendations”, dated April 22, 2024:

1. Presentations will be held via Zoom for presenters to save time, provide flexibility, and make participation easier for proposers. Members would have the option to attend in person or remotely; however, the chair

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would be in-person. Six members (including chair) would need to attend in person for the meeting to be hybrid.

2. To avoid technical issues and reduce transition times, no PowerPoints will be used. Presentations will be 15 minutes each: 5 minutes for presentation and 10 minutes for questions and answers, with discretion to go over this time allotment if needed, especially for proposals requesting over \$1 million. 30-minute lunch breaks will be provided.

3. Five days are currently reserved for presentations; the exact timing and schedule of presentations will be determined once we know how many presentations will take place. Last year, 5 presentation days were used.

- motion prevailed (14 Yes / 0 No).

Member	Y	N	Member	Y	N
Commissioner Acomb - Rep	X		Commissioner Heintzeman – Rep	X	
Commissioner Albrecht	Excused		Commissioner Hollins – Rep	X	
Commissioner Backer – Rep	X		Commissioner Langseth	X	
Commissioner Dziedzic - Sen	Excused		Commissioner Moore	X	
Commissioner Faber	X		Commissioner Morrison – Sen	X	
Commissioner Gibson	X		Commissioner Peichel	X	
Commissioner Green - Sen	X		Commissioner Reese	X	
Commissioner Hansen – Rep	X		Commissioner Westrom – Sen	Absent	
Commissioner Hawj – Sen	X				

Director Nash reviewed new capital construction project requirements. Members discussed.

Chair Gibson asked members to review Action #3 and #4, as described in the staff memo, “Proposal evaluation and decision-making process for 2025 LCCMR recommendations”, dated April 22, 2024, for the next meeting.

**7. Update: Strategic Planning / upcoming listening sessions**

Mike Campana provided an update on strategic planning and upcoming listening sessions.

**8. Action: Election of Citizen Executive Committee Members (if applicable)**

No action taken.

**9. LCCMR Other Business**

There was no other business.

**10. Public Testimony**

Rick Heller, unofficially representing Twice Exceptional and Print disabled life long learners, testified.

**11. Adjourn**

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The meeting adjourned at 10:05 a.m.

*Signed by Senator Steve Green*

*Minutes approved at LCCMR meeting on June 10, 2024*