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As adopted by the
Legislative Audit Commission
Executive Subcommittee on
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LEGISLATIVE AUDIT COMMISSION (LAC)

Legislative Auditor Performance Evaluation Policy

Annual Evaluation.

The chair and vice-chair of the LAC, acting jointly, must conduct an annual performance assessment of the legislative auditor. The assessment must cover a period of one year commencing with the date of the auditor's appointment. Additional performance assessments must cover each year following the anniversary date of the appointment. If the vice-chair is a member of same political party as the chair, the LAC must designate an alternative member of the LAC, who is a member of a different political party than the chair, to work with the chair in conducting the assessment.

The purpose of the assessment is to review the work of the auditor, and to review the organization and function of the auditor's office generally. The assessment must result in a report that may be used by the LAC in guiding the work of the office. In the year before the auditor's term expires, the assessment may be used for making decisions about the appointment of the auditor.

Assessment Components.

The assessment must be guided by the following principles and procedures:

- No later than 30 days before initiating the performance assessment, the the executive subcommittee must adopt a timetable and work plan to guide the assessment process.
- The assessment must include a comprehensive analysis of the auditor's work that includes, at a minimum, a written self-reflection prepared by the auditor and must include observations and feedback provided by the auditor's staff, legislators, and other interested stakeholders.

- At the discretion of the executive subcommittee, the assessment may include other procedures for conducting a performance assessment of senior legislative staff, as recommended by the National Conference of State Legislatures.
- The assessment must include an in-person meeting that includes the chair, vice-chair (or the designees of the LAC), to discuss the work of the auditor and the auditor's office, and the results of the comprehensive analysis.
- The assessment is complete after the chair and vice-chair deliver a report of the assessment to each member of the LAC. In the year preceding the expiration of the auditor's term, the report may include a recommendation regarding the reappointment of the auditor, and may also recommend areas of the auditor's performance for follow-up or monitoring. The report must not disclose information that is protected by law.
- After the third year of the auditor's term, the executive committee shall approve a work plan and schedule for an independent, comprehensive analysis of the auditor's performance to be conducted by an independent entity that is not part of the legislative or executive branch. The independent entity must provide a report to each member of the LAC.

Review of Deputy Auditors.

The auditor, in consultation with the chair and the vice-chair, must conduct an annual comprehensive performance assessment of each deputy auditor that covers one year of work. The auditor must provide a report regarding these assessments, including any recommendations, to the chair and vice-chair of the LAC. Each deputy auditor may separately make the deputy auditor's performance assessment available to the public.