

**INFORMATION BRIEF**

**Research Department**

**Minnesota House of Representatives**

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## **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. A new sunset law enacted in 2011 provides that advisory groups associated with state agencies expire according to the expiration schedule for the state agencies.

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This information brief identifies 161 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 – 7
- Crime and Corrections – 16
- Education – 16
- Environment and Natural Resources – 21
- Health and Human Services – 49
- Labor, Employment, and Codes – 9
- Transportation – 9
- Other – 34

## 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.

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

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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.

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 website. The annual report can be found at: <http://www.sos.state.mn.us/index.aspx?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.

[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.

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](#). Sometimes it is not clear if the June 30, 2009, date in [section 15.059](#) applies to a group. The 2009 expiration date is still in the law, although it seems unlikely that it has any further effect—groups either expired on that date or are not subject to the 2009 expiration (e.g., they were created in 2009 or later).

In 2011, the legislature enacted a general sunset law. Under the law, advisory groups expire according to a prescribed schedule, beginning in 2012 and continuing through 2022. Although not completely clear, it is likely that advisory groups expire: (1) according to the schedule in the general sunset law, even if another law says the group does not expire; or (2) according to the specific expiration date in the law governing the group, if that date is earlier than the date specified in the sunset law.

Of the groups identified in this report, it appears that the following groups have expired, most under the general expiration date in [section 15.059](#). Groups are listed in the order that they appear in the main body of this report.

Automobile Theft Prevention Advisory Board	§ 65B.84, subd. 4
Community-Oriented Police Grant Program Committee	§ 299A.62
Forensic Laboratory Advisory Board	§ 299C.156
Weed and Seed Grant Program Committee	§ 299A.63
County Subsurface Sewage Treatment System Advisory Committee	§ 115.55, subd. 12
Environmental Health Tracking and Biomonitoring Advisory Panel	§ 144.998
Land Use Advisory Committee	§ 92.35
Off-Highway Vehicle Safety Advisory Council	§ 84.9011, subd. 4
Reinvest in Minnesota Clean Energy Program Technical Committee	§ 103F.518, subd. 11
Renewable Hydrogen Initiative Advisory Committee	§ 216B.813, subd. 2
Small Business Air Quality Compliance Advisory Council	§ 116.99
Water Supply Systems and Wastewater Treatment Facilities Advisory Council	§ 115.741
Medical Assistance Drug Formulary Committee	§ 256B.0625, subd. 13c
Medical Research Grant Advisory Committee	§ 62J.693
Prescription Electronic Reporting Advisory Committee	§ 152.126, subd. 3
Emergency Energy Assistance Advisory Council	§ 216C.265, subd. 4
Fire Service Advisory Committee	§ 299F.012, subd. 2
Multistate Tax Compact Advisory Committee	§ 290.173
SmartFleet Committee	§ 16C.137, subd. 2
Voting Systems Contract Advisory Committee	§ 206.805

## Executive Branch Advisory Groups

Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
<b>Commerce and Economic Development</b>		
Explore Minnesota Tourism Council	<a href="#">§ 116U.25</a>	None
Northeast Minnesota Economic Development Fund Technical Advisory Committees	<a href="#">§ 298.2213</a> , subd. 5	None
Northeast Minnesota Economic Protection Trust Fund Technical Advisory Committee	<a href="#">§ 298.297</a>	None
Real Estate Appraiser Advisory Board	<a href="#">§ 82B.05</a>	None
Science and Technology Initiative Advisory Commission	<a href="#">§ 116W.06</a>	June 30, 2013
Trade Policy Advisory Group	<a href="#">§ 116J.977</a>	June 30, 2012
Uniform Conveyancing Forms Advisory Task Force	<a href="#">§ 507.09</a>	At the discretion of the commissioner of commerce
<b>Crime and Corrections</b>		
Automobile Theft Prevention Advisory Board	<a href="#">§ 65B.84</a> , subd. 4	June 30, 2009 [see <a href="#">§ 15.059</a> , subds. 5, 5b]
Battered Women and Domestic Abuse Advisory Council	<a href="#">§ 611A.34</a>	None
Community-Oriented Police Grant Program Committee	<a href="#">§ 299A.62</a>	June 30, 2009 [see <a href="#">§ 15.059</a> , subds. 5, 5b]
Correctional Facility Site Selection Task Force	<a href="#">§ 243.93</a>	At the discretion of the commissioner of corrections
Criminal Justice Information Systems Advisory Task Force	<a href="#">§ 299C.65</a> , subd. 2	At the discretion of the criminal justice information policy group
Female Offender Task Force	<a href="#">§ 241.71</a>	At the discretion of the commissioner of corrections
Financial Crimes Advisory Board	<a href="#">§ 299A.681</a>	None
Financial Crimes Task Force	<a href="#">§ 299A.681</a>	None

<b>Name</b>	<b>Statute</b>	<b>Expiration Date</b> (See page 4, regarding sunset of agencies)
Forensic Laboratory Advisory Board	§ 299C.156	June 30, 2009 [see § 15.059, subds. 5, 5b]
Human Trafficking Task Force	§ 299A.7955	June 30, 2011
Interstate Adult Offender Advisory Council	§ 243.1606	None
Interstate Compact for Juveniles Advisory Council	§ 260.515	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
Violent Crime Coordinating Council	§ 299A.642	None
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
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, 2012
Interagency Intervention Service Systems Committee	§ 125A.023, subd. 4	None
Interagency Early Childhood Coordinating Council	§ 125A.28	June 30, 2014
Iron Range Higher Education Committee	§ 298.2214	None
Library for the Blind and Physically Handicapped Advisory Committee	§ 134.31	None

Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
Minnesota Resource Center Advisory Committee: Blind/Visually Impaired	§ 125A.63	Unclear; this section was amended in 2009, suggesting the legislature did not intend the June 30, 2009, sunset to apply
Minnesota Resource Center Advisory Committee: Deaf/Hard of Hearing	§ 125A.63	Unclear; this section was amended in 2009, suggesting the legislature did not intend the June 30, 2009, sunset to apply
Nonpublic Education Council	§ 123B.445	None
Online Learning Advisory Council	§ 124D.095	June 30, 2013
P-20 Education Partnership	§ 127A.70	None
Permanent School Fund Advisory Committee	§ 127A.30	None
Student Advisory Council	§ 136A.031, subd. 3	None
<b>Environment and Natural Resources</b>		
Clean Water Council	§ 114D.30	None
County Subsurface Sewage Treatment System Advisory Committee	§ 115.55, subd. 12	June 30, 2009 [see § 15.059, subds. 5, 5b]
Cuyuna Country State Recreation Area Citizens Advisory Council	§ 85.0146	None
Environmental Health Tracking and Biomonitoring Advisory Panel	§ 144.998	June 30, 2009 [see § 15.059, subds. 5, 5b]
Forest Resources Council	§ 89A.03	None
Forest Resources Research Advisory Committee	§ 89A.08	None
Game and Fish Fund Citizens Advisory Subcommittee	§ 97A.055, subd. 4b	June 30, 2015
Land Use Advisory Committee	§ 92.35	June 30, 2009 [see § 15.059, subds. 5, 5b]
Mineral Coordinating Committee	§ 93.0015	June 30, 2016
Minnesota River Board Advisory Committee	§ 103F.378	None

Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
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]
Subsurface Sewage Treatment Systems Implementation Task Force	§ 115.55, subd. 13	At the discretion of the Pollution Control Agency
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
Chemical and Mental Health Services Transformation Advisory Task Force	§ 246.125	At the discretion of the commissioner of human services



Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
Council of Health Boards	§ 214.025	Likely none
Deaf and Hard-of-Hearing Minnesotans Commission	§ 256C.28	None
Drug Utilization Review Board	§ 256B.0625, subd. 13i	None
E-Health Advisory Committee	§ 62J.495, subd. 2	June 30, 2015
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 Licensing Advisory Councils (several groups)	§ 214.13, subd. 4	None
Health Professionals Services Program Advisory Committee	§ 214.32, subd. 1	None
Health Promotion and Wellness Advisory Task Force	§ 145.98	At the discretion of the commissioner of health
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, subds. 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

Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
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, subds. 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	§ 152.126, subd. 3	June 30, 2009 [see § 15.059, subds. 5, 5b]
Registered Naturopathic Doctor Advisory Council	§ 147E.35	None
Rehabilitation Advisory Council for the Blind	§ 248.10	None
Respiratory Care 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
State-County Results, Accountability, and Service Delivery Redesign Council	§ 402A.20	None
Steering Committee on Performance and Outcome Reforms	§ 402A.15	None
Trauma Advisory Council	§ 144.608	June 30, 2015

Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
Traumatic Brain Injury Advisory Committee	§ 256B.093, subd. 1	June 30, 2012
Uniform Consumer Information Guide Advisory Committee	§ 144G.06	Unclear; this section was amended in 2010, suggesting the legislature did not intend for it to expire under § 15.059
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	None
Employee Misclassification Task Force	§ 181.723, subd. 17	At the discretion of the commissioner of labor and industry
Construction Codes Advisory Council	§ 326B.07	None
OSHA Advisory Council	§ 182.656	None
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
Commuter Rail Corridor Advisory Committee	§ 174.86, subd. 5	None
Council on Transportation Access	§ 174.285	June 30, 2014
County Engineer Screening Board	§ 162.07, subd. 5	None
County State-Aid Highway Advisory Committee	§ 162.02, subd. 2	None

Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
Local Road Improvement Advisory Committee	§ 174.52, subd. 3	None
Mississippi River Parkway Commission	§ 161.1419	June 30, 2016
Municipal State-Aid Street System Advisory Committee	§ 162.09, subd. 2	None
Nonmotorized Transportation Advisory Committee	§ 174.37	June 30, 2014
<b>Other</b>		
Advisory Committee for Technology Standards for Accessibility and Usability	§ 16E.0475	June 30, 2013
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
Collaborative Governance Council	§ 6.81	June 30, 2015
Commission on Service Innovation	§ 3.9280	June 30, 2012
Council on Local Results and Innovation	§ 6.90	January 1, 2020
Emergency Energy Assistance Advisory Council	§ 216C.265, subd. 4	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	None
Fire Service Advisory Committee	§ 299F.012, subd. 2	June 30, 2009 [see § 15.059, subds. 5, 5b]
Food Safety and Defense Task Force	§ 28A.21	June 30, 2012
Geospatial Information Advisory councils	§ 16B.99	June 30, 2015
Governor's Residence Council	§ 16B.27, subd. 3	None

Name	Statute	Expiration Date (See page 4, regarding sunset of agencies)
Human Rights Advisory Task Force	§ 363A.05, subd. 3	At the discretion of the commissioner of human rights
Investment Advisory Council	§ 11A.08	None
Minnesota Employees Insurance Program Advisory Committee	§ 43A.317, subd. 4	None while program exists
Minnesota Organic Advisory Task Force	§ 31.94	June 30, 2013
Multistate Tax Compact Advisory Committee	§ 290.173	June 30, 2009 [see § 15.059, subds. 5, 5b]
NextGen Energy Board	§ 41A.105	June 30, 2014
Noxious Weed Advisory Committee	§ 18.91	June 30, 2013
Pay-for-Performance Oversight Committee	§ 16A.94	None
Property Tax Working Group	§ 270C.991, subd. 4	February 1, 2012
Public Employee Insurance Labor/Management Committee	§ 43A.316, subd. 4	None while program exists
SmartFleet Committee	§ 16C.137, subd. 2	June 30, 2009 [see § 15.059, subds. 5, 5b]
State Capitol Preservation Commission	§ 15B.32	None
Sunset Advisory Commission	§ 3D.03	None
Tax Information Sample Data Committee	§ 270C.12	None
Technology Advisory Committee	§ 16E.036	None
Urban Indian Advisory Board	§ 3.922, subd. 8	None
Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan Advisory Board	§ 353G.03	None
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).*