

## **Executive Branch Advisory Groups**

This information brief provides general information on executive branch advisory groups and contains a table listing each executive branch advisory group created in statute. The table gives the citation for the statute creating each group and indicates each group's expiration date, if any.

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This information brief identifies 144 executive branch advisory groups. This number includes only groups created or specifically authorized by the legislature. It does not include groups created by executive order or by action of a commissioner. The number also does not include groups that are so short-term that the legislation creating them was not codified in Minnesota Statutes.

### **Number of Groups by Subject Area**

- Commerce and Economic Development – 6
- Crime and Corrections – 15
- Education – 16
- Environment and Natural Resources – 21
- Health and Human Services – 47
- Labor, Employment, and Codes – 8
- Transportation – 8
- Other – 23

## General Laws Governing Advisory Groups

The legislature has enacted general rules governing advisory groups. Many of these are contained in [Minnesota Statutes, section 15.059](#), and apply only if the law creating the advisory group refers to [section 15.059](#).

### Names of Groups

Minnesota Statutes, section 15.012, establishes naming conventions for state agencies. The legislature does not always follow these conventions when it creates new groups.

**Councils:** Advisory groups in which at least one-half of the members must be representatives of specified industries, occupations, or other organizations are called “councils.”

**Committees:** Advisory groups in which less than half of the members must be representatives of specified organizations are called “committees.”

**Task Forces:** Advisory groups scheduled to expire within two years of creation are called “task forces.”<sup>1</sup>

### Membership Terms

Members of advisory councils and committees serve four-year terms. The terms of half of the members expire with the term of the governor. The terms of the other half of the members expire the following year. Members of advisory task forces serve until the expiration date of the task force (up to two years after the group is created).

### Removal

Members may be removed at the pleasure of the appointing authority. Appointing authorities are given special authorization to remove members who miss three consecutive meetings.

### Compensation

Members of an advisory group receive compensation and expense reimbursement only if authorized by the law creating the group.

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<sup>1</sup> The law provides authority for the governor and state agencies to appoint additional temporary groups. [Minnesota Statutes, section 15.014](#), authorizes commissioners and state boards to create advisory task forces. A task force created under this law may have no more than 15 members. The members of no more than four task forces created in a department may be paid for their expenses. [Minnesota Statutes, section 15.0593](#), authorizes the governor to create advisory groups of no more than 15 members. Members do not receive per diem, but may be paid for expenses. The groups created by an agency or by the governor generally expire after two years, unless re-created.

When a law authorizes compensation and expense reimbursement, it usually refers to [section 15.059](#). That section provides that members of advisory councils and committees receive \$55 per day spent on group activity, when authorized by the group. Members of advisory task forces do not receive this \$55 per day. The provisions of [section 15.059](#) governing expense reimbursement (as distinct from the \$55 per day payment) apply to advisory task forces as well as to councils and committees. Members are reimbursed for meals, travel, hotel, and child care expenses.

## Reporting

[Minnesota Statutes, section 15.0599](#), requires advisory groups with statewide jurisdiction to register with and report annually to the secretary of state. By July 15 each year a group must report specified information about the purposes of the group, its membership, expiration of the group, the number of meetings held, and money and staff resources devoted to the group. If a group fails to report as required, its members are not eligible for compensation or expense reimbursement until the report is filed. By October 15 each year, the secretary of state summarizes this information in a report. Information on each agency also is available on the secretary of state's web site. The 2008 report can be found at: <http://www.sos.state.mn.us/home/index.asp?page=360>

## Expiration

[Section 15.059, subdivision 5](#), provides that advisory *councils* and *committees* expire June 30, 2009, unless a different date is specified in law, and also provides that this expiration date applies whether or not the law creating the group refers to [section 15.059](#). This law requires the secretary of state to notify the primary appointing authority or chair of a group of its scheduled expiration before the start of the annual legislative session immediately preceding the group's scheduled expiration.

The law provides that an advisory council or committee does not expire if it:

- (1) is an occupational licensure advisory group to a licensing board or agency;
- (2) administers and awards grants; or
- (3) is required by federal law or regulation.

Increasingly, the legislature has provided in the specific laws creating each advisory group that the group does not expire, or that it has a different expiration date from the June 30, 2009, date provided in [section 15.059](#). As a result, even though [section 15.059](#) purports to create a general expiration date of June 30, 2009, relatively few groups are subject to this date. Sometimes it is not clear if the June 30, 2009, date in [section 15.059](#) applies to a group.

[Section 15.059, subdivision 6](#), provides that if a *task force* is mandated by statute, it expires not later than two years after creation. But a person or group with mandated or discretionary authority to create a task force may create another one to continue the work of a group that expires.

## Executive Branch Advisory Groups

Name	Statute	Expiration Date
<b>Commerce and Economic Development</b>		
Explore Minnesota Tourism Council	§ 116U.25	None
Northeast Minnesota Economic Development Fund Technical Advisory Committees	§ 298.2213, subd. 5	June 30, 2009 [see § 15.059, subds. 5, 5b]
Northeast Minnesota Economic Protection Trust Fund Technical Advisory Committee	§ 298.297	June 30, 2009 [see § 15.059, subds. 5, 5b]
Real Estate Appraiser Advisory Board	§ 82B.05	None
Trade Policy Advisory Group	§ 116J.977	June 30, 2012
Uniform Conveyancing Forms Advisory Task Force	§ 507.09	At the discretion of the commissioner of commerce
<b>Crime and Corrections</b>		
Automobile Theft Prevention Advisory Board	§ 65B.84, subd. 4	June 30, 2009 [see § 15.059, subds. 5, 5b]
Battered Women and Domestic Abuse Advisory Council	§ 611A.34	None
Community-Oriented Police Grant Program Committee	§ 299A.62	June 30, 2009 [see § 15.059, subds. 5, 5b]
Correctional Facility Site Selection Task Force	§ 243.93	At the discretion of the commissioner of corrections
Criminal Justice Information Systems Advisory Task Force	§ 299C.65, subd. 2	At the discretion of the criminal justice information policy group
Female Offender Task Force	§ 241.71	At the discretion of the commissioner of corrections
Financial Crimes Oversight Council	§ 299A.681	None
Financial Crimes Task Force	§ 299A.681	None
Forensic Laboratory Advisory Board	§ 299C.156	June 30, 2009 [see § 15.059, subds. 5, 5b]
Gang and Drug Oversight Council	§ 299A.641	None
Human Trafficking Task Force	§ 299A.7955	June 30, 2011

Name	Statute	Expiration Date
Interstate Adult Offender Advisory Council	§ 243.1606	None
Juvenile Justice Advisory Committee	§ 299A.72	None
Sex Offender Treatment Advisory Task Force	§ 241.67, subd. 8	At the discretion of the commissioner of corrections
Weed and Seed Grant Program Committee	§ 299A.63	June 30, 2009 [see § 15.059, subds. 5, 5b ]
<b>Education</b>		
Assessment Advisory Committee	§ 120B.365	June 30, 2014
Charter School Advisory Council	§ 124D.10, subd. 2a	June 30, 2007
Early Childhood Education and Care Advisory Council	§ 124D.141	None (required by federal law)
Higher Education Advisory Council	§ 136A.031, subd. 2	None
Higher Education Data Advisory Task Force	§§ 136A.121, subd. 18; 136A.1701, subd. 11	At the discretion of the director of the Office of Higher Education
Higher Education Veterans Assistance Steering Committee	§ 197.585	Unclear; possibly June 30, 2011
Interagency Intervention Service Systems Committee	§ 125A.023, subd. 4	None
Interagency Early Childhood Coordinating Council	§ 125A.28	June 30, 2009 [see § 15.059, subds. 5, 5b]
Iron Range Higher Education Committee	§ 298.2214	June 30, 2009 [see § 15.059, subds. 5, 5b]
Library for the Blind and Physically Handicapped Advisory Committee	§ 134.31	None
Minnesota Resource Center Advisory Committee: Blind/Visually Impaired	§ 125A.63	June 30, 2009 [see § 15.059, subds. 5, 5b]
Minnesota Resource Center Advisory Committee: Deaf/Hard of Hearing	§ 125A.63	June 30, 2009 [see § 15.059, subds. 5, 5b]
Nonpublic Education Council	§ 123B.445	None
Online Learning Advisory Council	§ 124D.095	June 30, 2008
Permanent School Fund Advisory Committee	§ 127A.30	None
Student Advisory Council	§ 136A.031, subd. 3	None

Name	Statute	Expiration Date
<b>Environment and Natural Resources</b>		
Clean Water Council	§ 114D.30	None
Cuyuna Country State Recreation Area Citizens Advisory Council	§ 85.0146	June 30, 2009 [see § 15.059, subds. 5, 5b]
Environmental Education Advisory Board	§ 115A.072, subd. 1	June 30, 2008
Environmental Health Tracking and Biomonitoring Advisory Panel	§ 144.998	June 30, 2009 [see § 15.059, subds. 5, 5b]
Environmental Innovations Council	§ 115A.12	June 30, 2009
Forest Resources Council	§ 89A.03	None
Forest Resources Research Advisory Committee	§ 89A.08	June 30, 2009 [see § 15.059, subds. 5, 5b]
Game and Fish Fund Citizens Advisory Subcommittee	§ 97A.055, subd. 4b	June 30, 2010
Individual Sewage Treatment System Advisory Committee	§ 115.55, subd. 12	June 30, 2009 [see § 15.059, subds. 5, 5b]
Land Use Advisory Committee	§ 92.35	June 30, 2009 [see § 15.059, subds. 5, 5b]
Mineral Coordinating Committee	§ 93.0015	June 30, 2011
Native Plant Conservation Task Force	§ 84.964	At the discretion of the commissioner of natural resources
Nuclear Waste Council	§ 116C.711	None
Off-Highway Vehicle Safety Advisory Council	§ 84.9011, subd. 4	June 30, 2009 [see § 15.059, subds. 5, 5b]
Power Plant Siting Advisory Task Force	§ 216E.08	At the discretion of the Public Utilities Commission
Power Plant Siting Scientific Task Force	§ 216E.08	At the discretion of the Public Utilities Commission
Reinvest in Minnesota Clean Energy Program Technical Committee	§ 103F.518, subd. 11	June 30, 2009 [see § 15.059, subds. 5, 5b]
Renewable Hydrogen Initiative Advisory Committee	§ 216B.813, subd. 2	June 30, 2009 [see § 15.059, subds. 5, 5b]
Small Business Air Quality Compliance Advisory Council	§ 116.99	Unclear; possibly June 30, 2009 [see § 15.059, subds. 5, 5b]

<b>Name</b>	<b>Statute</b>	<b>Expiration Date</b>
Water Supply Systems and Wastewater Treatment Facilities Advisory Council	§ 115.741	June 30, 2009 [see § 15.059, subds. 5, 5b]
Wells and Boring Advisory Council	§ 103I.105	None
<b>Health and Human Services</b>		
Acupuncture Advisory Council	§ 147B.05	None
Alcohol and Drug Counselor Licensing Cultural Diversity Advisory Committee	§ 148C.11, subd. 3	None
Alcohol and Other Drug Abuse Advisory Council	§ 254A.04	June 30, 2012
American Indian Advisory Council on Chemical Dependency	§ 254A.035, subd. 2	June 30, 2012
American Indian Child Welfare Advisory Council	§ 260.835	June 30, 2012
Athletic Trainers Advisory Council	§ 148.7805	None
Council of Health Boards	§ 214.025	Likely none
Deaf and Hard of Hearing People Commission	§ 256C.28	None
Drug Formulary Committee	§ 256B.0625, subd. 13c	June 30, 2009 [see § 15.059, subds. 5, 5b]
Health Advisory Task Force	§ 144.011, subd. 2	At the discretion of the commissioner of health
Health Care Peer Review Committee	§ 241.021 subd. 4b	None
Health Care Reform Review Council	§ 62U.09	None
Health Information Technology and Infrastructure Advisory Committee	§ 62J.495, subd. 2	June 30, 2015
Health Licensing Advisory Councils (several groups)	§ 214.13, subd. 4	None
Health Professionals Services Program Advisory Committee	§ 214.32, subd. 1	June 30, 2009 [see § 15.059, subds. 5, 5b]
Health Promotion and Wellness Advisory Task Force	§ 145.98	At the discretion of the commissioner of health
Health Services Policy Committee	§ 256B.0625, subd. 3c	None

<b>Name</b>	<b>Statute</b>	<b>Expiration Date</b>
Hearing Instrument Dispenser Advisory Council	§ 153A.20	None
Heritable and Congenital Disorders Advisory Committee	§ 144.1255	None
Human Services Administrative Simplifications Advisory Committee	§ 256.01, subd. 23	June 30, 2012
Independent Living Council	§ 268A.02, subd. 2	None
Licensed Traditional Midwifery Advisory Council	§ 147D.25	None
Maternal and Child Health Task Force	§ 145.881	June 30, 2011
Medical Assistance Drug Formulary Committee	§ 256B.0625, subd. 13c	June 30, 2009 [see § 15.059, subs. 5, 5b]
Medical Assistance Health Services Policy Committee	256B.0625, subd. 3c	None
Medical Assistance Peer Advisory Task Force	§ 256B.064, subd. 1a	At the discretion of the commissioner of human services
Medical Assistance Vendor Advisory Task Force	§ 256B.27, subd. 3	At the discretion of the commissioner of human services
Medical Research Grant Advisory Committee	§ 62J.693	June 30, 2009 [see § 15.059, subs. 5, 5b]
Mental Health Advisory Council	§ 245.697	None
Newborn Hearing Screening Advisory Committee	§ 144.966, subd. 2	June 30, 2013
Occupational Therapy Practitioners Advisory Council	§ 148.6450	None
Ombudsman Committee for Mental Health and Mental Retardation	§ 245.97, subd. 1	None
Pharmacy Continuing Education Task Force	§ 151.13, subd. 2	At the discretion of the Board of Pharmacy
Physician Assistant Advisory Council	§ 147A.27	None
Prescription Electronic Reporting Advisory Committee	§ 15.126, subd. 3	June 30, 2009 [see § 15.059, subs. 5, 5b]
Registered Naturopathic Doctor Advisory Council	§ 147E.35	None
Rehabilitation Advisory Council for the Blind	§ 248.10	None



<b>Name</b>	<b>Statute</b>	<b>Expiration Date</b>
Respiratory Care Practitioner Advisory Council	§ 147C.35	None
Rural Health Advisory Committee	§ 144.1481, subd. 1	None
Services to Persons with Developmental or Physical Disabilities Task Force	§ 252.31	At the discretion of the commissioner of human services
Speech-Language Pathologist and Audiologist Advisory Council	§ 148.5196	None
State Community Health Advisory Committee	§ 145A.10	None
Trauma Advisory Council	§ 144.608	June 30, 2015
Traumatic Brain Injury Advisory Committee	§ 256B.093, subd. 1	June 30, 2012
Uniform Consumer Information Guide Advisory Committee	§ 144G.06	June 30, 2009 [see § 15.059, subds. 5, 5b]
Veterans Health Care Advisory Council	§ 196.30	June 30, 2013
Wholesale Drug Distributor Advisory Task Force (meets only to discuss proposed rules)	§ 151.45	At the discretion of the Board of Pharmacy
<b>Labor, Employment, and Codes</b>		
Apprenticeship Board	§ 178.02	June 30, 2009 [see § 15.059, subds. 5, 5b]
Construction Codes Advisory Council	§ 326B.07	None
OSHA Advisory Council	§ 182.656	June 30, 2009 [see § 15.059, subds. 5, 5b]
Rehabilitation Advisory Council	§ 268A.02	None
Workers' Compensation Advisory Council	§ 175.007	None
Workers' Compensation Self-Insurers Advisory Committee	§ 79A.02	None
Workforce Development Council	§ 116L.665	When not required by federal law
Youth Employment Grants Advisory Committee	§ 116L.363	Likely none
<b>Transportation</b>		
City Engineer Screening Board	§ 162.13, subd. 3	None

<b>Name</b>	<b>Statute</b>	<b>Expiration Date</b>
Commuter Rail Corridor Advisory Committee	§ 174.86, subd. 5	None
County Engineer Screening Board	§ 162.07, subd. 5	None
County State-Aid Highway Advisory Committee	§ 162.02, subd. 2	None
Local Road Improvement Advisory Committee	§ 174.52, subd. 3	None
Mississippi River Parkway Commission	§ 161.1419, subd. 7	June 30, 2012
Municipal State-Aid Street System Advisory Committee	§ 162.09, subd. 2	None
Nonmotorized Transportation Advisory Committee	§ 174.37	June 30, 2014
<b>Other</b>		
Arts Board Advisory Committee	§ 129D.04, subd. 1	For a term of no more than four years
Assistive Technology Advisory Council	§ 16B.055, subd. 1	None
Breeder Fund Advisory Committees	§ 240.18, subd. 4	None
Capitol Area Architectural and Planning Board Advisory Committee	§ 15B.11, subd. 2	None
Emergency Energy Assistance Advisory Council	§ 216C.265	June 30, 2009 [see § 15.059, subds. 5, 5b]
Energy Advisory Task Force	§ 216C.02, subd. 1	At the discretion of the commissioner of commerce
Energy Research and Education Advisory Committee	§ 216B.815	None
Fire Protection Systems Advisory Council	§ 299M.02	Unclear; possibly June 30, 2009 [see § 15.059, subds. 5, 5b]
Fire Service Advisory Committee	§ 299F.012	June 30, 2009 [see § 15.059, subds. 5, 5b]
Food Safety and Defense Task Force	§ 28A.21	June 30, 2012
Governor's Residence Council	§ 16B.27, subd. 3	None
Human Rights Advisory Task Force	§ 363A.05, subd. 3	At the discretion of the commissioner of human rights
Investment Advisory Council	§ 11A.08	None

<b>Name</b>	<b>Statute</b>	<b>Expiration Date</b>
Minnesota Employees Insurance Program Advisory Committee	§ 43A.317, subd. 4	None while program exists
Minnesota Organic Advisory Task Force	§ 31.94	June 30, 2009
Multistate Tax Compact Advisory Committee	§ 290.173	June 30, 2009 [see § 15.059, subds. 5, 5b]
NextGen Energy Board	§ 41A.105	June 30, 2014
Public Employee Insurance Labor/Management Committee	§ 43A.316, subd. 4	None while program exists
SmartFleet Committee	§ 16C.137	June 30, 2009 [see § 15.059, subds. 5, 5b]
Tax Information Sample Data Committee	§ 270C.12	June 30, 2009 [see § 15.059, subds. 5, 5b]
Urban Indian Advisory Board	§ 3.922, subd. 8	None
Voting Machines Options Working Group	§ 206.91	June 30, 2009 [see § 15.059, subds. 5, 5b]
Voting Systems Contract Advisory Committee	§ 206.805	June 30, 2009 [see § 15.059, subds. 5, 5b]

*For more information about the executive branch, visit the state government area of our web site, [www.house.mn/hrd/hrd.htm](http://www.house.mn/hrd/hrd.htm).*