

Legislative Commission on Planning and Fiscal Policy

72 State Office Building St. Paul, MN 55155-1201 Phone: (651) 296-9002 Fax: (651) 297-3697 TDD (651) 296-9896

Executive Branch Advisory Groups¹

August 21, 2013

Administration

Name	Statute	Expiration
Assistive Technology Advisory Council	§ 16B.055, subd. 1	None
Governor's Residence Council	§ 16B.27, subd. 3	None
SmartFleet Committee	§ 16C.137, subd. 2	6/30/2009 [see § 15.059, subd. 5]

Agriculture

Food Safety and Defense Task Force	§ 28A.21	6/30/2017
Minnesota Organic Advisory Task Force	§ 31.94	6/30/2016
NextGen Energy Board	§ 41A.105	6/30/2015
Noxious Weed Advisory Committee	§ 18.91	None

Arts Board

Arts Board Advisory Committees	§ 129D.04, subd. 1	For a term of no more than four years
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Board of Dentistry

Health Professionals Services Program Advisory Committee	§ 214.32, subd. 1	None
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¹ The commission is required to compile a list of executive branch advisory groups created in statute by September 1 of each odd-numbered year. The following reflects the most accurate list to date, adapted from the House Research information brief, Executive Branch Advisory Groups, updated August 2013.

Board of Medical Practice

Acupuncture Advisory Council	§ 147B.05	None
Athletic Trainers Advisory Council	§ 148.7805	None
Licensed Traditional Midwifery Advisory Council	§ 147D.25	None
Physician Assistant Advisory Council	§ 147A.27	None
Registered Naturopathic Doctor Advisory Council	§ 147E.35	None
Respiratory Care Advisory Council	§ 147C.35	None

Board of Pharmacy

Pharmacy Continuing Education Task Force	§ 151.13, subd. 2	At the discretion of the Board of Pharmacy
Prescription Electronic Reporting Advisory Committee	§ 152.126, subd. 3	6/30/2009 [see § 15.059, subd. 5]

Board of Water and Soil Resources

Minnesota River Board Advisory Committee	§ 103F.378, subd. 2 (b)	None
Reinvest in Minnesota Clean Energy Program Technical Committee	§ 103F.518, subd. 11	6/30/2009 [see § 15.059, subd. 5]

Capitol Area Architectural and Planning Board

Capitol Area Architectural and Planning Board Advisory Committee	§ 15B.11, subd. 2	None
State Capitol Preservation Commission	§ 15B.32	None

Commerce

Automobile Theft Prevention Advisory Board	§ 65B.84, subd. 4	6/30/2009 [see § 15.059, subd. 5]
Emergency Energy Assistance Advisory Council	§ 216C.265, subd. 4	6/30/2009 [see § 15.059, subd. 5]
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
Real Estate Appraiser Advisory Board	§ 82B.05	None
Renewable Hydrogen Initiative Advisory Committee	§ 216B.813, subd. 2	6/30/2009 [see § 15.059, subd. 5]
Uniform Conveyancing Forms Advisory Task Force	§ 507.09	At the discretion of the commissioner of commerce
Workers' Compensation Self-Insurers Advisory Committee	§ 79A.02	None

Corrections

Advisory Task Force on the Woman and Juvenile Female Offender	§ 241.71	At the discretion of the commissioner of corrections
Correctional Facility Site Selection Task Force	§ 243.93	At the discretion of the commissioner of corrections
Health Care Peer Review Committee	§ 241.021, subd. 4b	None
Interstate Adult Offender Advisory Council	§ 243.1606	None
Interstate Compact for Juveniles Advisory Council	§ 260.515	None
Sex Offender Treatment Advisory Task Force	§ 241.67, subd. 8	At the discretion of the commissioner of corrections

Education

Advisory Committee for the Minnesota Braille and Talking Book Library	§ 134.31, subd. 6	None
Assessment Advisory Committee	§ 120B.365	6/30/2014
Early Childhood Education and Care Advisory Council	§ 124D.141	None (required by federal law)
Interagency Early Childhood Coordinating Council	§ 125A.28	None
Interagency Intervention Service Systems Committee	§ 125A.023, subd. 4	None
Minnesota Academic Excellence Foundation	§ 124D.94	None
Minnesota Resource Center Advisory Committee: Blind/Visually Impaired	§ 125A.63, subd. 4	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 and Digital Learning Advisory Council	§ 124D.095, subd. 10	6/30/2016
P-20 Education Partnership	§ 127A.70	None

Employment and Economic Development

Independent Living Council	§ 268A.02, subd. 2	None
Minnesota State Rehabilitation Council	§ 268A.02, subd. 2	None
Minnesota State Rehabilitation Council for the Blind	§ 248.10	None
Trade Policy Advisory Council	§ 116J.9661	1/1/2020

Workforce Development Council	§ 116L.665	When not required by federal law
Youth Employment Grants Advisory Committee	§ 116L.363	Likely none

Explore Minnesota Tourism

Explore Minnesota Tourism Council	§ 116U.25	None
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Health

Council of Health Boards	§ 214.025	Likely none
E-Health Advisory Committee	§ 62J.495, subd. 2	6/30/2015
Environmental Health Tracking and Biomonitoring Advisory Panel	§ 144.998	6/30/2009 [see § 15.059, subd. 5]
Health Advisory Task Force	§ 144.011, subd. 2	At the discretion of the commissioner of health
Health Care Reform Review Council	§ 62U.09	None
Health Licensing Advisory Councils (several groups)	§ 214.13, subd. 4	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
Home Care Provider Advisory Council	§ 144A.4799	None
Laboratory Assessor Selection Committee	§ 144.98, subd. 10	None
Maternal and Child Health Task Force	§ 145.8811	6/30/2015
Newborn Hearing Screening Advisory Committee	§ 144.966, subd. 2	6/30/2019
Occupational Therapy Practitioners Advisory Council	§ 148.6450	None
Provider Peer Grouping System Advisory Committee	§ 62U.04, subd. 3	None
Rural Health Advisory Committee	§ 144.1481, subd. 1	None
Speech-Language Pathologist and Audiologist Advisory Council	§ 148.5196	None
State Community Health Advisory Committee	§ 145A.10, subd. 10	None
Trauma Advisory Council	§ 144.608	6/30/2015
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
Wells and Boring Advisory Council	§ 103I.105	None
Water Supply Systems and Wastewater Treatment Facilities Advisory Council	§ 115.741	6/30/2009 [see § 15.059, subd. 5]

Higher Education

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
Student Advisory Council	§ 136A.031, subd. 3	None

Human Rights

Human Rights Advisory Task Force	§ 363A.05, subd. 3	At the discretion of the commissioner of human rights
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Human Services

Alcohol and Other Drug Abuse Advisory Council	§ 254A.04	6/30/2014
American Indian Advisory Council on Chemical Dependency	§ 254A.035, subd. 2	6/30/2014
American Indian Child Welfare Advisory Council	§ 260.835	6/30/2014
Deaf and Hard-of-Hearing Minnesotans Commission	§ 256C.28	None
Development and Implementation Council for Community First Services and Support	§ 256B.85, subd. 21	None
Diagnostic Codes List Advisory Committees	§ 245.487, subd. 7	None
Drug Utilization Review Board	§ 256B.0625, subd. 13i	None
Human Services Performance Council	§ 402A.16	None
Medical Assistance Drug Formulary Committee	§ 256B.0625, subd. 13c	6/30/2009 [see § 15.059, subd. 5]
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
Mental Health Advisory Council	§ 245.697	None
Nonemergency Medical Transportation Advisory Committee	§ 256B.0625, subd. 18c	12/1/2014
Ombudsman Committee for Mental Health and Developmental Disabilities	§ 245.97, subd. 1	None
Services to Persons with Developmental or Physical Disabilities Task Force	§ 252.31	At the discretion of the commissioner of human services
State-County Results, Accountability, and Service Delivery Redesign Council	§ 402A.20	None

Steering Committee on Performance and Outcome Reforms	§ 402A.15	None
Traumatic Brain Injury Advisory Committee	§ 256B.093, subd. 1	6/30/2014

Indian Affairs Council

Urban Indian Advisory Board	§ 3.922, subd. 8	None
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Iron Range Resources & Rehabilitation Board

Douglas J. Johnson Economic Protection Trust Fund Technical Advisory Committee	§ 298.297	None
Iron Range Higher Education Committee	§ 298.2214	None
Northeast Minnesota Economic Development Fund Technical Advisory Committees	§ 298.2213, subd. 5	None

Labor and Industry

Apprenticeship Board	§ 178.02	None
Combative Sports Advisory Council	§ 341.221	None
Construction Codes Advisory Council	§ 326B.07	None
OSHA Advisory Council	§ 182.656	None
Workers' Compensation Advisory Council	§ 175.007	None

Management & Budget

Minnesota Employees Insurance Program Advisory Committee	§ 43A.317, subd. 4	None while program exists
Pay-for-Performance Oversight Committee	§ 16A.94	None
Public Employee Insurance Labor/Management Committee	§ 43A.316, subd. 4	None while program exists

MN.IT

Advisory Committee for Technology Standards for Accessibility and Usability	§ 16E.0475	6/30/2013
E-Government Advisory Council	§ 16E.071	January, 2017
Geospatial Information Advisory council	§ 16E.30, subd. 8	None
Technology Advisory Committee	§ 16E.036	None

MNsure Board of Directors

Minnesota Insurance Marketplace Advisory Committees	§ 62V.04, subd. 13	None
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Natural Resources

Cuyuna Country State Recreation Area Citizens Advisory Council	§ 85.0146	None
Forest Resources Council	§ 89A.03	6/30/2017
Forest Resources Research Advisory Committee	§ 89A.08	6/30/2017
Game and Fish Fund Citizens Advisory Subcommittee	§ 97A.055, subd. 4b	6/30/2015
Greater Minnesota Parks and Trails Commission	§ 85.536	None
Land Use Advisory Committee	§ 92.35	6/30/2009 [see § 15.059, subd. 5]
Mineral Coordinating Committee	§ 93.0015	6/30/2016
Native Plant Conservation Task Force	§ 84.964	At the discretion of the commissioner of natural resources
Off-Highway Vehicle Safety Advisory Council	§ 84.9011, subd. 4	6/30/2009 [see § 15.059, subd. 5]

Pollution Control Agency

Clean Water Council	§ 114D.30	None
County Subsurface Sewage Treatment System Advisory Committee	§ 115.55, subd. 12	6/30/2009 [see § 15.059, subd. 5]
Nuclear Waste Council	§ 116C.711	None
Small Business Air Quality Compliance Advisory Council	§ 116.99	Unclear; possibly June 30, 2009 [see § 15.059, subd. 5]
Subsurface Sewage Treatment Systems Implementation Task Force	§ 115.55, subd. 13	At the discretion of the Pollution Control Agency

Public Employees Retirement Association

Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan Advisory Board	§ 353G.03	None
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Public Safety

Battered Women and Domestic Abuse Advisory Council	§ 611A.34	None
Capitol Area Security Advisory Committee	§ 299E.04	6/30/2022
Community-Oriented Police Grant Program Committee	§ 299A.62	6/30/2009 [see § 15.059, subd. 5]
Criminal Justice Information Systems Advisory Task Force	§ 299C.65, subd. 2	At the discretion of the criminal justice information policy group
Financial Crimes Advisory Board	§ 299A.681	None
Financial Crimes Task Force	§ 299A.681	None
Fire Protection Systems Advisory Council	§ 299M.02	None

Fire Service Advisory Committee	§ 299F.012, subd. 2	6/30/2009 [see § 15.059, subd. 5]
Forensic Laboratory Advisory Board	§ 299C.156	6/30/2009 [see § 15.059, subd. 5]
Juvenile Justice Advisory Committee	§ 299A.72	None
Statewide Radio Board advisory groups	§ 403.40, subd. 2	None
Violent Crime Coordinating Council	§ 299A.642	None
Weed and Seed Grant Program Committee	§ 299A.63	6/30/2009 [see § 15.059, subd. 5]

Public Utilities Commission

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

Racing Commission

Breeder Fund Advisory Committees	§ 240.18, subd. 4	None
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Revenue

Property Tax Working Group	§ 270C.991, subd. 4	2/1/2013
Tax Information Sample Data Committee	§ 270C.12	None

Secretary of State

Voting Systems Contract Advisory Committee	§ 206.805	6/30/2009 [see § 15.059, subd. 5]
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State Auditor

Collaborative Governance Council	§ 6.81	6/30/2015
Council on Local Results and Innovation	§ 6.90	1/1/2020

State Board of Investment

Investment Advisory Council	§ 11A.08	None
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Transportation

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	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	6/30/2016
Municipal State-Aid Street System Advisory Committee	§ 162.09, subd. 2	None
Nonmotorized Transportation Advisory Committee	§ 174.37	6/30/2014

Veterans Affairs

Higher Education Veterans Assistance Steering Committee	§ 197.585	None
Veterans Health Care Advisory Council	§ 196.30	6/30/2013



August 15, 2013

The Honorable Paul Thissen, Chair
Legislative Commission on Planning and Fiscal Policy
463 State Office Building
100 Rev. Dr. Martin Luther King Jr., Blvd.
Saint Paul, MN 55155

Dear Chair Thissen:

This letter is in response to your request on behalf of the Legislative Commission on Planning and Fiscal Policy (LCPFP) for information on executive branch advisory groups created in statute. You will find attached the requested information for the Assistive Technology Advisory Council, Governor's Residence Council, and now defunct SmartFleet Council.

I look forward to working with the LCPFP as the commission undertakes the review process. Please do not hesitate to contact me should you need additional information or clarification to any of the provided responses.

Sincerely,

A handwritten signature in black ink that reads "Spencer Cronk".

Spencer Cronk
Commissioner

Attachment

The Minnesota Assistive Technology Advisory Council
§16B.055 Subdivision 1

1. Mission:

The goal of this advisory council is to provide consumer-responsive consumer-driven advice to STAR for planning, implementing and evaluating assistive technology activities set forth in the Assistive Technology Act. The Minnesota Assistive Technology Advisory Council was created by the 2004 amendments to the federal Assistive Technology Act of 1998 *and is required in order to receive federal funds.*

2. Membership and Compensation:

- a. Membership list – See attached.
- b. Compensation - Members are reimbursed for expenses only – mileage, hotel, meals, personal care attendant assistance, and accessible van transportation.

3. Budget:

The council's only budget is related to meeting expenses of approximately \$1,200.00 per meeting (includes the above listed expense reimbursements plus parking and lunch). The expenses are paid through federal funds.

4. Meeting Dates:

January 17, 2012, August 14, 2012, January 15, 2013, August 13, 2013.

5. Reports or Recommendations:

None

6. Website:

www.starprogram.state.mn.us/advisory.htm

**STAR Program Assistive Technology Advisory Council
2013 Membership**

Agency Representatives	Members At-Large (Consumer Representatives)
<p align="center">Shelly Anderson Designated Representative: Center for Independent Living</p>	<p align="center">Alison Canty Woodbury MN 55125</p>
<p align="center">David Andrews Designated Representative: State Services for the Blind</p>	<p align="center">Paul Wessel Delano MN 55328</p>
<p align="center">Mayor Michael Jugovich Designated Representative: Work Force Investment Board</p>	<p align="center">William Libberton White Bear Township MN 55110</p>
<p align="center">Kurstin Dubbels Designated Representative: Department of Education</p>	<p align="center">Jennifer Mundl New Brighton MN 55112</p>
<p align="center">John Bredehoft, M.S., C.R.C Designated Representative: Assistive Technology Specialist</p>	<p align="center">Tom Reed Sartell MN 56377</p>

Governor's Residence Council

§16B.27 Subdivision 3

1. Mission:

The Governor's Residence Council is charged with developing renovation master plans; approving any major changes in interior design, architecture and landscape architecture; and raising funds to assist with renovation of the Residence and acquisition of furnishings to ensure the historical and architectural integrity of the Residence.

2. Membership and Compensation:

a. Membership (List of current members is attached)

The Council consists of 19 members:

1. Four members designated by Minnesota Statutes 16B.27:

- Commissioner of Administration.
- Governor's spouse or a designee of the Governor.
- Executive Director of the Minnesota State Arts Board.
- Director of the Minnesota Historical Society.

2. Two legislative members are appointed according to the rules of the Senate and House of Representatives respectively.

3. Thirteen appointed by the Governor:

- One in the field of Higher Education.
- One member of the American Society of Interior Designers, Minnesota Chapter.
- One member of the American Institute of Architects, Minnesota Chapter.
- One member of the American Society of Landscape Architects, Minnesota Chapter.
- One member of the family that donated the Governor's Residence to the state, if available.
- Eight public members with four public members' terms coterminous with the Governor who appointed them.

b. Compensation - Members of the Governor's Residence Council serve without compensation (*Minnesota Statutes 16B.27, subd. 3*).

3. Budget:

The GRC receives no State budget appropriation.

4. Meeting Dates:

May 8, 2013, March 13, 2013, and January 9, 2013.

Governor's Residence Council

Andrea Hart Kajer, Chair MN Historical Society Member	Barbara Janisch Public Member	Susan Focke Public Member
Jim Hagstrom ASLA-MN Member	Catherine Harrington American Society of Interior Designers Member	Vicki Ford Donor Family Member
Joseph Metzler AIA Member	Cindy Werner Public Member	Victoria Young, Secretary Higher Education Member
Kristin Parrish Public Member	David Heide Public Member	Non-Voting Members
Mary Jane Miller Public Member	Sarah Hinde, Senior Aide Governor's Office	Amanda Simpson, Residence Manager
Representative Leon Lillie House of Representatives	Spencer Cronk Commissioner Department of Administration	Kathy Buggy 1006 Society, President
Sandra Frauenshuh Public Member	Sue Gens, Executive Director Minnesota State Arts Board	Nicky Giancola, Assistant Commissioner Department of Administration
Senator Bev Scalze Minnesota Senate	Susan Larson, Vice-Chair Public Member	

SmartFleet Committee

§16C.137 Subdivision 2

The SmartFleet Committee expired in 2009 in accordance with §15.059, Subdivision 5. During its existence, the committee had no budget and members received no compensation.

The state still maintains a centralized advisory body in an effort to improve statewide fleet management. The Fleet Council was established to promote efficient, cost effective management practices. Housed within the Department of Administration, the Fleet Council currently provides leadership and oversight to the state government fleet. The Council meets monthly to review and discuss fleet issues. Decisions are made regarding direction and implementation of statewide fleet management improvements.

Background

The Fleet Council, serving cabinet level state agencies, includes representatives from:

- Admin, Transportation, Natural Resources, Public Safety, Human Services, Corrections, Pollution Control, and Commerce

The Council views the state fleet as a single entity, with four major sections:

- Public Safety, Natural Resources, Transportation, and the “combined agency” section
 - The combined agency section includes all cabinet level agencies without internal mature, agency-wide, fleet management programs.

The Council works to improve efficiency in the state government fleet by:

- Implementing a statewide fleet information system
- Improving sharing of fleet resources between state agencies
- Maximizing vehicle utilization, resulting in “right-sizing” of the state fleet
 - Establishing life cycles and tracking usage results in optimization of usage for each vehicle in the fleet, and optimal fleet size

August 21, 2013

The Honorable Paul Thissen
Speaker, Minnesota House of Representatives
Chair, Legislative Commission on Planning and Fiscal Policy
463 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155-1298

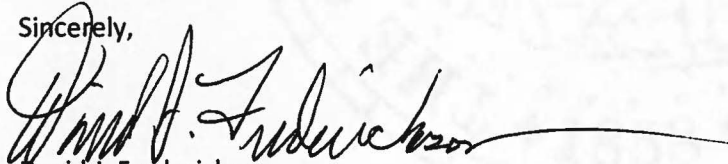
Dear Speaker Thissen,

Thank you for your letter of August 2, 2013, requesting information about the three advisory groups created in statute for the Minnesota Department of Agriculture (MDA) in regards to the work of the Legislative Commission on Planning and Fiscal Policy as required by the 2013 revisions to the Minnesota Sunset Act. Attached is the information you requested for each advisory group.

In my opinion, each of these three of these advisory groups provides valuable and necessary input for decisions made at the MDA. All three of these groups came before the legislature over the past two years. Two were reauthorized and one was expanded.

If you require further information, please contact me or Greta Gauthier, MDA's government relations director at (651) 201-6180.

Sincerely,



David J. Frederickson
Commissioner

Food Safety and Defense Task Force

History

The Task Force was established in 1990 to advise the Commissioner of Agriculture and the Legislature on food defense and safety issues. At that time, some members were mandated by statute and others were appointed by the governor. In 2003, the task force was, with a number of other advisory groups, eliminated. However, the Commissioner and task force members believed the group input was vital and so the Commissioner continued this group as a commissioner's task force under Chapter 15. In 2007, the Legislature reinstated the Task Force in statute, Chapter 28A.21, as a formal appointed body to advise the commissioner and Legislature on food safety and defense issues. In 2012, the Department of Agriculture testified before a House committee on the continuance of this advisory group. As a result, the committee **did not** include the Food Safety and Defense Task Force in a bill (which was considered but not passed into law) that would have eliminated several advisory groups.

Mission

The mission of the Food Safety and Defense Task Force is: (1) coordinate educational efforts regarding food safety and defense; (2) provide advice and coordination to state agencies as requested by the agencies; (3) serve as a source of information and referral for the public, news media, and others concerned with food safety and defense; and (4) make recommendations to Congress, the legislative committees with jurisdiction over agriculture finance and policy, the Legislature, and others about appropriate action to improve food safety and defense in the state. In addition, the Task Force supports the Integrated Food Safety System (IFSS) initiative promoted by the federal Food Safety Modernization Act of 2011 (FSMA) by providing an interdisciplinary response to food safety and defense issues.

Task Force Membership list and Membership compensation

The Minnesota Food Safety and Defense Task Force is comprised of 16 members; the Commissioner of Agriculture, the Commissioner of Health, representatives of the Food and Drug Administration and the United States Department of Agriculture, the Agricultural Utilization Research Institute, the University of Minnesota, a local health food inspection agency, the Minnesota Grocers Association, a local food inspection agency, a statewide general farm organization, a food oriented consumer group, a Minnesota based manufacturer of microbial detection equipment and remediation products, and two health or food professionals.

Nine of the 16 members are appointed by the Governor. The appointed members on the current Task Force represent the following entities: Cargill, Ecolab, General Mills, Hormel, Land O' Lakes, City of Bloomington, Super Valu, Minnesota Farmers Union, and the Minnesota Grocers Association.

Compensation is not provided to Task Force members for their time, but parking for the Task Force meetings is covered. Current membership:

Name	Appointment Type
Michael Dutcher	FDA Member

Ruth Petran	Member of a MN-based manufacturer of microbial detection equipment and remediation products
Jeff Luedeman	Local Food Inspector Agency Rep.
Sarah Geisert	At-Large Member
Dawn Sprouls	USDA Member
James VanDer Pol	Statewide Farm Organization Member
Matthew Wohlman	MDA member
Sara Mortimore, Ph.D	At-large member
Jamie Pfuhl	MN Grocer's Association
Glenn Hill	Food-oriented consumer group member
Joseph Scimeca, Ph.D	Food Professional Member
Ed Ehlinger	MDH Member
Katherine Waters, Ph.D, DVM, MPH, DACVPM	University of Minnesota member
Kevin Myers	At-Large Member
Rod Larkins	Agricultural Utilization Research Institute
Vacant	Food Professional Member
Vacant	At-Large Member

Budget

The US Food and Drug Administration (FDA) awarded a Cooperative Agreement for 2008-2012 to the Task Force for \$5,000 a year in order for the Task Force to conduct educational programs and workshops and host meetings. The budget covers a small portion of salary for coordination work to organize the Task Force's quarterly meetings and yearly workshops. The FDA has provided financial assistance to the Task Force for a number of years prior to 2008.

In 2013, the Task Force received news of new Cooperative Agreement for 2013-2017. The budget for the next five years is \$9,000 per year for a total of \$45,000. The funding increase allows the Task Force to host more workshops and trainings than previously done in the past. For example, this coming year the Task Force will host workshops on "How to Start a Pet Food Business" and "FDA's Food Defense Builder/Awareness Tool."

The Task Force has hosted one to two training sessions per year for industry and regulators since 2000.

Meeting Dates

Recent meetings: November 15, 2012, March 23, 2013, and May 2, 2013.

Next scheduled meeting: September 17, 2013 at the Minnesota Department of Agriculture .

In July 2013, the Task Force hosted a Labeling Workshop for regulators and private industry. The topics included: the basics of food labeling, current developments in labeling, and a mixed industry/regulatory panel discussion. The workshop reached maximum capacity at 130 attendees. Participant feedback showed the workshop was very positive.

Reports or Recommendations Issued

The Task Force has made recommendations for the proposed revisions to the Minnesota food code. Several Task Force Members participated on the Food Code Advisory Committee formed to review and compare the existing Minnesota Food Code with the proposed adoption of the 2009 version of the Federal Model Food Code.

The Task Force advises the MDA on legislative proposals when requested, most recently on legislation passed into law in 2012 that consolidated the MDA's enforcement authorities into a single statute (MS 34A). Ongoing review of food safety and defense issues by the Task Force is a regular agenda item.

The Task Force is also a vehicle for the MDA to implement the provisions of the Federal Food Safety Modernization Act of 2011 (FSMA) related to stakeholder participation, outreach, education, and training for the new rules for preventive controls, produce safety, and supplier verification. The Task Force plays an important role as the bridge between officials of federal, state, and local food regulatory agencies, industry, academia, and consumers as the nation moves toward implementation of an integrated food safety system.

The Task Force advises the MDA on issues related to its compliance with the Retail Food Regulatory Program Standards, Manufactured Food Regulatory Program Standards, and will provide guidance to the MDA on the implementation of the recently released Animal Feed Program Regulatory Standards.

Advisory Group's Website

A FDA supported website for the Task Force will be released in September, 2013.

Minnesota Organic Advisory Task force

Mission

Per MN Stat Chapter 31.91(c), the Minnesota Organic Advisory Task Force shall advise the commissioner and the University of Minnesota on policies and programs that will improve organic agriculture in Minnesota, including how available resources can most effectively be used for outreach, education, research, and technical assistance that meet the needs of the organic agriculture community.

Membership and Membership compensation

Currently, there are no members as appointments are in process. This task force was reauthorized this year, and vacancies were posted by the Secretary of State in July. The most recent roster is attached; however these members' terms all expired on June 20, 2013.

Statute provides only for travel reimbursement for members of this task force. There is no per diem.

Budget

There is no appropriation to fund this advisory group. Funding comes out of general fund dollars appropriated to the agency for organic agriculture. In FY 13, the expenses for the Organic Advisory Task Force were \$4,503.65

Recent meeting dates

Most recent meetings: The three most recent meetings were November 12, 2012, March 25, 2013, and June 24, 2013. The date of the next meeting will be set once appointments are made.

Reports or Recommendations

On a regular basis, Department of Agriculture staff share this group's recommendations with the Commissioner of Agriculture and Dean of the College of Food, Agriculture and Nutrition Science at the University of Minnesota. Most recent recommendations resulted in creation of a pilot Organic Transition Cost Share Program at the Department of Agriculture, which was announced in July, 2013.

Other recommendations have addressed unmet needs and program priorities (e.g., consumer education, university outreach), program funding (Ag Omnibus budget bill and Ag State Special budget in the Higher Education Omnibus budget bill), emerging issues that impact organic producers (e.g., GMO pollen drift), education and research needs of organic farmers. In addition, this advisory group assists the Commissioner of Agriculture in commenting formally to the USDA in response to national regulatory issues published in the Federal Register.

In 2013, the Legislature extended the Minnesota Organic Advisory Task Force through fiscal year 2016.

Advisory Group's website

<http://www.mda.state.mn.us/en/food/organic/oatf.aspx>

Minnesota Noxious Weed Advisory Committee

History

This commission was created in 2009 to advise the Commissioner of Agriculture concerning responsibilities under the noxious weed control program, and to recommend the ways in which the state's noxious weed laws (among some of the oldest laws on the books) could be modernized and updated. After three years of work, the Committee made recommendations for updating the noxious weed statutes to the Commissioner in 2012. Their recommendations were enacted into law by the Legislature in 2013. In addition, the 2013 Legislature also expanded both the scope of duties of this Committee and its membership.

Mission

MS 18.91, Subd 1 outlines the mission of the Noxious Weed Advisory Committee. The Committee is primarily responsible for the evaluation of species for potential listing as regulated noxious weeds in Minnesota. The Committee also is charged with re-evaluating existing species every three years to ensure that their regulatory status and classification is still justified.

Membership list and member compensation

Membership appointments are outlined in Minnesota Statute; 18.91 Subdivision 2. Members serve two-year terms and are not entitled to reimbursement of expenses or payment of per diem.

The following are current members listed with their affiliation:

Roger	Becker	U of M Extension	U of M Extension and U of M Agronomy
Jeff	Gillman	U of M	U of M Horticulture
Jean-Marc	Versolato	MNLA	Nursery and Landscape Industry
Jim	Calkins	Minnehaha Creek Watershed Dist.	Environmental Organization
Tim	O'Hara	Minnesota Forest Industries	MN Forest/Timber Industry
Steve	Chaplin	The Nature Conservancy	Conservation Organization
Dan	Shaw	MN Board of Water and Soil Res.	Board of Water and Soil Resources
Kerry	Saxton	MN SWCD	Soil and Water Conservation Districts
Laura	Van Riper	MN DNR	MN DNR
Trent	McCorkell	MN Association of CAI's	County Agricultural Inspectors
Ben	Lang	MN Crop Improvement Association	Seed Industry
Gene	Dufault	MN Association of Townships	Townships
David	Chura	MN Logger Education Program	MN Forest/Timber Industry
Anthony	Cortilet	MN Dept. of Agriculture	MDA
Tim	Power	MNLA	Nursery and Landscape Industry
Ken	Graeve	MN DOT	MN DOT
Alan	Perish	MN Farmers Union	Farmer Organization

Budget

All member positions are voluntary and at the expense of the member organization. Staffing costs are absorbed by the Department of Agriculture.

Meeting Dates

The Noxious Weed Advisory Committee holds 4-5 meetings per year. All meetings are hosted at the Department of Agriculture offices at the Freeman building, St. Paul.

The three most recent meeting dates were: December 11, 2012, January 22, 2013, and May 30, 2013. The next NWAC meeting is scheduled for September 30, 2013.

Reports or Recommendations

Every year since its formation in 2009, the Noxious Weed Advisory Committee has sent annual recommendations to the Commissioner of Agriculture for approval of listing state regulated noxious weeds. Annual recommendations will be submitted again in December, 2013.

The Noxious Weed Advisory Committee recently recommended revisions to update the Noxious Weed Law (18.75-18.91). Those revisions were approved by the 2013 State Legislature and signed into law by Governor Dayton.

In addition, this Committee has developed a Plant Risk Assessment Model – based on national and international models – customized for Minnesota. This model serves as a scientific fact-finding tool to evaluate current and potential noxious weed species in the state. Risk Assessments can be found on the NWAC website: <http://mnnoxiousweeds.wikispaces.com/NWAC+Risk+Assessments>

Advisory Group Website

<http://mnnoxiousweeds.wikispaces.com/>



August 15, 2013

Paul Thissen
Speaker, Minnesota House of Representatives
Chair, Legislative Commission on Planning and Fiscal Policy
463 State Office Building
100 Rev Dr Martin Luther King Jr Blvd
Saint Paul, Minnesota 55155-1298

Dear Speaker Thissen,

The Minnesota State Arts Board is pleased to provide the information you requested regarding the board's use of advisory committees. The board's chief activity is to provide grants and other forms of assistance that will make the arts available and accessible to all Minnesotans. Its grant making relies heavily on the work of advisory committees. The board believes that the strong, broad citizen input that advisory committees provide is a great asset to the board's decision making and to the state of Minnesota.

1. Mission

Minnesota Statutes, 129D.04, subdivision 1, provides the following charge to the Minnesota State Arts Board:

"The board shall through the following activities stimulate and encourage the creation, performance and appreciation of the arts in the state."

Two of the nine activities outlined for the board in MS 129D.04, subd. 1, are as follows:

"(1) receive and consider any requests for grants, loans or other forms of assistance;"
and

"(8) appoint advisory committees for a term of no more than four years which the board determines are essential to the performance of its powers and duties under this section; provided that no member of an advisory committee shall serve on a committee to which the member has an application pending for a grant, loan, or other form of assistance from the board or its predecessor;"

The Arts Board appoints advisory committees to conduct the initial review of requests for grants in nine of its ten grant programs. Advisory committees review grant applications and other supporting materials, discuss each of the eligible proposals in an open meeting (the board uses the term "panel review meeting"); rank the proposals, and based on the rankings a recommendation on which proposals to fund is forwarded to the board for consideration. The

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Suite 200
400 Sibley Street
Saint Paul, MN
55101-1928

(651) 215-1600
(800) 866-2787

Minnesota Relay 7-1-1
FAX (651) 215-1602

msab@arts.state.mn.us
www.arts.state.mn.us

— more —

board has final authority to approve, disapprove, or amend the advisory committee recommendations.

2. Membership and compensation

Qualifications, compensation, terms, conflict of interest, and other practices that guide the creation and work of advisory committees is outlined in Minnesota Rules, chapter 1900.0410 <https://www.revisor.mn.gov/rules/?id=1900.0410>

With one exception, members do not receive compensation for their service. The exception is advisory committee members who review applications in the literary arts (poetry and prose) receive a small stipend because they are expected to read a significantly heavier volume of materials. Advisory committee members may request reimbursement for travel, lodging, and allowable meal expenses.

During the Arts Board's fiscal year 2013 grant cycle, 243 individuals served on 30 advisory committees. A list of the advisory committees that served during fiscal year 2013, and the members of those committees, is attached.

3. Budget

Advisory committees are not assigned a budget. Each committee is expected to review all, or a subset of the pool, of applications received in each grant program during a specific grant cycle. They are made aware of the total funds available in the grant program for which they are reviewing applications, and are given a projection of the percentage of proposals that might be funded (i.e., if total dollars requested in a particular grant program are three times greater than the funds available to award grants, the advisory committee is informed that approximately one-third of the proposals it reviews and ranks are likely to be funded).

The Arts Board pays the costs for expense reimbursements and committee meetings expenses out of its operations/administrative budget.

4. Meeting dates

During the Arts Board's fiscal year 2014 grant making cycle, 33 advisory committees with more than 300 committee members, will serve. Each committee has distinct members, and each committee participates in one panel review; most panel reviews are two-day meetings. The list of committees that will serve and the dates of the panel meetings is attached (See Arts Board Calendar, pages marked with green tabs).

5. Reports or recommendations

Advisory committees do not make reports to the board, the legislature, or governor.

The rankings of each review panel are factored together, and an overall list of grant recommendations for each grant program is forwarded to the board for final action. The board

may approve, disapprove, or modify the list of recommendations. The list of recommendations for fiscal year 2013 grant programs follows:

- Operating Support grant recommendations – Submitted to the Arts Board for action at the July 18, 2012, meeting.
- Community Arts Schools and Conservatories grant recommendations – Submitted to the Arts Board for action at the September 5, 2012, meeting.
- Folk and Traditional Arts grant recommendations – Submitted to the Arts Board for action at the September 5, 2012, meeting
- Minnesota Festival Support grant recommendations – Submitted to the Arts Board for action at the November 7, 2012, meeting.
- Arts Access grant recommendations – Submitted to the Arts Board for action at the November 7, 2012, meeting.
- Arts Learning grant recommendations – Submitted to the Arts Board for action at the January 9, 2013, meeting.
- Artist Initiative grant recommendations – Submitted to the Arts Board for action at the January 9, 2013, meeting.
- Cultural Community Partnership grant recommendations – Submitted to the Arts Board for action at the January 9, 2013, meeting.
- Arts Tour Minnesota grant recommendations – Submitted to the Arts Board for action at the March 6, 2013, meeting.


6. Advisory group's Web site

Advisory committees do not have distinct Web sites. The calendar of review meetings is posted on the Arts Board's Web site <http://www.arts.state.mn.us/calendar/index.htm>

The final list of grantees that have been approved by the board also is posted on the Arts Board's Web site <http://www.arts.state.mn.us/grants/2014/index.htm>

I hope this information is helpful. Please contact me if you have questions or need additional information.

Sincerely,



Sue Gens
Executive director

Advisor/Panelist	City	Grant program/Panel
Freeh, Penelope	Saint Paul	Artist Initiative Dance
Gasper, Matthew	Moorhead	Artist Initiative Dance
Kerr-Berry, Julie	Waconia	Artist Initiative Dance
Rolnick, Melissa	Saint Peter	Artist Initiative Dance
Rousse, Sally	Minneapolis	Artist Initiative Dance
Sarge, Kenna	Minneapolis	Artist Initiative Dance
Smith, Joanie	Minneapolis	Artist Initiative Dance
Sutrisno, Tri	Saint Paul	Artist Initiative Dance
Will, Taja	Minneapolis	Artist Initiative Dance
Brandt, Melissa	Rochester	Artist Initiative Media Arts
Garza, Jennifer	Saint Louis Park	Artist Initiative Media Arts
Hegge, Crystal	Winona	Artist Initiative Media Arts
Koch, Melissa	Minneapolis	Artist Initiative Media Arts
Obsatz, Kevin	Minneapolis	Artist Initiative Media Arts
Shah, Anal	Minneapolis	Artist Initiative Media Arts
Shapiro, Norah	Minneapolis	Artist Initiative Media Arts
Swanson, Jacob	Duluth	Artist Initiative Media Arts
Depman, Barbara	Rochester	Artist Initiative Music 1
Hirabayashi, Asako	Falcon Heights	Artist Initiative Music 1
Johnson, Laurie	Saint Cloud	Artist Initiative Music 1
Nowytski, Natalie	Minneapolis	Artist Initiative Music 1
Quiroz, Karen	Minneapolis	Artist Initiative Music 1
Reed, Ann	Minneapolis	Artist Initiative Music 1
Tutas Haugen, Linda	Burnsville	Artist Initiative Music 1
Atzinger, Christopher	Dundas	Artist Initiative Music 2
F.A.I.T.H.,	Bloomington	Artist Initiative Music 2
Moore, David	Saint Paul	Artist Initiative Music 2
Rajasekar, Nirmala	Plymouth	Artist Initiative Music 2
Ruud, Terry	Dilworth	Artist Initiative Music 2
Thao, Fres	Saint Paul	Artist Initiative Music 2
Tinsley, Jacque	Bemidji	Artist Initiative Music 2
Brush, Gloria	Duluth	Artist Initiative Photography 1
Faust, Chris	Saint Paul	Artist Initiative Photography 1
Gregor, John	Two Harbors	Artist Initiative Photography 1
Luke, David	Minneapolis	Artist Initiative Photography 1
Marchetti, Anthony	Minneapolis	Artist Initiative Photography 1
Whaley, Kimberlee	Minneapolis	Artist Initiative Photography 1
Ytsma, Petronella	Saint Paul	Artist Initiative Photography 1
Daniel, Michal	Minneapolis	Artist Initiative Photography 2
Eveslage, Anna	Minneapolis	Artist Initiative Photography 2
Kingsbury, Ellie	Minneapolis	Artist Initiative Photography 2
Nordin, Michael	Duluth	Artist Initiative Photography 2
Szucs, Suzanne	Rochester	Artist Initiative Photography 2
Wilde, Robert	Dassel	Artist Initiative Photography 2

Advisor/Panelist	City	Grant program/Panel
Wilson, Bonnie	Oakdale	Artist Initiative Photography 2
Bigalk, Kris	Minnetonka	Artist Initiative Poetry
Conway, Mark	Avon	Artist Initiative Poetry
Gibbins, Crystal	Baudette	Artist Initiative Poetry
Johnson, Carla-Elaine	Saint Paul	Artist Initiative Poetry
LeGarde Grover, Linda	Duluth	Artist Initiative Poetry
Rivamonte, Lia	Saint Paul	Artist Initiative Poetry
Shepard Muhm, LouAnn	Park Rapids	Artist Initiative Poetry
Shotts, Jeffrey	Minneapolis	Artist Initiative Poetry
Spayde, Jon	Saint Paul	Artist Initiative Poetry
Abartis, Cezarija	Saint Cloud	Artist Initiative Prose 1
Arimah, Lesley	Saint Louis Park	Artist Initiative Prose 1
Helget, Nicole	North Mankato	Artist Initiative Prose 1
Johnson-Miller, Betsy	Avon	Artist Initiative Prose 1
Lionel, Moe	Minneapolis	Artist Initiative Prose 1
Perry, Cole	Bovey	Artist Initiative Prose 1
Saucedo, Dominic	Minneapolis	Artist Initiative Prose 1
Thomas, Patrick	Minneapolis	Artist Initiative Prose 1
Campbell, Daniel	Centerville	Artist Initiative Prose 2
Dixit, Pallavi	Minneapolis	Artist Initiative Prose 2
Dunning, Jenny	North Adams	Artist Initiative Prose 2
Mack, Doug	Minneapolis	Artist Initiative Prose 2
Manion, Joseph	Saint Paul	Artist Initiative Prose 2
Sosin, Danielle	Duluth	Artist Initiative Prose 2
Stone, Debra	Robbinsdale	Artist Initiative Prose 2
White, Jacqueline	Minneapolis	Artist Initiative Prose 2
Cropp, Hal	Lanesboro	Artist Initiative Theater
Hamilton, Heather	Mankato	Artist Initiative Theater
Johns, Sam	Mankato	Artist Initiative Theater
Rollins, Annie	Minneapolis	Artist Initiative Theater
Vongsay, Saymoukda Duangphouxay	Saint Paul	Artist Initiative Theater
Stavrou, Greg	Rochester	Artist Initiative Theater
Davidson, Marlon	Bemidji	Artist Initiative Visual Arts 1
Johnson, Leann	Minneapolis	Artist Initiative Visual Arts 1
Logue, Dodie	Delano	Artist Initiative Visual Arts 1
Park, Seho	Winona	Artist Initiative Visual Arts 1
Powers, Jane	Minneapolis	Artist Initiative Visual Arts 1
Sherman, Don	Ortonville	Artist Initiative Visual Arts 1
Walsh, Krista	Saint Paul	Artist Initiative Visual Arts 1
Zerendow, Christopher	Saint Paul	Artist Initiative Visual Arts 1
Alexandres, Avye	Minneapolis	Artist Initiative Visual Arts 2
Cass, Amy	Rochester	Artist Initiative Visual Arts 2
Dugan, Anne	Duluth	Artist Initiative Visual Arts 2
Jenkins, Jenny	Minneapolis	Artist Initiative Visual Arts 2

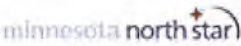
Advisor/Panelist	City	Grant program/Panel
Papanek-Miller, M.A.	Frazee	Artist Initiative Visual Arts 2
Russell, Peyton Scott	Minneapolis	Artist Initiative Visual Arts 2
Schwartzman, Robin	Minneapolis	Artist Initiative Visual Arts 2
Sinner, Kelli	Moorhead	Artist Initiative Visual Arts 2
Cohen, Eileen	Saint Paul	Artist Initiative Visual Arts 3
Mathieson, Lisa	Saint Paul	Artist Initiative Visual Arts 3
Matson Lume, Charles	Saint Paul	Artist Initiative Visual Arts 3
Miller, Liz	Good Thunder	Artist Initiative Visual Arts 3
Ready, John	La Crescent	Artist Initiative Visual Arts 3
Roth, Kimberlee	Minneapolis	Artist Initiative Visual Arts 3
Rucker, Matthew	Saint Paul	Artist Initiative Visual Arts 3
Ward, Asia	Minneapolis	Artist Initiative Visual Arts 3
Willis, Thomas	Northfield	Artist Initiative Visual Arts 3
Byrns, Tim	Duluth	Artist initiative Visual Arts 4
Crosby, Eric	Minneapolis	Artist initiative Visual Arts 4
Glenn, David	Saint Augusta	Artist initiative Visual Arts 4
Larish-Volk, Nicole	Waterville	Artist initiative Visual Arts 4
Meister, Kelley	Minneapolis	Artist initiative Visual Arts 4
Miller, Ernest	Minneapolis	Artist initiative Visual Arts 4
Muratake, Satoko	Minneapolis	Artist initiative Visual Arts 4
Sterner, John	Marshall	Artist initiative Visual Arts 4
Davis, Melanie	Saint Paul	Arts Access 1
De Yonge, Alice	Lake Crystal	Arts Access 1
Deschampe, Anna	Grand Portage	Arts Access 1
Fischlowitz, Sharon	Minneapolis	Arts Access 1
Machacek, David	Northfield	Arts Access 1
Pulscher, MaryLynn	Minneapolis	Arts Access 1
Quirk, Toni	White Bear Lake	Arts Access 1
Wyant, Kristine	Minneapolis	Arts Access 1
Dodge, Katherine	Grand Rapids	Arts Access 2
Flinsch-Garrison, Elizabeth	Minneapolis	Arts Access 2
Grimes, Patricia	Bemidji	Arts Access 2
Haas, Susan	Minneapolis	Arts Access 2
Kohler, Joanna	Minneapolis	Arts Access 2
Monroe, Jenny	Minneapolis	Arts Access 2
Pugh, Sherri	Mound	Arts Access 2
Weisenfeld, Robert	Saint Peter	Arts Access 2
Benson, Lawrence	Minneapolis	Arts Learning 1
Deters, Julie	Cloquet	Arts Learning 1
Doyle, PJ	Minneapolis	Arts Learning 1
Good, Alie	Rochester	Arts Learning 1
Janey, Lori	Bloomington	Arts Learning 1
Meisten, Kimberly	Minneapolis	Arts Learning 1
Nodzou, Meghan	Saint Paul	Arts Learning 1

Advisor/Panelist	City	Grant program/Panel
Reed, Mary	Bloomington	Arts Learning 1
Baguss, Alyssa	Anoka	Arts Learning 2
Devine, Betty	Rochester	Arts Learning 2
Dupre, Kelly	Grand Marais	Arts Learning 2
Gustafson, Scott	Apple Valley	Arts Learning 2
Kulawik, Denise	Minneapolis	Arts Learning 2
Lundin, Susan	Saint Paul	Arts Learning 2
Merrill, Ward	International Falls	Arts Learning 2
Miller-Shiell, Heather	Minneapolis	Arts Learning 2
Anderson, Paul	Montevideo	Arts Learning 3
Bebeau, Loretta	Minneapolis	Arts Learning 3
Cortright, Joanna	North Oaks	Arts Learning 3
Justiniano, Alberto	Saint Louis Park	Arts Learning 3
Marshall, Katie	Grand Rapids	Arts Learning 3
Minnema, Micah	Saint Paul	Arts Learning 3
Nightingale, Kimberly	Saint Paul	Arts Learning 3
Samples, Pat	Brooklyn Center	Arts Learning 3
Bean, Scott	Minneapolis	Arts Learning 4
Berry, Camilla	Rochester	Arts Learning 4
Ghei, Gita	Saint Paul	Arts Learning 4
Mahfood, Bernadette	Winona	Arts Learning 4
Meyer, Laura	Watkins	Arts Learning 4
Meyer-Larson, Rebecca	Moorhead	Arts Learning 4
Pick, Gretchen	Minneapolis	Arts Learning 4
Amundson, Jeffery	Rochester	Arts Tour Minnesota 1
Dorn, Adrienne	Minneapolis	Arts Tour Minnesota 1
Eichman, Stephanie	Maples Grove	Arts Tour Minnesota 1
Gradl Seitz, Christine	Duluth	Arts Tour Minnesota 1
Maus, Andrew	Winona	Arts Tour Minnesota 1
McCreary, Margo	Minneapolis	Arts Tour Minnesota 1
Scott, James	Edina	Arts Tour Minnesota 1
Shiraishi, Iris	Saint Paul	Arts Tour Minnesota 1
Thomas, Rob	Winona	Arts Tour Minnesota 1
Atkins, Christopher	Minneapolis	Arts Tour Minnesota 2
Barr, Eva	Wykoff	Arts Tour Minnesota 2
Heckler, Steve	Champlin	Arts Tour Minnesota 2
Howell, Sarah	Minneapolis	Arts Tour Minnesota 2
Maguire, Charles	Minneapolis	Arts Tour Minnesota 2
Marty, David	Grand Rapids	Arts Tour Minnesota 2
Petersen, Rebecca	Duluth	Arts Tour Minnesota 2
Rendon, Marcie	Minneapolis	Arts Tour Minnesota 2
Underwood, Jill	Minneapolis	Arts Tour Minnesota 2
Zwart, Jeanne	Elysian	Arts Tour Minnesota 2
Beck, Lynne	Lake Elmo	Arts Tour Minnesota 3

Advisor/Panelist	City	Grant program/Panel
Bieringa, Olive	Minneapolis	Arts Tour Minnesota 3
Chomet, Sun Mee	Saint Paul	Arts Tour Minnesota 3
Gudmundson, Jane	Moorhead	Arts Tour Minnesota 3
Gustavson, Carol	Grove City	Arts Tour Minnesota 3
Hansen, Barbe	Mankato	Arts Tour Minnesota 3
Kramer-Milder, Cheryl	Cloquet	Arts Tour Minnesota 3
Pestalozzi, Peter	Ely	Arts Tour Minnesota 3
Schmidt, Steven	Rochester	Arts Tour Minnesota 3
Taykalo, Christopher	Saint Paul	Arts Tour Minnesota 3
Cue, Lourdes	Minneapolis	Cultural Community Partnership
Cuellar, Guillermo	Shafer	Cultural Community Partnership
Hoyer, Jade	Minneapolis	Cultural Community Partnership
Hunter, Abe	Bemidji	Cultural Community Partnership
Kang, David	Minneapolis	Cultural Community Partnership
Minnema, Cheryl	Milaca	Cultural Community Partnership
Regulus, Mire	Minneapolis	Cultural Community Partnership
Tanno, Momoko	White Bear Lake	Cultural Community Partnership
Bucheit, Liz	Lanesboro	Folk and Traditional Arts
Carter, Nicolas	Minneapolis	Folk and Traditional Arts
Nadel, Tamara	Minneapolis	Folk and Traditional Arts
Sparks, Tim	Burnsville	Folk and Traditional Arts
Sueoka, Kim	Saint Paul	Folk and Traditional Arts
Westerman, Gwen	Good Thunder	Folk and Traditional Arts
Wright, Greg	Grand Marais	Folk and Traditional Arts
Banks, Eileen	Plymouth	Minnesota Festival Support
Busiahn, Stephanie	Fairmont	Minnesota Festival Support
Finnerty, Kelly	Edina	Minnesota Festival Support
Krogstad, Faith	Saint Paul	Minnesota Festival Support
Larsen, Leif	Saint Paul	Minnesota Festival Support
Mollberg, Barbara	Rochester	Minnesota Festival Support
Robinson, Paul	Minneapolis	Minnesota Festival Support
Vosburgh, Margaret	Worthington	Minnesota Festival Support
Aerie, Joshua	Duluth	Operating Support A
Burns, Beth	Saint Paul	Operating Support A
Chepulis, Vicki	Wadena	Operating Support A
Cotterall, Yolanda	Minneapolis	Operating Support A
Droegemueller, Heidi	Minneapolis	Operating Support A
Lloyd, Timothy	Northfield	Operating Support A
Maurer, Kathleen	Stanchfield	Operating Support A
Milligan, Jr, Herman	Minneapolis	Operating Support A
Robertson, Jamie	New York Mills	Operating Support A
Burnett, Lawrence	Farmington	Operating Support B
Chanthanouvong, Sunny	Elk River	Operating Support B
Christensen, Nolita	Pine River	Operating Support B

Advisor/Panelist	City	Grant program/Panel
Jose, Brian	Saint Joseph	Operating Support B
Lopez, Jerry	West Saint Paul	Operating Support B
Penzkover, Jennifer	Saint Cloud	Operating Support B
Specht, Andrea	Saint Paul	Operating Support B
Stauder, Sarah	Rochester	Operating Support B
Adams, Lawrence	Plymouth	Operating Support C
Carter, Jonathan	Brooklyn Park	Operating Support C
Copperud, Ellen	Worthington	Operating Support C
Goddard, Antony	Saint Cloud	Operating Support C
Hong, Gao	Northfield	Operating Support C
Johnson, Anna	Farmington	Operating Support C
Kunz, Therese	Outing	Operating Support C
Lane-Ewart, Janis	Minneapolis	Operating Support C
Sarge, Kenna	Minneapolis	Operating Support C
Spooner, Peter	Duluth	Operating Support C
Buechmann, Sara	North Mankato	Operating Support D
Gorrell, Larry	Winona	Operating Support D
Justich, Paula	Minneapolis	Operating Support D
Korene, Elisa	New York Mills	Operating Support D
Nelson-Mayson, Lin	Saint Paul	Operating Support D
Phan, Cuong	Collegeville	Operating Support D
Riviere, Melisa	Minneapolis	Operating Support D
Schmitt, Christi	Marine on Saint Croix	Operating Support D

MINNESOTA STATE ARTS BOARD



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Arts Board Calendar

Application Review and Award Notification
The Arts Board grant process includes an internal staff review, an external advisory panel review, and a full board review to determine grants awarded.

Each program has a unique timeline. [Find more information on the review and award notification process.](#)

Application Deadlines

Grant application materials for each program will be posted 6–8 weeks before the application deadline.

FY 2013 (July 1, 2012–June 30, 2013)

FY 2013 Partners in Arts Participation	Wednesday, April 17, 2013
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FY 2014 (July 1, 2013–June 30, 2014)

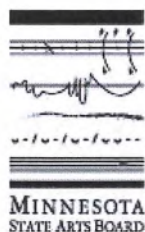
FY 2014 Operating Support	Friday, January 11, 2013
FY 2014 Community Arts Schools and Conservatories	Friday, February 15, 2013
FY 2014 Arts Learning	Friday, April 26, 2013
FY 2014 Folk and Traditional Arts	Friday, May 3, 2013
FY 2014 Minnesota Festival Support	Friday, May 17, 2013
FY 2014 Artist Initiative : Literary arts; poetry and prose	Friday, May 31, 2013
FY 2014 Arts Access	Friday, June 7, 2013
FY 2014 Artist Initiative : Performing arts; dance, music, and theater	Friday, July 12, 2013 (updated)
FY 2014 Artist Initiative : Visual arts; media arts, photography, and visual arts	Friday, July 26, 2013
FY 2014 Arts Tour Minnesota	Friday, August 9, 2013
FY 2014 Cultural Community Partnership	Friday, August 16, 2013
FY 2014 Partners in Arts Participation	(deadlines to be announced)

Schedule is subject to change. If you'd like to receive an e-mail notice if the calendar is revised, please [sign-up for our electronic mailing list](#)

Program Activity Dates

Note that the end date for activity in a grant program may fall outside the fiscal year.

FY 2014 (July 1, 2013–June 30, 2014)



Program	Project Start Dates	Project End Dates
Arts Access	January 1, 2014	December 31, 2014
Artist Initiative: Literary Arts; Performing Arts	January 1, 2014	December 31, 2014
Artist Initiative: Visual Arts	March 1, 2014	February 28, 2015
Arts Learning	November 1, 2013	October 31, 2014
Arts Tour Minnesota	March 1, 2014	February 28, 2015
Community Arts Schools and Conservatories	January 1, 2014	December 31, 2014
Cultural Community Partnership	March 1, 2014	February 28, 2015
Folk and Traditional Arts	November 1, 2013	October 31, 2014
Minnesota Festival Support	November 1, 2013	October 31, 2014
Operating Support	September 1, 2013	August 31, 2014
Partners in Arts Participation	(tbd)	(tbd)

Panel Review Meetings

Panel review meetings are open to the public, in accordance with the guidelines of Minnesota's Open Meeting Law.

Generally, meetings are held in the Arts Board office and begin at 10:30 a.m. If a panel lasts two days, the second day will generally begin at 9:00 a.m. Any change in time or venue will be announced in advance and noted in the "reviewees" pages below.

Panel	Date(s)
FY2014 Operating Support, Panel A	Tue–Wed, May 14–15, 2013 reviewees
FY2014 Operating Support, Panel B	Wed–Thu, May 22–23, 2013 reviewees
FY2014 Community Arts Schools and Conservatories	Thu, May 30, 2013 reviewees
FY2014 Arts Learning, Panel A	Tue–Wed, July 16–17, 2013 reviewees
FY2014 Arts Learning, Panel B	Tue–Wed, July 23–24, 2013 reviewees
FY2014 Arts Learning, Panel C	Tue–Wed, July 30–31, 2013 reviewees
FY2014 Arts Learning, Panel D	Wed–Thu, August 7–8, 2013 reviewees
FY2014 Folk and Traditional Arts	Mon–Tue, August 12–13, 2013 reviewees
FY2014 Arts Learning, Panel E	Wed–Thu, August 14–15, 2013 reviewees
FY2014 Arts Learning, Panel F	Mon–Tue, August 19–20, 2013 reviewees
FY2014 Minnesota Festival Support	Wed–Thu, August 21–22, 2013 reviewees
FY2014 Artist Initiative Poetry	Wed–Thu, August 28–29, 2013
FY2014 Artist Initiative Dance	Fri, September 6, 2013
FY2014 Artist Initiative Media Arts	Thu–Fri, October 17–18, 2013
FY2014 Artist Initiative Photography, Panel A	Thu–Fri, October 24–25, 2013
FY2014 Artist Initiative Photography, Panel B	Thu–Fri, October 31–November 1, 2013
FY2014 Artist Initiative Prose, Panel A	Wed–Thu, September 11–12, 2013
FY2014 Artist Initiative Prose, Panel B	Wed–Thu, September 18–19, 2013
FY2014 Arts Access, Panel A	Tue–Wed, September 24–25, 2013
FY2014 Artist Initiative Theater	Thu–Fri, September 26–27, 2013
FY2014 Arts Access, Panel B	Tue–Wed, October 1–2, 2013
FY2014 Artist Initiative Music, Panel A	Thu–Fri, October 3–4, 2013
FY2014 Arts Access, Panel C	Tue–Wed, October 8–9, 2013
FY2014 Artist Initiative Music, Panel B	Thu–Fri, October 10–11, 2013
FY2014 Arts Access, Panel D	Tue–Wed, October 15–16, 2013
FY2014 Arts Tour Minnesota, Panel A	Thu–Fri, November 7–8, 2013
FY2014 Arts Tour Minnesota, Panel B	Tue–Wed, November 12–13, 2013
FY2014 Artist Initiative Visual Arts, Panel A	Thu–Fri, November 14–15, 2013
FY2014 Arts Tour Minnesota, Panel C	Tue–Wed, November 19–20, 2013
FY2014 Artist Initiative Visual Arts, Panel B	Thu–Fri, November 21–22, 2013
FY2014 Artist Initiative Visual Arts, Panel C	Mon–Tue, November 25–26, 2013
FY2014 Artist Initiative Visual Arts, Panel D	Tue–Wed, December 3–4, 2013
FY2014 Cultural Community Partnership	Tue–Wed, December 10–11, 2013

If you'd like to receive an e-mail notice of changes or additions, please [sign-up for our electronic mailing list](#).

Board Meetings and Board Committee Meetings

All board meetings are open to the public, in accordance with the guidelines of Minnesota's Open

Meeting Law. Generally, meetings begin at 11:00 a.m. and are held in the Arts Board office. Any change in time or venue will be announced in advance and noted below.

Tuesday	July 9, 2013 9:00 a.m.	Minnesota Percent for Art in Public Places : Site Selection Committee Meeting agenda Lakeland Public Television 1500 Birchmont Drive NE #9 Bemidji, MN 56601 map
Tuesday	July 9, 2013 5:00 p.m.	Minnesota State Arts Board annual meeting and planning session (part 1 of 3) agenda Northern Clay Center 2424 E Franklin Ave Minneapolis, MN 55406 map
Tuesday	July 9, 2013 7:00 p.m.	Minnesota State Arts Board annual meeting and planning session (part 2 of 3) agenda The Lowry 2112 Hennepin Ave Minneapolis, MN 55405 map
Wednesday	July 10, 2013 9:00 a.m.	Minnesota State Arts Board annual meeting and planning session (part 3 of 3) agenda Open Book 1011 Washington Ave S Minneapolis, MN 55415 map
Friday	August 9, 2013 1:00 p.m.	Operating Support committee meeting agenda In keeping with M. S 13D.015 some board members will participate in this meeting by telephone. Members of the public are welcome to listen to the discussion via telephone. To do so dial toll-free number: 1-800-920-7487 Enter code: 3224 9385#
Thursday	August 22, 2013 1:00 p.m.	Minnesota State Arts Board / Regional arts council liaison committee meeting

[agenda](#)

Paramount Theatre and Visual Arts
Center
913 West Saint Germain Street
Saint Cloud, Minnesota 56301
[map](#)

In keeping with M. S 13D.015 some
board members will participate in this
meeting by telephone.
Members of the public are welcome to
listen to the discussion via telephone.
To do so dial toll-free number:
1-800-920-7487
Enter code: 3224 9385#

Tuesday	August 27, 2013 11:00 a.m.	Operating Support committee meeting
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[agenda](#)

In keeping with M. S 13D.015 some
board members will participate in this
meeting by telephone.
Members of the public are welcome to
listen to the discussion via telephone.
To do so dial toll-free number:
1-800-920-7487
Enter code: 3224 9385#

Additional meetings to be posted at a later date.

If you'd like to receive an e-mail notice of changes or additions, please
[sign up for our electronic mailing list.](#)

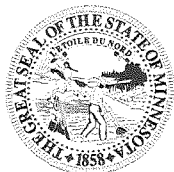
Holidays

The Arts Board office will be closed on the following days.

Tuesday	January 1, 2013	New Year's Day
Monday	January 21, 2013	Martin Luther King Jr. Day
Monday	February 18, 2013	Presidents' Day
Monday	May 27, 2013	Memorial Day
Thursday	July 4, 2013	Independence Day
Monday	September 2, 2013	Labor Day
Monday	November 11, 2013	Veterans Day
Thursday–Friday	November, 28–29, 2013	Thanksgiving
Wednesday	December 25, 2013	Christmas

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MINNESOTA BOARD OF MEDICAL PRACTICE

University Park Plaza • 2829 University Avenue SE Suite 500 • Minneapolis, MN 55414-3246

Telephone (612) 617-2130 • Fax (612) 617-2166 • www.bmp.state.mn.us

MN Relay Service for Hearing Impaired (800) 627-3529

August 14, 2013

Representative Paul Thissen
Chair Legislative Commission on Planning and Fiscal Policy
State Office Building
100 Rev. Dr. Martin Luther King, Jr, Blvd
St. Paul, MN 55155-1298

Dear Representative Thissen:

Attached is the information you requested in your August 2, 2013 letter re: executive branch advisory groups. The Board of Medical Practice is not responsible for the Health Professional Services Programs Advisory Committee and, therefore, your request was referred to Marshall Shragg, Board of Dentistry, for response.

If you have any questions about the information provided, please contact me at

Jeanne Hoffman, MBA
Licensure Unit Supervisor | MN Board of Medical Practice | University
Park Plaza | 2829 University Avenue SE, Suite 500 | Minneapolis, MN
55414-3246 | phone 612-548-2146 | fax 612-617-2166 |
Jeanne.Hoffman@state.mn.us | www.bmp.state.mn.us

Sincerely,

A handwritten signature in cursive script that reads "Jeanne Hoffman".

Jeanne Hoffman, MBA
Licensure Unit Supervisor

ACUPUNCTURE ADVISORY COUNCIL

Mission

The mission of the Board of Medical Practice is to protect the public's health and safety by assuring that the people who practice are competent, ethical practitioners with the necessary knowledge and skills appropriate to their title and role. To that end, the Acupuncture Advisory Council advises the Board on issuing licenses, applying practice standards, continuing education standards, reviewing complaints, and imposing disciplinary action.

Membership, compensation \$55/meeting

Council Member:	Term:
Gary Steven Compton, LAc	11-22-2010 to 1-2014
Michael Green, MD (Chair)	1-19-2001 to 1-2015
Jay Greenberg, LAc, DC (Vice Chair)	1-16-2004 to 1-2016
Peggy Miller, LAc	3-12-2004 to 1-2016
Emily Silkwood, LAc	1-15-1999 to 1-2014
Evelyn Staus	5-13-2005 to 1-2014
Debra R. Weiss, LAc	1-13-2006 to 1-2015

Budget

See attached

Meeting dates

February 11, 2013

April 8, 2013

June 10, 2013

August 12, 2013

October 14, 2013

December 9, 2013

Meetings are held 2nd Monday even-numbered months, 2014 meetings to be scheduled

Reports, recommendations

Advice is provided to the Board of Medical Practice on an ongoing basis.

Website

medical.board@state.mn.us

ATHLETIC TRAINERS ADVISORY COUNCIL

Mission

The mission of the Board of Medical Practice is to protect the public's health and safety by assuring that the people who practice are competent, ethical practitioners with the necessary knowledge and skills appropriate to their title and role. To that end, the Athletic Trainers Advisory Council advises the Board on issuing licenses, applying practice standards, continuing education standards, reviewing complaints, and imposing disciplinary action.

Membership, compensation \$55/meeting

Council Member:	Term:
Alexander Adams, RT, MPH	11-14-2008 to 1-2016
Jaynie Bjornaraa, ATR/PT	1-19-2012 to 1-2016
Jason Eggers, DC, MD, PA	1-10-2003 to 1-2015
Robert Johnson, MD	1-10-2003 to 1-2015
Andrea Nelson, ATR (Vice Chair)	11-15-2012 to 1-2016
Kenji Sudoh, MD	1-18-2008 to 1-2016
Jean Wang, MBA	1-19-2001 to 1-2015
Dean Wennerberg, ATR (Chair)	1-10-2003 to 1-2015

Budget

See attached

Meeting dates

February 20, 2013

April 17, 2013

June 19, 2013

August 21, 2013

October 23, 2013

December 18, 2013

Meetings are held 3rd Wednesday even-numbered months, 2014 meetings to be scheduled

Reports, recommendations

Advice is provided to the Board of Medical Practice on an ongoing basis.

Website

medical.board@state.mn.us

PHYSICIAN ASSISTANT ADVISORY COUNCIL

Mission

The mission of the Board of Medical Practice is to protect the public's health and safety by assuring that the people who practice are competent, ethical practitioners with the necessary knowledge and skills appropriate to their title and role. To that end, the Physician Assistant Advisory Council advises the Board on issuing licenses, applying practice standards, continuing education standards, reviewing complaints, and imposing disciplinary action.

Membership, compensation \$55/meeting

Council Member:

Tori Christiaansen, MD
Richard Gebhart, MD
Gay Lentfer, PA (Vice Chair)
Dawn Ludwig, PA
Jodi Nicholson, PA (Chair)
Ruth Rinker
Karen Thullner

Term:

7-17-2008 to 1-2016
5-20-2011 to 1-2015
9-18-2010 to 1-2015
1-14-2011 to 1-2015
1-18-2008 to 1-2016
1-19-2012 to 1-2016
1-14-2011 to 1-2015

Budget

See attached

Meeting dates

February 28, 2013
April 25, 2013
June 27, 2013
August 29, 2013
October 31, 2013
December 19, 2013

Meetings are held last Thursday, even-numbered months, 2014 meetings to be scheduled

Reports, recommendations

Advice is provided to the Board of Medical Practice on an ongoing basis.

Website

medical.board@state.mn.us

RESPIRATORY CARE ADVISORY COUNCIL

Mission

The mission of the Board of Medical Practice is to protect the public’s health and safety by assuring that the people who practice are competent, ethical practitioners with the necessary knowledge and skills appropriate to their title and role. To that end, the Respiratory Care Advisory Council advises the Board on issuing licenses, applying practice standards, continuing education standards, reviewing complaints, and imposing disciplinary action.

Membership, compensation \$55/meeting

Council Member:	Term:
Lois Chambers	1-16-2004 to 1-2016
Amit Chandra, MD, FCCP	3-18-2011 to 1-2015
John Gallagan, RT (Vice Chair)	1-19-2012 to 1-2016
Krista Graven, MD	5-17-2012 to 1-2016
Kris Hammel, RT (Chair)	1-14-2011 to 1-2015
Alan Neumann, RT	5-16-2013 to 1-2016
Alan Uhl	11-14-2008 to 1-2015

Budget

See attached

Meeting dates

February 27, 2013
April 24, 2013
June 26, 2013
August 28, 2013
October 23, 2013
December 18, 2013
Meetings are held fourth Wednesday, even-numbered months, 2014 meetings to be scheduled

Reports, recommendations

Advice is provided to the Board of Medical Practice on an ongoing basis.

Website

medical.board@state.mn.us

REGISTERED NATUROPATHIC DOCTOR ADVISORY COUNCIL

Mission

The mission of the Board of Medical Practice is to protect the public's health and safety by assuring that the people who practice are competent, ethical practitioners with the necessary knowledge and skills appropriate to their title and role. To that end, the Registered Naturopathic Advisory Council advises the Board on issuing licenses, applying practice standards, continuing education standards, reviewing complaints, and imposing disciplinary action.

Membership, compensation \$55/meeting

Council Member:

Lee Aberle, ND

Michael Green, MD

Amy Johnson-Grass, ND (Vice Chair)

Dionne Reinhart, ND

Helen Soley (Healy), ND (Chair)

Karen Thullner

Leslie Vilensky, ND

Term:

11-12-2011 to 7-31-2015

7-17-2009 to 7-31-2015

7-17-2009 to 7-31-2015

7-17-2009 to 7-31-2015

7-17-2009 to 7-31-2015

7-17-2009 to 7-31-2015

7-17-2009 to 7-31-2015

Budget

See attached

Meeting dates

February 19, 2013

April 16, 2013

June 18, 2013

August 20, 2013

October 15, 2013

December 17, 2013

Meetings are held third Tuesday, even-numbered months, 2014 meetings to be scheduled

Reports, recommendations

Advice is provided to the Board of Medical Practice on an ongoing basis.

Website

medical.board@state.mn.us

ADVISORY COUNCIL ON LICENSED TRADITIONAL MIDWIFERY

Mission

The mission of the Board of Medical Practice is to protect the public's health and safety by assuring that the people who practice are competent, ethical practitioners with the necessary knowledge and skills appropriate to their title and role. To that end, the Advisory Council on Licensed Traditional Midwifery advises the Board on issuing licenses, applying practice standards, continuing education standards, reviewing complaints, and imposing disciplinary action.

Membership, compensation \$55/meeting

Council Member:

Alyssa Folin, LTM (Chair)
Kim Garrett, LTM
Jennifer Mason
Kate Saumweber Hogan, LTM
Annelise Swigert, MD

Term:

1-19-2007 to 1-2015
1-19-2012 to 1-2016
3-18-2011 to 1-2015
1-19-2012 to 1-2016
3-26-2007 to 1-2015

Budget

See attached

Meeting dates

January 28, 2013

March 25, 2013

June 3, 2013

July 29, 2013

September 30, 2013

November 25, 2013

Meetings are held last Monday, even-numbered months, 2014 meetings to be scheduled

Reports, recommendations

Advice is provided to the Board of Medical Practice on an ongoing basis.

Website

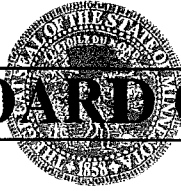
medical.board@state.mn.us

figures through 08/07/13
Indirect costs are based on current budget totals

MINNESOTA BOARD OF MEDICAL PRACTICE
EXPENDITURES/REVENUES BY PROFESSIONS
FISCAL YEAR 2013

DESCRIPTION	MEDICAL BOARD 2013 EXPENDITURES	ACUPUNCTURISTS	%	ATHLETIC TRAINERS	%	MIDWIVES	%	NATUROPATHICS	PHYSICIAN ASSISTANTS	%	PHYSICIANS	%	PROFESSIONAL FIRMS	%	RESIDENCY PERMITS	%	RESPIRATORY THERAPISTS	%	TELEMEDICINE	%
AVERAGE NUMBER OF PROFESSIONS REGULATED	28,692																			
AVERAGE NUMBER IN EACH PROFESSION																				
DIRECT COSTS - FUND 1201		482		739		21		43	1,928		21,251		488		1,384		1,801		555	
BASIC CHARGE FOR EACH PROFESSION	10,000.00	1,000.00		1,000.00		1,000.00		1,000.00	1,000.00		1,000.00		1,000.00		1,000.00		1,000.00		1,000.00	
FULL TIME SALARY	1,433,595.13	24,083.12	1.68%	36,924.12	2.58%	716.80	0.05%	2,148.49	96,332.48	6.72%	1,082,235.81	74.10%	24,382.91	1.70%	43,151.21	3.01%	89,986.92	6.28%	27,730.56	1.93%
PART TIME SALARY	38,256.26	642.67	1.68%	985.34	2.58%	19.13	0.05%	57.33	2,570.68	6.72%	28,346.34	74.10%	650.67	1.70%	1,151.51	3.01%	2,401.35	6.28%	740.01	1.93%
OVERTIME PAY	1,018.19	17.10	1.68%	26.22	2.58%	0.51	0.05%	1.53	68.42	6.72%	754.44	74.10%	17.32	1.70%	30.65	3.01%	63.91	6.28%	19.70	1.93%
TOTAL SALARIES BY PROFESSION		26,742.89		38,935.68		1,736.43		3,207.35	99,971.68		1,092,336.59		26,050.90		45,333.37		93,452.19		29,490.26	
TOTAL SALARIES	1,482,869.58																			
BOARD COMPENSATION (ACTUAL)	35,585.00	2,090.00		2,145.00		330.00		1,650.00	2,200.00		25,465.00		0.00		0.00		1,705.00		0.00	
RENT	155,861.90	2,618.34	1.68%	4,014.43	2.58%	77.93	0.05%	233.69	10,473.36	6.72%	115,487.34	74.10%	2,774.34	1.78%	4,691.44	3.01%	9,783.47	6.28%	3,014.89	1.93%
REPAIRS	8,640.01	145.14	1.68%	222.53	2.58%	4.32	0.05%	12.95	580.58	6.72%	6,401.90	74.10%	146.95	1.70%	260.06	3.01%	542.33	6.28%	167.13	1.93%
PRINTING	42,138.29	707.89	1.68%	1,085.33	2.58%	21.07	0.05%	63.15	2,831.54	6.72%	31,222.76	74.10%	716.70	1.70%	1,268.36	3.01%	2,645.03	6.28%	815.10	1.93%
PROFESSIONAL/TECHNICAL SVS ACTUAL BY PARTICIPANT	113,433.11	0.00		0.00		0.00		0.00	0.00		113,433.11		0.00		0.00		0.00		0.00	
PROFESSIONAL/TECHNICAL SVS PRORATED	174,101.00	2,924.74	1.68%	4,484.20	2.58%	87.05	0.05%	260.92	11,698.97	6.72%	129,001.78	74.10%	2,961.15	1.70%	5,240.44	3.01%	10,928.34	6.28%	3,367.70	1.93%
TOTAL PROFESSIONAL/TECHNICAL SVS BY PROFESSION		2,924.74		4,484.20		87.05		260.92					6,599.14		5,240.44		10,928.34		3,367.70	
TOTAL PROFESSIONAL/TECHNICAL SVS	287,534.11																			
COMPUTER SVS	12,320.00	206.97	1.68%	317.32	2.58%	6.16	0.05%	18.46	827.86	6.72%	9,128.62	74.10%	209.54	1.70%	370.83	3.01%	773.33	6.28%	238.31	1.93%
IT COMPUTER CONSULTANTS	0.00	0.00	1.68%	0.00	2.58%	0.00	0.05%	0.00	0.00	6.72%	0.00	74.10%	0.00	1.70%	0.00	3.01%	0.00	6.28%	0.00	1.93%
COMMUNICATIONS	43,215.01	725.97	1.68%	1,113.06	2.58%	21.61	0.05%	64.77	2,903.89	6.72%	32,020.57	74.10%	735.01	1.70%	1,300.77	3.01%	2,712.61	6.28%	835.92	1.93%
TRAVEL - IN-STATE	12,302.06	206.66	1.68%	316.86	2.58%	6.15	0.05%	18.44	826.65	6.72%	9,115.33	74.10%	209.24	1.70%	370.29	3.01%	772.20	6.28%	237.96	1.93%
TRAVEL - OUT- STATE	20,224.14	339.75	1.68%	520.90	2.58%	10.11	0.05%	30.31	1,358.99	6.72%	14,985.27	74.10%	343.98	1.70%	608.75	3.01%	1,269.47	6.28%	391.20	1.93%
SUPPLIES	40,248.21	676.13	1.68%	1,036.65	2.58%	20.12	0.05%	60.32	2,704.54	6.72%	29,822.29	74.10%	684.55	1.70%	1,211.47	3.01%	2,526.38	6.28%	778.54	1.93%
EQUIPMENT	5,992.39	100.67	1.68%	154.34	2.58%	3.00	0.05%	8.98	402.67	6.72%	4,440.12	74.10%	101.92	1.70%	180.37	3.01%	376.14	6.28%	115.91	1.93%
EMPLOYEE DEVELOPMENT	11,180.00	187.81	1.68%	287.96	2.58%	5.59	0.05%	16.76	751.26	6.72%	8,283.93	74.10%	190.15	1.70%	336.52	3.01%	701.77	6.28%	216.26	1.93%
OTHER OPERATIONS	153,908.93	2,585.53	1.68%	3,964.13	2.58%	76.95	0.05%	230.66	10,342.13	6.72%	114,040.27	74.10%	2,617.72	1.70%	4,632.66	3.01%	9,660.88	6.28%	2,977.12	1.93%
CATERING (ACTUAL)	172,595.39	370.82		174.29		249.82		269.60	837.23		9,695.02		0.00		0.00		998.61		0.00	
ADMINISTRATIVE HEARINGS (ACTUAL)	5,854.50	173.75		0.00		0.00		0.00	264.50		5,416.25		0.00		0.00		0.00		0.00	
EQUIPMENT NON CAPITAL	20,030.09	336.49	1.68%	515.90	2.58%	10.02	0.05%	30.02	1,345.95	6.72%	14,841.48	74.10%	9.07	0.05%	602.91	3.01%	1,257.29	6.28%	387.45	1.93%
AGO SVS ACTUAL BY PARTICIPANT	233,241.80	6,577.60		0.00		0.00		0.00	6,270.50		218,265.80		0.00		0.00		2,127.90		0.00	
AGO SVS PRORATED	448,558.20	7,535.38	1.68%	11,553.20	2.58%	224.28	0.05%	672.24	30,141.51	6.72%	332,363.42	74.10%	7,629.18	1.70%	13,501.60	3.01%	28,156.05	6.28%	8,676.63	1.93%
TOTAL AGO COSTS BY PROFESSION		14,112.98		11,553.20		224.28		672.24	36,412.01		560,629.22		7,629.18		13,501.60		30,283.95		8,676.63	
ATTY GENERAL - PARTNERSHIP AGY TTL COSTS	681,800.00																			
TOTAL DIRECT COSTS	3,032,299.61																			
INDIRECT COSTS																				
ADMIN SVS UNIT	152,000.00	2,553.46	1.68%	3,914.96	2.58%	76.00	0.05%	227.80	10,213.86	6.72%	112,625.83	74.10%	2,585.25	1.70%	4,575.20	3.01%	9,541.06	6.28%	2,940.19	1.93%
HEALTH PROFESSIONAL SVS PROGRAM (participant average)	117,000.00	0.00		1,115.53	1	0.00		0.00	11,155.30	10	105,975.35	95	0.00		7,808.57	7	4,462.12	4	0.00	
HIV/HBV DEPT OF HEALTH (per participant)	32,000.00	0.00		0.00		0.00		0.00	0.00		32,000.00		0.00		0.00		0.00		0.00	
PRESCRIPTION ELECT REPORTING	193,940.64	0.00		0.00		0.00		0.00	0.00		193,940.64		0.00		0.00		0.00		0.00	
VOLUNTEER HEALTH CARE PROGRAM	115,000.00	0.00		0.00		0.00		0.00	0.00		115,000.00		0.00		0.00		0.00		0.00	
STATEWIDE INDIRECT	14,016.00	235.46	1.68%	361.00	2.58%	7.01	0.05%	21.01	941.83	6.72%	10,382.48	74.08%	238.39	1.70%	421.88	3.01%	879.79	6.28%	271.12	1.93%
TOTAL INDIRECT COSTS	623,956.64																			
EXPENDITURES BY PROFESSION		57,041.46		76,233.25		2,973.62		7,097.32	209,044.69		2,885,731.05		48,204.03		92,715.50		185,271.95		54,921.69	
TTL OF DIRECT, AGO & INDIRECT COSTS	4,338,056.25																			
TOTAL FY2013 REVENUE	5,413,482.16																			
BUDGET SURPLUS/SHORTFALL	1,075,425.91																			
RECEIPTS BY PROFESSION																				
APPLICATION FEES	368,170.10	7,800.00		5,650.00		800.00		1,800.00	27,120.00		291,800.10		4,100.00				13,300.00		15,800.00	
CERTIFICATION FEES	61,000.00	475.00		1,000.00		50.00			1,350.00		56,125.00						1,850.00		150.00	
CIVIL PENALTIES	17,912.50										17,912.50									
EMERITUS STATUS (PHYSICIAN)	1,300.00										1,300.00									
ENDORSEMENT FEE (PHYSICIAN)	280.00																			
INACTIVE STATUS: AP/MIDWIFERY/RT/NATUROPATHICS	100.00	100.00				0.00					280.00									
MD RESIDENCY PERMITS	17,525.00														17,525.00					
LATE FEES	27,155.00	1,500.00		885.00		150.00		150.00	850.00		22,020.00						1,500.00			
LICENSE/ANNUAL REGISTRATION	4,488,904.05	77,219.00		81,594.00		2,900.00		6,300.00			4,101,092.05		11,225.00				166,284.00		42,290.00	
LICENSE/ANNUAL REGISTRATION/WITH PRESCRIBING	269,530.01								269,530.01											
LICENSE/ANNUAL REGISTRATION/NO PRESCRIBING	2,070.00								2,070.00											
PRIMARY VERIFICATIONS (MD'S)	100.00																			
TEMPORARY LICENSE	48,075.00					375.00					100.00									
TEMPORARY PERMITS	23,330.00	2,640.00		3,600.00				50.00	10,980.00		47,700.00						6,060.00			
TEMPORARY REGISTRATION: AT/PA/RT	200.00			200.00																
MISCELLANEOUS OTHER FEES COLLECTED BY THE BOARD	12,251.80	205.82	1.68%	315.56	2.58%	6.13	0.05%	0.00	823.28	6.72%	9,801.44	80.00%	8.82	0.07%	122.52	1.00%	736.33	6.01%	236.99	1.93%
TOTAL REVENUES	5,337,903.46																			
ELECTRONIC LICENSING FEE	0.00	0.00	1.68%	0.00	2.58%	0.00	0.05%	0.00	0.00	6.72%	0.00	80.00%	0.00	0.07%	0.00	1.00%	0.00	6.01%	0.00	1.93%
LICENSING SURCHARGE	75,578.70	1,269.65	1.68%	1,946.63	2.58%	37.79	0.05%	0.00	5,078.62	6.72%	60,462.96	80.00%	54.42	0.07%	755.79	1.00%	4,542.28	6.01%	1,461.95	1.93%
TOTAL RECEIPTS BY BOARD	5,413,482.16																			
TOTAL REVENUES BY PROFESSION		91,209.47		95,191.19		4,318.92		8,300.00	317,801.91		4,608,594.05		15,388.24		18,403.31		194,372.61		59,938.94	
SURPLUS (SHORTAGE) BY PROFESSION		34,168.01		18,957.93		1,345.29		1,202.68	108,757.21		1,722,863.00		(32,815.79)		(74,312.20)		9,100.66		5,017.24	

MINNESOTA BOARD OF PHARMACY



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E-Mail Address: Pharmacy.Board@state.mn.us

Web Site: www.pharmacy.state.mn.us

September 23, 2013

The Honorable Paul Thissen
Speaker of the House
Minnesota House of Representatives
State Office Building
100 Rev Dr Martin Luther King Jr Blvd
St. Paul, MN 55155-1298

Dear Speaker Thissen,

This is in response to your letter of August 2, 2013, in which you requested information about two advisory groups. The two groups mentioned in your letter are the only two groups created in statutes. The following information is provided for each group, as requested:

Continuing Education Advisory Task Force (CEATF)

1. Mission

As permitted by MN Stat. §151.13, subd. 2, the Board established the CEATF by promulgating rules (see MN Rules 6800.1600). The current mission of the CEATF is to provide advice to the Board, as necessary, concerning issues involving continuing education for pharmacists and pharmacy technicians. Until earlier this year, the CEATF also reviewed programs submitted by licensees, registrants and others to determine if they would be accepted as approved CE. The Board recently delegated that task to staff. Unfortunately, few members of the CEATF actually showed up for scheduled meetings and staff had therefore been doing the reviews anyway. The Board may repeal MN Rule 6800.1600 and disband the CEATF.

2. Membership list and whether any compensation is provided to those members.

Members of the CEATF are not currently and have never been compensated in any way.

CEATF COMMITTEE MEMBERS AND AFFILIATIONS

<u>MphA*</u>	<u>MSHP</u> Ray Vellenga Wanda Conley Bernard Lee	<u>College</u> Amy Pittenger	<u>Board</u> Laura Schwartzwald Kay Hanson
<u>Ex-Officio</u> Julie Johnson	<u>Ex-Officio</u> Marcy Peterson	<u>Ex-Officio</u> Charles Taylor	<u>Ex-Officio</u> Cody Wiberg

- Minnesota Pharmacists Association – note that MphA has not recommended any members for several years
- ** Minnesota Society of Health-System Pharmacists

3. Budget.

The CEATF has no budget. As noted above, the members are not compensated in any way. A very minimal amount of staff time has been devoted to the activities of the CEATF.

4. The most recent three meeting dates, including any future meeting dates.

The schedule for CEATF meetings for 2013:

FULL CONTINUING EDUCATION ADVISORY TASK FORCE

Conference Room C – 3rd Floor

Meeting Dates and Times 1:00 – 3:00 p.m.

January 15, 2013
April 16, 2013
July 16, 2013
September 24, 2013

Note that the CEATF did not actually meet because, as mentioned above, the Board delegated the task of reviewing submitted CE programs to staff.

5. A list of any reports or recommendations issued to the state agency, Legislature or Governor.

The CEATF used to issue recommendations to the Board approximately eight times per year concerning which CE programs submitted by licenses and registrants should be approved for credit. The CEATF did that for many years until the task was recently delegated to Board staff.

6. A link to the advisory group's Web site, if available.

The CEATF has no Web site.

Prescription Monitoring Program Advisory Committee (PMPAC)

1. Mission

Per Minnesota Statutes §152.126, subd. 3:

"The advisory committee shall advise the board on the development and operation of the electronic reporting system, including, but not limited to:

- (1) technical standards for electronic prescription drug reporting;
- (2) proper analysis and interpretation of prescription monitoring data; and
- (3) an evaluation process for the program."

Since the PMPAC includes representation from several other state agencies, several professional associations and the public, the Board has sought its input on proposed legislative initiatives.

2. Membership list and whether any compensation is provided to those members.

A list of PMPAC members is enclosed. The members do not receive any compensation, other than minimal refreshments served at meetings (cookies and coffee).

3. Budget.

The expenses for the PMPAC vary depending on the number of meetings per year but do not exceed \$1,000 per year. (Including staff salary and benefits would add an additional \$500 per meeting – for prep time and running the meeting).

4. The most recent three meeting dates, including any future meeting dates.

The three most recent meetings were held on July 29, 2013, August, 27, 2013 and September 23, 2013. Another meeting is tentatively scheduled for November 6, 2013.

5. A list of any reports or recommendations issued to the state agency, Legislature or Governor.

The PMPAC not issued one formal report to the Board: "Diversion of Controlled Substances Dispensed by Veterinary Practice". It has provided a considerable amount of

other input since its inception. That input is documented by Board staff members that attend the meetings and is passed along to the full Board. The input has concerned potential legislative initiatives, the selection of the vendor that administers the database and software used by the program, and the evaluation of the program.

6. A link to the advisory group's Web site, if available.

The PMPAC does not have its own Web site. The Web site for the Prescription Monitoring Program is: www.pmp.pharmacy.state.mn.us.

Sincerely,

A handwritten signature in black ink that reads "Cody Wiberg". The signature is written in a cursive, flowing style.

Cody Wiberg, Pharm.D., M.S., R.Ph.
Executive Director
Minnesota Board of Pharmacy

Prescription Monitoring Program Advisory Committee Members

Name	Title	Representing	E-mail	Phone Number
Diane Rydrych	Director, Division of Health Policy	Department of Health	Diane.Rydrych@state.mn.us	
Kevin Evenson, M. Mgt.	Director, Alcohol & Drug Abuse Division	Department of Human Services	Kevin.j.evenson@state.mn.us	651-431-2231
Connie Jacobs	Staff Attorney, MN Restricted Recipient Program, OIG	Department of Human Services	Connie.jacobs@state.mn.us	651-431-2615
Neil Benjamin, DDS	Member of MN Board of Dentistry	Board of Dentistry	Neal.benjamin@comcast.net	
Alfred Anderson, MD, DC		Board of Medical Practice	aanderson@medpainmanagement.com	
Julie Sabo		Board of Nursing	Julie.sabo@state.mn.us	
Michelle Shih-Ming Falk, OD		Board of Optometry	Michellfang@gmail.com	
Betty Johnson, RPh		Board of Pharmacy	blfossjohnson@gmail.com	
Ruth Grendahl	Executive Director	Board of Podiatric Medicine	Ruth.grendahl@state.mn.us	
David Thorson, MD		MN Medical Association	dthorson@fhsm.com dthorson@entirafamilyclinics.com	
Liz Cinqueonce	Executive Director	MN Pharmacy Association	lizc@ewald.com	

Mary Benbenek		MN Nurses Association	Benbe001@umn.edu	
Carmelo Cinqueonce, MBA	Executive Director	MN Dental Association	ccinque@mndental.org	612-767-4250
Richard Neumeister		Consumer privacy advocate	Rich.neumeister@gmail.com	
Carol Falkowski		National Youth Recovery Foundation	Carol.falkowski@gmail.com	
Collin Arnett, PA-C		MN Academy of Physician Assistants	crarnett@gmail.com	651-251-4013
Cody Wiberg, PharmD., M.S., R.Ph	Executive Director		Cody.wiberg@state.mn.us	651-201-2825
Barbara Carter	PMP Manager		Barbara.a.carter@state.mn.us	651-201-2833
Journey Killingsworth	PMP Coordinator		Sojourner.killingsworth@state.mn.us	651-201-2841

Other Interested Parties

Heather Keenan	MAPS	hkeenan@painphysicians.com
Eric Dick	MMA	edick@mnmed.org
Lindsay Thomas	Medical Examiner	lindsey.thomas@co.hennepin.mn.us
Mark Zipper	Allina-Physiologist	Mark.zipper@allina.com
Tara Erickson	MAPS-Legislative	taraerickson@gmail.com
Susan Van Pelt		svanpelt@emer-phys.com
Cassie Myers	Institute for Clinical Systems Improvement (ICSI)	Cassie.myers@icsi.org
Lee Mork	Allina-Director of Pharmacy Services	Lee.mork@allina.com
Carmen Hansen	ICSI	Carmen.hansen@icsi.org
Richard Auld	Board of Medical Practice	Richard.auld@state.mn.us
Lisa M Ganske	Fairview	Lganske@fairview.org
Jackie L Henderson	DEA	Jackie.l.henderson@usdoj.gov
Janet Silversmith	MN Medical Association	jsilversmith@mnmed.org
Juliana Milhoefer	MN Medical Association	jmilhofer@mnmed.org
Dave Renner	MN Medical Association	drenner@mnmed.org

Julie Johnson, Pharm D	U of M- Professional and External Relations	jkjohn@umn.edu
Marilyn Speedie	U of M, College of Pharmacy	Speed001@umn.edu
Michelle Aytay	Walgreen's	Michelle.aytay@walgreens.com
Kay Fellows	DHS	Kay.fellows@state.mn.us
Virginia Ghafoor	U of M, Medical Center	Vghafoo1@fairview.org
Sgt. Matthew J. St. George	Minneapolis Police Dept. Criminal Investigations Div. VOTF-DEA/TFO	matthew.j.st.george@usdoj.gov
Suzanne Blackburn	612-747-0863	Suzanne.s.blackburn@gmail.com
Jennifer McNertney, Policy Analyst	Minnesota Hospital Association 2550 University Avenue West, Suite 350 South	jmcnertney@mnhospitals.org

	Saint Paul, Minnesota 55114 651.659.1405 Direct	
Janny Brust	MN Council of Health Plans	brust@mnhealthplans.org
Mary Liesch	Board of Dentistry	Mary.liesch@state.mn.us
Kelley Waara- Wolleat	Purdue	Waar002@umn.edu Kelley.waara-wolleat@pharma.com
Pharmacy Board Members		
Karen Bergrud		Bergrud.Karen@mayo.edu
Bob Goetz		bsgoetz@gmail.com
Justin Barnes		Barne303@umn.edu
Stuart Williams		swilliams@hensonefron.com
Kay L. Hanson		Kay.Hanson@target.com
Rabih Nahas		rabnahas@gmail.com
Laura Schwartzwald		laura@guidepointpharmacy.com

Date: August 15, 2013

To: Speaker Paul Thissen; Minnesota House of Representatives

From: Sarah Strommen; Board of Water and Soil Resources
sarah.strommen@state.mn.us; 651-297-5617

Re: Executive Branch Advisory Groups

In response to your letter to Board of Water and Soil Resources (BWSR) Chair Brian Napstad, we are submitting the information requested on the following executive branch advisory groups:

- 1) Reinvest in Minnesota Clean Energy Program Technical Committee (on your list)
- 2) Minnesota River Board Advisory Committee (addition to your list)

Additionally, there are other advisory groups in which BWSR participates but for which BWSR is not directly responsible. If BWSR's input on other groups would be helpful in the future, we'd be happy to provide it.

Reinvest in Minnesota Clean Energy Program Technical Committee (EXPIRED)

Statute: 103F.518, subd. 11

Expired: June 30, 2009

The mission of this Committee was to assist in developing program guidelines and standards for the Reinvest in Minnesota (RIM) Clean Energy Program. The purpose of the program was to support native perennial biofuels production. A report to the Minnesota Legislature was submitted on January 23, 2008. Members of the Committee are listed in the report, which can be found at http://www.bwsr.state.mn.us/RIM-CE/2008_RIM-CE_Report.pdf. The Reinvest in Minnesota Clean Energy Program was never funded.

Minnesota River Board Advisory Committee

Statute: 103F.378, subd. 2 (b)

The mission of the Minnesota River Board is to coordinate efforts to improve water quality in the Minnesota River Basin and achieving the goal of making the Minnesota River suitable for fishing and swimming by providing leadership, building partnerships, and supporting watershed programs in collaboration with the Water Resources Center at Minnesota State University, Mankato. More information, including membership can be found at www.minnesotariver.org. The Advisory Committee is intended to provide input on policy development, technical advances, continuing education programs, and other areas of concern.

The Minnesota River Board currently is engaged in a process to re-assess its purpose and determine its future. Depending on the outcome of this process, it is likely that changes to section 103F.378 will be needed. Therefore, we suggest that the Advisory Committee be looked at in conjunction with this comprehensive assessment of the Minnesota River Board and any potential statute updates.



Capitol Area Architectural and Planning Board

204 Administration Building
50 Sherburne Avenue
Saint Paul, Minnesota 55155
Phone: 651.757.1500
Fax: 651.296.6718
TTY: 800.627.3529

Capitol Area Architectural Advisory Committee

MN Statutes 15B.11 and 15B.10, Subd. 4

August, 2013

1) Mission

The Advisory Committee must advise the CAAPB on all architectural and planning matters prior to the Board approving a plan for a new public building, memorial, or change to public lands or public buildings in the Capitol Area.

2) Membership List and Compensation

Rosemary McMonigal, AIA – AIA Minnesota Appointee \$55/day per diem

Bryan Carlson, FASLA – Arts Board Appointee \$55/day per diem

Thomas Blanck, RA – CAAPB Appointee \$55/day per diem

3) Budget

Approximately \$4,500 is budgeted for Advisory Committee meetings and also their attendance at Board meetings each year of the biennium.

4) Recent/Future Meeting Dates

Recent: July 2, 2013 – 2 ½ hours

July 11, 2013 – 2 ½ hours

July 17, 2013 – 2 ½ hours

July 24, 2013 – 2 ½ hours

August 5, 2013 – 2 ½ hours

Note: Two of the three Advisors have participated in technical review services of the new

Legislative Office Building proposals and been jury members for the three new parking ramp proposals in the Capitol Area. The recent Advisory Committee meetings have involved in-depth discussions of CAAPB design guidelines and criteria for all these new projects in the Capitol Area. The Advisors will be participating in all design scoping workshops on these projects through the fall 2013, the schematic phase, and each project's design development.

5) Reports or Recommendations

Soon to be issued are design guidelines from the Advisory Committee, representing CAAPB for the new Legislative Office Building (with underground parking) and new parking ramps on Lots F, L, and C in the Capitol Area. The following are major CAAPB documents the Advisory Committee has been involved with developing and recommending to the Board for adoption.

- 1998 Comprehensive Plan for the Minnesota State Capitol Area, amended in 2009;
- Rules Governing Zoning and Design for the Minnesota State Capitol Area, rewritten in 2009;
- Policy for Works of Art in the Minnesota State Capitol, 1998;
- Commemorative Works in the Capitol Area, 1993, rewritten and adopted in 2012

In addition, the Advisory Committee, along with staff, continue to be actively involved in the light rail transit (LRT) system running through the Capitol Area. They have been involved in review and approval of design details, landscape elements, station design, alignment, and artwork. They continue to review installation of the LRT.

6) Website link

<http://www.caapb.state.mn.us>

Note: The CAAPB presented a report to the Sunset Advisory Committee in January, 2012. The committee recommended no CAAPB sunset.



Capitol Area Architectural and Planning Board

204 Administration Building
50 Sherburne Avenue
Saint Paul, Minnesota 55155
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Fax: 651.296.6718
TTY: 800.627.3529

MN State Capitol Preservation Commission

MN Statutes 15B.32

August, 2013

1) Mission

The MN State Capitol Preservation Commission must exercise ongoing coordination of the restoration, protection, risk management, and preservation of the Capitol Building.

Responsibilities of the Preservation Commission include:

- The commission shall develop a comprehensive multiyear predesign plan for the restoration of the Capitol Building, review the plan periodically, and, as appropriate, amend and modify the plan.
- The commission shall develop and implement a comprehensive financial plan to fund the preservation and restoration of the Capitol Building.

2) Membership List and Compensation

1. Governor Mark Dayton
2. Lieutenant Governor Yvonne Prettner Solon
3. Attorney General Lori Swanson
4. Chief Justice Lorie Skjerven Gildea
5. Majority Leader Tom Bakk (Senate)
6. Speaker Paul Thissen (Representative Mary Murphy, designee)
7. Senator Ann Rest (Majority Party)
8. Senator Warren Limmer (Minority Party)
9. Representative Diane Loeffler (Majority Party)
10. Representative Dean Urdahl (Minority Party)
11. Representative Alice Hausman (Chair, Capital Investment)
12. Representative Matt Dean (Minority Member, Capital Investment)
13. Senator LeRoy Stumpf (Chair, Capital Investment)
14. Senator David Senjem (Minority Party, Capital Investment)
15. Administration Commissioner Spencer Cronk
16. Public Safety Commissioner Ramona Dohman
17. Minnesota Historical Society Director and CEO D. Stephen Elliott

18. Capitol Area Architectural and Planning Board Executive Secretary Nancy Stark
19. Ted Lentz (Public Member)
20. James Dayton (Public Member)
21. Dana Badgerow (Public Member)
22. Peter Hilger (Public Member)

Only the four public members are eligible for a \$55/day per diem compensation and expenses per MN Statute 15.059, Subd. 3.

3) Budget

Currently there is no budget for Preservation Commission expenditures.

4) Recent/Future Meeting Dates

Recent:	July	22,	2013
	July	08,	2013
	January	30,	2013
	February	29,	2012
	January	11,	2012
	December	08,	2011
	November	01,	2011
	October	14,	2011 (First meeting)

In the most recent Preservation Commission meeting on July 22, 2013, the Commission voted and approved the Work Package I, the schematic design for the Capitol's restoration. Future meetings to be determined to continue the approval of various stages of design and issuing of bid packages.

5) Reports or Recommendations

At each Preservation Commission, reports were shared by all Consultants in the form of PowerPoint presentations and hardcopy. They include:

July	22,	2013	Schematic Design, Work Package I
July	08,	2013	Schematic Design, Work Package I
January	30,	2013	Presentation of Progress
January	15,	2013	Report from the Capitol
January	11,	2012	Report from the Capitol

Members of the Commission have participated in scoping workshops led by Consultants in 2012 and 2013. These also produced numerous reports and summaries of information gathering applicable to the design documents for the Capitol's restoration. All documents are public information.

6) Website link

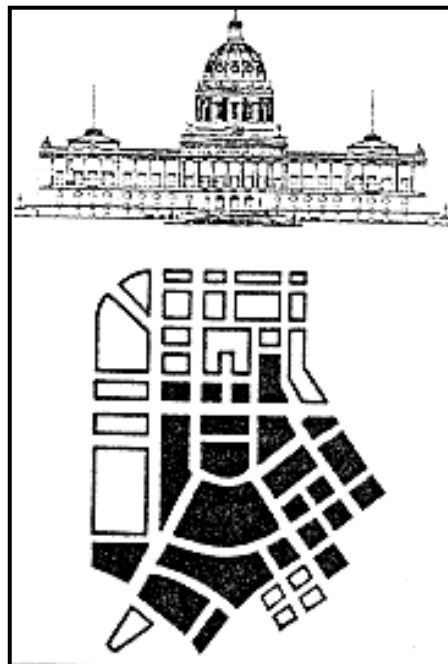
<http://www.mn.gov/capitol/preservation>

CAPITOL AREA ARCHITECTURAL AND PLANNING BOARD

Report to the Sunset Advisory Committee

January, 2012

Additional Information Requested



Nancy Stark, Executive Secretary

204 Administration Building
50 Sherburne Avenue
Saint Paul, Minnesota 55155

PHONE: 651.757-1500
TELEFAX: 651.296.6718
WEB SITE: www.caapb.state.mn.us

Governance

1. Board Data

- a. Number of Members** 12
- b. Gender Balance** 5 Men, 7 Women
- c. Metro vs. Greater MN** 9 Metro, 3 Greater MN
- d. Professional vs. Public** 6 Professional, 6 Public
- e. Number of meetings in each of last five years**
2011: 3 2010: 2 2009: 4 2008: 4 2007: 2
- f. List of ex officio positions** CAAPB Chair (the Lt. Governor)

2. Organization

- a. Board Name:** Capitol Area Architectural and Planning Board (CAAPB)
- b. Year established:** 1967
- c. Number of Staff:** FY11: 3 FTE FY12: 3 FTE
- d. FTE of Director:** Executive Secretary

3. Salary roster

a. Position title, FTE, Annual salary with benefits

Executive Secretary	FTE	\$90,232
Planner Principal State	FTE	\$78,856
State Program Admin	FTE	\$58,682

4. NA

5. Other

a. Brief description of measurable outcomes:

- Four new Board-approved buildings and eight memorials in last 15 years
- The CAAPB amended its 1998 Comprehensive Plan in 2009
- Board acts on requests within 60 days in enforcing zoning regulations
- City's building permit issued only after CAAPB zoning permit
- Zoning Rule received award from MN American Planning Association
- New draft policy for commemorative works for approval in 2012
- Board approved LRT alignment and three station design with CAAPB monitoring through 2014
- CAAPB reviews any capital budget requests in Capitol area on compatibility with the Comprehensive Plan
- The CAAPB is known for its responsiveness, keeping of the historical record, accessibility, and transparency
- Current Comprehensive Plan and Zoning Rules on web site

b. Brief discussion why this function can't be carried out in the private sector:

The Capitol Area Architectural and Planning Board (CAAPB) was created in 1967 to restore a higher standard of quality to the Capitol Area (sixty blocks surrounding the State Capitol Building), after buildings deemed inappropriate to the setting were added during the 50's-60's. This has been accomplished in part by means of a Comprehensive Plan (developed with input from stakeholders including state agencies, the City of Saint Paul and the general public) and reinforced by well-established zoning and design rules, all developed, maintained and safeguarded by an independent Board and codified in the Zoning and Design Rules for the Capitol Area. In addition, it was intentional that the Board, created by the Legislature, would be comprised of gubernatorial, mayoral, public and legislative appointees, and report to the Legislature, unfiltered by any one party, special interest or person, and protected from political influences.

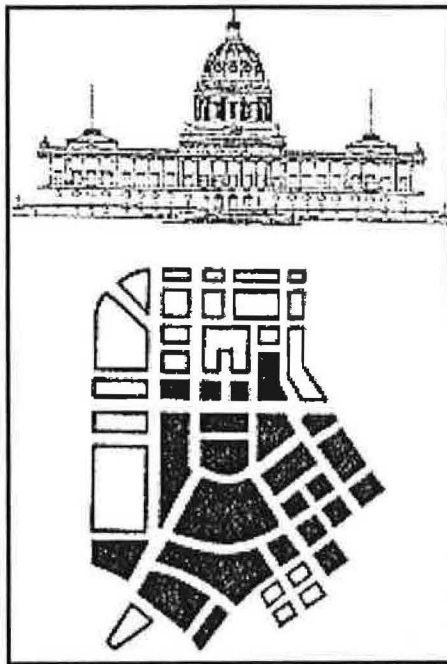
The very structure and size of the CAAPB helps to make its operations both effective and cost efficient, as well as transparent, accessible and sensitive to input of the general public.

When the CAAPB was first created in the late 60's, it was a commission, with zoning responsibilities handled by the City; but problems with enforcement of rules unique to the needs of the Capitol Area proved problematic. As a result, the legislature then converted it to a Board with its own zoning authority, something which has served the Capitol Area, its surrounding neighborhoods and the City well. CAAPB zoning rules, as of latest rewrite, have strengthened application of design guidelines, and these are reinforced in all design competitions.

There have been times when planning for non-State-owned land might run counter to or clearly out of the realm for the normal Executive branch state agency such as the Department of Administration, possibly even leading to conflicts of interest, and the Board has served as an effective, impartial third party with a consistent set of guidelines and rules fair to all and partial to none.

CAPITOL AREA ARCHITECTURAL AND PLANNING BOARD

Report to the Sunset Advisory Commission December, 2011



Nancy Stark, Executive Secretary
204 Administration Building
50 Sherburne Avenue
Saint Paul, Minnesota 55155

PHONE: 651.757-1500
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WEB SITE: www.caapb.state.mn.us

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Appendix A: CAAP Board & Advisors

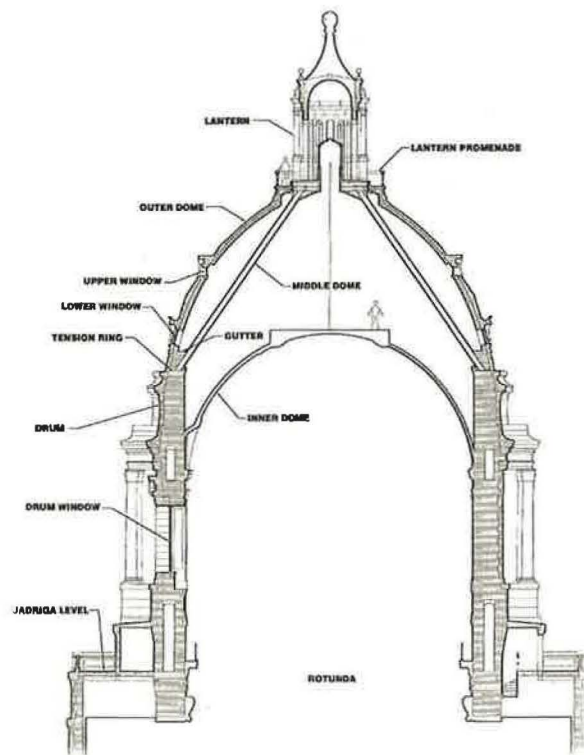
Appendix B: CAAPB Organizational Chart

Appendix C: CAAPB Awards

I. Executive Summary: The Capitol Area Architectural and Planning Board's (CAAPB) 2010-2011 statutorily required Biennial Report is being submitted as our Executive Summary. (it can also be found on the CAAPB's web site: www.caapb.state.mn.us/publication.html)

Capitol Area Architectural and Planning Board

**Biennial Report
2010 – 2011**



The Capitol Area Architectural and Planning Board (CAAPB)—then a Commission—was established by the 1967 Legislature. One of the CAAPB's statutory responsibilities is to prepare a comprehensive use plan for the Capitol Area. In 1974, legislation was enacted to require the CAAPB to prepare and submit biennial reports to the Legislature and the Governor on the status of implementation of the comprehensive plan together with a program for capital improvements and site development. The CAAPB is entering its 44th year in 2011.

Acknowledgement

**Cover photograph and drawing is courtesy of
Hammel Green and Abrahamson (HGA)
and Schooley Caldwell Associates (SCA).**

This report was prepared by
the Capitol Area Architectural and Planning Board Staff.

December 2010

CAAPB MISSION

The Board's statutory authority per MN Statute 15B is to:

- 1) Preserve and enhance the dignity, beauty, and architectural integrity of the Capitol, the buildings immediately adjacent to it, the Capitol grounds, and the Capitol Area.
- 2) Protect, enhance, and increase the open spaces within the Capitol Area when deemed necessary and desirable for the improvement of the public enjoyment thereof.
- 3) Develop proper approaches to the Capitol Area for pedestrian movement, the highway system, and mass transit system so that the area achieves its maximum importance and accessibility.
- 4) Establish a flexible framework for growth of the Capitol Complex buildings that will be in keeping with the spirit of the original Cass Gilbert design.

CAAPB'S PROFILE & RESPONSIBILITY

The Board is comprised of 12 members, chaired by the Lieutenant Governor. The 11 other members are appointed as follows: four by the Governor, three by Mayor of Saint Paul, two by the President of the Senate, and two by the Speaker of the House of Representatives. An Advisory Committee of three design professionals is required by law to advise the Board on all architectural, planning and landscape matters affecting the Capitol Area. Three staff currently serve the Board.

The Board normally meets every two to three months to review or approve issues directly affecting zoning, planning development or design within the 60-block area of the Board's jurisdiction. Their standards are based on quality of design, long-range planning, efficient use of the public dollar, and timely processing and review. The CAAPB works closely with the Department of Administration, the City of Saint Paul, neighborhood planning district councils, development groups, and with private sector architects, engineers, and developers.

As overseer of Capitol Area development, the CAAPB's responsibility for public projects cover all phases of design and construction. Individual project planning occurs within a long-range framework for the area's physical development. The Board's 1998 *Comprehensive Plan for the Minnesota State Capitol Area*, amended in 2009, is the framework for its daily agenda, along with the *Rules Governing Zoning and Design for the Minnesota State Capitol Area*, rewritten in 2009. These rules include design review procedures and standards for any proposed construction in the Capitol Area. The Rule, which was adopted under the Administrative Procedures Act, won an award in 2010 from the American Planning Association, MN Chapter and was recognized specifically for its form-based, user-friendly approach and use of graphics.

State agencies and other public bodies considering building projects in the Area are also required to consult with the Board before developing plans. Designs for any new public building and memorials are obtained through CAAPB architectural competitions. In addition, the Board must review and approve any plans for substantial alterations or improvements to public lands or building in the Area. The Board also coordinates the implementation of major public projects in the Area, such as the Central Corridor Light Rail Transit and previously the I-94 freeway overpasses linking the Capitol with downtown Saint Paul.

The Capitol is Minnesota's most important public building. The Board therefore takes seriously its responsibility to preserve that structure. Any significant changes to the Building's appearance must be approved by the Board and in this role the Board must consult with the Minnesota Historical Society regarding the historic fidelity of any changes. The Board also shares responsibility with the Department of Administration for developing standards for the repair, alteration, furnishing, appearance, and general maintenance of the building's public and ceremonial areas. These standards are binding upon the Administration Department. The Board also shares with the Historical Society, responsibility for the design, structural composition, and location of artwork within the public and ceremonial areas of the Capitol, per the *1998 Policy For Works of Art in the Minnesota State Capitol*.

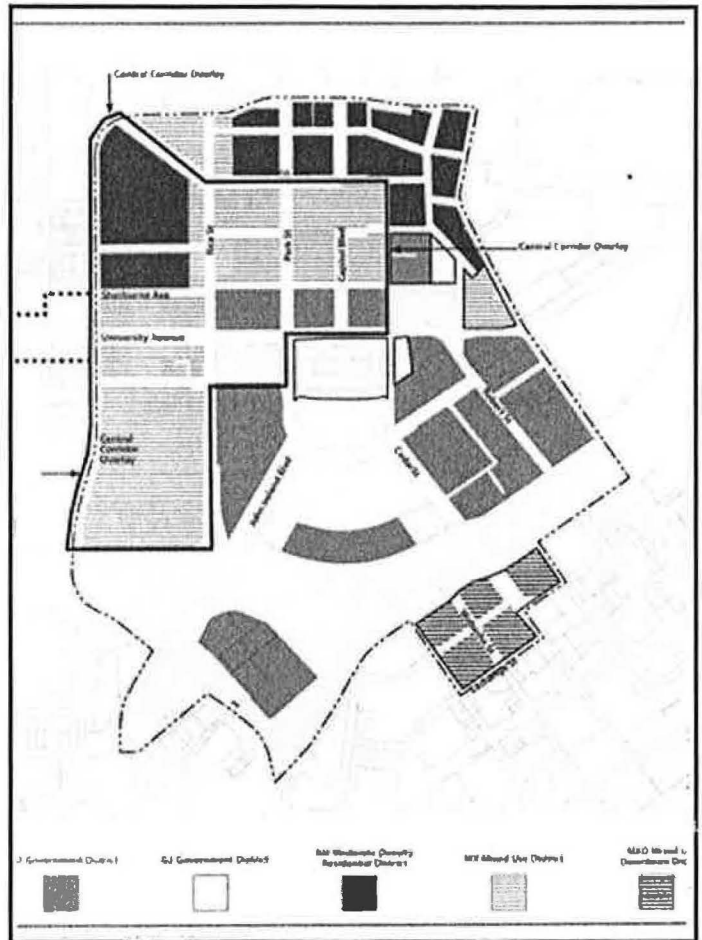
CAPITOL AREA ZONING and DEVELOPMENT

As the planning and regulatory agency responsible for architectural design and long-range planning for the Capitol Area, the CAAPB has zoning jurisdiction and design review over the state government complex and the surrounding commercial and residential neighborhoods.

The Capitol Area contains 15 state office buildings (over three million gross square feet of office, ceremonial, and public spaces), nine blocks of commercial/retail space, 12 residential blocks, and one primary care hospital campus.

Based on solid planning tools and guidelines developed in concert with the *Comprehensive Plan* and the *Zoning and Design Rules*, the Board's influence has positive impact on the overall appearance of the Capitol Area and beyond. The CAAPB continues to work with the Capitol River Council in downtown Saint Paul and with the Saint Paul Design Center on a variety of planning efforts, and the advice of the CAAPB staff and Advisors is sought after by other state capitol area representatives in their approaches to policy, planning, and development.

Several memorials on the Capitol Mall are in either design or fundraising stages, including a Firefighters Memorial, a Hubert H. Humphrey Memorial, a Memorial to the Special Forces in Laos, and the Minnesota Military Family Tribute. As ongoing maintenance of these state assets remains critical, the CAAPB and the Department of Administration have established policy that any new memorial's project budget must include 20% of the total construction budget for future maintenance. There is still the need to create long-term maintenance funding sources for existing memorials.



LIGHT RAIL TRANSIT (LRT)

For twenty years, CAAPB Staff, Architectural Advisors, and the Board have been involved in planning efforts focused on the Central Corridor LRT, following the Board's statutory charge regarding the Capitol Area. Plans call for a route out of downtown Saint Paul on Cedar Street, crossing the Interstate on Cedar Street Bridge, east along Twelfth Street, north on Robert and west on University Avenue to the University of Minnesota and Minneapolis. Capitol Area stations are planned for Cedar at Tenth Street, Robert at Fourteenth, and at Leif Erikson Park on University Avenue.

Since fall of 2007, CAAPB Staff, Architectural Advisors, and representatives of the Department of Administration have reviewed preliminary engineering documents, station area plans, streetscape details, and LRT station artwork as it applies to the Capitol Area. CAAPB review of the project will continue until the Central Corridor LRT is completed in 2014, along with review of new area development spurred by the LRT.

CAPITAL IMPROVEMENTS

1988-1992

- Redesign of all freeway bridges linking the Capitol Area with downtown Saint Paul.
- Construction of the History Center and the Judicial Center, with designs secured through CAAPB-sponsored competitions.

1985-2010

- Since the mid-1980s, over \$61 million for exterior restoration, stabilization, and some interior restoration of the Capitol Building that included the dome and lantern, rebuilding exterior terraces, Rathskellar, both House and Senate chambers, and the third floor.

1992-2010

- Capitol Mall development, including the Vietnam Veterans Memorial (1992), the Korean War Veterans Memorial (1998), the Woman Suffrage Memorial (2003), the World War II Memorial (2007), the Minnesota Workers' Memorial (2010). Design work is in progress on the Humphrey Memorial, while the Memorial to Special Forces in Laos and the Minnesota Military Family Tribute have secured design concepts and are in a fundraising stage.

1993-2010

- Approved alignment of the future LRT route through the Capitol Area with three station stops servicing state government and the surrounding neighborhoods. Design review work continues with the Metropolitan Council, the Department of Administration and SHPO.

1996

- Redesign of campus lighting to improve safety, and a more efficient system of architectural lighting for the Capitol Building's exterior.

1998

- Zoning and design review of the Stassen Building and the Fourteenth Street parking ramp.

2005

- Zoning and design review of the Orville Freeman Office Building, the Ag/Health Lab Building, and the Elmer Anderson Building.
- Staffed and facilitated a 14-member Capitol 2005 Commission in the celebration of the Capitol's 100th Birthday.

2001, 2006-2008

- Completion of the *Minnesota State Capitol Building Predesign Study* in June 2001, and more recently a Predesign Update completed in 2006 by Hammel Green and Abrahamson (HGA) and Schooley Caldwell Associates (SCA) in coordination with the Administration Department and MHS for comprehensive restoration of the Capitol Building.

MINNESOTA STATE CAPITOL RESTORATION

Restoration and maintenance of the Minnesota State Capitol Building is one of the highest priorities of the CAAPB.

Today, Minnesota's premier building suffers from one hundred and five years of hard use. Its heating and air conditioning systems are worn out and prone to failure, it does not meet **basic life safety codes** (for example, it has a limited sprinkler system), and it is not **fully accessible** to people with disabilities. The Capitol is not equipped for the complexities of a modern legislature, for the number of Minnesotans that come to the Capitol to participate in government, or for the thousands of visitors who come to the building. Greatly influencing all future restoration work is the advance of technology in a 105-year-old building, the integrity of some of the building, **compliance with codes**, and the need to **re-examine security** in a post 9/11 world.

The 2000 Legislature funded a Predesign for the Capitol's restoration, which identified numerous critically important issues, but attempts to move forward with any implementation failed to garner the necessary support.

Then in 2005, as the Capitol celebrated its 100-year birthday, the Legislature funded further study and a schematic design of the Capitol's entire restoration.

In 2006, the design team of Hammel Green and Abrahamson (HGA) of Minneapolis, and Schooley Caldwell Associates (SCA) of Columbus, Ohio, confirmed the earlier Predesign issues, investigated the building's ailing infrastructure, and proposed a comprehensive solution. That plan would have cost \$260 million over a phased, six-year schedule.

In 2007, the Legislature authorized the Legislative Coordinating Committee (LCC) to facilitate a Capitol Restoration Working Group consisting of legislators, stakeholders, and the public to build consensus for a restoration strategy, but this process yielded no consensus. It is recognized and assumed that unless and until all the decision makers are of one mind regarding the scope and financial approach to this project, including allocation of space, the State will continue to address the needs of this historically significant and iconic building on an as needed and piecemeal basis.

Since then, the Capitol Building continues to be in critical need of repair and rehabilitation.

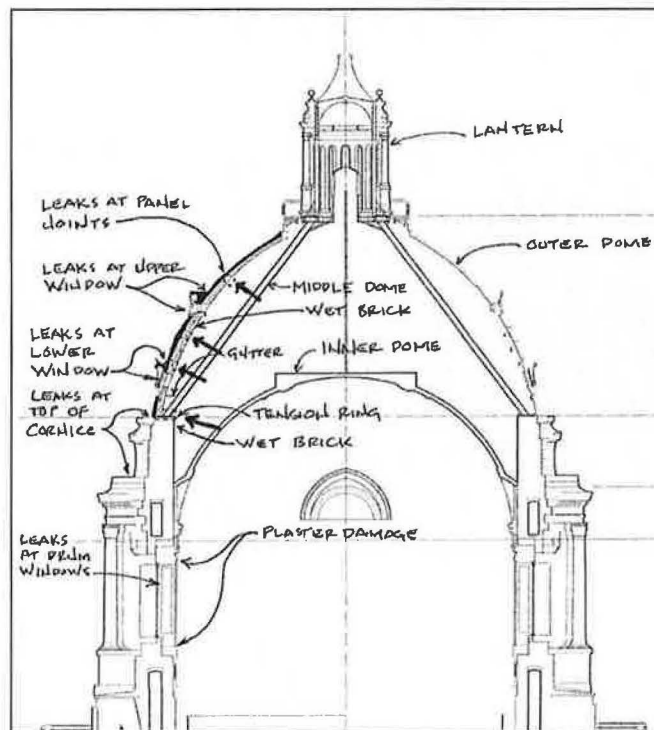
To put this project in perspective, since 1985, approximately \$61 million has been spent on the building, with more than 70% for emergency repairs on life-safety remedies. In comparison, over that same time, close to a dozen state capitol buildings have been partially or completely restored, at costs ranging from \$75 - \$287 million (the largest figure for Texas in 1990, which included an underground expansion). **The longer the wait, the more expensive it will become to do it right, and more money will have been spent simply to patch or apply a band-aid to an ever-worsening asset preservation need.**

The restoration of the Capitol is intended to achieve the following results at a minimum. Other needs such as improved visitor accommodations, dining facilities, additional and improved hearing rooms, and modernized and secure technology may be included in the restoration plan as determined by the Predesign planning.

- Full accessibility for persons with disabilities in accordance with all applicable regulations and codes.
- A safer Capitol Building, including a comprehensive system for dealing with fire and smoke, and other life-safety measures for the safety of all in the building.
- Implementation of recommendations of the 2009 National Guard's Homeland Security Assessment, which found significant building and occupant vulnerabilities.
- Energy efficient mechanical and electrical systems that meet life-safety standards and provide adequate levels of air.
- Control of physical deterioration and damage, and preservation of the building for future generations.

MINNESOTA STATE CAPITOL RESTORATION (continued)

Failure to move forward with an agreed-to plan will cost the State significantly more, first, through continued deterioration, and second, through further cost escalation for restoration. If unaddressed, the deteriorating condition will affect the building's ability to effectively serve the people of Minnesota in the same manner that it has since completion of the Capitol Building in 1905.



CAAPB BUDGET

The CAAPB's Base Budget is appropriated from the General Fund.

The Board's Base Budget is as follows:

- | | |
|-----------------------|-----|
| • Salary & Benefits | 81% |
| • Rent | 12% |
| • LAN & IT Charges | 2% |
| • Business Operations | 5% |

Legislative language passed in 2007 allows that the CAAPB charges for Board, Advisors, and Staff time when projects, pursuant to MN Statutes 15B.17, Subd. 1, require Board review and approval, are reimbursed to the Board on a permanent basis (Laws of 2007, Ch. 148, Art 2, Sec. 10, Subd. 1(b). To date, this language has provided the agency with an additional \$7,700 in FY 2010-11.

As early as 1998, the CAAPB was proactive in achieving efficiencies of budget and shared services. Having already reduced operations to 4 FTEs, in lieu of 5 (per MN Statutes 15B), the agency relocated into a building with a Cabinet agency where savings are achieved by a sharing of space, equipment, LAN connections, IT support, and purchasing programs. The agency currently has three full-time employees.

Trends or projects that influence the agency's level of activity outside CAAPB control are contingent upon others who require CAAPB review or approval for development. Many, if not all, of these projects, including memorials, require future funding in various phases of private or public sources, and have the potential to increase the number of Advisor review meetings, Board meetings, and payments of per diems. Not to mention the potential need to upgrade CAAPB planning tools such as district plans, maps, mall plans, and through technology upgrades, the agency's ability to receive and transmit engineered documents from outside agencies.

Future projects influencing the CAAPB's basic business operations:

- 25% - Zoning issues and permit request review and processing.
- 20% - Central Corridor LRT project and new area development spurred by the LRT.
- 20% - The Capitol Building's individual projects, decisions by the legislature, and the Capitol's ultimate full restoration.
- 25% - Design and construction of four Mall memorials, plus other artwork, and overall mall maintenance planning and landscaping.
- 10% - CAAPB response to other agency initiatives such as SWIFT and Continuity of Operations Plan (COOP).

Critical to the CAAPB's operations is its web page, www.caapb.state.mn.us, and the ability to maintain an easy flow of information to the public. All primary documents of the Board are posted on the site, as well as future Board meetings, zoning forms, and items of architectural and zoning interests on a national level.

CAPITOL AREA ARCHITECTURAL AND PLANNING BOARD

BOARD MEMBERS

Lieutenant Governor Carol Molnau, Chair
M. Ann Buck, Vice-Chair

Don Grundhauser
Representative Matt Dean
David Lanegran
Senator-Elect Carla Nelson
Troy Olsen
Catherine Hartnett
Senator Sandy Pappas
Senator Ann Rest
Representative Morrie Lanning
Representative Diane Loeffler

ARCHITECTURAL ADVISORS

Thomas Blanck, RA - CAAPB Appointee
Rosemary McMonigal, AIA - AIA Minnesota Appointee
William Sanders, FASLA - Arts Board Appointee

STAFF

Nancy Stark, Executive Secretary
Paul Mandell, Principal Planner, Zoning Administrator
Renita Dellwo, Accounting, Financial Officer & Administrative Assistant

LAYOUT and DESIGN of REPORT

CAAPB Staff

With the election of Governor-Elect Mark Dayton in November 2010, the CAAPB welcomes Lieutenant Governor-Elect Yvonne Prettner Solon as the new Chair of the Capitol Area Architectural and Planning Board.

II. Statutory Requirements:

1. the efficiency and effectiveness with which the agency or the advisory committee operates: The Capitol Area Architectural and Planning Board (CAAPB) was created in 1967 to restore a higher standard of quality to the Capitol Area (sixty blocks surrounding the State Capitol Building), after buildings deemed inappropriate to the setting were added during the 50's-60's. This has been accomplished in part by means of a Comprehensive Plan (developed with input from stakeholders including state agencies, the City of Saint Paul and the general public) and reinforced by well established zoning and design rules, all developed, maintained and safeguarded by an independent Board and codified in the Zoning and Design Rules for the Capitol Area. In addition, it was intentional that the Board, created by the Legislature, would be comprised of gubernatorial, mayoral, public and legislative appointees, and report to the Legislature, unfiltered by any one party, special interest or person, and protected from political influences. (Appendix A)

The very structure and size of the CAAPB helps to make its operations both effective and cost efficient, as well as transparent, accessible and sensitive to input of the general public.

2. an identification of the mission, goals, and objectives intended for the agency or advisory committee and of the problem or need that the agency or advisory committee was intended to address and the extent to which the mission, goals, and objectives have been achieved and the problem or need has been addressed: The mission and goals of the CAAPB, per MN Statute 15B, include the following:

- To preserve and enhance the dignity, beauty and architectural integrity of the Capitol, the buildings immediately adjacent to it, the Capitol grounds and the Capitol Area.
- To protect, enhance, and increase the open spaces within the Capitol Area when deemed necessary and desirable for the improvement of the public enjoyment thereof.
- To develop proper approaches to the Capitol Area for pedestrian movement, the highway system, and mass transit system so that the area achieves its maximum importance and accessibility.
- To establish a flexible framework for growth of the Capitol Complex buildings that will be in keeping with the spirit of the original Cass Gilbert design.

3. an identification of any activities of the agency in addition to those granted by statute and of the authority for those activities and the extent to which those activities are needed: The Board has no activities beyond those specifically granted to it by statute, other than those programs and activities required of all state agencies, such as COOP and SWIFT.

4. an assessment of authority of the agency relating to fees, inspections, enforcement, and penalties: The Board, per MN Stat. 15B.03, Subd. 7(b) and 15B.13 must review, approve and be reimbursed for its work on any federally-funded project. This includes Light Rail Transit (LRT) with regard to station design as well as the alignment and track design. In addition, per MN Stat.15B.17, any state agency or public body with plans for a capital improvement within the Capitol Area must consult with and pay for any review and planning work related to the project. In both of these cases, funds are deposited in a special revenue fund and appropriated to the board

The Board in providing for all its mandatory zoning reviews and permitting, charges minimal fees adequate to serve as a handling fee except when an extraordinary level of review, either by staff and/or Advisory Committee, or formal public comment and hearings are required as part of official Board action is necessary. In such cases, fees cover those extraordinary costs. Inspection and enforcement are both handled administratively by the Board designated zoning administrator. Any violation of the Zoning and Design Rules is a misdemeanor, with the zoning administrator or, if needed, the Board's designated representative from the Attorney General's Office first trying to arrive at a resolution; otherwise, any legal action is dependent on the City attorney.

5. whether less restrictive or alternative methods of performing any function that the agency performs could adequately protect or provide service to the public:

No.

For over 45 years, the CAAPB has accomplished and continues to maintain the highest quality of service with a minimal budget by working closely and cooperatively with the Department of Administration, the City of Saint Paul, the MN Historical Society, neighborhood planning district councils, and the private sector including architects, landscape architects and other design professionals. Since the early 70's, the Board has maintained and, as needed, updated its two guiding documents, the 2009 *Zoning and Design Rules for the Minnesota State Capitol Area* (which in its latest rewrite using form-based zoning, won an award from the MN Chapter of American Planning Association) and the 1998 *Comprehensive Plan for the Minnesota State Capitol Area, amended in 2009*. These and other documents are all available at www.caapb.state.mn.us/publication.html.

When the CAAPB was first created in the late 60's, it was a commission, with zoning responsibilities handled by the City; but problems with enforcement of rules unique to the needs of the Capitol Area proved problematic. As a result, the legislature then converted it to a Board

with its own zoning authority, something which has served the Capitol Area, its surrounding neighborhoods and the City well. CAAPB zoning rules, as of latest rewrite, have strengthened application of design guidelines, and these are reinforced in all design competitions.

There have been times when planning for non-State-owned land might run counter to or clearly out of the realm for the normal Executive branch state agency such as the Department of Administration, possibly even leading to conflicts of interest, and the Board has served as an effective, impartial third party with a consistent set of guidelines and rules fair to all and partial to none.

Likewise, there have even been times (Governor's portraits, lighting of the Capitol Building, and the capital budgeting process) where, with responsibility to report directly to the Legislature, the Board has been able to bring forth information without any filters for consideration by both the Governor and the Legislature, based on application of its professional standards. Most recently, in dealing with the restoration needs for the Capitol Building, the CAAPB, reporting directly to the Legislature, has been able to exercise unique candor and transparency that other cabinet-level agencies do not have the ability to do.

6. the extent to which the jurisdiction of the agency and the programs administered by the agency overlap or duplicate those of other agencies, the extent to which the agency coordinates with those agencies, and the extent to which the programs administered by the agency can be consolidated with the programs of other state agencies: When working with the Capitol Building itself, the CAAPB operates as one of the three legs of the stool, taking the lead on design issues and planning studies, working in cooperation with the Department of Administration (who administrates all contracts) and the Minnesota Historical Society. The Board must serve as the constant, consistent voice advocating for the big-picture, comprehensive, most effective and most efficient plan with the best long term value (both in cost-effectiveness and in safeguarding the integrity of the building and its systems) of taking on the entire program via a comprehensive, phased commitment.

We believe and strive to safeguard against redundancy in favor of a coordinated, comprehensive, grounded approach to our responsibilities. Our streamlined, transparent, highly public procedures make the operations far more efficient and accessible than if our functions were handled by a larger, public agency. Having already reduced operations to three FTEs, the agency is located in a building with a large cabinet agency where savings are achieved by sharing of space, equipment, LAN connections, IT support, and purchasing programs. Lastly, with the Board's recently re-designed web site, we believe the Board delivers service beyond the level of expectations for a State body of such limited resources and size. (Appendix B)

7. the promptness and effectiveness with which the agency addresses complaints concerning entities or other persons affected by the agency, including an assessment of the agency's administrative hearings process: The Capitol Area Architectural and Planning Board, comprised of gubernatorial, mayoral, public and legislative appointees, holds public meetings and has an extensive mailing list for its notices, while also maintaining a website that is not only transparent but also very informational on related matters. It is not an issue if a party needs to bring a matter to the Board in a timely manner. Lastly, in its rulemaking experience in both 1999 and 2009, the Board created numerous outlets for soliciting ideas, input and response from not just those state entities cited in our statute, but from neighborhood groups and others who might have occasion to deal with the CAAPB.

8. an assessment of the agency's rulemaking process and the extent to which the agency has encouraged participation by the public in making its rules and decisions and the extent to which the public participation has resulted in rules that benefit the public: The Capitol Area zoning rules are revised generally once every decade, following APA (Administrative Procedures Act), which allows for review and input from the Governor's Office, the Legislature, other state agencies, the City of Saint Paul, surrounding district councils and the general public. In the Board's 2009 rewrite of the *Zoning and Design Rules for the Capitol Area* (Rules Chapter 2400), the CAAPB formed a task force with representatives from all stakeholder groups that was involved throughout the actual development and writing of the proposed rule, prior to and even following the required public hearings.

9. the extent to which the agency has complied with federal and state laws and applicable rules regarding equality of employment opportunity and the rights and privacy of individuals, and state law and applicable rules of any state agency regarding purchasing guidelines and programs for historically underutilized businesses: The CAAPB has complied with Federal and State laws and applicable rules regarding equality of employment, the rights and privacy of individuals, the Americans with Disability Act, and Affirmative Action. The CAAPB also complies with the Code of Conduct, Authority for Local Purchasing (ALP), and the Purchasing Policies and Procedures as set forth by Minnesota Management and Budget requirements.

10. the extent to which the agency issues and enforces rules relating to potential conflicts of interest of its employees: The CAAPB issues and enforces rules relating to potential conflicts of interest by complying with the Campaign Finance and Public Disclosure Board to ensure that the requirements of the Ethics in Government Act are met by filing a yearly Statement of Economic Interest.

11. the extent to which the agency complies with chapter 13 and follows records management practices that enable the agency to respond efficiently to requests for public information: The CAAPB complies with records management practices and responds efficiently to public requests for information. Critical to the CAAPB's operations is its web site (www.caapb.state.mn.us), and its ability to maintain an easy flow of information to the public. All primary documents of the Board are posted on the site, as well as future Board meetings, zoning forms, and items of architectural and zoning interests on a national level.

12. the effect of federal intervention or loss of federal funds if the agency is abolished: The CAAPB does not receive any federal funding.

13. Priority Based Budgeting:

	<u>Statute, Activities, Results/Outcomes, and Measurements</u>	<u>Cost/Year</u>
a.	<p>15B.01 Mission Responsibilities</p> <p>Results:</p> <ul style="list-style-type: none"> • Current Comprehensive Plan and Zoning Rules on web site • Board approves memorials, buildings, and LRT • Board enforces zoning regulations <p>Measurements:</p> <ul style="list-style-type: none"> • Four new Board-approved buildings in last 15 years • LRT alignment and station design under construction • Eight memorials per Mall Plan • Policy for commemorative works in Capitol Building and Area 	\$10,000
b.	<p>15B.03 and 15B.11 Service to the Board</p> <p>Results:</p> <ul style="list-style-type: none"> • Staff supports all Board activities per statute • Staff consults with Advisory Committee <p>Measurements:</p> <ul style="list-style-type: none"> • The Board meets quarterly; or as needed 	\$36,000

- c. **15B.05 Development and maintenance of a comp
plan for the area** **\$23,000**
- Results:
- Board maintains its Plan for the Capitol Area
 - Board works with Saint Paul Planning Department and others
- Measurements:
- The CAAPB amended its 1998 Plan in 2009
- d. **15B.06, 15B.08 & 15B.28 Maintain zoning regulations,
standards, design review** **\$27,000**
- Results:
- Rewrote Zoning Rules (Chapter 2400) in 2009, using form-based zoning
 - Approx. 50 zoning requests per biennium
- Measurements:
- Board acts on requests within 60 days
 - City's building permit issued only after CAAPB zoning permit
 - Zoning Rule received award from MN American Planning Assoc.
- e. **15B.10 Conduct competitions for new public buildings,
or major changes in Capitol Area** **\$12,000**
- Results:
- Competitions meet national AIA standards
 - Competitions guided by specific conditions to assure impartiality
 - Competition juries include client, professionals, and stakeholders
- Measurements:
- Board approves competition results
 - New draft policy for commemorative works for approval in 2012
- f. **15B.13 Review and approval for LRT alignment and station
design in the Capitol Area** **\$20,000**
- Results:
- CAAPB involved for 20+ years for LRT
 - CAAPB collaborates with Department of Administration, City of Saint Paul, and Metropolitan Council
- Measurements:
- Board approved LRT alignment and three station designs
 - Staff and Advisory Committee to monitor through 2014

- g. **15B.15 Develop standards and policy on the Capitol's public and ceremonial areas, also major internal campus building changes** **\$39,000**

Results:

- CAAPB and Department of Admin. collaborate on capital budget requests, policy upgrades, building sites, and design standards
- CAAPB and Department of Admin. review Capitol Building's restoration and maintenance, and projects within the Capitol Area.

Measurements:

- CAAPB reviews any capital budget requests in Capitol Area
- Board consults Department of Admin. and MHS in decisions

- h. **15B.17 & 15B.21 Report to and update the legislature on capital and biennial budget request, and mall enhancements.** **\$21,000**

Results:

- The CAAPB provides the legislature with review comments on capital budget requests

Measurements:

- The Board approves proposals and capital budget requests on compatibility with the Board's Plan
- The agency is timely in Biennial Reports and capital budget requests preparation for the legislature

- i. **15B.03 subd. 7 Daily agency business operations, accounting, payroll, etc., and response to other agency initiatives such as SWIFT and Continuity of Operations Plan (COOP)** **\$40,000**

Results:

- The agency maintains effective, efficient, and participating business operations
- The agency adheres to all state policy and directives in a timely manner

Measurements:

- 6% of agency base budget is business operations
- Agency is timely and current in statewide programs such as SWIFT & COOP
- The CAAPB is known for its responsiveness, keeping of the historical record, accessibility, and transparency

\$228,000

AGENCY BUDGET

\$228,000	Salaries w/benefits (a.-i. amounts listed above)
29,000	Vacant position
43,000	Rent
7,000	LAN/IT Charges
18,000	Business Operations
<u>\$325,000</u>	Total

III. Other requirements

1. An organizational chart (see Appendix B)
2. A link to the organization's web site: www.caapb.state.mn.us
3. & 4. A six year history of full time equivalent staffing levels and funding:

Fiscal Year	General Fund	Other Funding	Employees	Leave Salary Savings Hours (MN Stat. 43A.49)
FY06	\$269,000 *	\$9,995	4	600 Hours
FY07	\$270,000 *	\$8,145	4	336 Hours
FY08	\$362,000	\$3,207	4	-0-
FY09	\$373,000	\$4,508	4	-0-
FY10	\$354,000	\$9,613	4 (retiree May)	-0-
FY11	\$343,000	\$1,623	3	100 Hours
FY12	\$325,000	-0-	3	-0-

* Base budget reduced by 20% in FY04. Staff voluntarily reduced hours in FY06-07 to avoid layoffs, as well as in FY04-05. Base level funding restored in FY08-09.

Other Funding FY06-11 were from state monies for work on Capitol Building (per MN Stat. 15B.17) and federal monies for LRT related work (per MN Stat. 15B.13[c]).

5. A list of all advisory councils whose primary function is to advise the organization: Per MN Statute 15B.11 an Advisory Committee of two professional architects and one landscape architect must advise the Board on architectural and planning matters.

6. Citation of the statute creating the organization and to other statutes governing or administered by the organization: MN Statute 15B.

7. Citation to the administrative rules adopted by the organization: Rules 2400.

8. A copy or link to any other governance documents adopted by the organization: The CAAPB maintains a very active web site with all agency documents and permit applications readily available for public access, as well as links to other Minnesota state agencies, and national web sites. The Board's web site has recently added a link to access information for people with disabilities to enhance their experience while visiting Minnesota's Capitol Building and surrounding area.

The following CAAPB documents adopted by the Board and found on www.caapb.state.mn.us/publication.html are as follows:

- 1998 Comprehensive Plan for the Minnesota State Capitol Area, amended in 2009
- Rules Governing Zoning and Design for the Minnesota State Capitol Area, rewritten in 2009
- Policy for Works of Art in the Minnesota State Capitol, 1998
- Commemorative Works in the Capitol Area, 1993. Note: The Board is in process of rewriting this document for adoption in early 2012.

Appendix A

BOARD MEMBERS

Lieutenant Governor Yvonne Prettner Solon, Chair

M. Ann Buck, Vice-Chair

Representative Matt Dean

Don Grundhauser

Catherine Hartnett

Senator Benjamin Kruse

David Lanegran

Representative Morrie Lanning

Representative Diane Loeffler

Senator Carla Nelson

Senator Gen Olson

Senator Ann Rest

ARCHITECTURAL ADVISORS

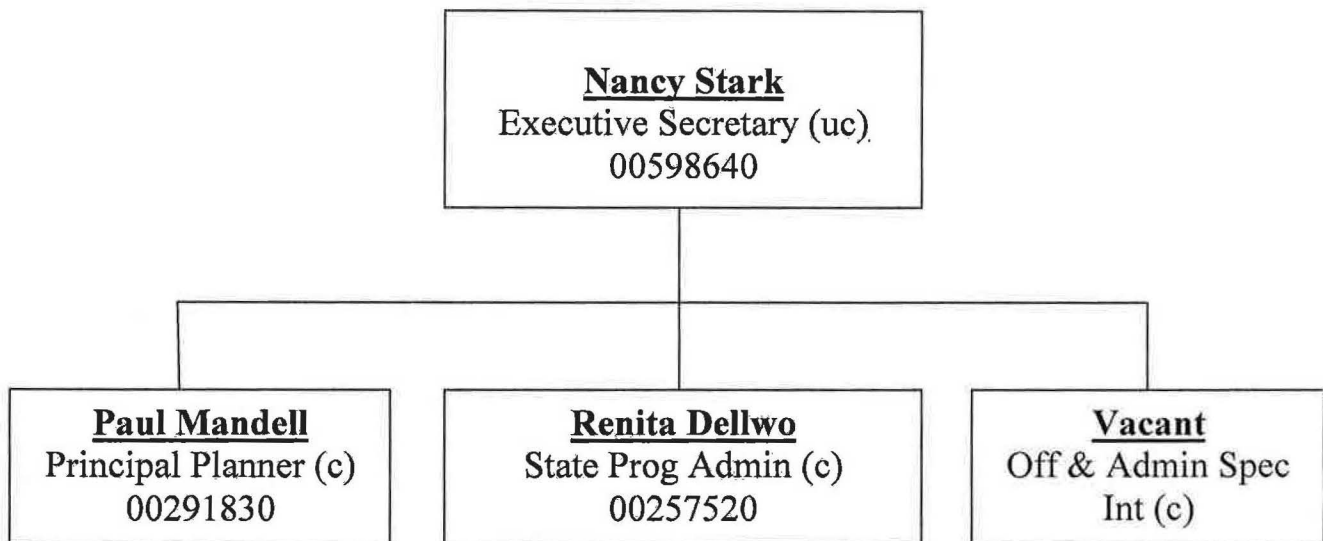
Thomas Blanck, RA - CAAPB Appointee

Rosemary McMonigal, AIA - AIA Minnesota Appointee

William Sanders, FASLA - Arts Board Appointee

Appendix B

CAPITOL AREA ARCHITECTURAL AND PLANNING BOARD (CAAPB)



uc=unclassified position
c=classified position

Updated 6/15/10

Appendix C

AWARDS Received by CAAPB

- 2010 Planning Award for an Implementation Tool on Program, the CAAPB for Zoning and Design Rules for the Minnesota State Capitol Area
By: Minnesota American Planning Association
- Special Award, accepted by the CAAPB for the Minnesota State Capitol 100 year celebration
By: American Institute of Architects Minnesota (AIA MN), 2005
- 2000 Honor Award, accepted by the CAAPB for the Minnesota State Capitol Rathskeller
By: Preservation Alliance of Minnesota
- Award of Recognition, the CAAPB accepted for the State of Minnesota “for the painstaking and beautiful renovation of the Capitol Rathskeller”
By: Saint Paul Heritage Preservation Commission & Saint Paul AIA Chapter, 2000
- Award of Recognition, the CAAPB and the State of Minnesota “for giving form to Minnesota’s collective sorrow and need to remember the Vietnam War Heritage”
By: Saint Paul Heritage Preservation Commission & Saint Paul AIA Chapter, 1993
- Award of Recognition, the CAAPB “for its cooperative efforts to develop historically compatible freeway bridge entrances in Saint Paul”
By: Saint Paul Heritage Preservation Commission & Saint Paul AIA Chapter, 1990
- Honor Award, to the CAAPB for the State Office Building Parking Structure
By: Minnesota Society of AIA, 1990
- Award of Recognition, the CAAPB “for the historically sensitive design of the State Office Building Ramp”
By: Saint Paul Heritage Preservation Commission & Saint Paul AIA Chapter, 1990
- Special Award to the CAAPB for their quality of design in the Minnesota Capitol Precinct
By: Minnesota Society of AIA, 1989



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August 16, 2013

The Honorable Paul Thissen
Speaker of the House
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155-1298

Dear Speaker Thissen,

Thank you for your letter dated August 2, 2013 requesting information regarding advisory groups at the Department of Commerce. Pursuant to your request, please find the attached spreadsheet of Commerce Department boards and task forces.

Please let me know if you or any other members of the Legislative Commission on Planning and Fiscal Policy (LCPFP) would like any additional information.

Sincerely,

A handwritten signature in black ink that reads 'Mike Rothman'. The signature is written in a cursive, flowing style.

Mike Rothman
Commissioner

Department of Commerce Boards and Task Forces

Name	Mission	Statute	Expiration	Membership	Compensation	Budget	3 Most Recent Meetings	Upcoming Meeting	Report Required	Website
Automobile Theft Prevention Advisory Board	An Automobile Theft Prevention Advisory Board is established to advise the commissioner on the distribution of grants under this section.	65B.84, subd. 4	This advisory board is active.	Cheryl Spain Jennifer Beck-Brown Maggie Samec Nancy Jacobson (Chair) Richard Gardell Todd Turpitt 2 vacancies	\$55 per diem plus expenses	None	March 2013 and two in 2012	None Scheduled. Advisory board traditionally meets to score Auto Theft Prevention grant applications when grant funds are available	Yes	No
Emergency Energy Assistance Advisory Council	The commissioner must appoint an advisory council to advise the commissioner on implementation of this section.	216C.265, subd.4	6/30/2009	1/3 of the advisory council must be from households that are eligible for emergency energy assistance under the federal Low-Income Home Energy Assistance Program. The remaining 2/3 must be composed of persons representing energy providers, customers, local energy assistance providers, existing fuel fund delivery agencies, and community action agencies.	Per 15.059, \$55 per diem plus expenses	None	Last met in 2003	None Scheduled	No	No
Energy Advisory Task Force	The commissioner shall appoint an advisory task force to help evaluate the information collected and formulate recommendations to the legislature.	216C.02, subd. 1	At the discretion of the Commissioner of Commerce	The commissioner shall appoint an advisory task force to help evaluate the information collected and formulate recommendations to the legislature. The task force must include low-income energy users.	None. Per 15.059, task forces are excluded from receiving reimbursement	None	Unknown	None Scheduled	Yes	No

Energy Research and Education Advisory Committee	The state's public research and higher education institutions should work with one another and with similar institutions in the region to establish Minnesota and the Upper Midwest as a center of research, education, outreach, and technology transfer for the production of renewable energy and products.	216B.815	None	The partnership must include an advisory committee comprised of government, industry, academic, and nonprofit representatives to help focus its research and education efforts on the most critical issues	216B.815 does not reference 15.059 or any compensation-specific language	None	Unknown	None Scheduled	No	No
Real Estate Appraiser Advisory Board	The Real Estate Appraiser Advisory Board makes recommendations to the commissioner on the experience, examination, and education requirements for real estate appraisers, and on the periodic review of the standards for the development and communication of real estate appraisals.	82B.05	None	Bradley Elvestad Michael Bilski Elliott Loutsch Timothy O'Brien Leigh Lenzmeier Susanne Barkalow Janene Hebert Wendy Walker	\$35 per diem plus expenses	None	Last met in 2009	None Scheduled	No	http://mn.gov/commerce/topics/real-estate/boards-commissions/appraiser-advisory-board.jsp
Renewable Hydrogen Initiative Advisory Committee	The commissioner of commerce shall operate a competitive grant program for projects to assist the state in attaining its renewable hydrogen energy goals.	216B.813, subd. 2	6/30/2009	Made up of industry, university, government, and nongovernment organizations	216B.813 subd. 2 does not reference 15.059 or any compensation-specific language	None	Unknown	None Scheduled	Yes	No

Uniform Conveyancing Forms Advisory Task Force	The commissioner of commerce may appoint an advisory task force on uniform conveyancing forms to recommend to the commissioner of commerce amendments to existing forms or the adoption of new forms. The commissioner of commerce may adopt amended or new forms consistent with the laws of this state by order.	507.09	According to the Secretary of State's office, June 30, 2015	Cathy Racek Dale Moe Gail Miller. Greg Booth Karen Bjorkman Robert Striker (Chair) Nancy Hupp Joel Holstad Ronald Gandrud Ryan Boe Derric Saville Naomi Moore Michelle Ashe 6 open positions	None. Per 15.059, task forces are excluded from receiving reimbursement	None	4/11/2013; 5/9/2013; 6/13/2013	9/12/2013	No	http://mn.gov/commerce/topics/real-estate/boards-commissions/ucb-advisory-task-force.jsp
Workers' Compensation Self-Insurers Advisory Committee	At the request of the commissioner, the committee shall meet and advise the commissioner with respect to whether or not an applicant to become a private self-insurer in the state of Minnesota has met the statutory requirements to self-insure.	79A.02	None	David J. Hennes, Chair James W. Doyle, Vice Chair Janel French Brian Rotty Bill Dacus Dale Haug	79A.02 does not reference 15.059 or any compensation-specific language.	None	1/31/2013; 4/25/2013; 6/27/2013	9/27/2013	No	http://www.mnsisf.org/mnsisf-board.html



Commissioner's Office

1450 Energy Park Drive Suite 200
St. Paul, MN 55108
Ph 651.361.7200 Fax 651.642.0223
TTY 800.627.3529
www.doc.state.mn.us

August 16, 2013

Paul Thissen, Speaker of the House
Minnesota House of Representatives
State Office Building
100 Reverend Dr. Martin Luther King Jr. Blvd
St. Paul, MN 55155

Dear Honorable Representative Thissen:

I received your request for information on the Department of Corrections (DOC) advisory groups and am happy to provide you with an update on the work they are doing.

You listed seven groups for the DOC: Battered Women and Domestic Abuse Advisory Council; Correctional Facility Site Selection Task Force; Female Offender Task Force; Health Care Peer Review Committee; Interstate Adult Offender Advisory Council; Interstate Compact for Juveniles Advisory Council; and Sex Offender Treatment Advisory Task Force.

The Battered Women and Domestic Abuse Advisory Council is not a DOC council. We believe this might be under the Department of Public Safety. Two other advisory groups, the Correctional Facility Site Selection Task Force and the Sex Offender Treatment Advisory Task Force, no longer meet or exist and were at the discretion of the Commissioner.

Four of the advisory groups you listed continue to meet and are still valuable. These are the Female Offender Task Force; Interstate Adult Offender Advisory Council; Interstate Compact for Juveniles Advisory Council; and the Health Care Peer Review Committee. The information for each of these advisory groups is on the following pages.

If you need any further information or would like to further review these advisory groups please don't hesitate to contact my office. Thank you again for your interest in the work of DOC advisory groups.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Roy", is written over the word "Sincerely,".

Tom Roy,
Commissioner

Enclosure: DOC advisory groups

Department of Corrections Advisory Groups

260.515 Interstate Compact for Juveniles

Mission:

Under Minnesota statute 260.515, Minnesota is required to have this Advisory Council to be in compliance with the Interstate Commission for Juveniles. The Interstate Commission oversees the administration and operations of the interstate movement between compacting states for juveniles subject to this compact. The state advisory council provides guidance concerning the State of Minnesota's participation in Interstate Commission activities.

Membership:

Mr. Stephen King
Ms. Suzanne Elwell
The Honorable Michelle Larkin
Mr. Michael Downey
The Honorable Kathy Sheran
The Honorable Dan Hall
The Honorable Joe Mullery
The Honorable Jim Newberger
Ms. Jill Carlson
Mr. Jim Early
Mr. Pete Orput
Ms. Carolina Lamas
Sheriff Bill Bergquist
Ms. Midge Christianson
Ms. Rose Ann Bisch
Ms. Mical Peterson
Ms. Freddi Davis-English
Mr. Randy Hartnett
Mr. Ron Solheid
Mr. Tom Roy

The Advisory Council does not provide any compensation to its members.

Budget:

The Advisory Council does not have a budget.

Three most recent meetings:

September 9, 2013

June 3, 2013

December 10, 2012

Reports and Recommendations:

The Minnesota State Advisory Council has not issued any recommendations or reports to the Legislature or Governor.

Website:

The Minnesota State Advisory Council for Juveniles does not have a specific website. Information about the Advisory Council can be found on the website of the National Commission at www.juvenilecompact.org.

243.1606 Advisory Council on Interstate Adult Offender Supervision

Mission:

Under Minnesota Statute 243.1606, Minnesota is required to have this State Advisory Council to be in compliance with Interstate Commission for Adult Offender Supervision. The Interstate Commission oversees the interstate movement of adult offenders in compacting states. The Minnesota Advisory Council provides guidance concerning the state's participation in the Interstate Commission activities.

Membership:

Mr. Stephen King, Chair
Ms. Suzanne Elwell, Vice Chair
The Honorable Michelle Larkin
Mr. Michael Downey
The Honorable Barb Goodwin
The Honorable Bill Ingebrigtsen
The Honorable Joe Mullery
The Honorable Jim Newberger
Ms. Jill Carlson
Mr. Jim Early
Mr. Pete Orput
Ms. Carolina Lamas
Sheriff Bill Bergquist
Ms. Midge Christianson
Ms. Rose Ann Bisch
Mr. Randy Hartnett
Mr. Ron Solheid
Mr. Tom Roy

The Advisory Council does not provide any compensation to its members.

Budget: The Advisory Council does not have a budget.

Three most recent meetings:

September 9, 2013

June 3, 2013

December 10, 2012

Annual report:

By March 1 of each year, the council provides a report to the governor and the chairs and ranking minority members of the Senate and House of Representatives committees having jurisdiction over criminal justice policy on its activities and the activities of the interstate commission and its executive committee for the preceding year. The report must also include an assessment of how the interstate compact is functioning within Minnesota and across the country.

Website:

The Minnesota Advisory Council on Interstate Adult Offender Supervision does not have a specific website. The Advisory Council does post the annual report on the Department of Corrections (DOC) public website at www.doc.state.mn.us. Information about the Advisory Council can also be found on the website of the National Commission at www.interstatecompact.org.

241.71 Advisory Task Force on the Woman and Juvenile Female Offender in Corrections

Mission:

Promote and advocate for gender and culturally-responsive services for women and girls in the criminal and juvenile justice system.

This Advisory Task Force consults with the Commissioner of Corrections regarding choice of model programs to receive funding, reviews and makes recommendations on matters affecting female offenders, identifies problem areas, and assists the Commissioner in seeking improved programming for female offenders.

Membership:

Ms. Roxanne Sanderson, Chair

Ms. Jen Wright, Chair-elect

Mr. Scott Behrends

Ms. MerryWayne Elvig

Ms. Sandra Hahn

Ms. Maren Hardy

Ms. Vicki Hunter

Ms. Roberta Jones

Ms. Gwen Lerner

Ms. Renee Louck
Ms. Karmen McQuitty
Ms. Dawn Miller
Ms. Artika Roller
Ms. Julie Rud
Ms. Jan Scott
Ms. Carol Skradski
Mr. John Stuart
Ms. Cheryl Tigue
Ms. Esther Tomljanovich
Ms. Tracy Zabel

The Advisory Task Force is currently at full membership. It does not provide any compensation to its members.

Budget:

The Advisory Task Force does not have a budget.

Three most recent meeting dates:

The Advisory Task Force meets on the second Wednesday of each month. The three most recent meeting dates are as follows.

August 14, 2013

July 10, 2013

June 12, 2013

Recent reports and recommendations:

- Strategic Priorities 2011-2013, revised June 2013. This document includes the 2012 Annual Report to the Commissioner.
- Recommendation for use of the Gender-Responsive Program Assessment tool.
- 2011 Annual Report to the Commissioner.
- Gender-Responsive Curriculums and Targeted Domains.
- Strategies for Working with Female Inmates in Jail.
- 2010 Annual Report to the Commissioner.
- Strategic Priorities 2011-2013, December 2010.

Website:

The Advisory Task Force on the Woman and Juvenile Female Offender in Corrections website is located at <https://forums.doc.state.mn.us/site/fo/default.aspx>. The documents listed above are posted on this website.

241.021 Health Care Peer Review Committee

Mission:

To review and evaluate the quality of on-site and off-site offender care and treatment, including deaths of offenders, in order to evaluate and improve the quality of care and reduce morbidity and mortality.

Membership:

Dr. David Paulson

Ms. Lisa Staber

Mr. John Agrimson

Ms. Margaret Gemmell

Mr. Peter Menge

Mr. Steve Huot

Representative from the DOC Office of Special Investigations – membership varies

Physician at a DOC correctional facility – membership varies

Budget:

The Health Care Peer Review Committee does not have a budget.

Three most recent meeting dates:

July 16, 2013

June 18, 2013

May 21, 2013

Recent reports and recommendations:

Reports and recommendations are not public information.

Website:

The Health Care Peer Review Committee does not have a website.



August 14, 2013

Representative Paul Thissen
Speaker of the House
1000 Rev Dr Martin Luther King Jr Blvd
St Paul, MN 55155-1298

Dear Speaker Thissen,

Thank you for your letter dated August 2, 2013 requesting information about the various executive branch advisory groups associated with the Minnesota Department of Education. Please find enclosed a document with the requested information.

In addition, you asked me to verify the list of groups House Research gathered. The newly created Minnesota Youth Council Committee is established through the Minnesota Alliance with Youth and serves mainly to provide advice to the legislature and governor, not the Commissioner of Education. The Minnesota Department of Education is not involved in the administration of this committee. Therefore, I have not included information about the Minnesota Youth Council Committee in the enclosed document.

The Library for the Blind and Physically Handicapped Advisory Committee's official advisory committee name is "Advisory Committee for the Minnesota Braille and Talking Book Library." The name changed in 2007 and is reflected in §134.31. I have updated the committee title in the enclosed document.

Also, I would suggest adding the Minnesota Academic Excellence Foundation (MAEF) to the list of advisory councils. The statutory reference for MAEF is Minnesota Statutes §124D.94. While there is no statutory end date for MAEF, the foundation has continued to function without an appropriation since 2002. I have included information about MAEF in the enclosed document.

As always, if you have questions or require further information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Brenda Cassellius".

Dr. Brenda Cassellius
Commissioner

Minnesota Department of Education Advisory Councils

Assessment Advisory Committee

Mission of the Group	The Assessment Advisory Committee reviews policies and practices of statewide assessments as required by Minnesota Statutes, section 120B.365. The committee submits its recommendations to the commissioner and to legislative committees with oversight of policy and budget issues affecting kindergarten through grade 12 education. The commissioner considers the committee's recommendations before finalizing any statewide assessment.
Membership and Compensation	Members: Mary Klamm, Aldo Sicoli, Barbara Hunter, Amy Jones, Sandra Johnson, Paul Carney, Barb Ziemke, Mo Amundson, Christopher Moore Compensation: No compensation is provided to committee members. Members are able to join the meeting in person or via conference call.
Budget	N/A
Recent and Future Meeting Dates	Most recent three meeting dates - May 15, 2013; February 20, 2013; November 14, 2012 Meeting dates for 2013-2014 school year have not been finalized
Reports or Recommendations	No reports required. Most recent meeting minutes attached.
Website link	http://www.education.state.mn.us/MDE/Welcome/AdvBCT/AssessAdv/

Early Childhood Education and Care Advisory Council

Mission of the Group	Vision Statement: Every child deserves the opportunity to thrive. It is essential – for the child and the long-term prosperity of Minnesota – that young children are supported by their families and communities in achieving their maximum potential. In Minnesota, too many children start school unhealthy and not academically and socially ready to learn; too many start behind and don't catch up. The opportunity gap in Minnesota is growing. Fortunately, research shows that investing in high-quality early childhood programs and services can close the gap and yield an extraordinary return.
Membership and Compensation	See attached
Budget	In FY13, the Council was funded under the federal Early Childhood Comprehensive Systems Grant through Minnesota Department of Health for \$7, 500 to cover Council members travel and meeting costs, including per diems for parent members. Currently, Department of Human Services is contributing \$5,000 under the

	federal Child Care Development Grant for a meeting facilitator and towards Council members travel. For FY 13 MDE provided .5 FTE staffing to the Council. For FY 14, staffing is reduced to .25 FTE.
Recent and Future Meeting Dates	December 17, 2013 October 22, 2013 August 20, 2013 June 19, 2013 April 16, 2013 February 12, 2013
Reports or Recommendations	See attached
Website link	http://education.state.mn.us/MDE/Welcome/AdvBCT/EarlyLearnCoun

Interagency Intervention Service Systems Committee

Mission of the Group	The State Interagency Committee exists so that multiple agencies/programs work together to improve services and outcomes for families and their children and youth with disabilities and mental health concerns.
Membership and Compensation	<p>Sherri Mortenson-Brown, Department of Commerce</p> <p>Alyssa Klein, Department of Employment and Economic Development (DEED)</p> <p>Mary Kolles, DEED</p> <p>Alex Bartolic, Department of Human Services (DHS)</p> <p>Glenace Edwall, DHS</p> <p>MaryAlice Mowry, DHS</p> <p>Deb Anderson, Department of Corrections (DOC)</p> <p>Carrie Smith, DOC</p> <p>Barbara Troolin, Minnesota Department of Education (MDE)</p> <p>Robyn Widley, MDE</p> <p>Jayne Spain, MDE</p> <p>Sue Benolken, MDE</p> <p>Ruth Ellen Luehr, MDE</p> <p>Barb Dalbec, Minnesota Department of Health (MDH)</p> <p>Barbara Lundeen, MDH</p>

	<p>Jill Stewart, School Nurses of Minnesota (SNOM)</p> <p>Sandy Gundlach, Minnesota School Board Association (MSBA)</p> <p>Renae Ouillette, Minnesota Association of Special Education (MASE)</p> <p>Nancy Schaefer, Minnesota Association of County Social Services Administrators (MACSSA)</p> <p>Carolyn Strnad, Special Education Advisory Panel (SEAP)</p> <p>Michelle Willert, Interagency Coordinating Council (ICC)</p> <p>Invited Guests:</p> <p>Linda Bonney, MN Disability Law Center</p> <p>Kim Kang, Council on Disability</p> <p>Roxanne Botz, County Social Services</p> <p>Travel expenses are provided upon request for non-state agency members.</p>
Budget	<p>For 2012-13 the encumbered amount was \$10,000 and expenditures were \$2328.04.</p> <p>For 2013-14 the encumbered amount is \$3000.00. Budget is funded by federal IDEA Part B Administrative dollars.</p>
Recent and Future Meeting Dates	<p>The last three meeting dates were: June 12, 2013, April 10, 2013 and February 21, 2013.</p> <p>The next planned meeting dates are: September 11, 2013, November 13, 2013 and January 8, 2014</p>
Reports or Recommendations	<p>INTERAGENCY COORDINATION OF MENTAL HEALTH & TRANSITION SERVICES IN MINNESOTA PUBLIC SCHOOLS: A Snapshot. June 2012</p>
Website link	<p>http://education.state.mn.us/MDE/Welcome/AdvBCT/SIC/</p>

Advisory Committee for the Minnesota Braille and Talking Book Library

Mission of the Group	<p>The Advisory Committee for the Minnesota Braille and Talking Book Library shall advise the MBTBL on long range plans and library services. Quality library service requires consumer support and cooperation among all type of organizations. To fulfill its responsibilities the Advisory Committee shall consider the needs of all MBTBL consumers and shall assist in communicating the goals, plans, and policies to government officials and library consumers.</p>
Membership and Compensation	<p>Maureen Pranghofer [REDACTED] [REDACTED] [REDACTED] Original Appointment: 1/2/2009 Current Term Ends: 1/2/2015</p> <p>Rebecca Kragnes [REDACTED] [REDACTED] [REDACTED] Original Appointment: 1/2/2009 (filled out Jane Toleno's term) Current Term Ends: 1/2/2015</p> <p>Adrienne Haugen [REDACTED] [REDACTED] [REDACTED] [REDACTED] Original Appointment: 1/2/2007 Current Term Ends: 1/2/2015</p> <p>Bryce Samuelson [REDACTED] [REDACTED] [REDACTED] Original Appointment: 1/2/2012 Current Term Ends: 1/2/2016</p> <p>Dale E. Heltzer [REDACTED] [REDACTED] [REDACTED] Original Appointment: January 2, 2013 Current Term Ends: 1/2/2016</p> <p>Compensation of committee members shall be as provided in section 15.059 of the Minnesota Statutes. Members are paid \$55.00 per diem plus travel expenses.</p>
Budget	\$1,700

Recent and Future Meeting Dates	Recent meeting dates: November 26, 2012, April 15, 2013, August 5, 2013 Next scheduled meetings: September 16, 2013 and November 18, 2013
Reports or Recommendations	N/A
Website link	http://education.state.mn.us/MDE/Welcome/AdvBCT/MNTalkBookLibAdvComm

Minnesota Resource Center Advisory Committee: Blind/Visually Impaired

Mission of the Group	<p>The statute assigns two tasks to the advisory committee. The advisory committee is to develop recommendations regarding the resource center, and to report as requested by the commissioner.</p> <p>To fulfill this task, the MDE Special Education Policy Division may ask the advisory committee for counsel regarding needs and priorities in improving learning results for students who blind or visually impaired, as well as the resource center operation.</p>
Membership and Compensation	<p>Kristin Oien, Minnesota Department of Education</p> <p>Amy Reinhardt: Parent Representative</p> <p>Barb Lhotka: Higher Education Representative, Salus University</p> <p>Carol Wagner: SPPS Vision Program Lead Teacher</p> <p>Chad Bowe: Vocational Rehabilitation Counselor, State Services for the Blind</p> <p>Charlene Guggisberg: Youth Coordinator, BLIND Inc.</p> <p>Hannah Harriman: Student Representative, Stillwater Area High School</p> <p>Janet Dickelman: Past President, American Council of the Blind of Minnesota</p> <p>John Davis: Director, Minnesota State Academy for the Blind</p> <p>Mary Ann Honeycutt: Teacher of the Blind and Visually Impaired, Owatonna</p> <p>Nancy Kracl: Blind / Visually Impaired Program Facilitator, District 287</p> <p>Pauline Bangma: Director of Special Education, Rum River SPED Cooperative</p>

	<p>Sally Hazelhoff: Teacher of the Blind and Visually Impaired, Fergus Falls</p> <p>Members of the advisory council do not receive a stipend for participation, but are reimbursed for expenses, including mileage, accommodations, and district reimbursement for substitute teachers.</p>
Budget	The committee has a small budget which is part MDE's federal discretionary special education funds. Budgets are about \$4,500 per council per year, which pays for substitute teachers and mileage.
Recent and Future Meeting Dates	<p>Meeting dates FY 2013</p> <p>August 31, 2012</p> <p>September 28, 2012</p> <p>November 30, 2012</p> <p>March 15, 2013 (cancelled due to weather / snow storm)</p> <p>Meeting Dates FY 2014</p> <p>October 4, 2013</p> <p>November 22, 2013</p> <p>March 14, 2014</p> <p>April 4, 2014</p>
Reports or Recommendations	The advisory committees shall develop recommendations regarding the resource centers and submit an annual report to the commissioner on the form and in the manner prescribed by the commissioner.
Website link	http://education.state.mn.us/MDE/Welcome/AdvBCT/VisualImpAdv

Minnesota Resource Center Advisory Committee: Deaf/Hard of Hearing

Mission of the Group	<p>The statute assigns two tasks to the advisory committee.</p> <p>The advisory committee is to develop recommendations regarding the resource center, and to report as requested by the commissioner.</p> <p>To fulfill this task, the MDE Special Education Policy Division may ask the advisory committee for counsel regarding needs and priorities in improving learning results for students who are deaf or hard of hearing (D/HH), as well as the resource center operation.</p>
Membership and Compensation	<p>The Superintendent of Minnesota State Academy (or their representative) is a standing member.</p> <p>Mary Cashman-Bakken, Minnesota Department of Education</p> <p>Cindy Bruning, Parent</p> <p>Lisa Dembouski, Coordinator</p> <p>Jay Fehrman, Supervisor</p> <p>Michele Isham, Teacher</p> <p>Diane Joseph, Teacher</p> <p>Elise Knopf, State Agency</p> <p>Kristin Larson, Teacher</p> <p>Brad Harper, MSAD Superintendent</p> <p>Anna Paulson, Higher Education</p>

	<p>Sherri Rademacher, Parent-Higher Education Marcia Schutt, State Agency Dyan Sherwood, Supervisor Ann Vaubel, Teacher</p> <p>Members of the advisory council do not receive a stipend for participation, but are reimbursed for expenses, including mileage, accommodations, and district reimbursement for substitute teachers.</p>
Budget	<p>The committee has a small budget which is part MDE's federal discretionary special education funds. Budgets are about \$4,500 per council per year, which pays for substitute teachers and mileage.</p>
Recent and Future Meeting Dates	<p>Meeting dates for FY 2013 included (there were a total of 5 meetings in FY 13): February 25, 2013 May 6, 2013 June 13, 2013</p> <p>Meeting dates for FY 2014: September 30, 2013 December 2, 2013 February 24, 2014 May 5, 2014 June 2, 2014</p> <p>All meetings held from 9:00 a.m. – 2:00 p.m. at MDE.</p>
Reports or Recommendations	<p>(b) The advisory committee for the Resource Center for the Deaf and Hard of Hearing shall meet periodically at least four times per year and submit an annual report to the commissioner, the education policy and finance committees of the legislature, and the Commission of Deaf, DeafBlind, and Hard of Hearing Minnesotans. The report must, at least:</p> <p>(1) identify and report the aggregate, data-based education outcomes for children with the primary disability classification of deaf and hard of hearing, consistent with the commissioner's child count reporting practices, the commissioner's state and local outcome data reporting system by district and region, and the school performance report cards under section 120B.36, subdivision 1; and</p> <p>(2) describe the implementation of a data-based plan for improving the education outcomes of deaf and hard of hearing children that is premised on evidence-based best practices, and provide a cost estimate for ongoing implementation of the plan.</p> <p>This report is available online at http://education.state.mn.us/MDE/Welcome/Legis/LegisRep/. The 2012 report (with outcome data from 2011) is currently posted. The 2013 report is currently being prepared for posting to the MDE website.</p>
Website link	<p>http://education.state.mn.us/MDE/Welcome/AdvBCT/HardHearAdvCoun</p>

Nonpublic Education Council

Mission of the Group	By law, "the council shall advise the commissioner on issues affecting nonpublic education and nonpublic schools. The council may recognize educational accrediting agencies, for the sole purpose of sections 120A.22, 120A.24, and 120A.26." (123B.445).
Membership and Compensation	See attached. Mileage reimbursed only.
Budget	N/A
Recent and Future Meeting Dates	Friday, September 27, 2013, 9 a.m. to 12 noon, Conference Center B, Room 18. Friday, January 10, 2014, 9 a.m. to 12 noon, Conference Center B, Room 17. Friday, February 21, 2014. Nonpublic Education Information Day; time and location to be determined. Friday, March 7, 2014, 9 a.m. to 12 noon, Conference Center A, Room 13. Friday, May 16, 2014, 9 a.m. to 12 noon, Conference Center A, Room 13.
Reports or Recommendations	N/A
Website link	http://education.state.mn.us/MDE/Welcome/AdvBCT/NonPubEdCoun/

Online and Digital Learning Advisory Council

Mission of the Group	The advisory council shall bring to the attention of the commissioner and the legislature any matters related to online and digital learning and. The advisory council shall provide input to the department and the legislature in online learning matters related, but not restricted, to: (1) quality assurance; (2) teacher qualifications; (3) program approval; (4) special education; (5) attendance; (6) program design and requirements; and (7) fair and equal access to programs.
Membership and Compensation	Membership is being reconstituted to meet the requirements of 2013 Session Law Chapter 116, Article 3, Section 22. Open appointments applications are under review.
Budget	N/A

Recent and Future Meeting Dates	<p>July 10, 2013 March 19, 2013 December 12, 2013</p> <p>No future dates announced. New membership will choose future dates</p>
Reports or Recommendations	(e) The advisory council shall make policy recommendations to the commissioner and committees of the legislature having jurisdiction over kindergarten through grade 12 education annually by December 15 of each year, including implementation plans based on recommendations from previous councils and task forces related to online and digital learning.
Website link	New council has no website yet. Old council website: https://sites.google.com/site/mnolac/Home

P-20 Education Partnership

Mission of the Group	The Minnesota P-20 Education Partnership is a voluntary organization made up of the statewide education groups in Minnesota, plus others from government, business, and other private sectors. The Minnesota P-20 Education Partnership works collaboratively to maximize achievements of all students, from preschool through elementary, secondary, and postsecondary education, while promoting the efficient use of financial and human resources. It provides a forum where critical policy issues can be collectively identified and addressed, and where data-driven decision-making structures can be developed and implemented statewide.
Membership and Compensation	See http://www.mnp20.org/membership.html
Budget	N/A
Recent and Future Meeting Dates	<p>September 27, 2012 December 6, 2012 May 14, 2013 No future dates posted</p>
Reports or Recommendations	2013 Report to the Legislature
Website link	http://www.mnp20.org/

Minnesota Academic Excellence Foundation

Mission of the Group	The purpose of the foundation shall be to promote academic excellence in Minnesota public and nonpublic schools and communities through public-private partnerships.
Membership and Compensation	See www.maefboard.com/meet%20the%20board.html
Budget	N/A. Received state aid appropriation from 1997 to 2002.

Recent and Future Meeting Dates	<p>Wednesday, January 23, 2013</p> <p>Wednesday, March 20, 2013</p> <p>Wednesday, June 5, 2013</p> <p>Wednesday, July 24, 2013</p> <p>Tuesday, September 17, 2013</p> <p>Wednesday, November 13, 2013</p>
Reports or Recommendations	<p>Subd. 9.Report.</p> <p>The board of directors of the foundation shall submit an annual report to the commissioner of education on the progress of its activities. The annual report shall contain a financial report for the preceding year, including all receipts and expenditures of the foundation.</p>
Website link	http://www.maefboard.com/

Early Learning Council Annual Report

2012-2013

The Early Learning Council (ELC) makes recommendations to the Governor, Children's Cabinet and Legislature, including proposed legislation on how to effectively create a high-quality early childhood system in Minnesota to ensure all children arrive at kindergarten school-ready.

We believe every child deserves the opportunity to thrive. It is essential – for the child and the long-term prosperity of Minnesota – that young children are supported by their families and communities in achieving their maximum potential. In Minnesota, too many children start school unhealthy and not academically and socially ready to learn; too many start behind and don't catch up. The opportunity gap in Minnesota is growing. Fortunately, research shows that investing in high-quality early childhood programs and services can close the gap and yield an extraordinary return.

We are making progress on behalf of Minnesota's youngest citizens. We have made great strides by creating a strategic plan to guide our work. We've supported the successful grant application that brought nearly \$45 million in federal funds to Minnesota through the Race to the Top-Early Learning Challenge. This infusion of funds allows Minnesota to continue to build an infrastructure needed for a strong early childhood system.

We have been successful in recommending to Governor Dayton and the Children's Cabinet that substantial flexible funds be included in the Governor's budget for Fiscal Year 2013-2014. The governor's Budget for a Better Minnesota: Education responded by including \$44 million for early childhood education scholarships. These funds will help 10,000 more children from low income families access early care and education programming that they otherwise wouldn't be able to afford.

The State of Early Learning in Minnesota, our brief distributed in March of 2013, provides answers to questions about where we are and how we are doing in meeting the needs of young children. The brief focuses on child care and early learning programs that support healthy development and provide experiences that best prepare children for school. It has been used by advocates and stakeholders in conversation with policy, business and thought leaders about the importance of birth to grade 3. It articulates the successes of the Parent Aware pilot, the Race to the Top application and the creation of Office of Early Learning. It sets a foundation for future initiatives.

We approved recommendations for a Common PreK-3rd Grade Framework. This series of research based recommendations describe the conditions critical to aligning early educational experiences from PreK to 3rd grade (0 – 8). They describe key elements in moving the preK-3 agenda forward.

We are working to build allies throughout Minnesota to ensure the needs of rural communities and special populations are met. Stakeholders have been surveyed to determine gaps and opportunities for advocating for children and children's issues.

The council is committed to listening to what people in all parts of the state have to say about early childhood successes and challenges faced. Council members visited the White Earth Reservation to meet as well as attend the 12th Annual Brain Development Conference. They toured the Mahnomen Child Care Learning Center where both Ojibwe and English are spoken, saw the White Earth Tribal and Community College where early childhood classes are taught, and heard from service providers in the area.

The council also listened to program and service providers and toured programs in Willmar, the Northside Achievement Zone, the St Paul Promise Neighborhood, Grand Rapids and Columbia Heights.

In addition, the Council has heard from experts on:

- Immigrant and refugee communities
- Homeless children
- Outreach to isolated families

In the next several months the council will turn its attention to:

- Needs of Infants and Toddlers
- Developing questions to help identify the impact on rural and special populations of potential recommendations made by the council committees, state departments, and allies
- Recommending dashboard indicators to be used to communicate how Minnesota is doing in meeting the needs of young children
- Holding listening sessions in two additional communities

For further information contact: Debbie.hewitt@state.mn.us

Early Learning Council Members

Ayres, Jeanne	MDH, St Paul	Jeanne.ayres@state.mn.us
Carter, Melvin	MDE, St Paul	melvin.carter@state.mn.us
Campoverde, Victoria	Columbia Heights	Campovev@colheights.k12.mn.us
Carlson, Sara	Hutchinson	sarac@swifoundation.org
Cournoyer, David	St Paul	Dcournoyer33@gmail.com
Cross, Jacqueline	Coon Rapids	jcross@accap.org
Dickhausen, Jeanne	MDE, St Paul	Jeanne.Dickhausen@state.mn.us
Erlandson, Maria	Foley	merlandson@foley.k12.mn.us
Fabre, Barbara	White Earth	barbf@whiteearth.com
Haulcy, Dianne	Minneapolis	dhaulcy@thefamilypartnership.org
Henning, Donna	Redwood Falls	dhenning@q.com
Hoeft, Susan	Grand Rapids	shoeft@isd316.org
Mayotte, Denise	Minneapolis	dmayotte@sheltering-arms.org
McConnell, Scott	Minneapolis	smcconne@umn.edu
Miller, Carol	Minneapolis	carol.miller@co.hennepin.mn.us
Mohamed, Mariam	Shoreview	saaxaan@gmail.com
Myhra, Rep. Pam	Burnsville	rep.pam.myhra@house.mn
Nienow, Sen. Sean	Cambridge	sen.sean.nienow@senate.mn
Nordahl, Patty	Grand Marais	pattyn@boreal.org
Rieke, Molly	Eyota	riekemj@aol.com
Rolnick, Arthur	Minneapolis	arolnick@umn.edu
Selcer, Rep. Yvonne	Minnetonka	rep.yvonne.selcer@house.mn
Senn, Fred	Edina	fred.senn@fallon.com

February 2013

Smallwood, Carolyn	Minneapolis	csmallwood@mplswaytogrow.org
Sullivan Sutton, Erin	DHS, St Paul	erin.sullivan-sutton@state.mn.us
Timm, Jill	Forest Lake	jill.timm@co.washington.mn.us
Torres Ray, Sen.Patricia	Minneapolis	sen.patricia.torres.ray@senate.mn
Vang, Yeu	St Paul	yeu.vang@spps.org
Yates, Barbara (Chair)	Roseville	byates@resourcesforchildcare.org
Zadra, Michelle	Virginia	american_tulip@yahoo.com

Local Assessment and Accountability Advisory Committee and Assessment Advisory Committee

Date/Location:	May 15, 2013 Minnesota Department of Education Conference Center A, Room 12
Purpose of meeting:	Local Assessment and Accountability Advisory Committee and Assessment Advisory Committee
Presenters:	
Attended	LAAAC: Sherri Dahl, *Delonna Darsow, Scott Fitzsimonds, Matthew Mohs, Johnna Rohmer-Hirt, *Justin Treptow
Absent (*):	AAC: *Mo Amundson, Paul Carney, *Paul Halverson, *Valerie Hooper, *Barbara Hunter, Sandra Johnson, Amy Jones, *Mary Klamm, Christopher Moore, *Aldo Sicoli, Barb Ziemke MDE: Jennifer Dugan, *Pat Olson, Linda Sams, *Cheryl Alcaya, George Henly

Minutes and Action Items	
Topic	Notes and Action Items
Welcome	1:00 p.m.
2013-2014 Testing Calendar	<ul style="list-style-type: none"> Update to remove Reading OLPA Need 50% or more participation on the census online reading test to be in a position to provide OLPA for reading
Math MCA Scores	<ul style="list-style-type: none"> Communicating preliminary results <ul style="list-style-type: none"> Grey area about what is covered by embargo and what isn't. MDE policy allows using preliminary results for instruction and sharing with students' parents but caution it is preliminary results and could change during posttest edit. Summarizing at a school or district level is not allowed until MDE makes results public (embargo lifted).
Uploading Accommodations into Pretest Edit	<ul style="list-style-type: none"> Districts requesting that MDE put resources towards ability to mass upload accommodations Request that Precode File Pull report in Test WES show accommodation changes made after January 25 <ul style="list-style-type: none"> UPDATE after meeting: MDE communicated to Minneapolis existing methods to download accommodations sent in Precode Request for MDE to set cutoff date or provide guidance about what will put a district out of compliance for IEP to reflect accommodations
AIR Operational Reports	<ul style="list-style-type: none"> District requesting that operational reports provide a report saying who needs to test Minneapolis will provide screen shots to AIR with request
Spring Administration Update	<ul style="list-style-type: none"> Past and Present <ul style="list-style-type: none"> Isolated reports of technology issues from start of online testing until April 15 but no systemic problems April 16 statewide technical difficulties were fixed before April 17 Students testing on April 16 provided ability to review their test (suspended pause rule for next time they entered test) or restart test April 23 statewide technical issues. Students able to resume by April 24 with review capabilities or restart upon district request MDE extended testing windows by two days Isolated student problems but no statewide systemic issues to date Future analysis <ul style="list-style-type: none"> MDE is having HumRRO, our independent third-party vendor, do analysis Plan will be posted plan to MDE website once National TAC has approved Calculations for new reading test <ul style="list-style-type: none"> Conference call with USED resulted in decision to set this year as baseline and required Minnesota to close achievement gap in half by 2017 Request by district to get a list of students who experienced problems on April 16 and 23 MDE is not able to post all media files on the website. Prioritize math and reading MCA media files for posting on MDE website
Legislative Update	<ul style="list-style-type: none"> H.F. 630, wording is close in both floors but not sure if budget is finalized Much of the language is what the workgroup recommended Grades 3-7 aligned to academic standards and predictive of college entrance exam Grade 8 aligned to academic standards and career interest survey and predictive Grade 10 aligned to academic standards and career interest survey and predictive If students do well in 8 they take college entrance exam in 11 If students do not do well in 8 or 10 they take college placement exam prior to taking college entrance exam

Local Assessment and Accountability Advisory Committee and Assessment Advisory Committee

	<ul style="list-style-type: none">• Grade 11 college entrance exam• The 8, 10 and college entrance exam is required for diploma and GRAD would go away• Modified assessments will be discontinued after 2013-2014• Alternate Assessment in grades 8 and HS can replace college exams for graduation requirement• GRAD requirement would go away upon signing of bill
Future Meeting Dates	<ul style="list-style-type: none">• August 21
Adjourn	2:00 p.m.

Speaker Paul Thissen
Minnesota House of Representatives
State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

August 16, 2013

Dear Speaker Thissen,

Please find attached the information requested by the Legislative Commission on Planning and Fiscal Policy on the identified DEED-related advisory groups. The information that follows does not include details on the NextGen Energy Board; while DEED participates in that group, it is administered by the Department of Agriculture.

DEED also participates in a number of groups and boards that serve both advisory and executive functions (for example, the Job Skills Partnership Board and the Urban Initiative Board). If you would like further information on these types of groups, please do not hesitate to let us know.

My best regards,



Katie Clark Sieben
Commissioner

Minnesota State Independent Living Council

Statutory authority: M.S. 268A.02, subd. 2

Expiration: none

Mission: The Minnesota Statewide Independent Living Council works to advance the philosophy of independent living by maximizing the choices, leadership, empowerment, independence and productivity of persons with disabilities; in doing so, it promotes the integration and full inclusion of persons with disabilities into American society. This council is required by federal law.

Duties: Jointly develop and sign (in conjunction with DEED) the Minnesota State Plan. Monitor, review, and evaluate the implementation of the State Plan. Coordinate activities with the State Rehabilitation Advisory Councils established under Section 105 of the Rehabilitation Act and Councils that address the needs of specific disability populations and issues under other Federal law. Ensure that all regularly scheduled meetings of the Statewide Independent Living Council are open to the public and sufficient advance notice is provided. Submit to the Secretary of the U.S. Department of Education all periodic reports as the Secretary may reasonably request and keep all records, and afford access to all records, as the Secretary finds necessary to verify the periodic reports. Review and/or approve the Administrative Agreement between Vocational Rehabilitation Services, State Services for the Blind, and the Statewide Independent Living Council annually.

Membership: Members are compensated at a per diem rate set by Minnesota Statute 15.0575. They are also reimbursed for expenses incurred when conducting official business in the manner and amount authorized by the Commissioner's Plan.

- | | | |
|------------------|-------------------|----------------------|
| • Kathleen Hagen | • Cynthia Moore | • Randy Sorensen |
| • Heidi Johnson | • William Negaard | • Brian Wagner |
| • Michele Kyler | • Suzanne Renfroe | • Julia Washenberger |
| • Idelle Longman | • Sean Roy | • Connie Lee Berg |
| • Larry Lura | • William Rudolph | |
| • Mark Mertens | • Sharla Scullen | |

Meeting schedule: The Statewide Independent Living Council generally meets the second Friday of each month. Its next meetings are October 11th, November 8th/9th, and December 13th.

Budget: The Statewide Independent Living Council has a budget of \$295,461 annually; it is entirely federally funded through Rehabilitation Act (Title VII, part B) funds. This budget includes eight meetings of the SILC; one annual forum; education/training programming for SILC Members; provision of reasonable accommodations/per diems; a Statewide Independent Living Council Coordinator position and other staffing costs; minutes/note taker costs; support of general operations of the Centers for Independent Living; provision of outreach to unserved/underserved populations (State Services for the Blind); studies and analyses, gathering of information, and development of model policies and procedures; presentations of information, approaches, strategies, findings, conclusions, and recommendations to federal, state, and local policy makers; and support activities to increase capacity of public or nonprofit agencies and organizations.

Reports: The Minnesota Statewide Independent Living Council publishes its Annual Report and 704 Report annually. It is also responsible for producing a state plan every 3 years.

Web site: <http://www.mnsilc.org/index.htm>

Minnesota State Rehabilitation Council

Statutory authority: M.S. 268A.02, subd. 2

Expiration: none

Mission: The Council assists the Vocational Rehabilitation Services program of the Minnesota Department of Employment and Economic Development in make decisions about the state's Vocational Rehabilitation Services program. Vocational Rehabilitation serves thousands of people with severe disabilities throughout the state, helping them reach their vocational goals. This council is required by federal law.

Duties: Advise state government on the performance of Minnesota's Vocational Rehabilitation Services programs, particularly on the extent, scope, and effectiveness of vocational rehabilitation services. Advise and assist in preparation of the State Plan for Vocational Rehabilitation Services. Review and analyze the effectiveness of, and consumer satisfaction with, vocational rehabilitation services. Report to the Governor and the US Department of Education on the status of vocational rehabilitation programs (Annual Report). Coordinate activities with other state councils with interest in the issues pertaining to disability and employment. Hold hearing and forums as necessary to carry out the duties of the Council.

Membership: Members are compensated at a per diem rate set by Minnesota Statute 15.0575. They are also reimbursed for expenses incurred when conducting official business in the manner and amount authorized by the Commissioner's Plan.

- Christine Bauman, vocational rehabilitation counselor
- Scott Berscheid, business, industry, and labor representative
- Emma Corrie, business, industry and labor representative
- Al Hauge, Department of Education
- Mickey Kyler, Statewide Independent Living Council representative
- Gloria LaFriniere, White Earth Vocational Rehabilitation
- Clayton Liend, community rehabilitation provider
- Hector Matascastillo, disability advocate
- Andie Moore, PACER
- Kimberley Peck, DEED Vocational Rehabilitation Services Director
- Sherri Rademacher, former vocational rehabilitation program participant
- Claire Reeve, business, industry and labor representative
- Anne Robertson, Client Assistance Project, Minnesota Disability Law Center
- Chuck Ryan, business, industry and labor representative
- John Schatzlein, recipient of vocational rehabilitation program services
- Bob Wagner, former recipient of vocational rehabilitation program services
- Nick Wilkie, disability advocate

Meeting schedule: The council meets monthly, generally on the 4th Wednesday of the month. Its next three meetings are August 28th, September 25th, and October 23rd.

Budget: This group charges its costs to a larger pool of funding and its budget varies year to year. Aside from member compensation as described above, it also incurs costs for accessible meeting accommodations. Its funding is primarily, if not exclusively, from federal dollars.

Minnesota State Rehabilitation Council, continued

Reports: The State Rehabilitation Council issues an annual report to the U.S. Rehabilitation Services Administration and the Governor. These are required by federal law, are tied to federal fiscal years, and generally are published at the end of each calendar year. Reports are available for 2011 and 2012 on the web site listed below.

Web site:

http://www.positivelyminnesota.com/JobSeekers/People_with_Disabilities/Disability_Councils_Committees/State_Rehabilitation_Council.aspx

Minnesota State Rehabilitation Council for the Blind

Statutory authority: M.S. 248.10

Expiration: none

Mission/duties: The Minnesota State Rehabilitation Council for the Blind, working on behalf of Minnesotans who are blind, visually impaired, or deaf blind is charged with insuring that State Services for the Blind is in compliance with mandates under Title IV of the Workforce Investment Act. The Minnesota State Rehabilitation Council for the Blind strives to insure that Minnesotans who are blind, visually impaired, or deaf blind receive the best possible services under the law. This council is required by federal law.

Membership: Members are compensated at a per diem rate set by Minnesota Statute 15.0575. They are also reimbursed for expenses incurred when conducting official business in the manner and amount authorized by the Commissioner's Plan.

- Connie Lee Berg
- Angela Christie
- Steven Ditschler
- Jennifer Dunnam
- Scott Eggen
- Kathleen Hagen
- Robert Hobson
- Steve Jacobson
- Christine Marble
- Jeff Mihelich
- Michael O'Day
- Kristin Oien
- Kenneth Rodgers
- Rochelle Roehrich
- Richard Strong

Meeting schedule: The council meets at least six times a year in St. Paul, most recently on August 1st. It will meet on October 3rd and December 5th as well.

Budget: The group's fiscal year 2014 budget is \$37,330. Its funding comes primarily, if not exclusively, from federal dollars.

Reports: The State Rehabilitation Council for the Blind is required to submit annual reports to the Governor and to the Rehabilitation Services Administration. It also publishes annual work plans and annual programmatic goals.

Web site:

http://www.positivelyminnesota.com/JobSeekers/Blind_or_Visually_Impaired/State_Rehabilitation_Council_for_the_Bli nd/index.aspx

Trade Policy Advisory Group

Statutory authority: M.S. 116J.9661

Expiration: January 1st, 2020

Mission/duties: The Trade Policy Advisory Council was established to advise and assist the governor and the legislature regarding United States trade agreements. The council will advise the governor and the legislature on matters relating to United States trade agreements; assess the potential impact of federal trade agreements on the state's economy; advise the governor and the legislature of the group's findings and make recommendations, including any draft legislation necessary to implement the recommendations, to the governor and the legislature; determine, on a case-by-case basis, the impact of a specific federal trade agreement by requesting input from state agencies, seeking expert advice, convening public hearings, and taking other reasonable and appropriate actions; request information from the Office of the United States Trade Representative necessary to conduct an appropriate review of government procurement agreements or other trade issues; and receive information obtained by the United States Trade Representative's single point of contact for Minnesota.

Membership: To be determined. Members receive no compensation or expense reimbursements.

Meeting schedule: To be determined, but the group must meet at least once per fiscal year and must hold its first meeting before February 15th of 2014.

Budget: \$50,000 per year from the state general fund.

Reports: The group has no statutory reporting schedule since the establishment of new federal trade agreements is fairly infrequent.

Web site: None yet.

Governor's Workforce Development Council

Statutory authority: M.S. 116L.665

Expiration: None

Mission: The Governor's Workforce Development Council exists to analyze and recommend workforce development policies to the governor and legislature toward talent development, resource alignment and system effectiveness to ensure a globally competitive workforce for Minnesota. This council is required by federal law.

Membership:

- Inez Wildwood
- Twyla Flaws
- Mo Amundson
- Laura Beeth
- Commissioner Brenda Cassellius
- Rep. Karen Clark
- Commissioner Katie Sieben
- Pamela Deal
- Steven Ditschler
- Frank Forsberg
- Russell Hess
- Sen. John Hoffman
- Commissioner Lucinda Jesson
- Mayor Michael Jugovich
- President Eric Kaler
- Joe Kalkman
- Rep. Andrea Kieffer
- Shar Knutson
- LaRohn Latimer
- Larry Mareck
- Harry D. Melander, Jr.
- Marlene Moulton Janssen
- Sen. Carla Nelson
- Edward Reynoso
- Chancellor Steven Rosenstone
- Mary M. Russell
- County Commissioner Rhonda Sivarajah
- Roy Smith
- David Ulrich

Meeting schedule: The Governor's Workforce Development Council generally meets quarterly and its next meeting will take place on November 14th. Its previous meetings this year took place on February 7th, May 9th, and August 6th.

Budget: The Governor's Workforce Development Council has a budget of \$350,000 and has in the past been fully federally funded. Roughly ¾ of the group's costs are staff expenses; the remainder of its budget goes toward meeting expenses, travel reimbursements for Council members, printing costs, and other administration.

Reports: The group's primary responsibility is issuing reports and recommendations. Recent publications include:

- Profiles of Green Training Projects Around Minnesota
- The Most Competitive Workforce in the World
- All Hands on Deck
- Minnesota's Primary Care Shortage
- Working to Close the Skills Gap
- Smart Investments, Real Results
- Strengthening the Skills of Our Workforce

Web site: <http://www.gwdc.org/>

Youth Employment Grants Advisory Committee

Statutory authority: M.S. 116L.363

Expiration: None

Mission/Duties: This council was created to assist DEED's Commissioner in selecting eligible organizations to receive program grants for YouthBuild. Now that the YouthBuild program receives direct allocations, it is no longer in use.

Membership list: None

Meeting schedule: None

Budget: None

Reports: None

Web site: N/A



August 23, 2013

Representative Paul Thissen
Chair, Legislative Commission on Planning and Fiscal Policy
State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155-1298

Dear Rep. Thissen:

I am writing in response to your letter regarding the Minnesota Sunset Act and the Explore Minnesota Tourism Council.

The Explore Minnesota Tourism Council is authorized under M.S. 116U.25 EXPLORE MINNESOTA TOURISM COUNCIL.

The director shall be advised by the Explore Minnesota Tourism Council consisting of up to 28 voting members appointed by the governor for four-year terms. They advise Explore Minnesota based on its mission:

The mission of Explore Minnesota is found in 116U.15 MISSION.

The mission of Explore Minnesota Tourism is to promote and facilitate increased travel to and within the state of Minnesota. Its goals are to:

- (1) expand public and private partnerships through increased interagency efforts and increased tourism industry participation;
- (2) increase productivity through enhanced flexibility and options; and
- (3) use innovative fiscal and human resource practices to manage the state's resources and operate the office as efficiently as possible.

The director shall report to the legislature on the performance of the office's operations and the accomplishment of its goals in the office's biennial budget according to section 16A.10, subdivision 1.

History: 2004 c 171 s 7

The membership list is attached and no compensation is paid to members.

The budget for the year is roughly \$5,400 which covers meetings and strategic planning costs.

The most recent three meeting dates were: December 12, 2012, March 5, 2013 and June 4/5, 2013.

Upcoming meetings are September 12, 2013 and December 11, 2013.

There are no specific reports that have been issued. A long range plan (2020 Vision) was developed and can be accessed at <http://www.exploreminnesota.com/industry-minnesota/news/newsdetails/index.aspx?nid=133>

Letter to Representative Paul Thissen

August 23, 2013

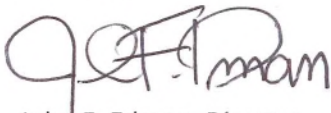
Page 2

A strategic planning process is underway with the plan to be finalized by December, 2013. The Council passes resolutions representing their position on issues that broadly impact the Minnesota tourism industry. Those resolutions can be found on their website.

Website information on the Council can be found at: <http://www.exploreminnesota.com/industry-minnesota/about-minnesota-tourism/emt-tourism-council/index.aspx>

If you need additional information or clarification, please do not hesitate to contact me at 651-757-1844.

Sincerely,

A handwritten signature in dark ink, appearing to read "John F. Edman". The signature is stylized with a large, looping "J" and "E".

John F. Edman, Director
Explore Minnesota Tourism

Explore Minnesota Tourism Council Members

Sunny Bhakta (2016) - Lodging Representative
Comfort Inn Lakeville

Fred M. Bobich (2016) - Chambers
Ruttger's Sugar Lake Lodge

Bonnie Carlson (2015) - At Large
Bloomington Convention & Visitors Bureau

Senator Paul Gazelka
145 State Office Building
Saint Paul, MN 55155

Bill Deef (2015) - Minneapolis/St. Paul Region
Meet Minneapolis

Chuck Dougherty (2016) -- B & B
Water Street Inn

John Edman (Chair)
Explore Minnesota Tourism

Randy Gutzmann (2015) -- Fest & Events
Minnesota Festivals & Events Association

Nancy Hanson (2016) - Trails
Minnesota Recreational Trail Users Association

Lisa Havelka (2016) - Southern Minnesota
Owatonna Area Chamber of Commerce & Tourism

Denelle Hilliard (2015) - Northwest Minnesota
Visit Bemidji

James Hey (2016) - Tour Operator
Southwest Coaches, Inc.
Southwest Tour & Travel

Brad Jones (2016) -- Convention Fac.
Rochester Convention & Visitors Bureau

Doug Killian (2015) - Retail
Mall of America

David Langhoff (2015) - Campgrounds
Shady Rest Resort

Deborah Lloyd (2015) - Transportation
MLT Vacations

Bruce Martinson (2016) - Counties
Cook County Commissioner
Superior Ridge Resort & Motel

Terry Mattson (2015) - Northeast Minnesota
Visit Duluth

Representative Joe McDonald
523 State Office Building

Bill Morrissey (2015)
Morrissey Hospitality

Mark Novotny (2016) -- Resorts
Hyde-A-Way Bay Resort

Lisa Paxton (2015) -- Central Minnesota
Brainerd Lakes Area Chambers of Commerce

Cynthia Porter (2015) - Media

Mark Ronnei (2015) - Resorts
Grand View Lodge

Senator Tom Saxhaug
135 State Office Building

Ingrid Schneider (2015) -- Ex-Officio -- U of MN Tourism Center
University of Minnesota Tourism Center

Hank Todd (2015) -- Travel Agencies
Hank Todd Solutions Group

John Valliere (2016) - Golf
Explore Minnesota Golf Alliance

Representative John Ward - Legislative
533 State Office Building

Julie Wearn (2016) - CVB Representative
Roseville Visitors Association

E-health Advisory Committee

Statute:

62J.495 subd. 2

Expires:

6/30/2015

Group Mission:

Advise the Commissioner of Health on implementation of interoperable electronic health records (EHRs) systems. Recommends policies and tools for:

- Adoption and effective use of interoperable EHR systems for quality improvement and population health.
- Identification of specific standards for sharing across systems in the continuum of care.
- Electronic prescribing statewide by all health care providers, group purchasers, prescribers, and dispensers.
- Coordinating state and national EHR and HIT Activities, including monitoring national activity.
- Coordination of statewide responses to proposed federal regulations and guidelines.
- Reviewing and advising on activities related to health reform efforts.
- Assess EHR adoption rates and barriers to adoption and effective use.
- Ensure strong privacy protections that safeguard patient's health information and increase consumer access to their records.

Membership List:

See list attached. 25 Members:

Consumers, academics, research, health plans, hospitals, local public health, nurses, physicians, community clinics/FQHCs, long term care, clinic managers, dentists, pharmacists, health care purchasers/employers, expert in clinical guideline development, quality improvement organizations, health-system CIOs, HIT vendors, professionals with expert knowledge in HIT, state agencies, and Minnesota exchange organizations.

Any Compensation Provided to Members:

None

Three Most Recent Meeting Dates:

April 25, 2013

February 22, 2013

December 6, 2012

Any Future Meeting Dates:

September 9, 2013

December 6, 2013

February 18, 2014

April 17, 2014

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

<http://www.health.state.mn.us/e-health/legprpt.html>

Group Website Link (If Available):

<http://www.health.state.mn.us/e-health/advcommittee/index.html>

E-health Advisory Committee Membership

Membership List:

- **Bobbie McAdam**, Advisory Committee Co-Chair, Senior Director, Business Integration, Medica (Representing: Health Plans)
- **Marty Witrak, PhD, RN**, Advisory Committee Co-Chair, Professor, Dean, School of Nursing, College of St. Scholastica (Representing: Academics and Research)
- **Alan Abramson, PhD**, Senior Vice President, IS&T and Chief Information Officer, HealthPartners (Representing: Health Plans)
- **Laurie Beyer-Kropuenske, JD**, Director, Community Services Divisions (Representing: Minnesota Department of Admin.)
- **Sue Hedlund, MA**, Deputy Director, Washington County Public Health (Representing: Local Public Health Departments)
- **Susan Heichert**, Senior Vice President, Chief Information Officer, Allina Health (Representing: Large Hospitals)
- **Maureen Ideker, MBA, RN**, Director of Telehealth, Essentia Health (Representing: Small and Critical Access Hospitals)
- **Mark Jurkovich, DDS, MBA**, Dentist, Gateway North Family Dental (Representing: Dentists)
- **Paul Kleeberg, MD**, Clinical Director, Regional Extension Assistance Center for HIT (Representing: Physicians)
- **Marty LaVenture, PhD, MPH, FACMI**, Director, Office of Health IT and e-Health, Minnesota Department of Health (Representing: Minnesota Department of Health)
- **Jennifer Lundblad, PhD**, President and Chief Executive Officer, Stratis Health (Representing: Quality Improvement Organization)
- **Melinda Machones, MBA**, HIT Consultant (Representing: Professional with Expert Knowledge of Health Information Technology)
- **Charlie Montreuil**, Vice President, Enterprise Rewards and Corporate Human Resources, Best Buy Co., Inc. (Representing: Health Care Purchasers)
- **Kevin Peterson, MD**, Family Physician, Phalen Village Clinic (Representing: Community Clinics and FQHCs)
- **Peter Pytlak, MBA**, Chief Patient Experience Officer, Mayo Clinic Health System SW MN Region (Representing: Health Care Systems)
- **Peter Schuna**, Director of Strategic Initiatives, Pathway Health Services (Representing: Long Term Care)
- **Steve Simenson, BPharm, FAPhA**, President and Managing Partner, Goodrich Pharmacy (Representing: Pharmacists)
- **Stuart Speedie, PhD, FACMI**, Professor of Health Informatics, University of Minnesota (Representing: Academics and Clinical Research)
- **Cheryl M. Stephens, MBA, PhD**, Executive Director, Community Health Information Collaborative (Representing: Health IT Vendors)
- **Cally Vinz, RN**, Vice President, Health Care Improvement, Institute For Clinical Systems Improvement (Representing: Clinical Guideline Development)
- **Donna Watz, JD**, Deputy General Counsel, Minnesota Department of Commerce (Representing: Minnesota Department of Commerce)
- **Bonnie Westra, PhD, RN, FAAN, FACMI**, Associate Professor, University of Minnesota, School of Nursing (Representing: Nurses)

E-health Advisory Committee Membership

- **Ken Zaiken**, Consumer Advocate (Representing: Consumers)
- **Kathy Zwig**, Associate Publisher & Editor-in-Chief, Inside Dental Assisting Magazine (Representing: Clinic Managers)
- **Currently Vacant** (Representing: Minnesota Department of Human Services)

Designated Alternates:

- **Wendy Bauman, MS**, Deputy Director, Dakota County Public Health (Alternate Representing: Local Public Health)
- **Lynn Choromanski, PhD, RN-BC**, Nursing Informatics Specialist, Gilette Children's (Alternate Representing: Professional with Expert Knowledge of Health Information Technology)
- **Barb Daiker, RN, PhD**, Manager of Quality Improvement, Minnesota Medical Association (Alternate Representing: Physicians)
- **Linda Ridlehuber, RN, MBA**, Quality Improvement Specialist, MN Association of Community Health Centers, Alternate Representing: Community Clinics and Federally Qualified Health Centers
- **Susan Severson**, Director, Health IT Services, Stratis Health (Alternate Representing: Quality Improvement)
- **Mark Sonneborn**, Vice President, Information Services, Minnesota Hospital Association (Alternate Representing: Hospitals)
- **Trisha Stark, PhD, LP, MPA**, Licensed Psychologist (Alternate Representing: Behavioral Health)

Environmental Health Tracking and Biomonitoring Advisory Panel

Statute:

144.998

Expires:

6/30/2009 [see MS 15.059 subd. 5]

Note: MDH disagrees that the Environmental Health Tracking and Biomonitoring (EHTB) Advisory Panel has expired as the legislature has taken action indicating the EHTB Advisory Panel's work is important and should continue. Both the Speaker of the House and Senate Majority Leader have appointed members to the Advisory Panel since June 30, 2009.

May 2011 – Speaker Zellers appointed Dr. David DeGroote, dean of the College of Science and Engineering at St. Cloud State University.

July 2013 - Majority Leader Bakk appointed Dr. Jon O'Neal, an occupational physician at Health Partners.

In the 2013 legislative session, the Legislature referenced the Advisory Panel in session law when appropriating money to MDH for PFC biomonitoring and other health risks.

2013 Session, Ch. 114, HF976, Article 3, Sec. 3, Subd. 2

\$913,000 the first year and \$913,000 the second year are from the environmental fund to continue perfluorochemical biomonitoring in eastern metropolitan communities, as recommended by the **Environmental Health Tracking and Biomonitoring Advisory Panel**, and address other environmental health risks, including air quality. Of this amount, \$812,000 the first year and \$812,000 the second year are for transfer to the Department of Health.

These actions indicate to MDH that the Legislature believes the EHTB Advisory Panel has not expired.

Group Mission:

The EHTB Advisory Panel was established in 2007 as part of the EHTB legislation (MS 144.996-998). The duties are described in Minn. Stat. 144.998, Subd. 3. The group shall make recommendations to the Commissioner and the Legislature on a wide range of program functions including (but not limited to) priorities for tracking and biomonitoring, specific chronic diseases and chemical exposures to study, specific communities and geographic areas to study, the need to assess the efficacy of public health actions to reduce exposure to a chemical, and developing outreach and educational methods and materials.

Membership List:

See list attached. The Commissioner appoints 8 of the 13 members, none of whom may be registered lobbyists, and who have backgrounds or training in designing, implementing and interpreting health tracking and biomonitoring studies or in related fields of science.

Environmental Health Tracking and Biomonitoring Advisory Panel

Membership includes at least 2 scientists representative each of the following: nongovernmental organizations, statewide business organizations, and at least one scientist of the University of Minnesota. One citizen panel member meeting the scientific qualifications is appointed by both the speaker of the house and the senate majority leader. In addition, MDH, Minnesota Department of Agriculture, and Minnesota Pollution Control Agency each appoint one member representing their respective agencies. Members are appointed for three year terms.

Any Compensation Provided to Members:

Per statute (MS 144.998 Subd. 1), members serve without compensation but are reimbursed for travel and expenses.

Three Most Recent Meeting Dates:

June 11, 2013

March 12, 2013

December 11, 2012

Any Future Meeting Dates:

October 8, 2013

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

<http://www.health.state.mn.us/divs/hpcd/tracking/recsapanel.html>

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/hpcd/tracking/panel/index.html>

State Health Advisory Task Force

Statute:

144.011 subd. 2

Expires:

At the discretion of the Commissioner

Group Mission:

Unspecified in statute. It does not appear as if this task force has met in some time. The last time MS 144.011 was modified was 1983. The task force does not appear in use or necessary.

Membership List:

Members of the task force shall be broadly representative of the licensed health professions and shall also include public members as defined by MS 214.02.

Any Compensation Provided to Members:

As dictated by MS 15.059.

Three Most Recent Meeting Dates:

Unknown

Any Future Meeting Dates:

None Scheduled

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Unknown

Group Website Link (If Available):

N/A

Health Care Reform Review Council

Note: The Health Care Reform Review Council appears to have last met in mid-2010 during the last department administration. The Review Council's duties of reviewing MS 62U.09, in the opinion of the current department administration, do not appear to need a separate Review Council.

Statute:

62U.09

Expires:

None

Group Mission:

The purpose of the Council is to periodically review progress toward implementation of payment reforms, price/quality transparency, and health care homes.

Membership List:

Per statute:

- (1) two members appointed by the Minnesota Medical Association, at least one of whom must represent rural physicians;
- (2) one member appointed by the Minnesota Nurses Association;
- (3) two members appointed by the Minnesota Hospital Association, at least one of whom must be a rural hospital administrator;
- (4) one member appointed by the Minnesota Academy of Physician Assistants;
- (5) one member appointed by the Minnesota Business Partnership;
- (6) one member appointed by the Minnesota Chamber of Commerce;
- (7) one member appointed by the SEIU Minnesota State Council;
- (8) one member appointed by the AFL-CIO;
- (9) one member appointed by the Minnesota Council of Health Plans;
- (10) one member appointed by the Smart Buy Alliance;
- (11) one member appointed by the Minnesota Medical Group Management Association;
- (12) one consumer member appointed by AARP Minnesota;
- (13) one member appointed by the Minnesota Psychological Association; and
- (14) one member appointed by the Minnesota Chiropractic Association.

The list of members as of December 2009 is on the group website.

Any Compensation Provided to Members:

Governed by MS 15.059, except that members shall not receive per diems.

Three Most Recent Meeting Dates:

October 26, 2010

June 10, 2010

March 18, 2010

Any Future Meeting Dates:

None scheduled

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

N/A

Group Website Link (If Available):

<http://www.health.state.mn.us/healthreform/reviewcouncil/>

Health Licensing Advisory Councils (several groups)

Statute:

214.13 subd. 4

Expires:

None

Group Mission:

To advise the commissioner or the appropriate health-related licensing board on matters relating to the registration and regulation of an occupation.

This authority allows the Commissioner to appoint an advisory council to advise the Commissioner "on matters relating to the registration and regulation of an occupation" (214.13 subd. 4). Most health occupations are handled by the Health Licensing Boards or have a separate advisory council to the Department of Health listed in this survey (see: Hearing Instrument Dispenser Advisory Council; Occupational Therapy Practitioners Advisory Council; Speech-Language Pathologist and Audiologist Advisory Council). The Department would exercise this authority if a new health occupation arrived in the market that did not fall under the jurisdiction of an already established Health Licensing Board or MDH Advisory Council.

This authority is also mentioned in Minnesota Rules 4695.3200 pertaining to MDH's regulation of Environmental Health Specialists/Registered Sanitarians.

Membership List:

Seven members appointed by the commissioner of which five are members of the registered occupation or related registered or licensed occupations, and two are public members.

Any Compensation Provided to Members:

As dictated by MS 15.059.

Three Most Recent Meeting Dates:

Varies; not formally exercised within last few years.

Any Future Meeting Dates:

None scheduled; would be called as needed.

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

N/A

Group Website Link (If Available):

N/A

Advisory Task Force on Health Promotion and Wellness

Statute:

145.98

Expires:

At the discretion of the Commissioner

Group Mission:

Duties of the Advisory Task Force on Health Promotion and Wellness appear to have been repealed in 1983 (Laws 1983 Ch. 260 Sec. 68).

Membership List:

Members of the task force shall be experienced or interested in health promotion and wellness.

There shall be at least one member from each congressional district.

Any Compensation Provided to Members:

As dictated by MS 15.059.

Three Most Recent Meeting Dates:

Unknown

Any Future Meeting Dates:

None scheduled

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Unknown

Group Website Link (If Available):

N/A

Hearing Instrument Dispenser Advisory Council

Statute:

153A.20

Expires:

None

Group Mission:

The overall mission of this advisory councils is to advise the commissioner and to provide technical expertise and consumer perspectives to regulatory activities in order to protect the citizens of Minnesota and to assure practitioners meet professional standards and are safe and competent to practice. In particular, the Hearing Instrument Dispenser Advisory Council advises the commissioner on hearing instrument dispenser certification standards and distribution of information on the standards; reviews investigative summaries, and makes recommendations concerning practitioner competency.

Membership List:

<http://www.health.state.mn.us/divs/hpsc/hop/hid/hidadcounrstr.pdf>

Any Compensation Provided to Members:

Per Diem; Mileage; Childcare

Three Most Recent Meeting Dates:

February 20, 2013

May 15, 2013

August 7, 2013

Any Future Meeting Dates:

November 14, 2013

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Minnesota Health Licensing Boards and the Minnesota Department of Health Sunset Commission: *Section 26 Criminal Background Check Study and Proposed Legislation*

<http://archive.leg.state.mn.us/docs/2013/mandated/130202.pdf>

Minnesota Health Licensing Boards and the Minnesota Department of Health Sunset Commission: *Health Licensing Boards Section 27 Reporting Requirements Study and Proposed Legislation. January 2013*

<http://archive.leg.state.mn.us/docs/2013/mandated/130203.pdf>

Sunset Commission: Health Licensing Boards Sunset Commission: *Section 31 - Fees for Health Occupations Program*

January 2013

<http://archive.leg.state.mn.us/docs/2013/mandated/130308.pdf>

Minnesota Department of Health

*Evaluation of Health and Human Services Regulatory Responsibilities
Report to the Minnesota Legislature 2012*

http://www.leg.state.mn.us/lrl/mndocs/mandates_detail.aspx?orderid=2382

Hearing Instrument Dispenser Advisory Council

Protecting Consumers of Hearing Instruments

Report to the 2009 Minnesota Legislature on the Certification of Hearing Instrument Dispensers

<http://archive.leg.state.mn.us/docs/2009/mandated/090303.pdf>

Minnesota Department of Health, Occupational & Systems Compliance and Health Occupations Program

Health Occupations Regulation and Health Care Reform

April 1995

<http://archive.leg.state.mn.us/docs/pre2003/other/950408.pdf>

Minnesota Department of Health, Health Occupations Program (1993). *Report on hearing instrument dispenser regulation*. Mandated by Minnesota Statutes, section 214.13, subd. 3.

Call Number: RF300.R46 1993

Title: Report on hearing instrument dispenser regulation

Link: <https://mplus.mnpals.net/vufind/record/001342886>

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/hpsc/hop/hid/index.html>

Heritable and Congenital Disorders Advisory Committee

Statute:

144.1255

Expires:

None

Group Mission:

To advise the Commissioner and newborn screening staff on newborn screening subject areas.

Membership List:

See attached list.

Any Compensation Provided to Members:

None

Three Most Recent Meeting Dates:

August 9, 2012

October 4, 2011

May 3, 2011

Any Future Meeting Dates:

Not scheduled yet.

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Since 2003, the Heritable and Congenital Disorders Advisory Committee has recommended that the state health commissioner add the following disorders to the panel of heritable and congenital disorders screened for in Minnesota:

- Biotinidase deficiency
Recommendation forwarded to commissioner in 2004
Testing implemented January 2005
- Cystic fibrosis
Recommendation forwarded to commissioner 2005
Testing implemented March 2006
- Severe Combined Immune Deficiency (SCID) and related T-cell lymphocyte deficiencies testing
Recommendation forwarded to commissioner in 2011
Testing implemented January 2013
- Critical Congenital Heart Defects (CCHD)
Recommendation forwarded to commissioner in 2012
Testing in process of being implemented

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/phl/newborn/advisory.html>

Membership list for the Advisory Committee on Heritable and Congenital Disorders		
Name	Statute Category	Organization
Steven Johnson	Parents and other consumers	Lindquist and Vennum PLLP
Jan Larson		Johnson, Larson and Peterson
Candace Lindow-Davies		Lifetrack Resources
Lou Mertz		Parent of an affected child
Kathy Stagni		Organic Acidemia Association
Ann Allen	Clinicians or researchers specializing in newborn diseases and disorders	Audiology - Children's Hospital and Clinics
Susan Berry		Division of Genetics and Metabolism - University of Minnesota
Richard Lussky		Hennepin County Medical Center
Stephen Nelson		Hematology and Oncology Department, Children's Hospital and Clinics, Minneapolis
Michael Pryor		Children's Respiratory and Critical Care Specialists, P.A.
Warren Regelman		Pediatric Cystic Fibrosis Center, University of Minnesota
Kiki Sarafoglou		University of Minnesota Medical School
Kevin Sheridan		Pediatric and Adult Medicine, Gillette Children's Specialty Healthcare
Amy Powers	Genetic counselors	University of Minnesota Medical Center Fairview - The Minnesota Cystic Fibrosis Center
Julie Thompson Larson	Birth hospital representatives	Regions Hospital
Kathy Teufert		Infant Care Center, Children's Hospital and Clinics, Minneapolis
Anthony A. Killeen	Newborn screening laboratory professionals	Department of Laboratory Medicine and Pathology, University of Minnesota
Dietrich Matern		Department of Laboratory Medicine and Pathology, Mayo Clinic
Piero Rinaldo		Department of Laboratory Medicine and Pathology, Mayo Clinic
Dorothy Markowitz	Nutritionists	Nutrition Department, University of Minnesota Amplatz Children's Hospital
Tania Daniels	Other experts as needed representing fields such as emerging technologies and health insurance	Minnesota Hospital Association
Marianne Keuhn		March of Dimes

Home Care Provider Advisory Council

Note: The Home Care Provider Advisory Council was established in the 2013 Session under 2013 Laws, Ch. 108, Art. 11, Sec. 27.

Statute:

144A.4799

Expires:

None

Group Mission:

Provide advice regarding regulations of MDH licensed home care providers.

Membership List:

Membership will consist of 3 public members, 3 home care licensees, Board of Nursing, Ombudsman for Long Term Care.

Any Compensation Provided to Members:

As dictated by MS 15.059, with per diem and meeting costs within limits of available appropriations.

Three Most Recent Meeting Dates:

N/A

Any Future Meeting Dates:

Not yet scheduled.

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

N/A

Group Website Link (If Available):

N/A

Laboratory Assessor Selection Committee

Statute:

144.98 subd. 10

Expires:

None

Group Mission:

Review registration materials and propose a list of qualified assessors and assessment organizations to the department for use by accredited environmental laboratories.

Membership List:

General representation is defined in statute. Specifically, the names and affiliations of members are posted online

(<http://www.health.state.mn.us/divs/phl/accreditation/assessorinformation.html#comm>).

Any Compensation Provided to Members:

Meals and travel expenses

Three Most Recent Meeting Dates:

August 2, 2013

May 16, 2013

Any Future Meeting Dates:

None scheduled. Applications for approval are due by August 23, 2013. A meeting for review of applications is expected in mid-September.

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

None yet. List of recommended/approved assessors based on review of received applications will be posted on the group webpage when completed by the Selection Committee.

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/phl/accreditation/assessorinformation.html>

Maternal and Child Health Advisory Task Force

Statute:

145.8811

Expires:

6/30/2015

Group Mission:

The Maternal and Child Health (MCH) Advisory Task Force (MS 145.8811) was created by the Minnesota Legislature in 1982 and reestablished in 2012 to advise, consult with and make recommendations to the Commissioner of Health on:

- The health care needs of Minnesota's mothers and children, including children and youth with special health care needs;
- The type, frequency and impact of MCH services in the state;
- Program guidelines and criteria considered essential to providing an effective MCH care program to low-income populations and high risk persons and fulfilling the purposes of the state and federal MCH statutes;
- The use of federal and state funds available to meet MCH needs;
- Priorities for funding MCH services; and
- Establish, in consultation with the commissioner and the State Community Health Advisory Committee, statewide outcomes that will improve the health status of mothers and children.

Membership List:

Attached. Three consumer representatives, three MCH professionals, three community health board representatives.

Any Compensation Provided to Members:

Mileage and expenses

Three Most Recent Meeting Dates:

December 7, 2012

March 8, 2013

June 7, 2013

Any Future Meeting Dates:

September 13, 2013

December 13, 2013

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Reports and recommendations come from work groups.

Current: <http://www.health.state.mn.us/divs/fh/mchatf/workgroups.html>

Past: <http://www.health.state.mn.us/divs/fh/mchatf/reports.html>

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/fh/mchatf/>

Newborn Hearing Screening Advisory Committee

Statute:

144.966 subd. 2

Expires:

6/30/2019

Group Mission:

To advise the Commissioner and newborn screening staff regarding newborn hearing screening and Minnesota children with special health needs (MCSHN) subject areas.

Membership List:

See attached list.

Any Compensation Provided to Members:

Travel and other necessary expenses incurred to attend meetings.

Three Most Recent Meeting Dates:

August 7, 2013

May 8, 2013

February 6, 2013.

Any Future Meeting Dates:

November 13, 2013

February 5, 2014

May 14, 2014

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Since its 2007 inception as a statutorily-mandated committee the Newborn Hearing Screening Advisory Committee has created and provided to MDH the following documents:

- Guiding Principles of the Minnesota Early Hearing Detection and intervention (EHDI) Newborn Hearing Screening Advisory Committee (NHSAC) (August 2012)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program Guideline for Organization and Administration of Universal Newborn Hearing Screening Programs in the Well Baby Nursery (May 2008)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program Guidelines for Organization and Administration in the Special Care Nursery and Neonatal Intensive Care Unit (NICU) of Universal Newborn Hearing Screening Programs (May 2008)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program Early Hearing Detection and Intervention Guidelines for Medical Providers (November 2008)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program Guidelines for Infant Audiologic Assessment (November 2008)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program Guidelines for Pediatric Amplification (May 2008)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program Guidelines for Audiologist Referral to Early Intervention and Family-to-Family Support (February 2009)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program Recommended Knowledge and Competencies for Professionals Working with Young Children who are Deaf and Hard of Hearing and their Families (August 2010)
- Minnesota Early Hearing Detection and Intervention (EHDI) Program EHDI Goals, Indicators and Benchmarks (May 2010, August 2010, November 2010)

Newborn Hearing Screening Advisory Committee

This year, the Legislature passed 2013 Laws Ch.82, SF 745, Sec. 13 which requires the Commissioner to report every odd-numbered year to the chairs and ranking minority members of the legislative committees with jurisdiction over health and data privacy on the activities of the Newborn Hearing Screening Advisory Committee that have occurred during the past two years. The first biennial report is due February 15, 2015.

Group Website Link (If Available):

<http://www.improveehdi.org/mn/state/>

Membership list for the Newborn Hearing Screening Advisory Committee	
Name	Statute Category
Gloria Nathanson	Representative from a consumer organization representing culturally deaf persons
Emily Smith-Lundberg	A representative of a consumer organization representing culturally deaf persons
Candace Lindow-Davies	A parent with a child with hearing loss, representing a parent organization
Rhonda Sivarajah	A consumer from an organization representing oral communication options
Karen Doenges	A consumer from an organization representing cued speech communication options
Joscelyn Martin	An audiologist with experience in evaluation and intervention of infants and young children
Linda Murrans	An audiologist with experience in evaluation and intervention of infants and young children
Peggy Nelson	An audiologist with experience in evaluation and intervention of infants and young children
Sara Oberg	A speech-language pathologist with experience in evaluation and intervention of infants and young children
Emilee Scheid	A primary care provider with experience in the care of infants and young children
Michael Severson	A primary care provider with experience in the care of infants and young children
Mary Deling	A representative from the early hearing detection and intervention teams
Mary Cashman-Bakken	A representative or designee from the Department of Education resource center for the deaf and hard of hearing
Mary Hartnett	A representative of the Minnesota Commission Serving Deaf and Hard of Hearing People
John Gournaris	A representative from the Department of Human Services Deaf and Hard of Hearing Services Division
Kathleen Anderson	Department of Education Part C coordinator
Kara Hall	A Part C coordinator or designee from the Department of Education, the Department of Health, or the Department of Human Services
Karleen Maeurer	Urban birth hospital representative
Lisa Schimmenti	A pediatric geneticist
Tina Huang	An otolaryngologist
Geoffrey Service	An otolaryngologist
Dennis Ceminski	A Department of Education regional low-incidence facilitator representative

MDH Statutory Advisory Groups (September 2013)

Information Request re: 8/2/13 Speaker Thissen Letter

Occupational Therapy Practitioners Advisory Council

Statute:

148.6450

Expires:

None

Group Mission:

The overall mission of this advisory council is to advise the commissioner and to provide technical expertise and consumer perspectives to regulatory activities in order to protect the citizens of Minnesota and to assure practitioners meet professional standards and are safe and competent to practice. In particular, the Occupational Therapy Practitioners Advisory Council advises the commissioner on occupational therapy licensure standards; enforcement of the regulations; and distribution of information on licensing standards. It also reviews applications and make recommendations for licensure; reviews investigative reports and make recommendations on whether to deny licensure or take disciplinary action; and other perform duties as needed.

Membership List:

<http://www.health.state.mn.us/divs/hpsc/hop/otp/adccounrstr.pdf>

Any Compensation Provided to Members:

Per Diem and Mileage

Three Most Recent Meeting Dates:

January 17, 2013

April 18, 2013

July 18, 2013

Any Future Meeting Dates:

October 19, 2013

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Minnesota Health Licensing Boards and the Minnesota Department of Health Sunset Commission: *Section 26 Criminal Background Check Study and Proposed Legislation*
<http://archive.leg.state.mn.us/docs/2013/mandated/130202.pdf>

Minnesota Health Licensing Boards and the Minnesota Department of Health Sunset Commission: *Health Licensing Boards Section 27 Reporting Requirements Study and Proposed Legislation. January 2013*
<http://archive.leg.state.mn.us/docs/2013/mandated/130203.pdf>

Sunset Commission: Health Licensing Boards Sunset Commission: *Section 31 - Fees for Health Occupations Program*
January 2013
<http://archive.leg.state.mn.us/docs/2013/mandated/130308.pdf>

Minnesota Department of Health
Evaluation of Health and Human Services Regulatory Responsibilities
Report to the Minnesota Legislature 2012
http://www.leg.state.mn.us/lrl/mndocs/mandates_detail.aspx?orderid=2382

Occupational Therapy Practitioners Advisory Council

Minnesota Department of Health, Health Occupations Program (2000). *Registration of occupational therapy*. Mandated by Minnesota Statutes, section 214.13, subd. 3

Call Number: RM735.4 .R44 2000

Title: Registration of occupational therapy practitioners

Link: <https://mplus.mnpals.net/vufind/Record/001351962>

Minnesota Department of Health, Occupational & Systems Compliance and Health Occupations Program

Health Occupations Regulation and Health Care Reform

April 1995

<http://archive.leg.state.mn.us/docs/pre2003/other/950408.pdf>

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/hpsc/hop/otp/index.html>

Provider Peer Grouping System Advisory Committee

Statute:

62U.04 subd. 3

Expires:

None

Group Mission:

Advise the Commissioner on refinement and implementation of the provider peer grouping system. Statute directs the Commissioner to consult with the committee on:

- Defining peer groups;
- Reviewing quality and cost scoring methodologies;
- Adopting patient attribution methods;
- Selecting risk adjustment models;
- Choosing service dates for cost and quality reporting;
- Recommending inclusion or exclusion of other costs; and
- Considering whether adjustments are necessary for facilities that provide medical education, Level 1 trauma services, neonatal intensive care, or inpatient psychiatric care.

Membership List:

Legislation requires stakeholders representing, health care providers, health plan companies, consumers, state agencies, employers, academic researchers, orgs that work to improve health care quality in Minnesota.

Specifically, members include:

- **Julie Anderson, MD**, St. Cloud Medical Group, *Health Provider Representative*
- **Peter Benner**, AFSCME (retired), *Consumer Representative*
- **Akhtar Chaudri**, Virtelligence, *Employer Representative*
- **Allie Coronis**, Allina Hospitals & Clinics, *Health Provider Representative*
- **William Davis, MD**, University of Minnesota, *Health Provider Representative*
- **Bryan Dowd, PhD**, University of Minnesota, *Academic Researcher*
- **Ron Ellwood**, Legal Services Advocacy, *Consumer Representative*
- **Tina Frontera**, MN Community Measurement, *Health Quality Measurement Organization*
- **Mark Hudson**, Department of Human Services, *State Agency*
- **Patrick Irvine, MD**, Independent, *Unaffiliated*
- **Michele Kimball**, AARP, *Health Consumer Representative*
- **Susan Knudson**, HealthPartners, *Health Plan Representative*
- **Larry Lee, MD**, Blue Cross Blue Shield, *Health Plan Representative*
- **David Luehr, MD**, Integrity Health Network, *Health Provider representative*
- **Nathan Moracco**, State Employees Group Insurance Plan, *State agency*
- **Linda Ridlehuber**, MN Association of Community Health Centers, *Health Provider Representative*
- **Kristie Ruma**, Medica, *Health Plan Representative*
- **Todd Sandberg**, Sibley Medical Center, *Health Provider Representative*
- **Bob Stevens (chair)**, Ridgeview Medical Center, *Health Provider Representative*
- **Beth McMullen**, MN Business Partnership, *Employer Representative*

Provider Peer Grouping System Advisory Committee

Any Compensation Provided to Members:

None

Three Most Recent Meeting Dates:

June 27, 2013

November 19, 2012

October 16, 2012

Any Future Meeting Dates:

September 2013, November-December 2013. Specific dates TBD.

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Recommendations of the group are included in meeting minutes available on the group website.

To date, they include:

1. Most recent quality data available should be used for reporting, even if cost and quality data would not be matched on dates of service
2. Hospital unit of analysis will be by distinct practice location and case mix adjustment should be utilized
3. Patient Experience should be reported within the composite for Prospective Payment System hospitals, and outside the composite whenever available for Critical Access Hospitals.

Group Website Link (If Available):

<http://www.health.state.mn.us/healthreform/peer/advisorycommittee.html>

Rural Health Advisory Committee

Statute:

144.1481 subd. 1

Expires:

None

Group Mission:

To provide rural perspectives on state health policies and programs.

Membership List:

15 members as defined in statute:

- **John Baerg, Chair** (Butterfield) Consumer
- **Thomas Boe, D.D.S.** (Moorhead) Licensed Health Care Professional
- **Ray Christensen, M.D.** (Duluth) Higher Education
- **Thomas Crowley** (Wabasha) Rural Hospital
- **Ellen Delatorre** (Mankato) Consumer
- **Daron Gersh, M.D.** (Verndale) Physician
- **Margaret Kalina, R.N.** (Alexandria) Registered Nurse Member
- **Jacqueline Osterhaus, P.A.** (Paynesville) Mid-level Practitioner Member
- **Millicent Simenson, L.P.N.** (Bemidji) Consumer
- **Nancy Stratman** (Willmar) Long Term Care
- **Tom Vanderwal** (Bemidji) Volunteer Ambulance Service
- **Tony Lourey** Minnesota Senate, Majority Member
- **Julie Rosen** Minnesota Senate, Minority Member
- **Clark Johnson** Minnesota House of Representatives, Majority Member
- **Joe Schomacker** Minnesota House of Representatives, Minority Member

Any Compensation Provided to Members:

Mileage

Three Most Recent Meeting Dates:

May 21, 2013

March 26, 2013

January 29, 2013

Any Future Meeting Dates:

September 17, 2013

November 19, 2013

January 2014 (TBD)

March 2014 (TBD)

May 20, 2014

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

<http://www.health.state.mn.us/divs/orhpc/rhac/pubs.html>

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/orhpc/rhac/index.html>

Speech-Language Pathologist and Audiologist Advisory Council

Statute:

148.5196

Expires:

None

Group Mission:

The overall mission of this advisory council is to advise the commissioner and to provide technical expertise and consumer perspectives to regulatory activities in order to protect the citizens of Minnesota and to assure practitioners meet professional standards and are safe and competent to practice. In particular, the Speech-Language Pathologist and Audiologist Advisory Council advises the commissioner on speech-language pathologist and audiologist licensure standards; delegation of duties to and training required for speech-language pathology assistants; enforcement of the regulations; and distribution of information on licensing standards. It also reviews applications and makes recommendations on licensure; reviews investigative reports and makes recommendations on whether to deny licensure or take disciplinary action; and other duties as needed.

Membership List:

<http://www.health.state.mn.us/divs/hpsc/hop/slpa/adccounrstr.pdf>

Any Compensation Provided to Members:

Per Diem, Mileage, Childcare

Three Most Recent Meeting Dates:

January 29, 2013

April 23, 2013

July 23, 2013

Any Future Meeting Dates:

October 22, 2013

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Minnesota Health Licensing Boards and the Minnesota Department of Health Sunset Commission: *Section 26 Criminal Background Check Study and Proposed Legislation*
<http://archive.leg.state.mn.us/docs/2013/mandated/130202.pdf>

Minnesota Health Licensing Boards and the Minnesota Department of Health Sunset Commission: *Health Licensing Boards Section 27 Reporting Requirements Study and Proposed Legislation. January 2013*
<http://archive.leg.state.mn.us/docs/2013/mandated/130203.pdf>

Sunset Commission: Health Licensing Boards Sunset Commission: *Section 31 - Fees for Health Occupations Program*
January 2013
<http://archive.leg.state.mn.us/docs/2013/mandated/130308.pdf>

Minnesota Department of Health
Evaluation of Health and Human Services Regulatory Responsibilities
Report to the Minnesota Legislature 2012
http://www.leg.state.mn.us/lrl/mndocs/mandates_detail.aspx?orderid=2382

Speech-Language Pathologist and Audiologist Advisory Council

Minnesota Council of Health Boards

Legislative Review of Health Occupations Program: Licensure of Speech Language Pathologist/Audiologists

2003

<http://archive.leg.state.mn.us/docs/2006/Mandated/060370.pdf>

Minnesota Department of Health, Occupational & Systems Compliance and Health Occupations Program

Health Occupations Regulation and Health Care Reform

April 1995

<http://archive.leg.state.mn.us/docs/pre2003/other/950408.pdf>

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/hpsc/hop/slpa/index.html>

State Community Health Advisory Committee

Statute:

145A.10 subd. 10

Expires:

None

Group Mission:

The State Community Health Services Advisory Committee (SCHSAC) advises, consults with, and makes recommendations to the Commissioner of Health on matters relating to the development, funding, and evaluation of community health services in Minnesota. It contributes to improved state-local communication, informed policy development, positive state-local relationships, and strong support for public health among local elected officials. The recommendations of the SCHSAC are not only submitted to the Commissioner of Health, but are also adopted by community health boards, implemented statewide through guidelines, and used as the basis for developing policy.

Membership List:

One member and one alternate from each Community Health Board. In 2013, there are 50 Community Health Boards. Approximately two-thirds of the members are local elected officials and the others are local public health directors and community health services administrators. Full membership list: <http://www.health.state.mn.us/divs/opi/pm/schsac/membership.cfm>

Any Compensation Provided to Members:

Mileage, Lodging, Meals

Three Most Recent Meeting Dates:

May 17, 2013

March 1, 2013

December 14, 2012

Any Future Meeting Dates:

September 25, 2013

December 6, 2013

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Reports are presented to the Commissioner of Health. Recent reports include: *Disease Prevention & Control Common Activities Framework (rev.)*; *Information Systems, Data Interoperability, and the Requirements for Exchange*; *Assessment of Health and Climate Preparedness*; *Public Health Emergency Preparedness Work Group: Final Report*; *National Public Health Standards and Voluntary Accreditation: Implications and Opportunities for Public Health Performance Improvement in Minnesota*; and *Updating Minnesota's Blueprint for Public Health*. A full list is available on the website.

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/opi/pm/schsac/>

Trauma Advisory Council

Statute:

144.608

Expires:

6/30/2015

Group Mission:

To advise, consult with, and make recommendations to the commissioner of health on the development, maintenance, and improvement of a statewide trauma system, in order to ensure that severely injured people are promptly transported and treated at trauma hospitals appropriate to the severity of injury.

Membership List:

15 members as defined in statute:

- **Allen Brown, M.D.**, Chair (Rochester) Rehabilitation Specialist
- **Kurt Martinson, M.D.** (St. Cloud) Level 1 or 2 Trauma Surgeon
- **Lt. Colonel Matt Langer**: Commissioner of Public Safety Designee
- **Gayle Williams, R.N.** (Waconia) Level 3 or 4 Trauma Program Manager
- **John Hick, M.D.** (Minneapolis) Emergency Medicine Physician
- **Peter Lindbloom, PA-C** (Onamia) Rural Physician Assistant or Nurse Practitioner
- **Robert Roach, M.D.** (Robbinsdale) Level 1 or 2 Neurosurgeon
- **Mark Paulson, M.D.** (Perham) Level 3 or 4 Family Medicine Emergency Physician
- **Chad Robbins, D. O.** (Glencoe) Rural General Surgeon
- **John Fossum** (Ely) rural Hospital Administrator
- **Daniel DeSmet, EMT-P** (Marshall) Rural EMS Attendant or Director
- **Ron Furnival, M.D.** (Minneapolis) Pediatrician
- **Peter Cole, M.D.** (St. Paul) Orthopedic Surgeon
- **Carol Immermann, R.N.** (Rochester) Level 1 or 2 Trauma Program Manager
- **Vacant** – State EMS Medical Director appointed by EMS Regulatory Board

Any Compensation Provided to Members:

Mileage

Three Most Recent Meeting Dates:

June 4, 2013

March 19, 2013

December 4, 2012

Any Future Meeting Dates:

September 24, 2013

December 3, 2013

March 11, 2014

June 10, 2014

September 9, 2014

December 9, 2014

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

<http://www.health.state.mn.us/traumasystem/stac/index.html>

Group Website Link (If Available):

<http://www.health.state.mn.us/traumasystem/>

Uniform Consumer Information Guide Advisory Committee

Statute:

144G.06

Expires:

Unclear; this section was amended in 2010, suggesting the legislature did not intend for it to expire under MS 15.059.

Group Mission:

To present recommendations to the commissioner on

1. A format for a guide providing information on assisted living providers about services offered, about which services may be covered, and a statement of philosophy and values associated with assisted living.
2. Requirements for informing assisted living clients of their applicable legal rights.
3. Updates to the guide as developed.

Membership List:

Representatives of consumers, providers, county and state officials, and other groups the commissioner considers appropriate.

Any Compensation Provided to Members:

None

Three Most Recent Meeting Dates:

Advisory Committee last met in 2010

Any Future Meeting Dates:

The first two parts of the Advisory Committee's mission was completed in 2010 when the Commissioner adopted the Uniform Consumer Information Guide. Consequently, the group has not met. The Commissioner may wish to reconvene the group if, in the future, major changes are needed to the Guide.

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

The Advisory Committee developed the Uniform Consumer Information Guide which can be found at the group website.

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/fpc/profinfo/lic/UCIguide.html>

Advisory Council on Wells and Borings

Statute:

103I.105

Expires:

None

Group Mission:

The council advises the Minnesota Department of Health on technical matters related to the construction, repair, and sealing of wells and borings and the licensure of well and boring contractors. The council also provides a venue for licensees to raise concerns and issues for discussion in the council.

Membership List:

The total membership is 18 members – six well contractors, four limited (specialized) well and boring contractors, two public members, and six state agency representatives.

<http://www.health.state.mn.us/divs/eh/wells/lwcinfo/advisory.pdf>

Any Compensation Provided to Members:

Council members are eligible for a per diem of \$55 per meeting attended. Also, council members can be reimbursed for their expenses for mileage, parking, meals, and lodging.

Three Most Recent Meeting Dates:

June 5, 2013

March 6, 2013

December 12, 2012

Any Future Meeting Dates:

September 4, 2013

December 11, 2013

March 5, 2014

June 4, 2014

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Any recommendations to MDH are summarized in the minutes of the Advisory Council's meetings which are posted on the website.

Group Website Link (If Available):

<http://www.health.state.mn.us/divs/eh/wells/lwcinfo/advisory.html>

Council of Health Boards

This is not an Advisory Committee; it is a gathering of the various health-related licensing boards. The Commissioner of Health or a designee sits on the council only when reviewing "legislation or legislative proposals relating to the regulation of health occupations." Questions about this should be directed to the health-related licensing boards.

Statute:

214.025

Expires:

Likely none

Group Mission:

Membership List:

Any Compensation Provided to Members:

Three Most Recent Meeting Dates:

Any Future Meeting Dates:

A List of Any Reports or Recommendations to MDH, Legislature or Governor:

Group Website Link (If Available):



MATERNAL AND CHILD HEALTH ADVISORY TASK FORCE 2013 Membership (EC=Executive Committee)

Consumer Representatives

Carol Grady (EC)
carol.grady@spps.org
Term ends 1/1/15

John Hoffman (EC)
jhoffman@midwaytraining.com
Term ends 1/1/15

Nancy Jost
West Central Initiative
njost@wcif.org
Term ends 1/1/15

Daphne Lundstrom
Daphne.lundstrom@gmail.com
Term ends 1/1/16

Melissa Winger
Winger81777@hotmail.com
Term ends 1/1/16

CHB Representatives

Julie A. Jagim (EC & 2013 Chair)
St. Louis Co. Public Health & Human
Services
jagimj@stlouiscountymn.gov
Term ends 1/1/15

Debra Purfeerst (EC)
Rice County Public Health
dpurfeerst@co.rice.mn.us
Term ends 1/1/15

Joan Brandt
St. Paul-Ramsey County Public Health
Joan.brandt@co.ramsey.mn.us
Term ends 1/1/16

Stephanie Graves
Dept. of Health and Family Support
Stephanie.graves@ci.minneapolis.mn.us
Term ends 1/1/15

Susan Morris
Isanti County Commissioner
SCHSAC Representative
Term ends 1/1/16

Professional Representatives

Kenneth Bence (EC & 2014 Chair-elect)
Medica
Kenneth.bence@medica.com
Term ends 1/1/15

Kristin Teipel (EC)
U of M, Konopka Institute for Best
Practices in Adolescent Health
teipe001@umn.edu
Term ends 1/1/15

Mary Braddock, MD, MPH
Gillette Children's Specialty Healthcare
mbraddock@gillettechildrens.com
Term ends 1/1/16

Michelle O'Brien, MD, MPH
zenirishlass@gmail.com
Term ends 1/1/16

Rosemond Owens
CentraCare Health System
Owen0136@umn.edu
Term ends 1/1/16

Ex-Officio Members

Carolyn Allshouse
Family Voices
Carolyn@familyvoicesofminnesota.org

Karen Cadigan
Minnesota Department of Education
karen.cadigan@state.mn.us

Alternate: **Meredith Martinez**
Meredith.Martinez@state.mn.us

Tanya Hagre
HealthPartners
Tanya.M.Hagre@HealthPartners.com

Wendy L. Hellerstedt, MPH, PhD
U of M, School of Public Health
helle023@umn.edu

Joel Hetler, Ph.D., LP
U of M, Center for Excellence in
Children's Mental Health
jhetler@umn.edu

Neal Holtan, MD
St. Paul-Ramsey County Public Health
neal.holtan@co.ramsey.mn.us

Martha Overby
Minnesota Chapter, March of Dimes
moverby@marchofdimes.com

Wendy Ringer
Family to Family – Pacer Center
Wendy.ringer@pacer.org

Angela Watts
Twin Cities Healthy Start
Angela.watts@ci.minneapolis.mn.us

To be named by OMMH
Office of Minority & Multicultural Health
Advisory Committee Representative

To be named
Minnesota Department of Human
Services

MDH Staff

Maggie Diebel
Community & Family Health
Division
maggie.diebel@state.mn.us

Susan Castellano
Maternal & Child Health
Section
susan.castellano@state.mn.us

Barb Dalbec
Children & Youth With Special
Health Needs Section
barb.dalbec@state.mn.us

DeeAnn Finley
Maternal & Child Health
Section
deeann.finley@state.mn.us



August 16, 2013

The Honorable Paul Thissen
Chair, Legislative Commission on Planning and Fiscal Policy
463 State Office Building
Saint Paul, Minnesota 55155

Dear Speaker Thissen,

We have compiled responses for the questions in your August 2nd letter regarding executive branch advisory groups. These groups provide valuable advice that affects the Office of Higher Education's research and policy recommendations.

Higher Education Data Advisory Task Force:

- 1) Mission:
The Higher Education Data Advisory Task Force provides consultation to the Office of Higher Education regarding collection of financial aid, enrollment and other data pertaining to students or institutions. This task force determines the need, content and detail of the information (Minnesota Statutes 136A.1701, subd. 11).
- 2) Membership list (no compensation):
John Kellogg, Director of Institutional Research at the University of Minnesota
Nate Lasilla, Vice President for Research & Policy at the Minnesota Private College Council
Katie Misukanis, Chair of the Minnesota Career College Association
Craig Schoenecker, System Director for Research at Minnesota State Colleges and Universities
Additionally, all institutional research directors are invited to attend each meeting of the task force.
- 3) Budget:
The task force has no budget.
- 4) Last three meetings and future meeting dates:
May 16, 2011
September 29, 2010
July 22, 2010
Future meeting date: October 2013
These members are also members of the SLEDs Research and Data Committees which have met monthly since November 15th, 2010.
- 5) Reports and Recommendations:
Recommendations are incorporated into the Office of Higher Education's policies and practices. In addition, collaboration between the task force and the Office of Higher Education is constant; individuals from the task force regularly provide feedback to this agency.
- 6) Website:
The task force does not have a website.

Student Advisory Council:

1) Mission:

"The Student Advisory Council (SAC) shall provide advice and recommendation to the Commissioner or the Commissioner's Designee of the Minnesota Office of Higher Education, herein referred to as the Agency, regarding financial aid issues and other student concerns within the scope jurisdiction of the Commissioner of the Agency" (Minnesota Statutes 136A.03, subd. 3).

2) Membership list (no compensation):

The following are members from the previous academic year; membership for the next academic year is to be determined.

Shannon Glenn, Vice President of the Minnesota State College Student Association

Jennifer Kromrey, Rasmussen College

Adam Matula, Student Senate Chair at the University of Minnesota, Twin Cities

Moriah Miles, Chair of the Minnesota State University Student Association

Steve Sabin, President of the Minnesota State College Student Association

3) Budget:

The SAC has no budget.

4) Last three meetings and future meeting dates:

May 29, 2013

April 24, 2013

March 27, 2013

Typically, the group meets once a month during the academic year. The Commissioner usually joins the group for at least part of their meeting.

5) Reports and Recommendations:

SAC rarely makes formal recommendations; however, members of SAC are chosen by their respective student organizations and these student organizations make recommendations to the legislature.

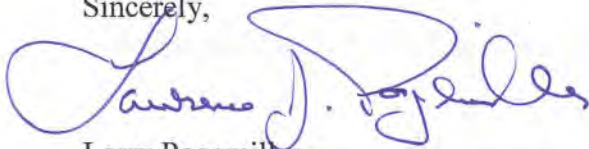
6) Website:

While the group does not have a formal website, contact information for SAC members is available here:

<https://www.ohe.state.mn.us/mPg.cfm?pageID=1471>

Please let me know if you have any additional questions.

Sincerely,



Larry Pogemiller

Commissioner, Minnesota Office of Higher Education

Health and Human Services	<i>Include for each advisory group the following: mission, compensation received by members, annual budget for council, three most recent meeting dates, list any reports/recommendations issued, link to council's web site</i>
American Indian Advisory Council on Chemical Dependency	<ul style="list-style-type: none"> • Mission: The mission of the American Indian Advisory Council is to (assist) <i>collaborate with</i> the state authority on alcohol and drug abuse in proposal review and formulating policies and procedures relating to chemical dependency and the abuse of alcohol and other drugs by American Indians. • Compensation: \$55 per member per meeting plus mileage • Annual budget: no budget • Most recent meeting dates: July 31, 2013 at Fond du Lac College, April 17th, 18th 2013 at Walker, Minnesota and January 10th, 11th 2013 at DHS Lafayette Building • Reports/recommendations: They assisted in the Federal Block Grant application process., Acted as a voice for the Model of Care changes by one of its members being on the Model of Care Work group. No other reports or recommendations. • Currently no website.
Alcohol and Other Drug Abuse Advisory Council	<ul style="list-style-type: none"> • Mission: The mission of the Citizens Advisory Council (CAC) is to advise DHS concerning the problems of alcohol, tobacco and other drug (ATOD) dependency and abuse and the prevention of ATOD related problems. • Compensation: \$55 per member per meeting plus mileage • Annual budget: No budget • Most recent meeting dates: May 17, 2013 at Anderson Building, February 15, 2013 at Anderson Building, November 16, 2013 at Anderson Building • Reports/recommendations: They did participate in providing input into the Federal Substance Abuse prevention and Treatment Block Grant application that was just submitted, where they identified gaps and suggested improvements. No other reports or recommendations. • Currently no website.
American Indian Child Welfare Advisory Council	<ul style="list-style-type: none"> • Mission: To help formulate policies and procedures relating to Indian child welfare services and to make recommendations regarding approval of grants provided under Minn. Stat. section 260.785, subdivisions 1, 2, and 3. • Compensation: \$55 per member per meeting spent on council or committee activities, when authorized by the council or committee, plus expenses in the same manner and amount as authorized by the commissioner's plan adopted under Minn. Stat. section 43A.18, subdivision 2. • Annual budget: between \$2,000 - \$10,000 depending on member availability and participation • Most recent meeting dates: meets quarterly; October 11-12, 2012; January 10-11, 2013; April 2013 (cancellation due to snow storm); July 11-12, 2013; Upcoming meetings: October 10-11, 2013; January 9-10, 2014; April 10-11, 2014; July 10-11, 2014; October 9-10, 2014 • Reports/recommendations: The Council routinely advises on the Department's legislative proposals to ensure ICWA compliance and to monitor for policies that contribute to disparities. The Council advises on services to ensure ICWA compliance and reduce disparities. • Currently no website.

DHS Response to Thissen Letter Dated August 2, 2013

Deaf and Hard-of-Hearing MN Commission	<ul style="list-style-type: none"> • Mission: Principal agency of the state to advocate on behalf of Minnesotans who are deaf, deafblind, and hard of hearing by working to ensure those persons have equal access to the services, programs, and opportunities available to others (Minn. Stat. §256C.28) • Compensation: \$55 per diem plus mileage and expenses (per §15.0575); in FY13, per diem expenses totaled \$2,970 and mileage/expenses were \$6,874 • Annual budget: FY14 \$576,350; FY15 \$876,350 • Most recent meeting dates: Nov. 16, 2012; Jan. 18, 2013; May 17, 2013; upcoming meetings Sept. 20, 2013, Nov. 15, 2013, Jan. 17, 2014 • Reports/recommendations: no formal reports to state agencies, Legislature or Governor; numerous informal reports and recommendations posted on website • Link to council's web site: www.mncdhh.org
Development and Implementation Council for community first services and support	<ul style="list-style-type: none"> • Mission: To consult with the commissioner when developing and implementing CFSS for at least the first five years of operation. Also, to provide recommendations on how to improve the quality and integrity of CFSS, reduce the paper documentation requirements, make use of electronic means of documentation and online reporting in order to reduce administrative costs, and improve training. • Compensation: None • Annual budget: None • Most recent meeting dates: 4/4/13, 6/6/13, 7/30/13 • Reports/recommendations: There are no current reports, however one is expected in November • Currently no website.
Diagnostic Codes List Advisory Committees	<ul style="list-style-type: none"> • Mission: The advisory workgroup will assist the Alcohol and Drug Abuse, Adult Mental Health and Children's Mental Health Divisions with the mapping of the current International Classification of Diseases, Ninth Revision (ICD-9) codes to the Tenth revision (ICD-10). • Compensation: None • Annual budget: None • Most recent meeting dates: June 11, 2013; January 26, 2013; January 19, 2013 • Reports/recommendations: January 2012: Workgroup recommended general equivalency mapping (GEM). June 11, 2013: Mental health advisory subgroup recommended DHS continue to use the same ICD-9 code range that was in definition of emotional disturbance and mental illness in mental health acts (prior to removal in preparation for ICD-10 implementation) until September 30, 2014. The group also recommended DHS seek information from the providers about their readiness for ICD-10 implementation. The mental health subgroup will advise DHS on ICD-10 code range for use in definitions of emotional disturbance and mental illness. • Currently no website.

DHS Response to Thissen Letter Dated August 2, 2013

<p>Drug Utilization Review Board</p>	<ul style="list-style-type: none"> • Mission: Section 1927 of the Social Security Act requires each State to establish a DUR board at least partially comprised of actively practicing physicians and pharmacists. The DUR Board is required to perform retrospective DUR, apply the standards to assess drug use, and perform educational interventions for physicians and pharmacists with the goal of reducing drug therapy problems. • Compensation: \$100 per member per meeting plus mileage. • Annual budget: Part of pharmacy program admin budget. • Most recent meeting dates: 5/08/2013; 03/13/2013; 11/14/2012 • Reports/recommendations: Annual DUR report submitted to CMS is posted online at cms.gov. Other recommendations recorded in meeting minutes. • Link to councils web site: http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=dhs16_137710#
<p>Human Services Performance Council</p>	<ul style="list-style-type: none"> • Mission: This council shall review and advise the commissioner on department procedures in the implementation of the performance management system, and advise on technical assistance needs of the counties, among other duties. • Compensation: currently being determined through a solicitation process initiated by DHS. • Annual budget: None • Most recent meeting dates: The first meeting is scheduled for September 20, 2013. The Council is required to meeting at least quarterly, but monthly meetings are anticipated through 2014. • Reports/recommendations: None to date as the Council has not yet convened. Statute requires annual reports to the Legislature and commissioner containing the performance, outcomes, measures, and improvements of individual counties. • Currently no website, under development.
<p>Medical Assistance Drug Formulary Committee</p>	<ul style="list-style-type: none"> • Mission: The DFC is comprised of physicians, pharmacists, other health care professionals, and a consumer representative. The DFC advises the commissioner on which drugs should require prior authorization as well as the approval criteria for selected medications. The DFC meets in a public forum and manufacturer representatives, prescribers, and patients have the opportunity to present information on new drugs and their place in therapy compared to existing drugs. • Compensation: \$100 per member per meeting date plus mileage. • Annual budget: Part of pharmacy program admin budget • Most recent meeting dates: 05/21/2013; 12/05/2012; 09/05/2012 • Reports/recommendations issued: All contained in the meeting minutes. Provide recommendations on whether or not drugs should be subject to prior authorization. 10-15 drugs and/or drug therapy classes are reviewed each meeting. • Link to councils web site: http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=dhs16_137710#

DHS Response to Thissen Letter Dated August 2, 2013

<p>Medical Assistance Health Services Policy Committee</p>	<ul style="list-style-type: none"> • Mission: HSAC's mission is to advise the Department regarding evidence-based decision-making and provide leadership in designing health care benefit and coverage policies for Minnesota's publicly funded health care programs. HSAC comprises 13 members, most of whom are licensed physicians. Twelve voting members represent a range of disciplines, practice sites and health plans and include two non-physician health care professionals and a consumer member. The Medicaid Medical Director serves as a non-voting member. HSAC's charter, along with its policies pertaining to transparency and public testimony, are posted on its public website. • Compensation: \$200 honorarium per meeting, plus reimbursement for mileage and parking (per Minnesota Statutes, section 256B.0625, subd.3e). • Annual budget: \$114,200 • Most recent meeting dates: July 11, May 16 and March 14, 2013 • Reports/recommendations: HSAC is the Department's lead, external clinical advisory body concerning medical policy. HSAC has issued approximately 30 reports, including six that were at the Legislature's specific request. All of HSAC's reports and meeting minutes are available on its website. HSAC's most recent report is Autism Spectrum Disorders: Report to the Minnesota Commissioner of Human Services. In 2013 the Legislature enacted an early, intensive intervention benefit that was patterned on HSAC's recommendations (2013 Laws of Minnesota, Chapter 108, Article 7, Section 14). HSAC's early work focused on individual medical technologies and interventions, informing the Department's coverage policies on topics such as imaging for low back pain and bariatric surgery. In recent years, HSAC has evolved to address complex topics that examine a range of treatments for particular conditions, such as autism, and foster evidence-based quality improvement processes, such as lowering rates of caesarian sections and elective preterm inductions of labor. HSAC is in the midst of reviewing the evidence for treatment of chronic pain, with a particular focus on opioid analgesics (i.e., opiate medications for pain). HSAC has also charged an ad hoc working group to develop recommendations for improving emergency department utilization. • Link to council's web site www.dhs.state.mn.us/hsac.
<p>Medical Assistance Peer Advisory Task Force</p>	<ul style="list-style-type: none"> • DHS Recommends Sun setting <p>The determination of services not medically necessary may be made by the commissioner. in consultation with a peer advisory task force appointed by the commissioner on the recommendation of appropriate professional organizations. The task force expires as provided in section 15.059, subdivision 5</p>
<p>Medical Assistance Vendor Advisory Task Force</p>	<ul style="list-style-type: none"> • Currently this task force is at the Commissioner discretion and the Department recommends that we leave it at the Commissioner's discretion. The task force is not operating at this time. • We don't have any records indicating this task force has met in the past. • DHS would like to retain the authority to convene this group if needed.

DHS Response to Thissen Letter Dated August 2, 2013

Mental Health Advisory Council	<ul style="list-style-type: none"> • Mission: The State Advisory Council: (1) advise the governor and heads of state departments and agencies about policy, programs, and services affecting people with mental illness; (2) advise the DHS on all phases of the development of mental health aspects of the biennial budget; (3) advise the governor about the development of innovative mechanisms for providing and financing services to people with mental illness; (4) encourage state departments and other agencies to conduct needed research in the field of mental health; (5) review recommendations of the subcommittee on children's mental health; (6) educate the public about mental illness and the needs and potential of people with mental illness; (7) review and comment on all grants dealing with mental health and on the development and implementation of state and local mental health plans; and (8) coordinate the work of local children's and adult mental health advisory councils and subcommittees. Note: advisory council fulfills a requirement for federal grant. • Compensation: • Annual budget: • Most recent meeting dates: June 6, May 2, and April 4, 2013 • Link to council's web site: http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=AdvisoryMH
MN Insurance Marketplace advisory committee	<p>This advisory committee is under the jurisdiction of the MNSure board of directors established under MN Statutes 62V.04 subd. 13.</p>
Nonemergency Medical Transportation Advisory Committee	<ul style="list-style-type: none"> • Mission: The advisory committee is legislatively mandated to develop and update a policy manual, develop a policy for no-load miles, develop policies to prevent waste, fraud and abuse, develop a single administrative structure and develop standardized measures. • Compensation: None. • Annual budget: None. The department provides some staff support and a facilitator. • Most recent meeting dates: August 14, 2013, July 31, 2013 and July 24, 2013. • Reports/recommendations issued: Last year the advisory committee recommended the following changes which were passed during the 2013 session. Additional recommendations will be made by the committee for the 2014 legislative session. <ul style="list-style-type: none"> • Modified requirements stating special transportation must take the recipient to a provider within 30 miles for primary care and 60 miles for a specialty provider. • Delayed the implementation of the single administrative structure by one year per the committee's recommendation. • Required that the non-emergency medical transportation administrator use the assessment process developed by the non-emergency medical transportation committee. • Currently no website.

DHS Response to Thissen Letter Dated August 2, 2013

<p>Services to Persons with Developmental or Physical Disabilities Task Force</p>	<p>The task force has not met recently, but will be re-established in the future. DHS would like to keep the Council authority in place.</p>
<p>State-County Results, Accountability, and Service Delivery Redesign Council</p>	<ul style="list-style-type: none"> • Mission: Statute specifies that the Redesign Council is responsible for (1) reviewing the redesign process; (2) certifying the formation of service delivery authorities; (3) ensuring consistency of the Memoranda of Understanding entered into by the Commissioner of Human Services and counties participating in service delivery authorities; (4) establishing a process to take public input on the service delivery framework being proposed by each service delivery authority; (5) forming workgroups as necessary to carry out the duties of the Redesign Council; (6) serving as a forum for resolving conflicts among those participating in the Redesign; (7) engaging in the program outcome improvement process for those counties not meeting required outcomes; (8) identifying and recommending incentives for counties to participate in the redesign. • Compensation: None. • Annual budget: None. • Most recent meeting dates: The Council met four times in 2010 (February, July, August, November) and completed its organizing work. A motion was made to adjourn until a county came forward to pursue a Service Delivery Authority certification. No county has done so as yet so no Council meetings are currently scheduled. • Reports/recommendations: None. • Currently no website.
<p>Steering Committee on Performance and Outcome Reforms</p>	<ul style="list-style-type: none"> • Mission: The Steering Committee on Performance and Outcome Reforms was mandated in Minnesota Statute 402A.15 to “develop a uniform process to establish and review performance and outcome standards for all essential human services based on the current level of resources available, and to develop appropriate reporting measures and a uniform accountability process for responding to a county’s or service delivery authority’s failure to make adequate progress on achieving performance measures.” • Compensation: None. • Annual budget: None. • Most recent meeting dates: The Steering Committee met regularly from 2009 – 2012. Final meeting was in December 2012 at which time the Steering Committee’s final report was completed and subsequently submitted. • Reports/recommendations: “Steering Committee on Performance and Outcome Reforms: A Report to the Governor and the Health and Human Services Legislative Committees” –submitted December 17, 2012 • Link to council’s web site http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=dhs16_147237

DHS Response to Thissen Letter Dated August 2, 2013

Traumatic
Brain
Injury
Advisory
Committee

- **Mission:** MN statute 256B.093, Subdivision 1, (4) lists the purpose of this group as: “maintain an advisory committee to provide recommendations in reports to the commissioner regarding program and service needs of persons with traumatic brain injuries The group wrote their own bi-laws many years ago. These include the following Purpose statement: “The primary purpose of the Traumatic Brain Injury Advisory Committee is to provide recommendations to the Department of Human Services on program development and concerns regarding the health and human service needs to persons with brain injury. The secondary purpose is to provide recommendations to any DHS unit or state department regarding traumatic brain injury.
- **Compensation:** The committee is made up of 30 voting members from around the state. Members may elect to be reimbursed for mileage to and from meetings. Meals and overnight stays are not reimbursed. No stipend or other type of compensation is available to members. In past years mileage costs were paid by DSD. Our federal TBI grant has budgeted \$7,000.00 to cover mileage costs through the current grant year (April 1, 2013-March 31, 2014).
- **Annual budget:** The only funding currently in place for this group is the \$7,000.00’s mentioned above.
- **Most recent meeting dates:** Last 3 Full committee meeting dates in 2013: August 8, June 12, April 10. In this same time period subcommittee meetings occurred on August 8, June 12, May 15, April 10. At least one additional Steering Committee meeting occurred on August 7. There may have been other additional Steering Com. meetings between April and August.
- **Reports/recommendations:** Recommendations to DHS for 2012-2013 will be presented to DHS Leadership on 8/22/2013. The 2011-2012 recommendations are posted on the DHS public website.
- Link to council’s web site – http://www.dhs.state.mn.us/id_003820

August 9, 2013

The Honorable Paul Thissen
State Representative/Speaker of the House
Chair, Legislative Commissioner on Planning and Fiscal Policy
463 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
Saint Paul, Minnesota 55155

Dear Speaker Thissen,

Per your letter of August 2, 2013, requesting information related to 2013 Legislature enacted changes to the Minnesota Sunset Act, I respectfully submit the following regarding advisory groups identified for IRRRB:

Iron Range Higher Education Committee – Statute 298.2214

1) The mission of the group.

The mission of the Iron Range Higher Education Committee (IRHEC) is to advise the Commissioner of the IRRRB on providing higher education programs in the IRRRB's service area (defined in statute as the Taconite Assistance Area). Under Minnesota Statutes Section 298.28, subd. 9d, the IRRRB receives annual funding to be used for higher education programs conducted at educational institutions in the Taconite Assistance Area.

2) Membership list and whether any compensation is provided to those members.

As per Minnesota Statutes Section 298.2214, subd. 2:

- *One member appointment by the Governor*
 - *Teresa Strong, Superintendent, ISD 2142*
- *One member appointed by the president of the University of Minnesota*
 - *Lendley Black, Chancellor University of Minnesota Duluth*
- *Four members of the Iron Range Resources and Rehabilitation Board appointed by the chair*
 - *Representative Carly Melin*
 - *Representative Jason Metsa*
 - *Senator Tom Saxhaug*
 - *Senator David Tomassoni*
- *The commissioner of Iron Range Resources and Rehabilitation*
 - *Tony Sertich*
- *The president of the Northeast Higher Education District or its successor*
 - *Sue Collins*



**Iron Range Resources &
Rehabilitation Board**
P.O. Box 441
Eveleth, MN 55734-0441
(218) 735-3000

Reimbursement to committee members is provided as per 298.22, subd. 2.

- 3) The budget of the group.
This committee has no budget.
- 4) The most recent three meeting dates, including any future meeting dates.
July 17, 2013; December 17, 2012; June 7, 2012
Meetings are called as needed. The next meeting date has not yet been scheduled.
- 5) A list of any reports or recommendations issued to the state agency, Legislature or Governor.
 - *IRHEC has made funding recommendations on the following dates:*
 - *July 17, 2013*
 - *June 7, 2012*
 - *May 18, 2011*
 - *October 7, 2010*
 - *August 5, 2010*
 - *May 21, 2010*
 - *March 17, 2010*
 - *October 5, 2009*
 - *July 27, 2009*
 - *December 12, 2008*
- 6) A link to the advisory group's website.
N/A

Northeast Minnesota Economic Development Fund Technical Advisory Committee – Statute 298.2213, subd. 5 and ~~Northeast Minnesota~~ Douglas J. Johnson Economic Protection Trust Fund Technical Advisory Committee – Statute 298.297 (The IRRRB combines both technical advisory committees into one group to more efficiently meet the intent of the statutes.)

- 1) The mission of the group.
The mission of the Technical Advisory Committee (TAC) is to review projects that the IRRRB is proposing should be funded and make recommendations about whether the projects should be funded prior to presentment of such projects to the Board for approval of expenditures for such projects. Funding for projects from both the Northeast Economic Development Fund and the Douglas J Johnson Economic Protection Trust Fund may not be approved until the TAC has had an opportunity to review the projects.
- 2) Membership list and whether any compensation is provided to those members.
As per Minnesota Statutes 298.297:
 - *One or more members appointed by the commissioner of Iron Range Resources and Rehabilitation:*
 - *David Furin, Furin & Shea Welding & Fabricating Inc.*
 - *Stephen Peterson, Sr., Entrepreneur Fund*

- *Keith Harvey, At Home Living Facilities*
- *Bill Spang, Northern State Bank*
- *Laura Rusich, Virginia-Eveleth EDA*
- *Lynda Bolf, U.S. Bank*
- *Cory Jackson, Rennix Corporation*

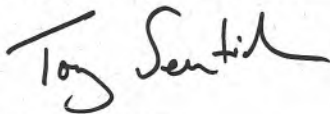
Reimbursement to committee members is provided as per Minnesota Statute 15.059 subdivision 3.

- 3) The budget of the group.
This committee has no budget.
- 4) The most recent three meeting dates, including any future meeting dates.
August 1, 2013; June 6, 2013; December 6, 2012
Meetings are called as needed. The next meeting date has not yet been scheduled.
- 5) A list of any reports or recommendations issued to the state agency, Legislature or Governor.
The committee makes recommendations to the commissioner on every business loan proposal, which are too numerous to list in this letter. Business loan information can be found on our website at www.irrrrb.org.
- 6) A link to the advisory group's website.
N/A

Please note that all committees referenced above are exempt from the sunset provision.

If you would like further clarification, please feel free to contact me.

Respectfully submitted,



Tony Sertich
Commissioner



August 16, 2013

The Honorable Paul Thissen
Chair, Legislative Commission on Planning and Fiscal Policy
463 State Office Building
St. Paul MN 55155

Dear Speaker Thissen:


I am responding to your letter dated August 5, 2013 requesting information on the advisory councils and boards that provides advice to the Department of Labor and Industry. We have prepared the following information for you and the Commission on Planning and Fiscal Policy and trust that it will meet your needs as you review these groups going into the future.

Advisory Group	Mission	Membership	Budget	Mtg. Dates	Reports	Link to Website
Apprenticeship Board	The Apprenticeship Board was created in 1939, soon after the federal passage of the Fair Labor Standards Act. Its duties are to propose occupational classifications for apprenticeship programs and standards for apprenticeship programs and agreements (i.e. required hours of supervised training). The board also advises the Commissioner on establishment of policies, procedures and rules.	See attached. Compensation under M.S. §15.059 covers meeting or committee activities at \$55 a day plus expenses.	No	The three most recent meetings were 10/10/2012; 2/6/2013 and 7/10/2013. The next meeting is scheduled for 10/9/2013.	The board issues no formal reports; any recommendations are contained in board meeting minutes.	The board does not maintain its own website; information about the board is contained within the agency's website.
Construction Codes Advisory Council	The council was reestablished in 2008 to review laws, codes, rules, standards and licensing requirements relating to building construction. It may make recommendations on ways to eliminate inconsistencies, streamline construction regulation, and promote enforcement of construction codes.	See attached. No compensation provided.	No	10/19/2012; 11/8/2012; and 6/20/2013. Next meeting is scheduled for 9/19/2013.	Recommendations regarding the building codes and rules are contained in council meeting minutes.	The council does not maintain its own website; information about the council is contained within the agency's website.
OSHA Advisory Council	The council was created 40 years ago to advise the department in carrying out the purposes of M.S. §182 and other OSHA statutes.	See attached. Compensation is provided.	No	2/1/2013; 5/3/2013; and 8/2/2013. Next meeting is 11/1/2013.	The council provides informational advice and recommendations to the agency. Both are contained in the council meeting minutes.	MNOSHA website is part of the agency's website.

Advisory Group	Mission	Membership	Budget	Mtg. Dates	Reports	Link to Website
Workers' Compensation Advisory Council	The council shall advise the department in carrying out the purposes of Chapter 176, Minnesota Workers' Compensation Law.	See attached. Compensation is provided.	No	2/13/2013; 4/10/2013; 6/19/2013. Next meeting is 10/9/2013.	The council advises the commissioner about policies pertaining to workers' compensation and submits its recommendations for changes to the proper legislative committees. The changes must be supported by a majority of business and labor members. Any amendments to legislation must also be approved.	Information on the council can be found on the agency's website.
Combative Sports Advisory Council	The council advises the commissioner on carrying out the duties under Chapter 341.	See attached. Compensation is provided.	No	1/28/2013; 5/20/2013; and 7/15/2013.	The council provides informal advice and recommendations to the agency; it issues no formal reports.	The Office of Combative Sports does not have a website.

If you have any questions regarding the above, please feel free to contact me and I would be happy to provide you with more information about these boards and councils.

Sincerely,


Ken B. Peterson, Commissioner
MN Department of Labor and Industry

KP/JR/ccr

cc: Allison Jones, Governor's Office

Apprenticeship Advisory Board Members:

Employer Members

Jeni Blaylock
Term expires 1/5/15

Mathew McDowall
Term expires 1/4/16

Todd Ferrara
Term expires 1/4/16

Employee Members

Stan Theis
Term expires 1/5/15

Harry Melander, Chair
Term expires 1/5/15

Mark Christianson
Term expires 1/4/16

Members From The Public

Everett Pettiford
Term expires 1/4/16

Dale Narlock
Term expires 1/5/15

Mike Mitchell
Ex-Officio

Johnnie Burns
Director of Apprenticeship/Labor Standards ~ Board Secretary

August 21, 2013

The Honorable Paul Thissen
Minnesota House of Representatives
463 State Office Building
Saint Paul, MN 55155

RE: MMB Advisory Groups

Dear Speaker Thissen:

In response to your letter of August 2, 2013, we are sending you the information you requested on the three advisory groups in Minnesota Management and Budget.

MN Employees Insurance Program (MEIP) Advisory Committee

Created in 1992 the MEIP program has not operated since 1998. As a result of an unsustainable insurance pool, the last participant was dismissed in 1998 and the program has not been reformed since that time. As such, there is no advisory committee or members.

Public Employee Insurance Program (PEIP) Labor/Management Committee (LMC)

Created in 1989 the PEIP program currently has 93 groups participating for a total population of 14,871 lives.

- 1) **The mission** – the mission of the PEIP LMC was to provide guidance to the agency for purposes of plan design and general administrative considerations. The group was advisory in nature and did not have decision making authority. Upon creation of the PEIP LMC, plan design and program considerations were more complicated with dozens of different plan options. Currently there are only 3 plan options which are modeled after the State employee program. The legislative and union approval process for the state program provides the guidance needed to PEIP. Given the relatively small number of participants and simplified plan design options the LMC has not met for 10+ years.
- 2) **Membership list and compensation** – There are currently no members on the LMC advisory group. Multiple vacancy announcements via the State Register have resulted in no expressions of interest from eligible candidates. However, if the LMC did meet members would be eligible for compensation in the same manner as that established in the executive branch's Commissioner Plan. This typically includes travel and meal reimbursements.
- 3) **Advisory group budget** – there is no budget associated with the PEIP LMC.
- 4) **Advisory group meetings** – the last meeting of the LMC was 2003. There are currently no future meetings scheduled.

- 5) **Advisory group reports** – there are no reports currently issued to state agencies, Legislature or Governor.
- 6) **Advisory group website** – there is no website created for the LMC.

Pay for Performance Oversight Committee

The Minnesota Pay-for-Performance Program was enacted in 2011 (M.S. 16A.93-4). Authorizing legislation directs the commissioner to appoint an oversight committee.

The mission –The purpose of the pay-for-performance program is to demonstrate the feasibility and desirability of using state appropriation bonds to pay for certain services based on performance and outcomes for the people served.

The Oversight Committee has 4 duties:

- 1) Identify criteria to select one or more services to be included in the pilot program
- 2) Identify the conditions of performance and desired outcomes for the people served by each service selected
- 3) Identify criteria to evaluate whether a service has met the performance conditions
- 4) Provide any other advice or assistance requested by the commissioner

Membership list and compensation – members of the Oversight Committee are not compensated. Current members are: Commissioners Jim Schowalter, Lucinda Jesson, Katie Clark-Sieben, and Spencer Cronk; Margaret Kelly, Bill Gabler, Matt Smith, Susan Strandberg, and Judy Temple. There are currently two vacancies.

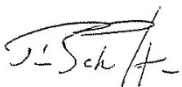
Oversight Committee budget – there is no budget associated with the Pay for Performance Oversight Committee.

Oversight Committee meetings – 5/22/12; 8/20/12; 3/20/13; 8/12/13

Advisory group reports – no reports have been issued by the Oversight Committee

Advisory group website – <http://www.mmb.state.mn.us/pay-for-performance-committee>

Sincerely,



Jim Schowalter
Commissioner

cc: Jaime Tincher
Katy Sen
John Pollard



MN.IT-Hosted Advisory Committees

08.14.2013

Advisory Committee for Technology Standards for Accessibility and Usability

MS 16E.0475

- This advisory committee sunsetted on June 30th, 2013 and is no longer required in statute. Similar functions are now performed by an internal MN.IT governance committee, which is not mandated by statute.

Geospatial Information Advisory Council

MS 16E.30 Subd. 8

Mission: The MnGeo Statewide Advisory council advises the Minnesota Geospatial Information Office (MnGeo) about issues, policies, priorities, and investments needed to improve services statewide through the coordinated, affordable, reliable, and effective use of geospatial technology. The council must represent a cross-section of organizations that include counties, cities, universities, business, nonprofit organizations, federal and state agencies, tribal government, and other stakeholder groups that benefit from geospatial technology.

Members/Compensation: Members of Statewide Geospatial Advisory Council - Council members are appointed for two year terms through the State's open appointments process. On June 30th the current term of the Council ended. Members are currently being sought for the next Council term. Appointing Authority is the State Chief Information Officer and no compensation is provided.

FY 12-13 Member list:

Click on a member's name to see their contact info, a short bio and a photo.

Name	Affiliation	Sector
Brad Anderson	City of Moorhead	City, non-metro
James Bunning	Scott County	At-large
Will Craig	University of Minnesota	At-large
Craig Erickson	Minnesota National Guard	State Government

Mark Kotz (replacing Rick Gelbmann)	Metropolitan Council	Metropolitan Council
Marcus Grubbs	Headwaters Regional Development Commission	Regional, non-metro
Jon Gustafson	U.S. Army Corps of Engineers	Federal, other
Blaine Hackett	Flat Rock Geographics	Business
Doug Hansen	Crow Wing County	County, non-metro
John Mackiewicz (<i>vice-chair</i>)	WSB & Associates	Business
Robert McMaster	University of Minnesota	Education, U of M
Stephen Misterek	City of Minneapolis	City, metro
Tim Ogg	Board of Water and Soil Resources	State Government
Mark Olsen	Minnesota Pollution Control Agency	State Government
Victoria Reinhardt (<i>chair</i>)	Ramsey County	County, metro
Ben Richason	St. Cloud State University	Education, MnSCU
Kirk Schneidawind	Minnesota School Boards Association	Education, K-12
Terry Schneider	MetroGIS Policy Board	Regional, MetroGIS
Dawn Sherk	White Earth Nation	Tribal Government
Gerry Sierven	Minnesota Power	MN GIS/LIS Consortium
Stephen Swazee	SharedGeo	At-large
Michelle Trager	Rice County	At-large
Sally Wakefield	SharedGeo	Non-profit

Budget: Beyond a .25 FTE for support of this council there is no budget assigned.

Meeting Dates: Meetings are held 4 times a year and are open to the public.

Recent Meetings:

- May 29, 2013
- February 20, 2013 (meeting cancelled) but Updates were provided in lieu of a meeting
- November 28, 2012
- September 5, 2012

Future meetings:

- The next council meetings will be Wednesday, August 28 and December 4, 2013 1:00-4:00 p.m.

Reports/Recommendations:

As stated above, this Council serves mainly as an advisory body to assist in guiding MnGeo regarding geospatial priorities and activities in the state. While no formal reports were created by this body they provided input, guidance and recommendations for the following:

MnGeo's future direction

Council members were asked for extensive advice and input regarding aligning MnGeo's priorities be to better meet the needs of Minnesota's geospatial community.

Council input, guidance and recommendations:

1) Coordination, Outreach, Communication

- a) Consider leveraging the Minnesota Geospatial Commons as a centerpiece for geospatial coordination, outreach, and communication.
- b) Promote the use of GIS to enhance the state's economy, industry and job growth (go beyond the state's current emphasis on better delivery of state services). For example, work more closely with Greater MSP (Minneapolis Saint Paul Regional Economic Development Partnership).
- c) Work with agencies, organizations and as necessary with the legislature to define authoritative data sources and stewards for geospatial data. Currently, many important data layers do not have designated steward responsible for their maintenance. We rely on good will to support defacto stewards for some layers; as budgets tighten, it's more difficult for organizations to justify this work.
 - i) Example; DNR is currently the steward for LiDAR data. The data is a priority data set and will be broadly used. While money was provided for acquisition of the data there is no ongoing funding defined for data maintenance, enhancement, and ongoing storage and access.
 - ii) Clearly define what being a "data steward" means. Identify roles and responsibilities, including funding.
 - iii) Data is particularly needed about where people work and live; this includes parcel data.
- d) MnGeo should serve as an advocate for GIS at the legislature.

2) Data Coordination

- The initial focus should be on the eight foundational data layers in the Minnesota Spatial Data Infrastructure (cadastral, elevation, geodetic control, hydrography, imagery, jurisdictional boundaries, soils, and transportation).
 - This will require a service level agreement (SLA) approach for partners
- Work with partners to come up with common data sharing agreements that can be leveraged by multiple levels of government and other partnering organizations

- Lead the development of common standards to ensure that data is served in ways that are open, therefore enabling use in different business and GIS systems.
- Ensure the availability of metadata, ETL (export-transform-load) processes, and web map services for the priority data layers.

3) Technical Coordination

- Focus resources on the issue of interoperability of GIS and CAD software
 - Include how to incorporate interoperability standards in contracts
 - Provide leadership in working with the private sector to create and meet interoperability standards.
- Provide leadership to coordinate/collaborate with partners to enable geospatial technology in a mobile environment.
 - Consider the need for standards in geospatial technology as it relates to mobile
- Work with Esri and other geospatial technology providers to extend their technology in a more cost effective way to the broader community. Facilitate access to the technology where possible.
 - The Enterprise License Agreement (ELA) effort helps with software access.
 - Continue providing the Esri Master purchase agreement to partners

4) Data Services

- Provide a single storefront (the Minnesota Geospatial Commons) which can be supported by a federated system of services.
 - Focus on making priority data layers available first

5) Web Services

- Provide access via services to the states new elevation data. Continue support for the GeoService Finder and work with organizations to enable access to services that are not currently publicized following a service standard
- Continue support for the GeoService Finder and work with organizations to enable access to services that are not currently publicized following a service standard
- Ensure services are documented, maintained and trusted
- Consider having MnGeo serve as host services for organizations that can't create them

6) Training

- It is not a high priority for MnGeo to conduct training. That is generally handled by the academic and private sectors. "Educating" may be a more appropriate word than "training" to describe MnGeo's role.
- Provide links to information on standard basic GIS questions, such as how an organization can get started and what software is available.

7) Guidance

- Create an environment with authoritative data so that answers to questions are trusted.
- Compile a list of Minnesota case studies to show monetary benefit of GIS.

Input, Guidance and Recommendations on Geospatial Priorities

Given MnGeo's limited resources, top priorities for staff to focus on (note that all projects will be done with partners) needed to be defined and discussed. Members were asked to rank order the following 7 possible priorities. The list identifies the Councils recommendations as well as those from state agencies and the broader stakeholder community.

1. LiDAR/Elevation Data Delivery (already underway)
2. Minnesota Geospatial Commons
3. Sustainable Program for Orthophotos
4. Statewide Parcel Integration
5. Street Centerlines (already underway)
6. Statewide Addresses (many tied to Centerlines)
7. Statewide Hydrography

Each priority effort should be guided by a steering committee.

Input, Guidance and Recommendations on Committees and Workgroups

MnGeo currently has 6 committees, 1 subcommittee and 3 workgroups.

- Committees: Digital Cadastral Data; Digital Elevation (with LiDAR Research and Education Subcommittee); Emergency Preparedness; Hydrography; Outreach; Standards.
- Workgroups: Geocoding; Geospatial Commons; Metadata.

Members of the Advisory Council were asked for input regarding how Committee and workgroups can be more effective in serving the broad geospatial community.

Member comments:

- Each Committee or work group should have a clear written definition of roles, responsibilities and relationships.
- Clarify how committees are related to the CGIO and MnGeo and to the advisory councils.
- Define what MnGeo will do to support these groups and what it cannot.
- Provide more guidance to direct work plans.
- Clarify reporting structure and process
- Provide committees more of a say in setting council agendas
- Distribute preliminary agendas and materials 1-2 weeks in advance; draft and distribute meeting minutes soon after each meeting.
- Groups should not form on their own; rather they should be driven by a need defined by the stakeholder community or the Advisory Council.

Website:

<http://www.mngeo.state.mn.us/councils/statewide/index.html>

Technology Advisory Committee

MS 16E.036

Mission: The mission of the advisory committee is to advise the chief information officer on issues surrounding consolidation and operations of enterprise information technology management, including:

- (1) development and implementation of the state information technology strategic plan;
- (2) critical information technology initiatives for the state;
- (3) standards for state information architecture;
- (4) identification of business and technical needs of state agencies;
- (5) strategic information technology portfolio management, project prioritization, and investment decisions;
- (6) the office's performance measures and fees for service agreements with executive branch agencies;
- (7) management of the state enterprise technology revolving fund; and
- (8) the efficient and effective operation of the office.

Members/Compensation:

- Lynn Anderson, Deputy Commissioner, Minnesota Management and Budget
- Ramona Dohman, Commissioner, Department of Public Safety
- Laurie Martinson, Operations Services Director, Department of Natural Resources
- Chuck Johnson, Chief Financial Officer, Department of Human Services.
- Spencer Cronk, Commissioner, Department of Administration
- Gary Shelton, Scott County
- Richard Kolodziejewski, Minnesota Association of Professional Employees
- Rick King, Thomson Reuters
- Vacant Position

No compensation is provided for service on the committee.

Budget: There is no budget assigned to the committee.

Meeting Dates: Recent meetings: 3/1/2013, 11/06/2012, 8/15/2012. Next meeting: Late September

Reports/Recommendations: The committee provides advice and guidance to the State CIO on an ongoing basis related to the implementation of IT consolidation and operations of the State's consolidated information technology agency, MN.IT Services. The committee is not mandated to produce, nor has it produced, any formal recommendations or reports.

Website: <http://mn.gov/oet/governance/igov/tac.jsp#>

E-Government Advisory Council

MS 16E.071

Mission: The E-Government Advisory Council is established for the purpose of improving online government information services to citizens and businesses.

Members/Compensation:

No members have thus far been appointed to the council as it was created by legislation passed during the 2013 Legislative Session. Vacancies have been posted through Secretary of State Open Appointments and will be made in September 2013.

No compensation is provided for service on the Council.

Budget: There is no budget assigned to the Council.

Meeting Dates: The Council has yet to meet. First meeting will likely be October of 2013.

Reports/Recommendations: The council has produced no reports. The Council's first mandated report is due June 1, 2014.

Website: No website at this time.

Minnesota Department of Natural Resources

500 Lafayette Road · Saint Paul, Minnesota · 55155-4037

Office of the Commissioner

651-259-5555



August 16, 2013

The Honorable Paul Thissen
Speaker of the House
Minnesota House of Representatives
State Office Building – Room 463
Saint Paul, MN 55155

Dear Speaker Thissen:

Attached please find the Department of Natural Resources' (DNR) response to the information request for the Legislative Commissioner on Planning and Fiscal Policy (LCPFP) on executive branch advisory groups created in statute.

The information provided on the advisory groups includes: mission, membership, budget and member compensation, meeting dates, reports and recommendations, and website links (where applicable). Please let us know if additional information is needed.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tom Landwehr". The signature is stylized with a large, looping "T" and "L".

Tom Landwehr
Commissioner

DNR Information: 651-296-6157 or 1-888-646-6367 • TTY: 651-296-5484 or 1-800-657-3929 • FAX: 651-296-4779 • www.mndnr.gov

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MINNESOTA DEPARTMENT OF NATURAL RESOURCES: EXECUTIVE BRANCH STATUTORY ADVISORY GROUPS

Updated: August 14, 2013

Name	Statute	Expiration	Mission	Membership list	Membership compensation	Budget	Meeting Dates (past three and future)	Group Reports or Recommendations	Website (if applicable)
Cuyuna Country SRA Citizens Advisory Council	§85.0146	None	The purpose is to advise the DNR in preserving and utilizing Cuyuna Country State Recreation Area by assisting the DNR with major decisions relating to its development, planning and management. It shall be a communication and input link with the public and the Division of Parks and the Legislature. It shall have such other purposes as its Council members may determine from time to time that are related to and beneficial to Cuyuna Country State Recreation Area.	*Gloria Perpich, Croft Mine Historical Park *John Radinovich, Cuyuna Range Mineland Reclamation Committee *Doug Houge, Chair, Crow Wing County Board **Senator Carrie Ruud, elected state official **Representative Joe Radinovich, elected state official *Joe Alberio, DNR Grand Rapids regional office *Jenny Smith, IRRRB *Roger Healy, Vice Chair, local business community *Bonnie Finnerty, Secretary, local environmental community *Bob Sandin, local education association *Aaron Hautala, recreation area user group *Ben Reverman, Cuyuna Country Heritage Preservation Society John Schaubach, at-large representative *denotes representative required by §85.0146, subd. 1, which lists 12 organizations or agencies that must be represented on the Council **§85.0146 requires only one elected state official; there currently are 2 elected officials on the Council	No compensation provided to members; \$85.0146 subd. 2, prohibits per diem	None	Past three meeting dates: 01/29/13 04/30/13 07/30/13 Future meeting: 10/29/13 (Must meet at least 4 times annually, at the call of the chair)	No reports. Recommendations and requests to the DNR are in the form of motions passed by the Council (information available upon request).	None
Minnesota Forest Resources Council	§89A.03	Repealer set for June 30, 2017	The council must develop recommendations to the governor and to federal, state, county, and local governments with respect to forest resource policies and practices that result in the sustainable management, use, and protection of the state's forest resources. The council must report to the governor and legislative committees and with jurisdiction over environment and natural resource policy and finance by February 1 of each year. The report must describe the progress and accomplishments made by the council during the preceding year.	Bob Stine - Chair, Greg Bernu, Forrest Boe, Wayne Brandt, Alan Ek, Dale Erickson, Shaun Hamilton, Darla Lenz, Bob Lintelmann, Gene Merriam, Bob Owens, Dave Parent, Shawn Perich, Kathleen Preece, Mary Richards, Susan Solterman Audette, Mike Trutwin	Yes, optional (per diem and expense reimbursement)	\$580,000/yr	Recent: March 20, 2013; May 14, 2013; July 24, 2013 Future: September 17-18, 2013; November 13, 2013; meetings held bimonthly	Private Forestland Management Study and Recommendations (2013), Report on the Status of Consulting Forestry in Minnesota (2013), MFRC Annual Reports (2000 - 2012). Additional reports accessible via http://www.frc.state.mn.us/resources_documents_research.html .	http://www.frc.state.mn.us/

Forest Resources Research Advisory Committee	\$89A.08	Repealer set for June 30, 2017	The purpose of the advisory committee is to foster the identification and undertaking of priority forest resources research activities. The advisory committee shall periodically undertake an assessment of strategic directions in forest resources research. The advisory committee shall report to the council its accomplishments in fulfilling the responsibilities identified in this section.	Allen Levine - Chair, Forrest Boe, George Ice, Michael Lulich, Kirk Titus, Peter Reich, Tom Schmidt	Reimbursement only	\$0	Recent: February 16, 2012; May 21, 2012; June 20, 2012.	Impacts of woody biomass harvesting on saproxylic communities, nutrient availability, and productivity in aspen ecosystems (2010), Minnesota's Forest Resources Research: Needs and Assessment (2011), A National Review of State Timber Sale Programs and an Analysis of Factors Influencing Minnesota State Stumpage Prices (2010). Additional reports accessible via http://www.frc.state.mn.us/resources_documents_research.html .	http://www.frc.state.mn.us/initiatives_research_committee.html
Regional Forest Resource Committees	\$89A.06, subd. 2	Repealer set for June 30, 2017	To foster landscape-based forest resource planning, the council must establish regional forest resource committees. The council must report annually on the activities and progress made by the regional forest committees established under subdivision 2.	Membership varies by regional committee. Size of regular attendance of the Regional Landscape Committees : Southeast - 15 people, East Central - 15 people, West Central - 15 people, Northern - 12 people, North Central - 20 people, Northeast - 20 people. More than 100 additional supporters/intermittent attendees.	Reimbursement only	\$57,979	Recent: July 19, 2013; August 1, 2013; August 2, 2013	Reports accessible via http://www.frc.state.mn.us/resources_documents_landscape.html and http://www.frc.state.mn.us/initiatives_llm_committees.html .	http://www.frc.state.mn.us/initiatives_llm.html
Forest Road Coordination Committees	\$89.01, subd. 7		To coordinate the planning, construction, maintenance, and use of forest roads, and the restrictions on their use.	County land commissioners, local governments, forest products industry, and forest recreation interests.	None	None	Varies; annually for each Forestry Area in Minnesota.	Meeting minutes available upon request.	
Game and Fish Fund Citizens Oversight Committees	\$97A.055, subd. 4b	6/30/2015	The mission of this oversight function is described in its statutory authority. In general, the oversight committees are to review the DNR's annual Game and Fish Fund Report; review proposed work plans and budgets for the coming year; propose changes in policies, activities, and revenue enhancements or reductions; review other relevant information; and make recommendations to the legislature and the commissioner for improvements in the management and use of money in the game and fish fund.	The commissioner appoints members to the Fisheries Oversight and Wildlife Oversight committees and the chair for the Budgetary Oversight Committee. <u>Budgetary Oversight Committee:</u> John Hunt, Chair (other delegates*) <u>Fisheries Oversight Committee (FOC):</u> John Christian*, Marj Hart, Jeff Johnson*, John P. Lenczewski*, Craig Pagel, Peter Perovich (Chair)*, Charles F. Prokop, Ryan B. Saulsbury, John F. Schneider, George Selcke*, Dave Thompson, Pao Yang <u>Wildlife Oversight Committee (WOC):</u> Kevin Bigalke, Jeff Byrne, William E. Faber*, Cody Fox, Chuck Kartak*, Deb Luzinski*, Steve B. Okins*, Jerome Roehl, Paul Spyhalski, KongShia Thao, Robert Theobald (Chair)*	Appointees can request mileage reimbursement, but no per diem provided.	No appropriation for this group, but DNR does incur general costs to support and respond to oversight committees	2013 BOC meeting schedule: 01/22, 02/26, 03/26, 04/30, 06/04. 2013 FOC meeting schedule: 01/16, 02/07, 02/20, 03/20, 04/17. 2013 WOC meeting schedule: 01/15, 01/29; 02/19; 03/12, 03/21; 04/02, 04/16, 04/23; 05/21.	Reports dating back to 2002 (including DNR's annual game and fish fund reports and DNR's responses to BOC reports) are available on the DNR website at http://www.dnr.state.mn.us/gamefishoversight/reports.html	http://www.dnr.state.mn.us/gamefishoversight/index.html
Greater Minnesota Parks and Trails Commission	\$85.536	None	The Greater Minnesota Regional Parks and Trails Commission is created to undertake system planning and provide recommendations to the legislature for grants funded by the parks and trails fund to counties and cities outside of the seven-county metropolitan area for parks and trails of regional significance.	Not appointed as of 08/07/2013 The Greater Minnesota Regional Park and Trail Coalition recommended a list of Commission nominees to the Governor in late June 2013.		\$100,000 (FY14); \$103,000 (FY15) Laws 2013, Chapter 137, Art 3, Sec 3, item (d)	None held as of 08/07/2013. Meetings will be scheduled after the Commission is appointed by the Governor.	None	None

Land Use Advisory Committee	\$92.35	6/30/09 (see §15.059, subd. 5)	NOTE: The Land Use Advisory Committees as provided for in §92.35 have not been active in recent past.						
Mineral Coordinating Committee	\$93.0015	6/30/2016	To provide for the diversification of the State's mineral economy through long term support of mineral exploration, development, production, and commercialization.	MCC is a multi-agency committee made up of the following individuals and agencies: Tom Landwehr, Department of Natural Resources; John Linc Stine, Minnesota Pollution Control Agency; Tony Sertich, Iron Range Resources and Rehabilitation Board; Harvey Thorleifson, Minnesota Geological Survey; Steven L. Crouch, University of Minnesota's College of Science and Engineering; Mike Lalich, Natural Resources Research Institute; and four individuals appointed by the governor for a four-year term, one each representing the iron ore and taconite (Craig Pagel), nonferrous metallic minerals (Frank Ongaro), and industrial minerals industries (David Edmunds) within the state and one representing labor (Robert Bratulich)	None	None	Past three meeting dates: 12/14/12 4/17/12 5/29/13 Future meeting: tour planned for October 2013	http://mcc.mn.gov/projects.html	http://mcc.mn.gov/index.html
Minnesota River Board Advisory Committee	\$103F.378	None	NOTE: This is not under the jurisdiction of DNR. The Minnesota River Board budget was previously a pass-through in BWSR's budget (no funding in FY14-15). Advisory Committee under the board not currently active to DNR's knowledge.						
Native Plant Conservation Task Force	\$84.964	At discretion of commissioner	To identify priority conservation needs for native plants, coordinate implementation of interagency programs, and ensure that native plant species and communities are maintained, enhanced, restored, or established on public lands and promoted on private lands.	MDA, DNR, DOT, PCA, and BWSR (task force has never assembled)	None	None	N/A	N/A	N/A
OHV Safety Advisory Council	\$84.9011, subd. 4	6/30/09 (see §15.059, subd. 5)	To advise the commissioner on: (1) off-highway vehicle safety; and (2) standards and certification for organizations and individuals participating as volunteers under the OHV Safety and Conservation Program. The Council's duties included: Review and comment on the 'OHV Trail Ambassador Handbook' and other materials; Recommend ideas for future program development; Solicit input on OHV safety items; Review and make recommendations on annual program goals and evaluate progress toward goals.	Capt. Mike Hammer (DNR), 2Lt. Leland Owens (DNR), Mary Straka (DNR), Richard Peterson (DNR), Bob Jacobson (ATVAM), George Radke (ATVAM), Nancy Hanson (MnUSA), Keith Meyers (Arctic Cat), Marlys Knutson (Polaris), Scott Potter (MN4WDA), Tom Umphress (ARMCA), Scott Turner (Aitkin County Sheriff), Phil Hodapp (Beltrami County Sheriff)	Qualifying volunteer council members were reimbursed mileage for quarterly meetings.	None	Past three meeting dates: 7/26/12 10/23/12 04/25/13 (Council met quarterly: Jan., April, July and Oct.)	None	No website for Council; Trail Ambassador program website: http://www.dnr.state.mn.us/safety/vehicle/ta/index.html

Clean Water Council

1) The mission of each group

The Clean Water Council, established in 2006, was created to advise on the administration and implementation of the [Clean Water Legacy Act](#).

2) Membership list and whether any compensation is provided to those members

- Marilyn Bernhardson (representing Soil and Water Conservation Districts)
- Pamela Blixt (representing Watershed Districts)
- Gary Burdorf (representing Township Officers)
- Tannie Eshenaur (representing the MN Department of Health)
- Patrick Flowers (representing Business Organizations)
- Warren Formo (representing Statewide Farm Organizations)
- Keith Hanson (representing Business Organizations)
- John Harren (representing City Governments)
- Robert Hoefert (representing Statewide Farm Organizations)
- Frank Jewell (representing County Governments in rural areas)
- Bradley Kalk (representing Tribal Governments)
- Michael McKay (representing Environmental Organizations)
- Gene Merriam (representing Environmental Organizations)
- Jason Moeckel (representing the MN Department of Natural Resources)
- Senator David J. Osmeck (representing the MN Senate)
- Gaylen Reetz (representing the MN Pollution Control Agency)
- Victoria Reinhardt (representing County Governments in the seven-county metro area)
- Todd Renville (representing Statewide Hunting Organizations)
- Sandy Rummel (representing the Metropolitan Council)
- Senator Bev Scalze (representing the MN Senate)
- Louis Smith (representing Nonprofit Organizations focused on improving MN lakes or streams)
- Deborah Swackhamer (representing the University of Minnesota)
- Doug Thomas (representing the MN Board of Water and Soil Resources)
- Representative Paul Torkelson (representing the MN House of Representatives)
- John Underhill (representing Statewide Fishing Organizations)
- Matthew Wohlman (representing the MN Department of Agriculture)
- Representative Barb Yarusso (representing the MN House of Representatives)
- Current vacancy (representing City Governments) as of 8/1/13

Compensation:

Members may be compensated at the rate of \$55 a day spent on council or committee activities, plus expenses in the same manner and amount as authorized by the commissioner's plan adopted under section 43A.18, subdivision 2. Members who, as a result of time spent attending council or committee meetings, incur child care expenses that would not otherwise have been incurred, may be reimbursed for those expenses upon council or committee authorization. Members who are state employees or employees of political subdivisions must not receive the daily compensation for activities that occur during working hours for which they are compensated by the state or political subdivision. However, a state or political subdivision employee may receive the daily payment if the employee uses vacation time or compensatory time accumulated in accordance with a collective bargaining agreement or compensation plan for council or committee activity. Members who are state employees or employees of the political subdivisions of the state may receive the expenses provided for in this section unless the expenses are reimbursed by another source. Members who are state employees or employees of political subdivisions of the state may be reimbursed for child care expenses only for time spent on board activities that are outside their working hours.

3) The budget of each group

For FY14-15, the budget set aside in the Clean Water Fund for Clean Water Council operations is \$80,000 (this amount does not include MPCA staff time). The Minnesota Pollution Control Agency provides administrative support for the council. The MPCA provides staff time (1.7 FTE) for the Clean Water Council and the cost is estimated to be \$226,000 for FY14-15.

4) The most recent three meeting dates, including any future meeting dates

The Clean Water Council meets monthly. The most recent three meeting dates were May 20th, 2013, June 17th, 2013, and July 15th, 2013. The Clean Water Council will continue to meet monthly for the foreseeable future with the next meeting scheduled for August 18th-19th, 2013. Subcommittees of the Clean Water Council meet as often as needed.

5) A list of any reports or recommendations issued to the state agency, Legislature or Governor

The Clean Water Council submits a report by December 1 of each even-numbered year to the Legislature on past Clean Water Fund (CWF) activities, recommendations on CWF activities for the next biennium, the impact on economic development of the implementation of efforts to protect and restore groundwater and the impaired waters program, an evaluation of the progress made in implementing the Clean Water Legacy Act and article XI, section 15, of the Minnesota Constitution, the need for funding of future implementation, and recommendations for the sources of funding.

[Biennial Report of the Clean Water Council](#) (2008, 2010, 2012 (updated in 2013))

[Clean Water Council Legislative Update](#) (2008, 2009)

[Addendum to 2008 Biennial Report](#) (2009)

6) A link to the advisory group's website, if available

Clean Water Council website - <http://www.pca.state.mn.us/tchy3f5>

County Subsurface Sewage Treatment System (SSTS) Advisory Committee

1) The mission of each group

The committee has never met. It was determined by the Association of Minnesota Counties (AMC) and MPCA to work with the existing SSTS Advisory Committee, established in Minnesota Rules Chapter 7080 and now described in MR 7083.6000.

2) Membership list and whether any compensation is provided to those members

N/A

3) The budget of each group

N/A

4) The most recent three meeting dates, including any future meeting dates

N/A

5) A list of any reports or recommendations issued to the state agency, Legislature or Governor

N/A

6) A link to the advisory group's website, if available

N/A

Small Business Air Quality Compliance Advisory Council

1) The mission of each group

Render advisory opinions on the effectiveness of the Small Business Environmental Assistance Program, difficulties encountered, and degree and severity of enforcement; Prepare periodic reports on matters relating to the program as requested, to review information intended for small businesses to ensure the information is complete, comprehensive, and understandable to the lay person; and other duties it finds appropriate.

2) Membership list and whether any compensation is provided to those members

Placed on hold since 1996 (from earlier Governor's directive regarding advisory groups).

3) The budget of each group

N/A

4) The most recent three meeting dates, including any future meeting dates

The last meeting was held in 1996.

5) A list of any reports or recommendations issued to the state agency, Legislature or Governor

None

6) A link to the advisory group's website, if available

N/A

Subsurface Sewage Treatment Systems (SSTS) Implementation Task Force

1) The mission of each group

The SSTS Implementation and Enforcement Task Force (SIETF) was formed to provide a place where counties can directly communicate SSTS concerns to MPCA and we can work together to address them. During the legislative process single representatives from the SSTS contractors association (Minnesota Onsite Wastewater Association) and the Minnesota Realtors were added. Other interested parties attend from time to time because the meetings are open to the public.

2) Membership list and whether any compensation is provided to those members

	Name	Affiliation	MACPZA
			Area
Members	Eric Buitenwerf	Hubbard Co	A
	Terry Neff	Aitkin Co	B

	Chris Pence	Crow Wing Co	C
	Eric VanDyken	Kandiyohi Co	D
	Mandy Landkamer	Nicollet Co	E
	Dale Oolman	Steele Co	F
	Annalee Garletz	Assoc of MN Counties	
	Ron Jaspersen	MN Onsite Wastewater Assoc	
	Ryan Hamilton	MN Assoc of Realtors	
	Amanda Strommer	Washington County/ MEHA	
Interested Parties	Sara Heger	U of MN	
	Bill Patnaude	Beltrami Co	A
	Lowell Johnson	Washington County/ MEHA	
	Paul Eger	MN Assoc of Realtors	
MPCA Participants	Ron Swenson	SSTS Compliance	
	Gene Soderbeck	SSTS Policy	
	Gretchen Sabel	SSTS Policy	

No compensation is provided.

3) The budget of each group

The group has no budget.

4) The most recent three meeting dates, including any future meeting dates

The group meets on the 4th Thursday of the month during the winter although sometimes alternate dates are needed to accommodate schedules. In 2013, the meeting dates were 1/24/13, 3/1/13, 3/28/13 and 4/25/13. Upcoming meetings would be on 11/28/13 and 12/16/13; these dates have holiday conflicts and will be rescheduled to probably a single meeting in early December if a date can be found that works for all.

5) A list of any reports or recommendations issued to the state agency, Legislature or Governor

The group strongly advised MPCA in development of the legislative report on SSTs upgrades in 2011 (<http://www.pca.state.mn.us/index.php/view-document.html?gid=15476>) and also provides recommendations on county SSTs funding and other possible legislation.

6) A link to the advisory group's website, if available

There is no website for the group.

Water Supply Systems and Wastewater Treatment Facilities Advisory Council

1) The mission of each group

This committee is responsible for reviewing and recommending modifications, deletions or additions to water and wastewater certification rules/statutes. The committee is also responsible for staying current with wastewater operations and building relationships with city, county, state, federal and private organizations/agencies.

Additionally, the Federal drinking water regulations require stakeholder involvement in the revision and operation of state operator certification programs.

2) Membership list and whether any compensation is provided to those members

Membership must be made up of: one MDH staff, one MPCA staff, three water supply operators, three certified wastewater operators, at least one member must be a representative from an organization representing municipalities and two members must be members of the public not associated with water or wastewater facilities. The current membership is:

Jim Sadler, Steve Burklund, Ken Bakke, Charlie Thompson, Ruth Estes, Howard Jacobson, Henry Gretsfield, John Baerg, Scott Gilbertson, Robert Smude. Supporting staff: Jennifer Koenig-MRWA Don Christenson-MRWA Ruth Hubbard-MRWA Dianne Navratil-MPCA Mark Sloan-MD.

Nongovernment members are allowed reimbursement meals and mileage up to \$55/day. Childcare expenses that are not otherwise needed may be reimbursed. There are two nongovernment people on the council and their reimbursements average about \$80 per meeting. It comes to about \$200 per year and MDH provides the reimbursement.

3) The budget of each group

Lunch costs and all nongovernment member's travel incurred come out of MDH's budget. Total budget has been about \$700 per year for the last few years.

4) The most recent three meeting dates, including any future meeting dates

January 2012, April 2012, October 2012, July 2013. Proposed: October 2013

5) A list of any reports or recommendations issued to the state agency, Legislature or Governor

Recommended rule change to allow wastewater operators to get a conditional certification if their wastewater facility jumped in classification due to major changes. If the facility went from a "C" plant to an "A" plant, the operator would be allowed a conditional certification so he or she could stay at the plant while upgrading their certification. Rule change was implemented.

6) A link to the advisory group's website, if available

<http://www.health.state.mn.us/divs/eh/water/wateroperator/advisorycouncil/minutes/>

Nuclear Waste Council

1) The mission of each group

"...to monitor the federal high-level radioactive waste disposal program under the Nuclear Waste Policy Act, Public Law 97-425 and advise the governor and the legislature on all policy issues relating to the federal high-level radioactive waste disposal program." §116C.712 Subd. 1

2) Membership list and whether any compensation is provided to those members

The Nuclear Waste Council was terminated in 1987 pursuant to §116C.712 Subd. 2 when Congress acted to remove Minnesota from consideration as a host state for a permanent repository and selected Yucca Mountain, Nevada as the single candidate site. Membership as provided in statute (§ 116C.711, Subd. 2) is the commissioners of MDH,

MnDOT, DNR, and MPCA, the director of MGS, and four citizen members, and may include two additional citizen members from potential impacted areas including a tribal member.

3) The budget of each group

The Council has been terminated. The Council was supported by an assessment of nuclear plant operators, but the authority terminated pursuant to §116C.712 Subd. 5 (c) when Congress acted to remove Minnesota from consideration as a host state for a permanent repository in 1987.

4) The most recent three meeting dates, including any future meeting dates

The Council last met in 1986. The meeting dates are unavailable.

5) A list of any reports or recommendations issued to the state agency, Legislature or Governor

After termination of the Council, annual reports on high-level radioactive waste activities were continued from 1991 through 2006. The most-recent report is at <http://www.eqb.state.mn.us/documents/AnnualReport2006-FedNuclear.pdf>.

6) A link to the advisory group's website, if available

The EQB's webpage for its radioactive waste program is at:
<http://www.eqb.state.mn.us/program.html?Id=18121#overview>.

Wild Rice Standards Study Advisory Committee

1) The mission of each group

The 2011 legislation calling for establishment of the Wild Rice Standards Study Advisory Committee says the group's purpose is to:

"...provide input to the commissioner on a protocol for scientific research to assess the impacts of sulfates and other substances on the growth of wild rice, review research results, and provide other advice on the development of future rule amendments to protect wild rice."

2) Membership list and whether any compensation is provided to those members

- Kurt Anderson, Minnesota Power (ALLETE), wild rice harvester
- Leonard Anderson, wild rice harvester, citizen
- Sara Barsel, citizen
- Mike Appelwick, Northeast Technical Services (NTS)
- David Biesboer, University of Minnesota
- Jennifer Engstrom, Minnesota Department of Natural Resources
- Tracy Ekola, Minnesota Environmental Science and Economic Review Board (MESERB)
- Ann Geisen, Minnesota Department of Natural Resources
- Craig Johnson, League of Minnesota Cities
- David Hatchett, Mesabi Mining
- Kathryn Hoffman, Minnesota Center for Environmental Advocacy
- Peter Lee, Lakehead University

- John P. Lenczewski, Minnesota Trout Unlimited
- Paula Maccabee, WaterLegacy
- Joe Mayasich, Western Lake Superior Sanitary District
- Anne Nelson, wild rice harvester, Wetlands and Water Committee of the Sierra Club
- Beth Nelson, Minnesota Cultivated Wild Rice Council
- Frank Ongaro, MiningMinnesota
- Timothy Peterkoski, ArcelorMittal USA, ArcelorMittal Minorca Mine, Hibbing Taconite
- Robert Pillsbury, University of Wisconsin Oshkosh
- Raymie Porter, University of Minnesota
- Robin Richards, ENVIRON International Corporation
- Mike Robertson, Minnesota Chamber of Commerce
- Joel Rohde, Red Lake Nation Foods and Red Lake Department of Natural Resources
- Jon Schneider, Ducks Unlimited
- Nancy Schuldt, Fond du Lac Band of Chippewa
- Robert Shimek, wild rice harvester, member of Red Lake Band
- David Skolasinski, Cliffs Natural Resources
- David Smiga, U.S. Steel
- Rod Ustipak, Minnesota Wild Rice Company, wild rice harvester
- Rachel Walker, Barr Engineering
- Darren Vogt, 1854 Treaty Authority

No direct compensation or per diem is provided to the group. The members are provided with refreshments at meetings and meals if meetings extend over lunch or dinner hours.

3) The budget of each group

Some monies from the wild rice standards study appropriation were used for refreshment and lunches when the group's meeting times extend over the lunch hour. The MPCA budgeted \$500 in fiscal year 2012 and \$500 in fiscal year 2013 for support of this group.

4) The most recent three meeting dates, including any future meeting dates

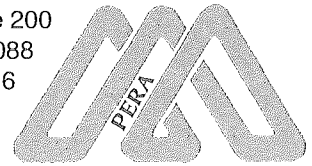
Wild Rice Standards Study Advisory Committee recent meeting dates: April 29, 2013; June 11, 2013; August 8, 2013

5) A list of any reports or recommendations issued to the state agency, Legislature or Governor

The Wild Rice Standards Study Advisory Committee has not provided any reports or recommendations to the MPCA, Legislature or Governor. However, the Wild Rice Standards Study Advisory Committee did provide input on the 2011 Study Protocol and the 2011 report to the Legislature that MPCA was required by the legislation to submit.

6) A link to the advisory group's website, if available

The Wild Rice Standards Study Advisory group does not have its own website, but the MPCA provides some information about the group on its wild rice sulfate standard website, <http://www.pca.state.mn.us/ktqh1083>. This information can be found on the Advisory Committee tab on this page.



August 12, 2013

The Honorable Paul Thissen, Speaker
MN House of Representatives
Legislative Commission on Planning and Fiscal Policy, Chair
State Office Building
100 REV DR MARTIN KING JR BLVD
ST PAUL MN 55155-1298

Dear Speaker Thissen:

We are responding to the request of the Legislative Commission on Planning and Fiscal Policy (LCPFP) regarding the Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan Advisory Board (MN Statutes, Section 353G.03). As outlined in your request of August 2, we provide the following:

The mission of the group	The mission (purpose) of this advisory group is to provide advice to the PERA Board of Trustees regarding the needs of the volunteer firefighter community and to ensure that the benefits offered through the statewide plan are meeting the needs of that community for those who choose to participate; the group also recommends legislative and administrative changes deemed necessary to accommodate volunteer firefighters who are not members of the plan.		
Membership List	City Representative	Marty Scheerer	1/1/12 – 12/31/14
	City Representative	Calvin Larson	1/1/13 – 12/31/15
	Township Representative	Eric Hedtke	1/1/11 – 12/31/13
	MN State Fire Dept. Assn.	Nyle Zikmund	1/1/12 – 12/31/14
	MN State Fire Dept. Assn.	John King	1/1/13 – 12/21/15
	MN State Fire Chiefs' Assn.	Jeff Sanborn	1/1/11 – 12/31/13
	State Auditor Designee	Rose Hennessy Allen	Indefinitely
	Members serve for reimbursement of expenses only.		
Budget of the group	The budget is negligible; less than \$500 in reimbursements paid in the years the board has met; staff administrative costs are part of the overall PERA administrative budget.		
Most recent three meeting dates	October 28, 2009; October 28, 2010; December 7, 2012; none scheduled yet for 2013		
List of any reports or recommendations issued to the	2010 Laws of MN, Chapter 359, Article 6: cleaned up cross-references to Section 69; clarified how to determine the value of defined contribution plan accounts converting to the statewide lump sum benefit value;		

August 12, 2013

Legislature	<p>removed language in original creation of the chapter that was confusing; defined cash flow funding requirements; established disability benefit coverage as an authorized account disbursement; added clarifying language on how to determine value of defined contribution plan if paid before new statewide benefits become payable; added benefit levels in smaller increments between steps; authorized the statewide plan to offer disability benefit coverage through a group insurance policy, if the advisory board deemed it appropriate.</p> <p>2012 Laws of MN, Chapter 286, Article 12, Section 8: added language to permit a sponsor of the volunteer firefighter group participating in the statewide plan to make supplemental contributions to the group's account.</p> <p>2013 Laws of MN, Chapter 111, Article 6, Section 3: lengthens from 90 to 120 days the time a local sponsoring entity has to decide whether to add its group to the statewide volunteer firefighter lump sum retirement plan after receiving final cost analysis of doing so.</p>
Link to the web site	<p>www.mnpera.org; part of PERA's overall web site under the "Employer" tab listed as 'Statewide Volunteer Firefighter Retirement Plan'</p>

If you have any questions about the work of this Advisory Board or about PERA's administration of the statewide Volunteer Firefighters: Lump-Sum Retirement Plan authorized under Chapter 353G, do not hesitate to contact me at any time. I can be reached at (651) 296-8358, or by e-mail at mary.most.vanek@mnpera.org.

Sincerely,


Mary Most Vanek
Executive Director

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Office of the Commissioner

445 Minnesota Street • Suite 1000 • Saint Paul, Minnesota 55101
Phone: 651.201.7160 • Fax: 651.297.5728 • TTY: 651.282.6555
Website: dps.mn.gov

August 28, 2013

Alcohol
and Gambling
Enforcement

Bureau of Criminal
Apprehension

Driver
and Vehicle
Services

Emergency
Communication
Networks

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Pipeline Safety

Office of
Traffic Safety

State Fire
Marshal

The Honorable Paul Thissen, Speaker of the House
Minnesota House of Representatives
463 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd
St. Paul, MN 55155

Dear Speaker Thissen:

This correspondence is in response to your letter of August 2nd regarding statutory advisory groups affiliated with the Department of Public Safety. I am pleased for the opportunity to give you a better understanding of these groups and their functions.

Your letter listed twelve groups advising DPS: Capitol Area Security Advisory Committee; Community-Oriented Police Grant Program Committee; Criminal Justice Information Systems Advisory Task Force; Financial Crimes Advisory Board; Financial Crimes Task Force; Fire Protection Systems Advisory Council; Fire Service Advisory Committee; Forensic Laboratory Advisory Board; Juvenile Justice Advisory Committee; Statewide Radio Board advisory groups; Violent Crime Coordinating Council; and Weed and Seed Grant Program Committee.

Of these twelve groups, two (the Community-Oriented Police Grant Program Committee and the Weed and Seed Grant Program Committee) were legally sunsetted on June 30, 2009, but had effectively terminated years before that. Neither of these groups was a true advisory council, but could be better described as delineated lists of stakeholders who were tasked with reviewing grant applications for the distribution of funds allocated to Minnesota under specific federal programs.

An additional advisory group not included in your letter, the Advisory Council on Battered Women and Domestic Abuse (Minn. Stat. 611A.34), has been inactive since approximately 1999. Originally, this group was under the purview of the

Page 2

August 28, 2013

Speaker Thissen

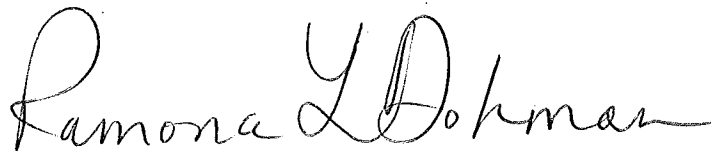
Department of Corrections, but was later transferred to DPS when this agency assumed responsibility for domestic abuse and battered women programming. It was a 12-member body responsible for advising the commissioner on implementation and continued operation of statutory battered women and abuse victim programs. The Council also acted as liaison between the commissioner and service provider organizations, but its primary work was devising funding distribution strategies for domestic violence services statewide, including determining the parameters of Request for Proposals when additional funding was allocated. The Council also addressed evaluation measures for domestic violence agencies. The roles and duties of this advisory group were internalized by the Office of Justice Programs division of the Department of Public Safety.

Two other groups (the Fire Service Advisory Committee and the Forensic Laboratory Advisory Board) sunsetted under law on June 30, 2009, but were unaware of that fact and have continued to meet. Neither group had a budget.

The enclosed pages give additional information about the existing advisory groups, including those that inadvertently operated past their statutory sunset date.

Again, thank you for your inquiry. Please let me know if I can be of further assistance. I can be contacted at 651-201-7160.

Sincerely,

A handwritten signature in cursive script that reads "Ramona L. Dohman". The signature is written in dark ink and is positioned below the word "Sincerely,".

Ramona L. Dohman, Commissioner

Enc.

Department of Public Safety – Statutory Advisory Groups

Capitol Area Security Advisory Committee (Minn. Stat. 299E.04)

Mission

The advisory committee shall meet at least quarterly to assess current safety and security risks in the Capitol Area, as defined by section 15B.02, and discuss developments that might affect those risks in the future. The committee shall provide advice and recommendations to the governor and legislature regarding security priorities, strategies for addressing these priorities, and recommendations for funding to implement the strategies.

Membership

Lt. Gov. Yvonne Prettner Solon (Chair)

Chief Justice Lorie Gildea

Sen. Ann Rest

Sen. Bill Ingebrigtsen

Rep. Michael Paymar

Rep. Kelby Woodard

Budget None

Previous/Future Meetings

Aug. 14 and Aug. 20, 2013. The next scheduled meeting is October 17, 2013.

Reports

Must report annually (by January 15) to the Governor, Legislature and Supreme Court. The January 2013 report is available through the Legislative Reference Library.

Website None

Criminal and Juvenile Justice Information Task Force (Minn. Stat. 299C.65, Subd. 2)

Mission

The Task Force serves at the discretion of the Criminal and Juvenile Justice Information Policy Group. The mission of the group is to assist the Policy Group in its duties, to monitor, review and report to the Policy Group on CriMNet-related projects and to provide oversight to ongoing operations as directed by the Policy Group.

Membership

[Per diem is paid to those public members who request it.]

1. Two sheriffs recommended by the Minnesota Sheriffs' Association: Lt. Spencer Bakke, Hennepin County Sheriff's Office, and Sheriff Rick Duncan, Chisago County Sheriff's Office
2. Two police chiefs recommended by the Minnesota Chiefs of Police Association: Chief Michael Goldstein, Plymouth, and Chief Ron Sager, Isanti
3. Two county attorneys recommended by the Minnesota County Attorneys' Association: Mr. Mark Ostrem, Olmsted County Attorney, and Mr. G. Paul Beaumaster, Rice County Attorney
4. Two city attorneys recommended by the League of Minnesota Cities: Ms. Amy K.L. Schmidt, Associate City Attorney, Bloomington, and Ms. Eileen Wells, Mankato
5. Two public defenders appointed by the Board of Public Defense: Mr. Steve Holmgren, Chief Public Defender, and Mr. Robert Sykora,, Attorney at Law
6. Two district judges appointed by the Judicial Council, one of whom is currently assigned to the juvenile court: Mr. Randall J. Slieter, and Ms. Kerry Meyer, Judge, 4th Judicial District
7. Two community corrections administrators recommended by the Association of Minnesota Counties, one of whom represents a Community Corrections Act county: Mr. Jon Ramlo, Director, Rock Nobles Community Corrections, and Mr. Andy Erickson, Ramsey County Community Corrections
8. Two probation officers: Mr. Steve Peterson and Mr. Rick Smith
9. Four public members, one of whom has been a victim of a crime and two who are representatives of the private business community who have expertise in integrated information systems: Mr. Richard Neumeister and Mr. Rana Alexander [two positions currently vacant]
10. Two court administrators: Ms. Monica Tschumper, and Mr. Wayne Minske
11. One member of the House of Representatives appointed by the Speaker of the House: Rep. Joe Mullery
12. One member of the Senate appointed by the majority leader: Sen. Dave Thompson
13. The Attorney General or a designee: Mr. Bob Plesha, Minnesota Attorney General's Office
14. Two members recommended by the League of Minnesota Cities, one of whom works or resides in Greater Minnesota and one of whom works or resides in the seven county metropolitan area, Mr. Doug Ciehn, and one vacant position
15. Two members recommended by the Association of Minnesota Counties, one of whom works or resides in Greater Minnesota and one of whom works or resides in the seven

county metropolitan area: Mr. Tom Kaase, Fillmore County Commissioner, and one vacant position

16. The Director of the Sentencing Guidelines Commission: Ms. Kelly Mitchell, Executive Director for the Sentencing Guidelines Commission
17. One member appointed by the Commissioner of Public Safety: Mr. Bob Johnson, BCA
18. One member appointed by the Commissioner of Corrections: Ms. Deb Kerschner, Minnesota Department of Corrections
19. One member appointed by the Commissioner of Administration: Ms. Laurie Beyer-Kropuenske, IPAD
20. One member appointed by the Chief Justice of the Supreme Court: Mr. Mark Moore, MN Judicial Branch-Information Technology Division
21. One member appointed by the State Chief Information Officer: position vacant

Budget

The budget is \$2,571 for fiscal year 2014.

Previous/Future Meetings

May 10, 2013; Nov. 9, 2012; and Aug. 10, 2012. The biennial conference will be held on Sept. 26, 2013 and the next scheduled meeting is Nov. 8, 2013.

Reports/Recommendations

Issued reports are available at: <https://dps.mn.gov/divisions/bca/boards-committees/crimnet/Pages/reports-delivery-team-reports.aspx>

Website

<https://dps.mn.gov/divisions/bca/boards-committees/crimnet/Pages/governing-bodies-task-force.aspx>

Financial Crimes Advisory Board and Task Force (Minn. Stat. 299A.681)

Mission

The Minnesota Financial Crimes Advisory Board shall provide advice to the commissioner of public safety related to the investigation and prosecution of identity theft and financial crime. The advisory board shall offer advice to the commissioner on the development of an overall strategy to ameliorate the harm caused to the public by identity theft and financial crime within

Minnesota. The strategy may include the development of protocols and procedures to investigate financial crimes and a structure for best addressing these issues on a statewide basis and in a multijurisdictional manner.

[Note: The Financial Crimes Task Force is not an advisory group, but a multi-jurisdictional law enforcement entity that takes direction from the Advisory Board]

Membership (Financial Crimes Advisory Board)

[No compensation is provided.]

1. Dept. of Public Safety: Ramona Dohman, Commissioner; Alternate: Wade Setter, Superintendent of the BCA
2. Attorney General's Office: Jeffrey Bilcik, Assistant Attorney General
3. Police Representative: Chief Jeff Long, Edina
4. 2nd Police Chief Representative: Vacant
5. Sheriff Brent Lindgren, Mille Lacs County
6. John Kirkwood, Chief Deputy, Ramsey County Sheriff's Office, [Board Chair]
7. United States Attorney's Office: Tim Rank, Assistant U.S. Attorney
8. County Attorneys' Association: Emery Adoradio, Assistant Hennepin County Attorney
9. Representative on behalf of Board of Public Defense: Pat Kittridge, Chief Public Defender
10. Federal Law Enforcement: Virginia Lalley, Supervisory Inspector, US Postal Inspection Service
11. Representative on behalf Retail Merchants Industry: Mike Clancy, Senior Group Manager-Corp. Security – Target Corp.
12. Banking Industry: Danelle Yakich, VP Financial Crimes, Wells Fargo Bank
13. Representative on behalf of Senior Citizens: Amy McDonough, AARP
14. MN Financial Crimes Task Force: Patrick Henry, Commander
15. Two additional members selected by the Board: Kelly R. Jackson, SAIC, IRS, Criminal Investigation Division; Louis Stephens, SAIC, United States Secret Service
16. Minnesota State Senate*: Vacant
17. Minnesota House of Representatives*: Rep. John Lesch

*non-voting members

Budget

The Advisory Board does not have a budget. The Task Force conducts cooperative and multi-jurisdictional law enforcement investigations and field operations funded at \$300,000 per year (General Fund).

Previous/Future Meetings

November 20, 2012; January 31, 2013; and June 27, 2013

Reports/Recommendations

None

Website

The Advisory Board does not have a website. The Task Force website is <https://dps.mn.gov/divisions/bca/bca-divisions/investigations/Pages/mn-financial-crimes-task-force.aspx>.

Fire Protection Systems Advisory Council (Minn. Stat. 299M.02)

Mission

The council shall advise the commissioner of public safety on matters within the council's expertise or under the regulation of the commissioner.

Membership

Jon Nisja (Commissioner's designee)
Philip Awker (public)
Brad Hopping (Journeyman Sprinkler Fitter)
Dale Schoeppner (Certified Building Official)
Kevin Wold (Fire Chiefs' Association)
Michael Winiecki (American Fire Sprinkler Association)
Ed Gnifkowski (Journeyman Sprinkler Fitter)
Thomas Lucarelli (Sprinkler Contractor)
Member from Fire Marshal Association of MN [vacant]

Budget None

Previous/Future Meetings

April 2011; September 2009; August 2009

Reports/Recommendations

The council is assisting the Fire Marshal division in the updating of the Fire Protection Program administrative rules.

Website None

Fire Service Advisory Committee (Minn. Stat. 299F.012, Subd. 2) [EXPIRED June 30, 2009]

Mission

The Fire Service Advisory Committee shall provide recommendations to the commissioner of public safety on fire service-related issues. The committee also provides funding recommendations to the commissioner of public safety from the fire safety fund for the Minnesota Board of Firefighter Training and Education; the programs and staffing for the State Fire Marshal Division; and fire-related regional response team programs and any other fire service programs that have the potential for statewide impact.

Membership

Bob Johnson, Insurance Federation of Minnesota – Chair

Mark Dunaski, Designee MN Commissioner of Public Safety

Dan Winkel, MN State Fire Department Association, Alternate

Jim Fisher, MN Association of Townships

Steve Zaccard, Fire Marshals Association of MN/International Assoc. of Arson Investigators

Nyle Zikmund, MN State Fire Chiefs' Association

Don Smiley, MN State Fire Chiefs' Association

William Goede, League of Minnesota Cities

Shane Schmidt, MN State Fire Department Association

Sue Iverson, League of Minnesota Cities

Rick Loveland, MN Professional Firefighters' Association

Tom Thornberg, MN Professional Firefighters' Association

Budget None

Previous/Future Meetings

September 5, 2012; June 5, 2013; September 4, 2013

Reports/Recommendations

The Advisory Committee advises the Commissioner and makes funding recommendations as stated in its mission.

Website

<https://dps.mn.gov/divisions/co/programs/fire-service-advisory-committee/Pages/default.aspx>

Forensic Laboratory Advisory Committee (Minn. Stat. 299C.156) [EXPIRED June 30, 2009]

Mission

The mission of the Forensic Laboratory Advisory Board was to ensure the quality and integrity of forensic science services by laboratories that conduct forensic analysis on physical evidence in connection with criminal cases.

Membership

[No compensation provided.]

The Board consisted of 12 members:

1. The Superintendent of the Bureau of Criminal Apprehension or the Superintendent's designee – James Dougherty, Assistant Director, BCA Forensic Science Lab
2. The Commissioner of Public Safety or the Commissioner's designee – Erchal Springer - Laboratory Director Tri-County Regional Forensic Laboratory
3. The Commissioner of Corrections or the Commissioner's designee – Mike Smith, Deputy Director of Special Investigations Minnesota Department of Corrections
4. An individual with expertise in the field of forensic science, selected by the governor - Brian Kasbohm, Retired Director, Hennepin Co. Sheriff's Crime Lab (Chair)
5. An individual with expertise in the field of forensic science, selected by the attorney general - Eric Schieferdecker, Assistant Attorney General
6. A faculty member of the University of Minnesota, selected by the president of the university - William Toscano, Ph.D., Professor and Head Division of Environmental Health Sciences University of Minnesota School of Public Health
7. The state public defender or a designee - Christine A Funk, Public Defense Assistant Attorney
8. A prosecutor, selected by the Minnesota County Attorneys Association - Jeff Edblad, Isanti County Attorney
9. A sheriff, selected by the Minnesota Sheriffs Association - Sheriff Jim Stuart, Anoka County Sheriff
10. A police chief, selected by the Minnesota Chiefs of Police Association - Chief Bob Jacobson, New Brighton PD
11. A judge or court administrator, selected by the chief justice of the Supreme Court - Honorable Kevin Ross Minnesota Court of Appeals
12. A criminal defense attorney, selected by the Minnesota State Bar Association - Thomas Plunkett, Attorney at Law

Budget

None

Previous/Future Meetings

July 19, 2012, April 5, 2012 and January 5, 2013.

Reports/Recommendations

The Committee had an annual (January 15) reporting requirement to the Legislature on forensic analysis issues. It also developed a policy and procedure manual that described in detail its investigation process. A one-time (2008) report recommended the creation of regional laboratories to supplement the work of the BCA forensic lab.

Website

<https://dps.mn.gov/entity/flab/Pages/default.aspx>

Juvenile Justice Advisory Committee (Minn. Stat. 299A.72)

Mission

The Juvenile Justice Advisory Committee provides leadership and support in setting a vision for juvenile justice in Minnesota that is informed by evidence-based practices, multi-disciplinary experience and the diverse communities of Minnesota.

Membership

Danielle Chelmo	Medina
William Collins	St. Paul
Freddie Davis-English	Plymouth
Christopher Downing	Princeton
Richard Gardell	Minneapolis
Abdallai Hassan	Woodbury
Scott Knight	Chaska
Chong Lo	St. Cloud
Samantha Loe	Arden Hills
Michael Mayer	Eagan
Sirxavier Nash	Minneapolis
Hao Nguyen	Maple Grove
Brenda Pautsch	Mankato
Kathryn Richtman	St. Paul
Saciido Shaie	Minneapolis
Kathryn Smith	Spicer
Richard Smith	Plymouth
Antonio Tejeda	Willmar

Budget

The Juvenile Justice Advisory Committee has an annual budget of \$20,000, as mandated by the Juvenile Justice & Delinquency Prevention Act and the Office of Juvenile Justice & Delinquency Prevention. This allocation is for the following:

1. Per diem (\$55 per meeting) for JJAC members who are not employed full-time in government. Currently there are 10.
2. Travel, lodging and meals based on the state plan for members and Ex Officios. Ex Officios are not voting members and are appointed by the Chair. Currently there are six.
3. JJAC meeting expenses such as room rental, equipment and other necessary items for the meeting to occur.
4. Out of state travel expenses and conference fees to juvenile justice conferences.

Previous/Future Meetings

JJAC meets for three months in a row on the second Friday and then has a month off. Thus, in 2013 the meeting months are January, February, March, May, June, July, September, October, November.

Reports/Recommendations

Annual reports are available through the Legislative Reference Library or JJAC website.

Website <https://dps.mn.gov/entity/jjac/Pages/default.aspx>

Statewide Radio Board Advisory Groups (Minn. Stat. 403.40, Subd. 2)

Mission

Statewide Emergency Communications Board (SECB):

In accordance with Minn. Stat. §403.36 1(e) The Statewide Emergency Communications Board exists to develop a project plan for a statewide, shared, trunked public safety radio communication system in Minnesota, to develop and apply statewide standards and guidelines for interoperability and to initiate an education plan to stakeholders.

The Statewide Emergency Communications Board Chair may recommend to the Board for its approval the establishment of special or standing committees to assist the Board in performing its duties and responsibilities. The Chair's recommendation shall include the duties and responsibilities of the special committee, task force or work group, its chair and members, and

any other matters necessary for the efficient operation of the committee. Committees operate under the same by-laws as the Statewide Emergency Communications Board.

The committees and their missions are:

Operations and Technical: To advise the Statewide Emergency Communications Board upon all matters operational and technical as they pertain to use of the ARMER system.

Legislative/Government Affairs: To advise the Statewide Emergency Communications Board upon all matters related to legislation and government affairs that have the potential to impact the Statewide Emergency Communications Board and its members.

Finance: To advise the Statewide Emergency Communications Board upon all matters that have a financial impact upon the Statewide Emergency Communications Board and its members.

Interoperability: To advise the Statewide Emergency Communications Board upon all matters related to public safety communications interoperability. To address the responsibilities provided for in Minn. Stat. 403.36 Sub. 1e. To coordinate and establish standards and protocols as needed for the use of the Statewide Interoperable Frequencies.

Integrated Public Alert and Warning System (IPAWS): To coordinate and establish policy, procedure, and protocols for the expansion of the Integrated Public alert and Warning System through private/public partnership.

Interoperable Data: To advise the Statewide Emergency Communications Board on all matters relating to wireless broadband for public safety and to represent Minnesota on a national level.

Steering: To advise the Statewide Emergency Communications Board upon all policy decisions.

Memberships

No compensation is provided to members and all board and committee members participate strictly on a volunteer basis. Board and committee members are allowed to request travel reimbursements under the Commissioner's plan and reimbursements are provided from SECB funding appropriated annually by the legislature.

Statewide Emergency Communications Board

Mark Dunaski, DPS (Chair)
Mukhtar Thakur, MnDOT
Tarek Tomes, MN.IT
Maj. Rodmen Smith, DNR
Maj. Bob Meyerson, DPS (State Patrol)
Vince Pelligren, Met Council

Bill Droste, Rosemount
Marvin Garbe, Montevideo
Jim McMahon, Sauk Rapids
Sheriff Dan Hartog, Kandiyohi
Sheriff Rich Stanek, Hennepin
George McMahon, Metropolitan Emergency Services Board
Cari Gerlicher, DOC
Chief Mike Risvold, Wayzata PD
Chief Ulie Seal, Bloomington FD
John Cunningham, Elk River FD and Emergency Manager
Joe Glaccum, North Memorial Ambulance (Vice-Chair)
Brad Hanson, Willmar Ambulance
Ron Antony, Yellow Medicine, Southwest Regional Radio Board

Operations and Technical

Joe Glaccum, North Memorial Ambulance (Chair)
Dave Thomson, Rochester PD (Vice-Chair)
John Gundersen, Metropolitan Emergency Services Board
Tim Lee, MnDOT
Col. Kevin Daly, DPS (State Patrol)
Brad Johnson, Northwest Region
Bruce Hegrenes, Northeast Region
Doug Storm, South Central Region
Tom Justin, Central Region
Rick Freshwater, Southeast Region
Randy Donahue, Southwest Region

Legislative/Government Affairs

Thomas Kaase, Southeast Region (Chair)
Thomas Egan, Metropolitan Emergency Services Board
Mukhtar Thakur, MnDOT
Buck McAlpin, Minnesota Ambulance Association
Scott Reiten, Minnesota Ambulance Association
Sheriff Rich Stanek, Hennepin
Dave Pecchia, MN Chiefs of Police Association
Jeff Jelinski, Central Minnesota Emergency Services Board
Craig Bunes

Finance

Cari Gerlicher, DOC (Chair)
Mukhtar Thakur, MnDOT
Blake Huffman, Metropolitan Emergency Services Board
Ron Antony, Southwest Regional Radio Board
Jack Swanson, Northwest Regional Radio Board
Micah Myers, Central Minnesota Emergency Services Board

Interoperability

Clif Giese, Minnesota Ambulance Association
Bill Schmidt, MDH
Victor Wanchena, DOC
Jim Halstrom, Association of Minnesota Emergency Managers
Brian Askin, DNR
Tim Lee, MnDOT
Pamela Biladeau, Emergency Medical Services Regulatory Board
Brandon Abley, DPS
Chris Kummer, Metropolitan Emergency Services Board
John Sanner, MN Sheriffs' Association
Ulle Seal, Bloomington FD
SA Lance Lehman, BCA
Pat Coughlin, MN Interagency Fire Center
B.J. Battig, Dakota County
SSG Troy Tretter, MN National Guard
John Dooley, DPS
Matt Maas, Dodge County
Brian Halbasch, Hubbard County
Michael Wisniewski, Association of Minnesota Emergency Managers
Mike Martin, FBI
Terry Stoltzman, Anoka County
Rick Freshwater, Olmsted County Sheriff's Office
John Maatz, Lac Qui Parle County
Brett Miller, South Central MN RAC
Micah Myers, Central Minnesota Emergency Services Board
Bruce Hegrenes, Northeast Region
Pat Novacek, Northwest MN RAC
Monte Fronk, Mille Lacs Band
Rick Juth, State Patrol (Vice-Chair)

Integrated Public Alert and Warning System (IPAWS)

Ulie Seal	Bryan Green	Scott McKellep
Michael Martin	Dan Hartog	Pat Novacek
Cathy Anderson	Amy Hass	Janell Rasmussen
Julie Anderson	Erik Jankila	Nancy Schafer
Joe Calderone	Rick Juth	Don Sheldrew
Scott Camps	Todd Krause	Terry Stoltzman
John Dooley	David Kravik	Dana Wahlberg
Jim du Bois	Rick Luth	Scott Williams
Bryan Gorman	Lillian McDonald	Steve Woodbury

Interoperable Data

Andrew Schriener	Brian Zastoupil	Jill Rohret
Andy Buckmeier	Bruce Hegrenes	Jim Daley
Andy Sackreiter	Carolyn Parnell	Jim Jarvis
Beryl Wernberg	Chris Meier	Jim Jensen
Bill Burton	Dave Deal	Jim Mohn
Bill Flaten	Dave Kaun	Jim Olson
Bob Schnese	Dave Pike	John Hyde
Brad Milbrath	Diane Wells	John Tonding
Brandon Abley	Greg Lavick	Kate Geldaker
Brent J Christensen	Jackie Mines	Kathy Nelson
Brian Askin	Jake Thompson	Mark Nelson
Martin Buscombe	Matt McGuire	Mike Fink
Mike Risvold	Pete Eggimann	Randy Donahue
Rick Freshwater	Rick Juth	Roger Laurence
Russ Reilly	Scott Busche	Scott Turner
Sean Taylor	Steve Bluml	Steve Borchardt
Steve Koering	T John Cunningham	Thomas Humphrey
Tim Lee	Tim Richardson	Victor Wanchena
Vince Pellegrin		

Steering

Sheriff Dan Hartog, Kandiyohi (Chair)
Joe Glaccum, MN Ambulance Assoc. (Vice-Chair)
Sheriff Rich Stanek, Hennepin
Carol LeDoux, Metropolitan Emergency Services Board
Mukhtar Thakur, MnDOT
Col. Kevin Daly, State Patrol
Tarek Tomes, MN.IT
Michael Henrion, Central MN Emergency Services Board

Budget

The Statewide Emergency Communications Board has a budget of \$1 million per year. All expenditures are reviewed by the Finance Committee and then approved by the full SECB. Individual committees under the SECB do not receive a separate budget.

Previous/Future Meetings

SECB:

- 5/6/2013
- 6/27/2013
- 7/25/2013

Finance Committee:

- 6/13/2013
- 7/11/2013
- 8/8/2013

Operations and Technical Committee:

- 6/11/2013
- 7/9/2013
- 8/13/2013

Interoperability Committee:

- 3/19/2013
- 5/21/2013
- 7/16/2013

Steering Committee:

- 8/8/2012
- 9/13/2012
- 6/12/2013

Legislative Committee:

- 12/8/2011
- 2/7/2013

- 5/2/2013

IPAWS Committee:

- 6/20/2013
- 7/18/2013
- 8/15/2013

Interoperable Data Committee:

- 2/12/2013
- 5/21/2013
- 6/18/2013

Full meeting schedules for the board and its committees are available at the SECB website:

<https://dps.mn.gov/entity/srb/calendar/Pages/default.aspx>

Reports/Recommendations

The Statewide Emergency Communications Board has issued numerous reports, linked here

<https://dps.mn.gov/divisions/ecn/programs/armer/Pages/studies-reports.aspx>

Website

<https://dps.mn.gov/entity/srb/Pages/default.aspx>

Violent Crime Coordinating Council (Minn. Stat. 299A.642)

Mission

The Violent Crime Coordinating Council (VCCC) provides guidance related to the investigation and prosecution of gang and drug crime. The Council also oversees the multijurisdictional task forces and enforcement teams located throughout the state.

Membership

[No compensation is provided, but travel expenses are reimbursed upon request.]

Wade Setter, BCA

John Marti, U.S. Attorney's Office

David Voigt, Attorney General's Office
Ken Reed, St. Paul PD
Chief Janee Harteau, Minneapolis PD
Chief Mike Goldstein, Plymouth PD (Vice-Chair)
Chief Gordon Ramsay, Duluth PD
Sheriff Rich Stanek, Hennepin County
Sheriff Matt Bostrom, Ramsey County
Sheriff Bill Hutton, Washington County
Sheriff Jim Jensen, Dodge County (Chair)
Cari Gerlicher, DOC
Hilary Caligiuri, Hennepin County Attorney's Office
David Hermerding, Crow Wing County Attorney's Office
Chris Benson, Leech Lake Tribal PD
Manuel Guerrero, University of MN
Hector Garcia, Chicano-Latino Affairs Council
Melvin Carter
Russel Balenger
Bill Ziegler, Little Earth of United Tribes

Budget

\$25,000 per year.

Previous/Future Meetings

June 12, 2013; August 14, 2013; October 14 and 15, 2013.

Reports/Recommendations

Annual reports are available through the Legislative Reference Library.

Website

<https://dps.mn.gov/divisions/ojp/Pages/violent-crimes-coordinating-council.aspx>



STATE OF MINNESOTA PUBLIC UTILITIES COMMISSION

September 24, 2013

Representative Paul Thissen, Speaker of the House
Chair, Legislative Commission on Planning and Fiscal Policy
463 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

Dear Speaker Thissen:

In order to facilitate the proceedings of the Legislative Commission on Planning and Fiscal Policy at its September 30, 2013 meeting, you asked the Public Utilities Commission (the "Commission") to submit information on two identified Commission-affiliated Task Forces set forth in Statute, both of which are governed by the provisions of Minnesota Statutes § 216E.08.

Power Plant Siting Advisory Task Force

As part of its siting and routing proceedings, the Commission is authorized to appoint a task force of public members to evaluate possible sites or routes for the location of an electrical power facility. [This would be in addition to the normal process of holding hearings for the public to provide testimony on various proposals.] The purpose of the public advisory task force is to assist in the scoping decisions that arise during the course of the relevant proceedings.

One such a proceeding is initiated, the Commission makes a case-by-case determination if such an advisory task force would be useful in that specific proceeding. Currently, the Commission does not have such a task force in operation. Members of this entity would not receive compensation; but only receive reimbursement for expenses, similar to a state employee. There is no budget for this type of work group.

Since the Commission is not presently working with such a task force, there are no scheduled future meetings of the same. The Commission most recently utilized this type of task force in connection with the route proceedings in the Hollydale transmission line project (Commission Docket No. 11-152) in western Hennepin County. [As you know, by law enacted during the 2013 Legislative Session, this proceeding is suspended pending a decision on whether or not to grant a Certificate of Need for the project.]

www.puc.state.mn.us

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These advisory task forces do not issue reports or recommendations to the Governor or the Legislature, but only to the Commission itself. Functionally, these recommendations are not free-standing reports, but rather become part of the official record of the respective Docket (which are publically available in that Docket through the Commission's e-Dockets system). Such a task force does not have its own website.

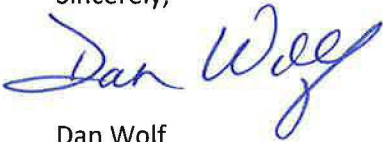
Power Plant Siting Scientific Task Force

In connection with the same process of determining a route or location for an electrical power facility, the Commission is authorized to appoint a task force composed of technical and scientific experts to conduct research and make recommendations concerning generic issues such as health and safety.

The Commission has not to date appointed such a task force for these purposes. Nonetheless, we believe it would be appropriate to retain this authority in Statute in case the Commission determines such scientific and technical input would be useful in a future proceeding.

If you or the Legislative Commission on Planning and Fiscal Policy would like any additional information, please let us know. We look forward to assisting your considerations by whatever means you would find most helpful.

Sincerely,



Dan Wolf

Assistant Executive Secretary

Date: August 20, 2013

To: Paul Thissen
Chair, Legislative Commission on Planning and Fiscal Policy

From: Kristin Batson
Acting Executive Director, Minnesota Racing Commission



Re: Breeder Fund Advisory Committees

In response to your letter to Ralph Strangis dated August 2, this memo verifies that the Breeder Fund Advisory Committee is the sole advisory group associated with the Minnesota Racing Commission (MRC).

This committee advises the MRC on breeding industry rules and the distribution of thoroughbred Breeders Fund awards and purse supplements. The committee reviews and evaluates revenues to the Breeders Fund that are available for Minnesota Bred purse supplements and recommend the expenditure of those funds to the Commission for approval.

The Committee is comprised of the following members:

- Carin Offerman, Chair
- David Astar
- Dean Benson
- Dan Cohen
- Dave Dayon
- Chad Kuehn
- Dan Mjolsness
- Rick Osbourne
- Gary Speich
- Dennis Strohkirch
- Jack Walsh

There is no compensation for Committee members, but their expenses are reimbursed. MRC budgets \$500 per year for these reimbursements. The Committee typically meets twice a year. The most recent meeting dates were April 11, June 28 and October 31, 2012. No future meetings have been scheduled. The Committee does not issue reports, nor does it have a website.

Please contact me should you have additional questions. 651-259-3816

Thursday, August 15, 2013

Memorandum

To: The Honorable Paul Thissen
Speaker of the Minnesota House of Representatives

From: Commissioner Myron Frans
Minnesota Department of Revenue

Re: Response to inquiry related to Executive Branch Advisory Groups by the Legislative Commission on Planning and Fiscal Policy

The 2013 Legislature enacted changes to the Minnesota Sunset Act which requires the Legislative Commission on Planning and Fiscal Policy (LCPFP) to compile a list of executive branch advisory groups created in statute. This memo outlines responses to your inquiry related to the Executive Branch Advisory Groups that are connected to the Minnesota Department of Revenue.

Our response includes information for the two groups you requested information on including:

- Property Tax Working Group (§270C.991, subd. 4)
- Tax Information Sample Data Committee (§270C.12) as well as the Property Tax Microdata Group (which is an extension of the Tax Information Sample Data Committee governed under §270C.12)

Please feel free to contact our Assistant Commissioner for Tax Policy Susan VonMosch at 651-556-6005 or susan.vonmosch@state.mn.us; or our Legislative Liaison Paul Cumings at 651-556-6205 or paul.cumings@state.mn.us with further questions or comments.

Tax Information Sample Data Committee

This committee is governed under Minnesota Statutes §270C.12

1) The mission of the group

Facilitate regular consultation among Revenue, Minnesota Management and Budget, and the staff for the House and Senate Tax Committees in development and maintenance of the computer model used to analyze the microdata samples. The committee shall consider the needs of each of these groups in designing and preparing samples, including the type of data to be included, the structure of the samples, size of the samples, and other relevant factors. This information is for the purposes of estimating state revenues from the biennial budget forecast and analyzing the incidence of present and proposed taxes.

2) Membership list and whether any compensation is provided to those members

- Director of the Tax Research Division at the Department of Revenue (chair)
- State Economist
- Chair of the House Tax Committee or the chair's designee
- Chair of the Senate Tax Committee or the chair's designee

NOTE: No compensation is provided to members.

3) The budget of the group

None

4) The most recent three meeting dates, including any future meeting dates

The last three meetings were:

- August 10 2010
- September 7, 2011
- August 29, 2012.

A future meeting is scheduled for August 21, 2013.

5) A list of any reports or recommendations issued to the state agency, Legislature, or Governor

- "Study of Alternatives to the Federal Return Attachment for the Individual Income Tax Sample"
 - Report to the House and Senate Tax Chairs and the Commissioner of Finance (January 11, 2001) as required by Laws 2000, Chapter 490, Article 4, Section 34.
 - Study prepared by Revenue in consultation with the Coordinating Committee.
- Sampling Methodology
 - Coordinating Committee participated in a major revision in 2007 with the assistance of statistics professor Dr. Frank B. Martin from the University of Minnesota.
 - The revision improved the quality of information provided in the sample with no significant increase in cost.

6) A link to the advisory group's website, if available

None

Property Tax Microdata Group

The Property Tax Microdata Group is an extension of the Tax Information Sample Data Committee (described on page 2 of this memo) and is governed under §270C.12

1) The mission of each group

Coordination of data used for modeling property taxes and state aids to ensure analyses by the House, Senate, and Department are consistent.

2) Membership list and whether any compensation is provided to those members

- Department of Revenue, property tax research unit
- House Research and Fiscal staff
- Senate Research and Fiscal staff

NOTE: No compensation is provided to members

3) The budget of each group

None

4) The most recent three meeting dates, including any future meeting dates

The last three meetings were:

- February 16, 2012
- January 18, 2013
- February 22, 2013.

The group will next meet in January or February 2014.

5) A list of any reports or recommendations issued to the state agency, Legislature, or Governor

The committee prepares a memo around the time of the February Forecast each year describing the assumptions it will use for projecting local government levy behavior. These memos are shared with the House and Senate tax committees, the Department of Revenue's commissioner's office, and other interested parties upon request.

6) A link to the advisory group's website, if available

None.

Property Tax Working Group

This group is governed under Minnesota Statutes § 270C.991, subd.4.

1) The mission of the group

The goals of the working group are:

- To investigate ways to simplify the property tax system and make advisory recommendations on ways to make the system more understandable
- To reexamine the property tax calendar to determine what changes could be made to shorten the two-year cycle from assessment through property tax collection
- To determine the cost versus the benefits of the various property tax components, including property classifications, credits, aids, exclusions, exemptions, and abatements, and to suggest ways to achieve some of the goals in simpler and more cost-efficient ways

2) Membership list and whether any compensation is provided to those members

This was the membership of the group when they concluded in November 2012.

Member	Title/Organization	Appointed By
Kathleen A. Gaylord (Chair)	Dakota County Commissioner	Association of Minnesota Counties
Rep. Denise Dittrich	Representative	Minnesota House of Representatives
Rep. Greg Davids	Representative	Minnesota House of Representatives
Sen. Rod Skoe	Senator	Minnesota Senate
Sen. Warren Limmer	Senator	Minnesota Senate
R. Thomas Mould	Homeowner (under age 65)	Minnesota Department of Revenue
Eric Sorensen	Homeowner (age 65 or older)	Minnesota Department of Revenue
Luayn Murphy	City Administrator, City of Mayer	League of Minnesota Cities
Rob Vanasek	Vanasek Consulting	Minnesota Association of Townships
Matt Van Slooten	President, Carlson Real Estate Company	Minnesota Chamber of Commerce
Stephen Behrenbrinker	Assessor, City of St. Cloud	Minnesota Association of Assessing Officers
Chris Radatz	Public Policy Director, Minnesota Farm Bureau	Minnesota Farm Bureau and Minnesota Farmer's Union (Joint Appointment)

The following people served as members at some point during the group's tenure or stood in as alternates.

Former Members	Title/Organization	Appointed By
Sen. Rick Olseen	Senator	Minnesota Senate
Jason Nord	State Program Admin Dir, Minnesota Revenue	Minnesota Department of Revenue
Cal Larson	Homeowner (age 65 or older)	Minnesota Department of Revenue
David Fricke	Executive Director, MN Association of Townships	Minnesota Association of Townships

MINNESOTA • REVENUE

Cont'd from last page:

Alternates	Title/Organization	Alternate For:
Rep. Linda Runbeck	Representative	Rep. Davids, Minnesota House of Representatives
Gary Pedersen	Executive Director, MN Association of Townships	Rob Vanasek, Minnesota Association of Townships
Craig Patterson		Matt Van Slooten, Minnesota Chamber of Commerce
Doug Fulton		Matt Van Slooten, Minnesota Chamber of Commerce
Bill Effertz	Assessor	Stephen Behrenbrinker, Minnesota Association of Assessing Officers
Thom Petersen	Government Relations Director, Minnesota Farmer's Union	Chris Radatz, Minnesota Farm Bureau and Minnesota Farmer's Union (Joint Appointment)

NOTE: Members served without compensation.

3) The budget of each group

None. Members served without compensation. The Commissioner of Revenue provided administrative support.

4) The most recent three meeting dates, including any future meeting dates

The last three meetings were:

- September 19, 2012
- October 17, 2012
- November 14, 2012

There are no future meetings planned.

5) A list of any reports or recommendations issued to the state agency, Legislature, or Governor

The final report of the Property Tax Working Group was issued on November 30th, 2012 and can be found at <http://www.revenue.state.mn.us/propertytax/workgroup/finalreport.pdf>

6) A link to the advisory group's website, if available

<http://www.revenue.state.mn.us/propertytax/Pages/workgroup>



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@osa.state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

This e-mail confirms that the Legislature gave the Office of the State Auditor a role in the two advisory groups listed in your August 2, 2013, letter. See below for the information requested for each group.

Collaborative Governance Council

1. Mission

The council is charged with making recommendations to the Governor and the Legislature to increase collaboration in government.

2. Membership; compensation

The council has nine members, including the State Auditor and one member appointed by each of the following: League of Minnesota Cities; Minnesota Association of Townships; Association of Minnesota Counties; Minnesota School Board Association; American Federation of State, County, and Municipal Employees Council 5; Education Minnesota; Service Employees International Union; and the Minnesota Chamber of Commerce. A list of current members can be viewed at:

<http://www.auditor.state.mn.us/other/councils/CollaborativeGovernance/membership.pdf>.

No member is compensated.

3. Budget

The Council has no funding, no staff and no budget.

4. Most recent three meeting dates

The Council most recently met on October 17, 2012; June 20, 2012; and May 16, 2012. Future meetings have not yet been scheduled. A list of all meeting dates can be viewed at:

<http://www.auditor.state.mn.us/default.aspx?page=20100702.000>.

5. A list of any reports or recommendations issued to the state agency, Legislature, or Governor

The following Legislative Reports have been issued:

2013 Legislative Report, which can be viewed at:

http://www.auditor.state.mn.us/other/councils/CollaborativeGovernance/Collaborative_Governance_Council_Legislative_Report_2013.pdf.

2011 Legislative Report, which can be viewed at:

http://www.auditor.state.mn.us/other/councils/CollaborativeGovernance/Collaborative_Governance_Council_Legislative_Report.pdf.

6. A link to the advisory group's website, if available.

The Council does not have a website, but the Office of the State Auditor posts on its website the Council's Legislative Reports, a membership list, and meeting minutes and agendas, which can be viewed at:

<http://www.auditor.state.mn.us/default.aspx?page=20100702.000>.

Council on Local Results and Innovation

1. Mission

The Council on Local Results and Innovation was created to aid residents, taxpayers, and state and local elected officials in determining the efficiency and effectiveness of counties and cities in providing services and measuring residents' opinions of those services.

2. Membership; compensation

The Council has eleven members, including the State Auditor, two persons appointed by the chair of the Property and Local Sales Tax Division of the House of Representatives Taxes Committee; two persons appointed by the designated lead member of the largest minority party of the Property and Local Sales Tax Division of the House of Representatives Taxes Committee; four persons appointed by the Subcommittee on Committees of the Senate Rules and Administration Committee; one person appointed by the Association of Minnesota Counties; and one person appointed by the League of Minnesota Cities.

A list of current members can be viewed at:

<http://www.auditor.state.mn.us/other/councils/LocalResultsandInnovation/membership.pdf>.

No member is compensated.

3. Budget

The Council has no funding, no staff and no budget.

4. Most recent three meeting dates

The Council most recently met on January 30, 2013; January 23, 2013; and January 10, 2013. Future meetings have not yet been scheduled. Future meetings have not yet been scheduled. A list of all meeting dates can be viewed at:

<http://www.auditor.state.mn.us/default.aspx?page=20100916.000>.

5. A list of any reports or recommendations issued to the state agency, Legislature, or Governor. The following Legislative Reports have been issued:

2013 Legislative Report for the Council on Local Results and Innovation, which can be viewed at:

http://www.auditor.state.mn.us/other/councils/LocalResultsandInnovation/2013_final_report.pdf.

2011 Legislative Report for the Council on Local Results and Innovation, which can be viewed at:

http://www.auditor.state.mn.us/other/councils/LocalResultsandInnovation/2011_final_report.pdf.

6. A link to the advisory group's website, if available.

The Council does not have a website, but the Office of the State Auditor posts on its website the details of the Performance Measure Program, the Council's Legislative Reports, and meeting minutes and agendas, which can be viewed at:

<http://www.auditor.state.mn.us/default.aspx?page=20100916.000>.

The Office of the State Auditor has additional duties related to the Program. Cities and counties who voluntarily participate in the Performance Measures Program report to the OSA as required by statute. The annual reports on cities and counties who participated in the program and received the benefits for their participation can be viewed at:

<http://www.auditor.state.mn.us/default.aspx?page=20110927.001>.

**MINNESOTA
STATE
BOARD OF
INVESTMENT**



Board Members:

Governor
Mark Dayton

State Auditor
Rebecca Otto

Secretary of State
Mark Ritchie

Attorney General
Lori Swanson

Executive Director:

Howard J. Bicker

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August 16, 2013

The Honorable Paul Thissen
Speaker of the House
463 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155-1298

Dear Representative Thissen:

This letter is in response to your letter of August 2, 2013 concerning the State Board of Investment's Investment Advisory Council.

1) The Mission of the Investment Advisory Council (IAC).

The mission of the Investment Advisory Council is to provide advice and independent due diligence review of the investment policy and implementation recommendations that guide State Board of Investment investment of \$65 billion of assets. All proposed investment policies are reviewed by the IAC before they are presented to the SBI for action. The Chair of the IAC presents the investment report and any recommendations to the Board at each of its quarterly meetings.

Duties of the IAC as set forth in section 11A.08 include "to advise the SBI and Staff on general policy matters relating to investments; to advise the SBI and Staff on methods to improve the rate of return on invested assets while insuring adequate security..."

2) Membership, Compensation and Budget

By statute, the Board appoints ten members experienced in finance and investment. These members traditionally have come from the Minneapolis and St. Paul investment community. The Commissioner of Minnesota Management & Budget and the Executive Directors of the three statewide retirement systems are permanent members of the Council. The Governor appoints two active employee representatives and one retiree representative.

The members of the IAC as of June 30, 2013 are:

Jeffery Bailey, Chair
Director, Benefits Finance
Target Corporation

Malcolm W. McDonald
Vice Chair
Director & Corporate Secretary
(Retired)
Space Center, Inc.

Denise Anderson
Governor's Appointee
Active Employee Representative

David Bergstrom
Executive Director
Mn. State Retirement System

John E. Bohan
V.P., Pension Investments
(Retired)
Grand Metropolitan- Pillsbury

Kerry Brick
Manager, Pension Investments
Cargill, Inc.

Dennis Duerst
Director, Benefits Funds Investment
3M Company

Kim Faust
Director, Treasury & Fin'l Reporting
Allina Health

Douglas Gorence
Chief Investment Officer
UMF Investment Advisors

Laurie Fiori Hacking
Executive Director
Teachers Retirement Association

P. Jay Kiedrowski
Senior Fellow
Humphrey Institute
University of MN

Judith W. Mares Lazar
Chief Investment Officer
ATK

Gary Martin
V.P., Pension Investments
SUPERVALU, Inc.

Jim Schowalter
Commissioner
Minnesota Management & Budget

Mary Vanek
Executive Director
Public Employees Retirement Association

Elaine Voss
Governor's Appointee
Retiree Representative

IAC members are not compensated for their service and the IAC has no budget.

The IAC has no website. The SBI's website provides the names of the IAC members and its activities.

- 3) The IAC meets quarterly typically two weeks before the quarterly SBI meetings. The schedule of meetings for calendar 2013 is:

IAC
February 19, 2013
May 16, 2013
August 20, 2013
November 19, 2013

SBI
March 6, 2013
June 5, 2013
September 11, 2013
December 11, 2013

If these answers to your questions are not sufficient, please contact me.

Sincerely,



Howard Bicker
Executive Director

City Engineers (Municipal) Screening Board

Minn. Stat. 162.13, subd. 3

Expiration: None

Mission Statement

To recommend to the Commissioner of Transportation the miles and needs of the cities to be used in the annual distribution of municipal state aid street funding each year.

Membership and Compensation

Current year membership is attached. Membership changes every year.

Each member and alternate is reimbursed mileage, lodging and meals for the screening board meetings twice a year. Mileage subcommittee and general subcommittee members are reimbursed for meetings when necessary, they do not meet every year.

Budget

Screening board meetings are around \$6000.

2012-2013 Meeting Dates

Meetings are held every June and October, dates vary.

- October 23 and 24, 2012
- February 1, 2013 (a special meeting, not held annually)
- May 21, 22, 2013
- October 22 and 23, 2013

Reports and/or Recommendations issued to the Commissioner, Legislature or Governor

The screening board books are posted on the state aid

website: http://www.dot.state.mn.us/stateaid/sa_msas.html

Website

Information provided on MnDOT's state aid

website: http://www.dot.state.mn.us/stateaid/sa_msas.html

2013 MUNICIPAL SCREENING BOARD

N:/MSAS/BOOKS/2013 JANUARY BOOK/SCREENING BOARD MEMBERS JANUARY 2013.XLS

28-Jan-13

OFFICERS			
Chair	Bob Moberg	Coon Rapids	
Vice Chair	Steve Bot	St. Michael	
Secretary	TBD		

MEMBERS				
District	Years Served	Representative	City	Phone
1	2011-2013	David Salo	Hermantown	
2	2012-2014	Dave Kildahl	Thief River Falls	
3	2012-2014	Brad DeWolf	Buffalo	
4	2013-2015	Jon Pratt	Detroit Lakes	
Metro-West	2013-2015	Rod Rue	Eden Prairie	
6	2013-2015	Steven Lang	Austin	
7	2011-2013	Troy Nemmers	Fairmont	
8	2012-2014	John Rodeberg	Glencoe	
Metro-East	2011-2013	Mark Graham	Vadnais Heights	
<u>Cities</u>	Permanent	Cindy Voigt	Duluth	
<u>of the</u>	Permanent	Don Elwood	Minneapolis	
<u>First</u>	Permanent	Richard Freese	Rochester	
<u>Class</u>	Permanent	Paul Kurtz	Saint Paul	

ALTERNATES				
District	Year Beginning		City	Phone
1	2014	Jesse Story	Hibbing	
2	2015	Rich Clauson	Crookston	
3	2015	Bruce Westby	Monticello	
4	2016	Jeff Kuhn	Morris	
Metro-West	2016	Steve Lillehaug	Brooklyn Center	
6	2016	Jay Owens	Red Wing	
7	2014	Jeff Johnson	Mankato	
8	2015	Jared Voge	Willmar	
Metro-East	2014	Klayton Eckles	Woodbury	

2013 SUBCOMMITTEES

The Screening Board Chair appoints one city Engineer, who has served on the Screening Board, to serve a three year term on the Needs Study Subcommittee.

The past Chair of the Screening Board is appointed to serve a three year term on the Unencumbered Construction Fund Subcommittee.

NEEDS STUDY SUBCOMMITTEE	UNENCUMBERED CONSTRUCTION FUNDS SUBCOMMITTEE
<p>Russ Matthys, Chair Eagan [REDACTED] Expires after 2013</p> <p>Steve Bot St. Michael [REDACTED] Expires after 2014</p> <p>Tim Schoonhoven Alexandria [REDACTED] Expires after 2015</p>	<p>Jeff Hulsether, Chair Brainerd [REDACTED] Expires after 2013</p> <p>Jean Keely Blaine [REDACTED] Expires after 2014</p> <p>Kent Exner Hutchinson [REDACTED] Expires after 2015</p>

County Engineer Screening Board

Minn. Stat. 162.07, subd. 5

Expiration: None

Mission Statement

To recommend to the Commissioner of Transportation the miles and needs of the counties to be used in the annual distribution of county state aid highway funding each year.

Membership and Compensation

Current year membership is attached. Membership changes every year.

Each member and alternate is reimbursed mileage, lodging and meals for the screening board meetings twice a year. Mileage subcommittee and general subcommittee members are reimbursed for meetings when necessary, they do not meet every year.

Budget

Screening board meetings are around \$6000.

2012-2013 Meeting Dates

Meetings are held every June and October, dates vary.

- June 13, 2012 - Arrowwood, Alexandria
- October 24 & 25, 2012 - Chase on the Lake, Walker
- June 13, 2013 - Arrowwood, Alexandria
- October 23 & 24, 2013 - Rutger's Bay Lake, Deerwood

Reports and/or Recommendations issued to the Commissioner, Legislature or Governor

The screening Board books are posted on the state aid website:

http://www.dot.state.mn.us/stateaid/sa_csah.html

Website

Information provided on MnDOT's state aid website:

http://www.dot.state.mn.us/stateaid/sa_csah.html

2013 COUNTY SCREENING BOARD

Dave Betts	(12-13)	Cook County	District 1
Brian Ketrang	(12-13)	Roseau County	District 2
Loren Felbaum	(13-14)	Todd County	District 3
Jon Large, Chair	(12-13)	Mahnomen County	District 4
Lyndon Robjent	(10-13)	Carver County	Metro
Mitch Rasmussen	(12-15)	Scott County	Metro
Mike Hanson	(12-13)	Mower County	District 6
Roger Risser	(13-14)	Watsonwan County	District 7
Andy Sander	(13-14)	Yellow Medicine County	District 8
Doug Fischer	Permanent	Anoka County	Urban
Mark Krebsbach	Permanent	Dakota County	Urban
Jim Grube	Permanent	Hennepin County	Urban
Jim Tolaas	Permanent	Ramsey County	Urban
Jim Foldesi	Permanent	St. Louis County	Urban
Wayne Sandberg	Permanent	Washington County	Urban
Nick Anderson, Secretary		Big Stone County	

2013 SCREENING BOARD ALTERNATES

Mike Tardy	Carlton County	District 1
Lon Aune	Marshall County	District 2
Bruce Cochran	Mille Lacs County	District 3
Dave Overbo	Clay County	District 4
Joe Triplett	Chisago County	Metro
David Kramer	Winona County	District 6
Darin Mielke	Sibley County	District 7
Willy Rabenberg	Redwood County	District 8

2013 CSAH MILEAGE SUBCOMMITTEE

Wayne Sandberg	October 2013	Washington County
Dave Christy	October 2014	Itasca County
Nathan Richman	October 2015	Waseca County

Council on Transportation Access

Minn. Stat. 174.285

Expiration: None

Mission

MCOTA's mission (Statutory Purpose): The purpose of the Minnesota Council on Transportation Access is to "study, evaluate, oversee, and make recommendations to improve the coordination, availability, accessibility, efficiency, cost-effectiveness, and safety of transportation services provided to the transit public."

Membership and Compensation

The MCOTA Membership list is attached.

Travel and meal reimbursement is provided for non state agency personnel.

Budget

The annual budget for MCOTA is \$100,000

2012-2013 Meeting Dates

MCOTA meets the fourth Tuesday of every month except December. The annual meeting for election of officers occurs in September.

The last three meeting dates for MCOTA were 4/23/2013, 5/28/13, and 6/25/13. (July's meeting was canceled.)

The next meeting is 8/27/2013.

Reports and/or Recommendations issued to the Commissioner, Legislature or Governor

MCOTA issues an annual report to the legislature. Here is a link to the 2013 report.

mndot.gov/govrel/reports/2013/mcotareport.pdf

Website

MCOTA information is located at www.coordinatemntransit.org.

MCOTA Membership List 8/14/2013

Governor's Office - Erin Cambell, Policy Advisor

Metropolitan Council - Gerri Sutton, Assistant Director Contracted Transit Services

MN Board on Aging - Harlan Tardy, Executive Director, Arrowhead Economic Opportunity Agency

MN Department of Commerce - Tina Armstrong, Director, Consumer Education and Outreach

MN Department of Education - Kelly Wosika, Program Finance

MN Department of Employment and Economic Development - Chuk Hamilton, Director, State Services for the Blind

MN Department of Health - Tim Held, Deputy Director, Office of Rural Health &

MN Department of Human Services - Steve Masson, Health Care Program Manager

MN Department of Transportation Tim Henkel, Assistant Commissioner, Mn/DOT Modal Planning and Program Management

MN Department of Veteran Affairs - Ron Quade, Director of Veterans Programs

Minnesota Management and Budget - Britta Reitan, Executive Budget Coordinator

MN Public Transit Association - Tony Kellen, President

MN State Council on Disabilities - Joan Willshire, Executive Director

Local Road Improvement Advisory Committee

Minn. Stat. 174.52, subd. 3

Expiration: None

Mission Statement

When a bonding bill is passed that requires a solicitation for projects, an advisory committee is assembled with membership consistent with the statute language. The committee makes recommendations for the how to prepare the solicitation and funding limits. It meets one time before the project solicitation is advertised.

Membership and Compensation

The membership is different each time a committee is assembled.

There is no compensation; members volunteer their time to committee. This committee is one of the required responsibilities of the MnDOT State Aid Programs Engineer as manager of the program.

The 2011 LRIP advisory committee included the following:

- LRIP Program Manager – Patti Loken
- County Commissioner – Donald Jensen
- County Engineer – Bruce Hasbargen
- City Engineer – Brian Olson
- City council member city greater than 5000 – Roger Boughton
- City council member city less than 5000 – Robert Wolfington
- Invited to participate
- David Fricke – Township Association
- Abbey Bryduck – Association MN Counties
- Anne Finne – League of MN Cities
- Margaret Donahoe – Transportation Alliance
- Doug Fisher – President of MN County Engineers Association
- Jean Keely – President MN City Engineers Association

Budget

There is no budget.

Meeting Dates

The committee has not meet since 2011. The next meeting won't occur until a bonding bill passes that requires a solicitation for projects.

Reports and/or Recommendations to the Commissioner, Legislature or Governor

The committee's recommendations are used to develop the project solicitation, but no official reports are issued. A list of projects that will receive funding is published.

Website

http://www.dot.state.mn.us/stateaid/sa_local_road_improvemnt.html

Nonmotorized Transportation Advisory Committee

Minn. Stat. 174.37

Expiration: 6/30/2014

Mission Statement

To promote non-motorized transportation in Minnesota

Vision Statement

Individually and collectively we will strengthen and encourage community support for non-motorized transportation throughout the state. We will do so through continuous and active participation with government agencies, and allied organizations through education, public affair campaigns and political initiatives.

Compensation

Committee members serve without compensation, but members who are not employees of government agencies must be reimbursed for expenses in the same manner and amount as authorized by the Commissioner's plan adopted under section 34A.18, subdivision 2.

Budget

Annually, we submit a purchase order for \$10,000. This includes travel reimbursement and meeting refreshments. Typically expenses are around \$6,000.

2012-2013 Meeting Dates

November 15, 2012

February 21, 2013

April 11, 2013 – canceled due to weather

June 13, 2013

September 29th and 30th, 2013 – annual retreat (Brainerd)

Reports and/or Recommendations issued to the Commissioner, Legislature or Governor

The committee reports annually to the commissioner of transportation. Last year's report can be found at <http://archive.leg.state.mn.us/docs/2012/mandated/120411.pdf>.

The committee also advises MnDOT offices on bicycle and pedestrian issues in plans, policies and design.

Website

mndot.gov/sntc/index.html (Under development)

State Aid Rules Advisory Committee

Minn. Stat. 162.02, subd. 2 (County State Aid Advisory Committee)

Minn. Stat. 162.09 subd. 2 (Municipal State Aid Advisory Committee)

Expiration: None

Mission Statement

The mission of the Rules Advisory Committee is to guide the Commissioner on the content of Rule 8820. This Rule, which has the force and effect of law, covers issues related to the designation of the state aid system, how funds are expended, and the design standards to be used.

Membership and Compensation

Each member is reimbursed mileage, lodging and meals if requested.

2012 RULES ADVISORY COMMITTEE:

D-1	Doug Grindall, County Engineer	Koochiching County
D-2	Dan Sauve, County Engineer	Clearwater County
D-3	Ewald Peterson, Commissioner	Sherburne County
D-4	Gordy Wagner, Commissioner	Pope County
M-W	James Grube, County Engineer	Hennepin County
M-E	Joe Triplett, County Engineer	Chisago County
D-6	Dave Kramer, County Engineer	Winona County
D-7	Jack Kolars, Commissioner	Nicollet County
D-8	Jon Schueller, Commissioner	Redwood County
D-1	Tom Pagel, City Engineer	City of Grand Rapids
D-2	Craig Gray, City Engineer	City of Bemidji
D-3	Jeff Hulsether, City Engineer	City of Brainerd
D-4	Tim Schoonhoven, City Engineer	City of Alexandria
M-W	Shelly Pederson, City Engineer (Alt)	City of Bloomington
M-E	Mark Maloney, City Engineer	City of Shoreview
D-6	Andru Peters, City Council	City of Lake City
D-7	Steve Koehler, City Engineer	City of New Ulm
D-8	Glenn Olson, City Engineer	City of Marshall
1st Class	Kevin Reich, City Council	City of Minneapolis
1st Class	Paul St. Martin, Asst. City Eng	City of St. Paul
1st Class	Cindy Voigt, City Engineer	City of Duluth

Budget

Meetings can cost around \$3,000.

2012-2013 Meeting Dates

Meetings are scheduled based on the need to make Rules changes, which happens about every 3 years on average. The last Rules Committee met March 2012. The prior meeting was March 29, 2011, and prior to that was Nov 29, 2006.

Reports and/or Recommendations to the Commissioner, Legislature or Governor

No official reports are issued. Rules can be seen at <https://www.revisor.mn.gov/rules/?id=8820>

Website

None

Mississippi River Parkway Commission

Minn. Stat. 161.1419

Expiration: 6/30/2016

Mission Statement

The mission of the Mississippi River Parkway Commission of Minnesota is to promote, preserve and enhance the resources of the Mississippi River Valley and to develop the highways and amenities of the Great River Road.

Membership and Compensation

See attached membership list.

Members are eligible to request per diem and expense reimbursement for approved meetings, activities and Commission business.

Budget

The MN-MRPC operating budget for FY '14 - \$66,150, and for FY '15 - \$63,000. The Commission also facilitates/manages grant projects. The Legislative Coordinating Commission serves as fiscal agent for the MN-MRPC.

2013 Meeting Dates

February 28, 2013

May 23, 2013

August 22, 2013

November 14, 2013

Reports and/or Recommendations issued to the Commissioner, Legislature or Governor

The FY '13 MN-MRPC Annual Report is attached.

The Commission sent the attached letter to Governor Dayton in June of 2012.

Motions of support for various initiatives are listed in Commission meeting minutes, some resulted in letters of support for partner projects and funding applications. Those letters can be made available, if needed.

Website

Meeting dates, minutes and materials are available
at <http://www.commissions.leg.state.mn.us/mrpc/mrpc.html>

The MN Great River Road website is <http://www.mnmississippiriver.com>.



Minnesota Mississippi River Parkway Commission

2012-13 Annual Report

July 2013



300 33rd Ave S, Suite 101, Waite Park, MN 56387 • 651-341-4196 • www.MnMississippiRiver.com

Mission

The mission of the Mississippi River Parkway Commission of Minnesota is to promote, preserve and enhance the resources of the Mississippi River Valley and to develop the highways and amenities of the Great River Road. The Commission is organized and guided by Minnesota Statute 161.1419.

Quarterly Meetings of the Full Commission

The MN-MRPC held four full Commission meetings between July 2012 and July 2013 – August 23, 2012; November 29, 2012; February 28, 2013 and May 23, 2013. Each meeting included updates from regional citizen Commissioners and state agencies. Work is carried out by the full Commission along with four work groups – Capital Improvement; Economic Development; Marketing; and Organization.

Projects & Activities

Great River Road Corridor Management Planning and Implementation

The Commission was awarded a 2011 National Scenic Byways Grant for Corridor Management Planning and Implementation. Required matching funds are being provided by the National Park Service. This project will develop a Corridor Management Plan to guide the work of Minnesota's Mississippi River Parkway Commission for the next 10 – 15 years. The project will also implement a current CMP key strategy - signing the Mississippi River Bicycle Trail (MRT) statewide. Partners include the MN-MRPC, MnDOT, National Park Service, Minnesota Legislative Coordinating Commission, and Trust for Public Land. The Corridor Management Plan will include an inventory and map of GRR resources; confirmed Great River Road Storybook content and locations; route assessment and recommendations; visitor impressions and analysis of visitor needs; corridor development strategies; byway organization business plan; and communications/public relations plan. The MRT implementation portion of the project includes signage; community information kiosks, maps and electronic traveler information. This will be a multi-year project carried out in phases, with completion tentatively planned for June 2015. Activity during 2013 included Commission project review and discussion; Project Management Team meetings; definition of information to be included in GIS resource database; documentation of funding flow/matching funds; draft Request for Proposal for Corridor Management Planning services; MRT/USBR 45 signage discussions/planning; revised MRT sign plan; municipal agreements for signage in Bluffs Region (Phase I); purchasing of signs for Phase I; and redesign of the National Park Service Mississippi River Companion (with GRR and MRT mapping).

Great River Road Visual Resource Protection Plan Project

A National Scenic Byways grant was received by the Mississippi National River and Recreation Area (MNRRA) for this effort. The project will create a Visual Resource Protection Plan for the Metro Region of Minnesota's Great River Road that will serve as a prototype for protecting visual resources in the byway's six destination areas. During 2013, process development and beta testing of the viewpoint evaluation system took place, the public was invited to submit their favorite Mississippi views in the 72 mile corridor (on-line, by mail or in person), the top 50 views were identified and mapped, views were assessed by staff and volunteers during both leaf-off and leaf-on seasons, and a public meeting was held to provide information gathered to date and receive feedback. The final project report is now in development. It will include an overview of the project and methodology, data gathered, data applications, threat and opportunities, recommended infrastructure improvements, and recommendations for future use of the methodology in other areas. The report and plan will provide information for use as development and land management decisions are made. The process and results will be utilized in Corridor Management Planning for the full length of the Minnesota Great River Road. A project information sheet is attached.

Interpretive Panels

Designs have been finalized for panels to be placed at New Albin, Itasca State Park, Bemidji, St. Cloud, and Mendota locations. Panels were fabricated and received during FY '13 for Mendota, St. Cloud and New Albin. The full project, to be completed in FY 2014, will result in an estimated 26 panels at six sites, utilizing stories from the Minnesota Great River Road Interpretive Plan.

Historic Roadside Property Restorations

Contracts were finalized and most work completed during FY 2013 on the final four (of twelve) restoration projects along the Great River Road. The four sites are - Sibley Pioneer Church Memorial; La Crescent Overlook, La Crescent State Entrance Marker, and Reno Springs Roadside Rest Area. A state appropriation provided funds for restoration of 12 sites on or eligible for the National Historic Register.

Road and Bridge Projects

The new Lowry Avenue Bridge in Minneapolis has received numerous state and national awards for engineering, environmental excellence, and overall project quality. The new four-lane, 1,600 foot span bridge accommodates vehicle, pedestrian, bicycle, rail and river traffic and relinks busy residential and business areas. The new Hastings Highway 61 Bridge is nearing completion. Work also continues on the I-90 bridge at Dresbach, Highway 43 bridge at Winona, and Highway 63 bridge at Red Wing.

Resource Protection - Silica Sand Mining

Silica sand mining continues to be an important topic in the Mississippi Bluffs Region of southeastern Minnesota. Cities and counties have been considering moratoria, regulations and permits. The Minnesota Legislature passed a bill during the 2013 session directing the MN Environmental Quality Board to develop model standards and criteria for mining, transporting and processing silica sand, in consultation with local units of government; defining a technical assistance team to assist local units of government; and requiring completion of an environmental assessment worksheet for any new projects meeting or exceeding defined thresholds. MnDOT provided technical testimony and maps (attached) related to the Great River Road during legislative committee hearings. Commissioner Sheronne Mulry presented Great River Road information at a local Izaak Walton League Meeting in the region.

Mississippi River Bicycle Trail (MRT)

The MN-MRPC and MnDOT continue to partner on efforts to fully implement and promote the MRT. The MN-MRPC's Corridor Management Planning and Implementation grant and a matching National Park Service grant will provide MRT signage, information kiosks, maps and electronic information for travelers. Several organizations worked together during the year to clarify signage requirements and plans after the MRT was designated as United States Bicycle Route 45 in Minnesota. A series of meetings and conference calls took place involving MnDOT, MN-MRPC, NPS, FHWA, AASHTO, MRT Inc., and Adventure Cycling. Issues included maintaining the MRT's ten state branding and signage while also meeting requirements of U.S. Bicycle Route designation. Final sign plans were completed, municipal agreements were secured with local units of government, and MRT signs were ordered for Phase I of the project (Hastings to Iowa Border region to be installed summer 2013). The MN-MRPC, in support of bicycling in Minnesota, placed ads in the 2013-14 Minnesota Bicycling Guide and 2013 Minnesota Biking Map.

Great River Road 75th Anniversary

In celebration and recognition of the Great River Road's 75th anniversary, the MN-MRPC requested and received a Governor's Proclamation (attached). The proclamation designated May as Great River Road month in Minnesota, in conjunction with National Tourism Week and the Governor's Fishing Opener which was hosted in Park Rapids and included a visit to Lake Itasca, source of the Mississippi. The Minnesota Great River Road Map/Travel Planner was updated and reprinted featuring the 75th anniversary on the cover (attached). Lapel pins were purchased for distribution at meetings and events. Explore Minnesota Tourism featured the Great River Road 75th Anniversary on their Group & Packaged Travel Planner (cover attached), American Bus Association (ABA) Marketplace booklet cover, and Minnesota Explorer spring/summer newspaper insert. The MN-MRPC also served as a sponsor for the Minnesota ABA booth/booklet and highlighted the GRR 75th anniversary and MN GRR interpretive centers. MN-MRPC and Explore Minnesota Tourism representatives staffed the Great River Road booth at the Great Race Kickoff/Back to the 50s Weekend at the Minnesota State Fairgrounds. Events along the Minnesota Great River Road were submitted to the National MRPC for inclusion on the anniversary events website.

National MRPC

The MN-MRPC was represented at both the 2012 Annual and 2103 Semi-Annual MRPC meetings. Carol Zoff presented information on MAP-21 at both meetings. Karl Samp was elected as MRPC Treasurer, and received the MRPC Distinguished Service Award.

Mississippi River Cities and Towns Initiative Annual Meeting

The Mississippi River Cities and Towns Initiative 2013 Annual Meeting was held in St. Cloud, June 27 – 30. St. Cloud Mayor Dave Kleis hosted the meeting. MN-MRPC member Karl Samp represented the MRPC.

Hospitality Training Partnership

The MN-MRPC and DNR are in planning stages to update Minnesota Great River Road regional map tablets, develop a hospitality training PowerPoint, and roll out hospitality training at state parks along or near the Mississippi River, for local tourism/hospitality staff. Implementation is currently scheduled for spring 2014.

New Great River Road Interpretive Center

The Winona County History Center was designated as Minnesota's newest member of the Great River Road Network of Interpretive Centers. The center is located in historic downtown Winona, near the Mississippi. A variety of exhibits tell the unique stories of the area, including an award winning children's exhibit featuring a river steamboat pilot house. For details, visit www.winona.history.org.

Funding/Great River Road Investments

The Minnesota Great River Road and its amenities are supported by several funding sources, including those managed by the MN-MRPC as listed below (state operating budget, FHWA and state grants) and those managed by related organizations (other scenic byways, partner organizations such as the Mississippi National River and Recreation Area, State of Minnesota, etc.).

State Operating Budget

The MN-MRPC operated with state funding at levels allowing the Commission to proceed with priorities. State operating funding for FY '13 was \$85,500 which included a base amount of \$63,000 along with carry-over from the previous fiscal year which allowed for special projects including the MN-GRR 75th anniversary map reprint.

Federal Highway Administration Grants

- Minnesota Great River Road Corridor Management Planning & Implementation (\$560,000) - Grant work began during 2013. MRT signs were purchased for Phase I of the statewide signage project (Hastings to Iowa Border).
- Minnesota Great River Road National Scenic Byway Marketing (\$43,000) – Most grant tasks have been completed. A hospitality training project is being developed in partnership with the Minnesota Department of Natural Resources. This is the last project to be implemented under the grant, with completion of the grant planned by June 2014.
- Minnesota Great River Road Interpretive Panels, Phase 1 (\$50,000) - This project will place a series of interpretive signs in various Minnesota Great River Road destination areas. Panel designs have been finalized for remaining sites and panels were fabricated during FY '13 for three locations.

National Park Service Grant

Great River Road Corridor Management Planning and Implementation (\$140,000) – Funds are local match for the National Scenic Byways Grant, and dedicated to specific tasks in the project that directly benefit the Mississippi National River and Recreation Area.

2012 National Scenic Byway Grants Funded

Two projects along the Minnesota Great River Road were awarded 2012 National Scenic Byway Grants – Aitkin County, for a project to pave some of the last remaining gravel sections of the Great River Road; and Dakota County, to construct parking, trail connections, signage and restrooms near the Rock Island Swing Bridge.

Minnesota Transportation Alternatives Program

MnDOT held regional meetings during the year to share information on MAP-21 and its impact on programs and funding sources, and to gather feedback on structure of the Transportation Alternatives Program moving forward. Options include funds being regionally administered through Area Transportation Partnerships, using a centralized approach for

the state, or some combination of both. The MN-MRPC passed a of support for allocation of Transportation Alternatives funds at the state level specifically for National Scenic Byways in the state due to statewide and national significance.

Local & Regional Activities and Amenity Development

- **Minneapolis Riverfront Partnership** – The partnership held a Riverfront Vitality Summit in July 2012, with top priorities identified as riverfront parks and trails; private investment along the river; increasing riverside venues (restaurants, etc.). The Riverfront Partnership is also continuing its vitality indicators project, to measure impacts of investment along the Mississippi.
- **Minneapolis Park and Recreation Board** – A celebration was held to recognize recent renovations at Boom Island and B.F. Nelson Parks.
- **19th Annual St. Paul Great River Gathering** – This annual gathering of the community focusing on the Mississippi and City of St. Paul was held May 9 at St. Paul RiverCentre. Five members represented the MN-MRPC at the event and exhibit area.
- **MN DNR “Take Aim at Summer”** – Event held at DNR central region headquarters along the Mississippi River in St. Paul, focused on outdoor activities available within an urban area.
- **Mississippi National River and Recreation Area: Alternative Transportation Plan** – The goal of this plan is to increase visitation to national park without increasing congestion, via a multi-modal transportation system. An online transportation planning tool is nearing completion for travelers, which will provide information on Nice Ride bike stations, mass transit stops, river accesses, and more. On May 30, Nice Ride Minnesota, the National Park Service, MnDOT, Blue Cross/Blue Shield of Minnesota, Hennepin County, and Minneapolis Park and Recreation Board held a kick-off ride and rally to launch 24 new bike share stations along the Mississippi River and within the Mississippi National River and Recreation Area. Funding for the 24 new stations along the river was made possible through an NPS grant to Nice Ride Minnesota through the Paul S. Sarbanes Transit in Parks Program administered by the FHWA.
- **National Water Trail Designation** – The 72 miles of river within the Mississippi National River and Recreation Area was designated as the 2nd National Water Trail in the United States. The National Park Service is planning to submit an application to extend the designation to the full length of the Mississippi in Minnesota. A presentation was provided at the May 23 MN-MRPC quarterly meeting and the MN-MRPC has provided a letter of support.
- **Brainerd-Baxter Mississippi River Revitalization Project** – This group continues to work with the National Park Service’s Parks and Trails Program as they move forward with plans for the Brainerd-Baxter area, and plans to align efforts with the new Corridor Management Plan developed for the MN Great River Road. The City of Brainerd recently defined priorities and development of a River Walk is included.
- **St. Cloud Area** – “Mississippi Partners” was established in 2012 to champion implementation of the recently completed urban river plan by prioritizing, educating, marketing/promoting, advocating, and fundraising for future river initiatives. A new project website was launched in 2013 – www.mississippipartners.org.
- **Take a Day OFF* (Outdoor Family Fun) on the Mississippi** - This annual event at Stearns County Mississippi River Park is organized by Stearns County Soil and Water Conservation District, Minnesota DNR Benton County, St. Cloud State University and several other local partners. 1,300 people participated in the August 11, 2012 event. Free activities included fishing, river rides, archery, river education, nature hikes, kayaking, canoeing, kids games, native plantings, nature art, river shore landscaping, know your duck, and family picnics.
- **Cuyuna Lakes Mountain Bike Trail** – Trail usage grew from 15,000 in the first year to 25,000 in the second year.
- **New Trail Development** – Discussions are underway to create a bicycle trail along the Mississippi in the newly defined Mississippi Northwoods Heritage Complex (just outside Brainerd). The parcel includes 11 miles of Mississippi River frontage and the potential new trail would connect to existing trails in the Cuyuna Country State Recreation Area and City of Brainerd.
- **Milford Mine Memorial Park** – Crow Wing County is planning and seeking funding to create an interpretive/memorial park including boardwalk access at the site of the Milford Mine near Crosby. The site is about one mile from the Great River Road and marks the location of one of the worst mining accidents in state history. The MN-MRPC has passed a motion of support for this project.
- **Upper Mississippi Gatherings** – Mississippi Gathering 5 was held October 6, 2012, convened by the Initiative Foundation, Mississippi Headwaters Board and Trust for Public Land. The series of gatherings focuses on bringing together partners and initiatives along the first 400 miles of the river. MN-MRPC technical advisors Paul Labovitz and Carol Zoff were presenters on impactful river projects and the Corridor Management Planning project, and MN-MRPC member John Schaubach is a member of the planning team for the gatherings.

- **St. Cloud Riverbluffs Park** – MN-MRPC member Karl Samp attended the July 2012 ribbon cutting/dedication of this new park along the Mississippi featuring a boat landing and trails.
- **Historic Barn Preservation** – A group is working to promote and preserve the McDougall Barn site south of Little Falls, built in 1877 and listed on the National Historic Register. Karl Samp has served as MN-MRPC liaison.
- **Fort Snelling Upper Post Development** – The Minnesota DNR is partnering with Hennepin County on a project to reuse/develop barracks and other buildings in the “upper post” of Fort Snelling.

Membership

The MN-MRPC is organized by state statute to include:

(2) Members of the House of Representatives

(2) Members of the Senate

(5) Members of State Agencies - (1) appointed by each: DNR, Mn/DOT, Historical Society, Agriculture & Tourism

(5) Regional Members – (1) from each of the Great River Road regions established by statute

(1) Member-At-Large – appointed by the other 14

New members welcomed over the past year: Scott Bradley, Minnesota Department of Transportation Appointee and Representative Mike Benson. Thank you to outgoing Commissioners Frank Pafko, Representative Branden Petersen and Jim Lucachick.

This report is respectfully submitted on July 25, 2013.

Rep. Sheldon Johnson, MN-MRPC Chair



Mississippi River Parkway Commission of Minnesota

300 33rd Avenue South, Suite 101 • Waite Park, Minnesota 56387

Phone: 651-341-4196 • E-Mail: info@MnMississippiRiver.com

Members of the House: Sheldon Johnson (DFL – 67B) – Chair; Branden Petersen (R – 49B) **Members of the Senate:** David Senjem (R – 29); Patricia Torres Ray (DFL – 62) **State Agency Appointees:** Paul Hugunin – Agriculture, Frank Pafko – Transportation, Adam Johnson – Explore Minnesota Tourism, Keith Parker – Natural Resources, Andrea Kajer – Historical Society **Regional Appointees:** Jim Lucachick – Lake Itasca to Grand Rapids, John Schaubach – Grand Rapids to Brainerd, Karl Samp – Brainerd to Elk River, Cordelia Pierson – Elk River to Hastings, Sheronne Mulry – Hastings to Iowa Border **Member at Large:** Mark Anderson

June 20, 2012

The Honorable Mark Dayton
Governor of Minnesota
130 State Capitol
75 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

Dear Governor Dayton:

The mission of the Mississippi River Parkway Commission of Minnesota is to promote, preserve and enhance the resources of the Mississippi River Valley and to develop the highways and amenities of the Great River Road. The potential for rapid expansion of silica sand (frac sand) mining is of significant concern related to this mission, as it would directly affect the Mississippi River Valley and Great River Road. Issues have been noted by both Commission members and stakeholders. We believe that further study is warranted prior to permitting new mining operations in order to preserve the unique qualities of the southeastern Minnesota Mississippi River Bluffs Region and evaluate potential cumulative impacts on the Great River Road.

The Great River Road has achieved the esteemed designation of a National Scenic Byway because it possesses characteristics of regional and national significance demonstrating intrinsic qualities in each of the following areas – archaeological; cultural; historic; natural; recreational; and scenic. It is imperative for our state to protect the byway, its intrinsic qualities and the river it celebrates for current and future residents and byway travelers. The Great River Road is a National Scenic Byway through ten states. Activities on the Minnesota side of the river also impact the Wisconsin Great River Road – and vice versa - since the scenic and recreational experiences of travelers cross the entire river valley and include the majestic bluffs on both sides of the Mississippi.

The Mississippi River Parkway Commission of Minnesota requests that cumulative impacts of silica sand mining be studied, specifically including potential impacts to the Great River Road and the Mississippi River. Until the study is complete, we recommend a statewide moratorium on new silica sand mining operations along Minnesota Scenic Byways. This approach would help preserve not only the resources of the Great River Road but also other areas of the state similarly affected by potential silica sand mining; and would provide consistent information to be used by the various jurisdictions involved in decision making.

Topics to be addressed include:

- Landscape and cultural resource degradation
- Increased road and bridge pressures and potential damage
- Road and shoulder safety
- Pedestrian and bicycle conflicts
- Air and water quality
- Noise
- Reduced tourism activity and related economic losses
- Cumulative impacts on the Great River Road National Scenic Byway

We appreciate your consideration. Our Commissioners and Technical Advisors are available to provide further information as appropriate, and we would also welcome the opportunity to provide a representative to serve on a committee and/or assist with the cumulative impact study. We look forward to hearing from your office on its position on this issue. I can be reached via phone at 651-442-4658 or email at rep.sheldon.johnson@house.mn, or through the Mississippi River Parkway Commission of Minnesota Office at 651-341-4196 or info@mnmississippiriver.com.

Sincerely,

A handwritten signature in black ink that reads "Sheldon Johnson" followed by a stylized flourish.

For the MN-MRPC
Representative Sheldon Johnson, Chair

cc: Minnesota Great River Road Bluffs Region (Hastings to Iowa Border) Cities, Counties and Townships
Wisconsin Mississippi River Parkway Commission



STATE OF MINNESOTA DEPARTMENT OF VETERANS AFFAIRS



20 West 12th Street, 2nd Floor • St. Paul, MN 55155 • Phone: 651-296-2562 • Fax: 651-296-3954
www.mdva.state.mn.us • 1-888-LinkVet

August 14, 2013

Speaker of the House Paul Thissen
House State Government Finance Committee
463 State Office Building
St. Paul, MN 55155

Dear Speaker Thissen,

In response to your inquiry dated August 2, 2013 about the Legislative Commission on Planning and Fiscal Policy (LCPFP), MDVA can provide the following information relative to the two committees you have addressed:

Higher Education Veterans Assistance Steering Committee:

As this committee developed, there were two advisory groups created during that time. One was the Higher Education Veterans Assistance Steering Committee created by MS§197.585 and another created by the Governor, which was called the "Governor's Yellow Ribbon Task Force Higher Education Action Group, Group 6". At some point it was decided that those two groups had the same mission, so they were combined into one meeting which had the same members. That said, on the documents provided you will see both group names. Most of the members of the advisory group are no longer in their previous positions, however, after contacting a few remaining members, it was discovered that there is not any further documents to provide.

In specific response to the questions:

1. The mission of the group was to facilitate admissions and registration for returning service members, to accelerate federal VA benefits, to expand veteran transition assistance on all of Minnesota's public and private campuses and to develop a call/contact center for veteran admissions issues.
2. The membership list is attached to the attached report.
3. No budget.
4. The group met several times in 2007, but there is no record of any meetings after December 19, 2007. At the last meeting, the group adjourned as the goals of the group had been met. Future meetings would only be scheduled if some situation arose to warrant it.
5. The only report from the committee is attached, dated January 15, 2007. It was decided that the annual MDVA HEVP report to the legislature would serve the same purpose as it contains the same information. The latest HEVP report is attached.

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6. There is not a group website.

Veterans Health Care Advisory Council: this council sunset June 30, 2013.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike McElhiney', with a stylized flourish at the end.

Mike McElhiney, Legislative Director
Minnesota Department of Veterans Affairs

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STATE OF MINNESOTA DEPARTMENT OF VETERANS AFFAIRS
OFFICE OF THE COMMISSIONER, LARRY SHELLITO



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April 3, 2013

The Minnesota Department of Veterans Affairs (MDVA), Veterans Health Care Advisory Council is scheduled to expire in accordance with 2012 Minnesota Statute, Chapter 196, Section 30, 196.30 Veterans Health Care Advisory Council, on June 30th, 2013.

It is our belief that the mission, goal, and objectives of this council have been attained as prescribed in statute. The quality of care delivered by the Health Care Division of MDVA has, and continues to; excel within the Federal and State Veterans Homes communities, providing some of the best care to our Veterans.

As the Commissioner of the Minnesota Department of Veterans Affairs and as the Chairperson of the Veterans Health Care Advisory Council, it is our recommendation that the current council be retired and that a Commissioner's Health Care Task Force be established. The goal of this change is to provide a greater focus on direct clinical care to meet the needs of the increasingly diversified population of Veterans. The Minnesota Veterans Homes need to be current and flexible when responding to the broad continuum of care facing multiple generations of Veterans. The creation of this Task Force is not intended to replace or diminish communications with and input from residents, family members, staff and others who are concerned about the quality of care and the services provided to the Veterans in our homes. We recognize that input from a variety of sources, including veteran organizations, the VAMC, the Long Term Ombudsman, other consumer advocates and long term care administrators and professionals is critical. As appropriate, the Commissioner of the Minnesota Department of Veterans Affairs will convene ad hoc advisory panels to assist the Task Force in specific topic areas. The mission of the Commissioner's Health Care Task Force will be to focus on Veterans Health Care that meets or exceeds industry standards.

The Commissioner's Health Care Task Force will be responsible to assist in providing the Commissioner of the Minnesota Department of Veterans Affairs with information and professional expertise on the trends and delivery of quality care for Minnesota's Veterans. Please see suggested areas of interest that may include but not exclusive to:

1. The development of programs that will continue quality Long Term Care to our Veterans
2. Trends and services needed to provide in a wide range of health issues such as:
 - a. Mental Illness
 - b. Type Two Diabetes (early detection and long-term treatment)
 - c. Post Traumatic Stress Disorder (PTSD)
 - d. Women's Programs
 - e. Sexual Assault Trauma

Larry Shellito, Commissioner
Minnesota Department of Veterans Affairs

Ronald Sanford, Chair
Veterans Health Care Advisory Council

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2013 LEGISLATIVE REPORT

MINNESOTA DEPARTMENT VETERANS AFFAIRS HIGHER EDUCATION VETERANS PROGRAM DIVISION

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Legislative Charge

Minnesota Statute 197.585, Subd. 4

Beginning January 15, 2007, and each year thereafter, the steering committee established in subdivision 2 shall report to the chairs of the legislative committees with jurisdiction over Veterans affairs policy and finance and higher education policy and finance regarding the implementation and effectiveness of the program established in this section.

Estimated Cost of Preparing this Report (as required by Minn. Stat. 3.197)

Staff time:	\$291.00
Copies:	\$9.00
TOTAL:	\$300.00

SUMMARY

The following progress report, submitted to the Minnesota Legislature and prepared by the Minnesota Department of Veterans Affairs, provides a status update on the Higher Education Veterans Assistance Program for the period of January 1 to December 31, 2012. The report reflects the program's continued success due largely to increasing complexity and expansion of federal benefits, returning Minnesota based military units, and the need for a highly trained workforce.

While education benefits are available to most Veterans, military members, and some dependents, assistance is needed to untangle the various eligibility requirements. Enrollment processes are unique to each benefits package available. Coordinators with the Higher Education Veterans Program (The Program) provide much-needed assistance as well as serve as an initial point of contact for Veterans interested in higher education. The Program is therefore in a unique position to encourage and facilitate the use of benefits and assist institutions with retention initiatives.

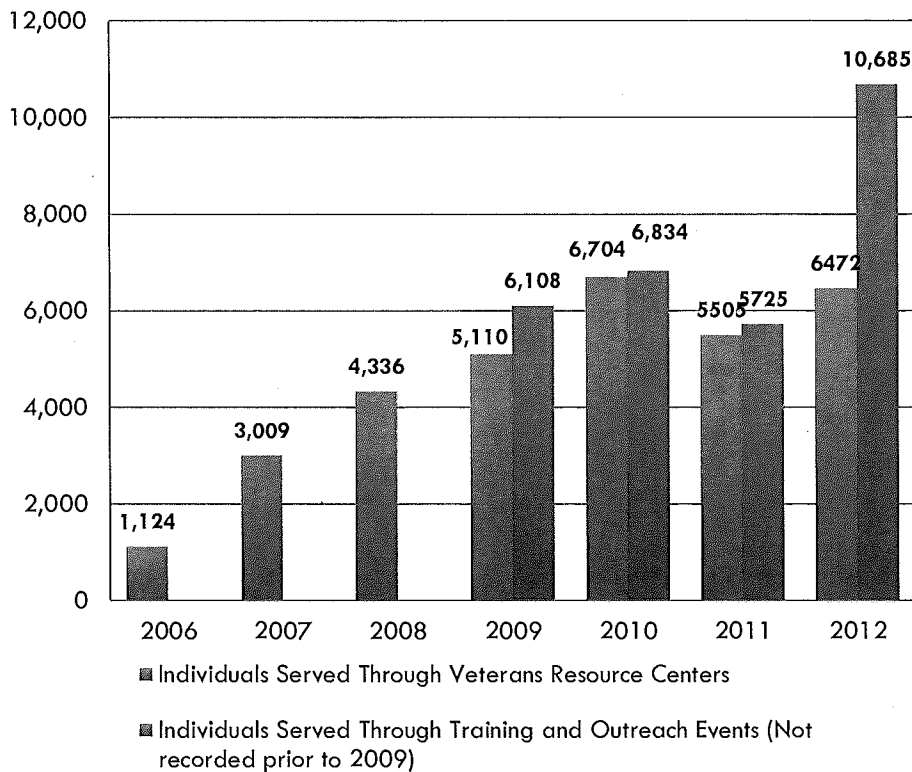
PROGRAM BACKGROUND

The 2006 Minnesota Legislature allocated funding to the Minnesota Department of Veterans Affairs for the creation of the Higher Education Veterans Assistance Program (commonly referred to as the Higher Education Veterans Program). The Program is uniquely designed to serve the needs of Minnesota's students and prospective students who are impacted by military service, including Veterans, military members, and their dependents.

One statewide supervisor, an assistant, and twelve regional coordinators serve universities, colleges, and students throughout Minnesota. Based out of a host campus, coordinators support colleges and universities within their defined region to provide one-on-one, comprehensive education assistance to Veterans, military members, and their dependents. Coordinators collaborate with campus administration officials to create and manage Veterans Resource Centers as well as addressing campus-level needs of student Veterans.

A novel concept when launched in July 2006, the Higher Education Veterans Program remains the only program of its kind in the country and has helped thousands of returning Minnesota Veterans transition to college. The complex nature of Veteran and military education benefits demand the services of subject matter experts who can assist Minnesota's Veteran community. The Higher Education Veterans Program has proven to be effective, flexible, and efficient. Coordinators empower countless Veterans, military members, and their dependents the access to federal and state benefits as well as other local resources available.

HIGHER EDUCATION VETERANS PROGRAM DATA



The Program saw a 17% increase over 2011 in individuals served and a significant increase (89%) in outreach and training events. Many federal, state, county and local officials are relying on the State Military Education Professionals to provide expertise and training to their staff. The continued strong partnership between the Program, MnSCU and the Minnesota National Guard has produced professional presentations geared toward the specific event. Continued increased numbers are a connection between new students and student retention.

2012 PROGRAM HIGHLIGHTS

In 2012, the impact and importance of the Higher Education Veterans Program was especially evident as the Veterans Opportunity to Work (VOW) legislation was signed and became law. VOW provides seamless higher education to employment transition for Service-members, expands education and training opportunities for Veterans, and provides tax credits for employers who hire Veterans with service-connected disabilities. The expansion of education benefits included the Veterans Retraining Assistance Program (VRAP), opening higher education to unemployed veterans age 35-60. Campus Coordinators quickly became the champion for this program on their campuses and throughout the State.

Governor Dayton's initiative on veteran employment created the Inter-agency Employment Working Group (IEWG) sponsored by the Minnesota National Guard. The Higher Education Veterans Program is a strong voice on the committee providing creative and innovative solutions to veteran employment and retraining. A Higher Education Program Coordinator was part of an employment team tasked to meet soldiers face-to-face in Kuwait prior to their return to Minnesota after a year-long deployment.

Continued confusion and difficulty accessing federal benefits led thousands of Minnesotans to seek assistance through the Program. As rules change and budgets decrease for some benefits,

the rules became increasingly interconnected requiring Veterans to make choices between complex sets of benefit packages. At times, these decisions are irrevocable and mistakes could cost Veterans tens of thousands of dollars. As such, students who are entitled to the benefits and higher education institutions rely heavily upon Program Coordinators.

The following information highlights the demand as well as some of the most notable achievements in 2012.

1. **330** unemployed Veterans turned to Coordinators to assist them with the new Veterans Retraining Assistance Program (VRAP). Coordinators provided staff and faculty training on their campuses, assisted Veterans with the application process, and created a seamless transition to higher education for these non-traditional students.
2. Coordinators supported cities and counties with the Beyond the Yellow Ribbon Community initiative. Serving on campus planning committees, Coordinators assisted seven campuses with Beyond The Yellow Ribbon Company (campus) status.
3. Over **3,200** returning Minnesota National Guardsman completed demobilization training at Camp Shelby, Fort Dix, Camp Atterbury, Fort Polk, and Fort Hood. Coordinators conducted large group presentations and one-on-one sessions at each of these locations. Coordinators are a strong part of the Minnesota National Guard 30, 60, and 90 day reintegration events held throughout the State.
4. Coordinators served **6,472 new** individuals in 2012, and thousands of other individuals who returned for continued assistance. Overall, the program had a total of **62,303** contacts in 2012, a 2.5% increase over 2011.
5. Coordinators conducted **61** training events with **10,685** individuals attending the events. This number represents an 89% increase over 2011. Coordinators provided **74** large group training sessions with **2,206** individuals in attendance.

Breakdown of events:

- a. 30/60/90 day/MIRT events: **20**
- b. Family Readiness/Family Preparedness Academy: **8**
- c. Out-of-state demobilization events: **9**
- d. Kuwait employment team: **1**
- e. Pre-deployment event: **1**
- f. Beyond the Yellow Ribbon events: **3**
- g. Other Veteran Events: **19** (CVSO training, stand-down, career fair, Military on Display, State Fair, and college fairs)

2012 VETERANS RESOURCE CENTER USAGE

VETERANS RESOURCE CENTER GUIDELINES

Mission:

Veterans Resource Centers provide students with an on-campus point of contact for comprehensive information about benefits and resources available to current and past military members and their families, as well as opportunities for peer support.

Types of Veterans Resource Centers:

Since the resources available and needs of each campus differ vastly, there is not a single standard for a Veterans Resource Center. However, two key goals should always be attempted: centralized information and opportunities for veterans to connect with their peers.

The following are *minimal* guidelines based on the number of VA certified students present on campus. Actual efforts are at the discretion of the individual campuses:

Tier 1 – Minimal number (1-15) certified VA students. The following services should be developed:

- Maintain a bulletin board that the Regional Coordinator and campus staff can frequently update with timely and relevant information.
- Maintain regular contact between Certifying Official and Regional Coordinator.
- Notify veterans of coordinator's role and availability for assistance.
- Assure the Regional Coordinator has met with key campus staff (admissions, financial aid, counselors, and certifying official)
- Provide meeting space for one-on-one meetings and group events as needed.

Tier 2 – Intermediate number (15-100) certified VA students. In addition to Tier 1 services, the following should be developed:

- Develop a Veterans Resource Center or office with consistent hours and staffed by all or some of the following: Regional Coordinator, student workers, campus staff, or other service providers (CVSOs, DEED Veteran Employment Reps, VA Outreach Services/Centers, Family Assistance Coordinators, etc.).
- The Veterans Resource Center should be a dedicated space, but if necessary it can be a shared space.
- If the space is shared, campuses should provide adequate room for peer networking and support. Campuses should develop additional meeting space options for veteran peer support, veteran's club meetings and other informal veteran meetings, in a consistent location and meeting time designated.
- Provide support for a Veterans Club.

Tier 3 – Significant number (100+) certified VA students. In addition to Tier 1 & 2 services, the following should be developed:

- The Veterans Resource center should be a dedicated space, not shared. In addition to a gathering space, the campus should also provide office space for Regional Coordinator.
- Provide support for a Veterans Club.

Higher Education Veterans Program - Veterans Resource Centers

6	Tier 1: Previously established space (as of December 31, 2011)
24	Tier 2: Previously established shared resource centers/office (as of December 31, 2011)
25	Tier 3: Previously established Resource Centers (as of December 31, 2011)
3	Tier 1: Newly established space (January 1, 2012 – December 31, 2012)
0	Tier 2: Newly established space (January 1, 2012 – December 31, 2012)
0	Tier 3: Newly established space (January 1, 2012 – December 31, 2012)
2	Existing Resource Centers increasing space or programming

Utilization of Veterans Resource Centers/Offices

6,472	Total first time visitors
63,879	Total annual contacts
2.5%	Increase over 2011

Military Status of Visitors

65%	Veteran (180 or more days of active duty)
18%	Current Military Member
7%	Family/Dependent of Military Member/Veteran
1%	Former Military Member (less than 180 days of active duty)
9%	Did not declare or no military status

Top Purposes for Visits

Veterans education funding/assistance from coordinator
Peer support/connecting with other Veterans

Referrals to Other Service Providers

Serving as a comprehensive information hub for Veterans, military members, and their dependents on campus, coordinators have developed well-defined referral networks to link Veterans on campus with the appropriate campus staff or service providers in the community. The numbers below reflect these referrals to other service providers.

3,487	Internal campus resource
792	External community resource (CVSO, DEED, and other state agencies)

2012 PRESENTATION AND OUTREACH DATA

Throughout the year Coordinators are profoundly trusted to provide training on their area of expertise: Veteran/military education benefits and creating Veterans-friendly campuses. Training is conducted in a variety of formats and locations. Coordinators presented on numerous armory drill floors throughout the state and post-deployment education briefings at Minnesota National Guard reintegration events. Higher education institutions have confidence in the Coordinators to provide faculty and staff in-service days and webex/webinar sessions on a national scale. The figures below highlight the variety and scale of the program's outreach and training efforts.

Number of Events	Number of Individuals Trained	Type of Training
39	6,149	Reintegration activities
7	1,131	College and university
6	926	Service providers and Veterans service organizations
9	2,479	Community events
61	10,685	Total

2012 MyMILITARYEDUCATION ONLINE SUPPORT CENTER USAGE DATA

The website MyMilitaryEducation (www.mymilitaryeducation.org), an online support center based in Perham continues to be an important part of the Higher Education Veterans Program. Highlighting the program's efforts to collaborate with other agencies and service providers, the website and call center is a collaborative effort by the Minnesota Department of Veterans Affairs and Minnesota Online. Veterans, military members, and dependents stationed around the world count on the support team to provide an added dimension to the Program's services. An important outreach component, the online support center is a gateway to the services of the Higher Education Veterans Program. Specific details are provided in attachment #1.

Types of Online Support Center Contacts

77,761	Self service
473	Advisor/counselor help
78,234	Total contacts in 2011

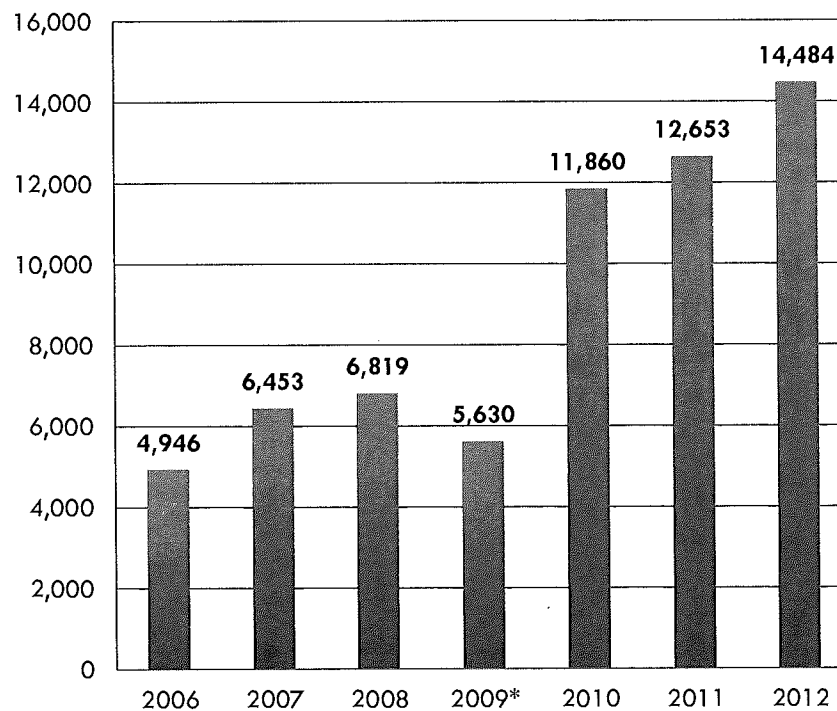
Top Purposes for Online Support Center Contacts

Comprehensive list of Veteran/Military Scholarships for Service Members
Obtaining military transcripts and transfer credits
Post 9-1 (Chapter 33 Application and information
Veterans Online Applications (VONAPP)

STUDENT VETERANS IN MINNESOTA

Recent legislation and Veteran unemployment initiatives, the importance of higher education, and retention of students have dramatically increased the number of Veterans and military members attending higher education. In addition, expanded benefit eligibility has increased the number of dependents eligible for aid. The following graph shows the number of students using USVA educational benefits in Minnesota. A portion of the dramatic increase (nearly 300%) since the inception of the Program in 2006 can be attributed to Coordinators assisting with student retention. Many of the benefits are complex and confusing. Program Coordinators ease the transition to higher education while providing long-lasting service from admission through student graduation. Numerous students continue to seek Coordinator assistance in graduate programs or second undergraduate programs.

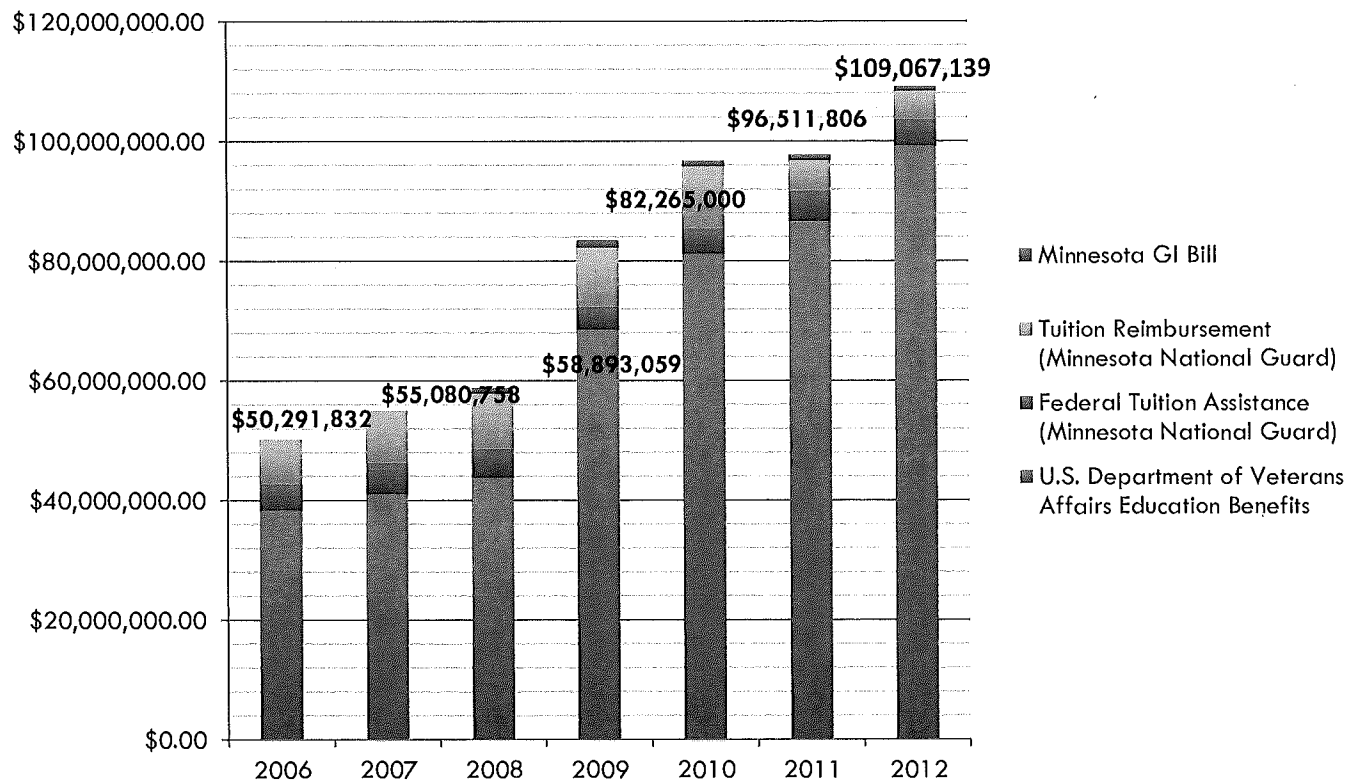
MINNESOTA STUDENTS USING VA EDUCATION BENEFITS



*The 2009 data from the USVA does not include individuals using Chapter 33 (also known as the Post 9/11 GI Bill), which began in August 2009. The actual number of Veterans attending college in 2009 is therefore much larger than reported.

Increasing numbers of Veterans attending college in Minnesota has led to an equally dramatic increase in federal education benefit dollars spent in Minnesota. A combination of state and federal funds make higher education possible for thousands of Minnesota Veterans, military members, and dependents each year. These benefits also make an important contribution to Minnesota's economy. The amount of federal education benefits spent in Minnesota has more than doubled during the existence of the Higher Education Veterans Program. This trend is expected to continue for the foreseeable future. The following graph illustrates the federal and state expenditures of Veterans' education benefits in Minnesota.

COMBINED EXPENDITURES FROM STATE AND FEDERAL VETERANS EDUCATIONAL BENEFIT PROGRAMS IN MINNESOTA¹



2012 Federal and State Benefit Highlights:

14,484 VA certified students in 2012 received over \$99 million in education claims.

Federal Tuition Assistance Program assisted 1,122 Soldiers enrolled in 10,713 courses and paid out over \$4.4 million.

State Tuition Reimbursement Program assisted 2,074 soldiers and paid over \$4.6 million.

Minnesota GI Bill received 1,265 applications and paid out 564 claims totaling \$813,105.

¹ The Minnesota GI Bill began in the 2007-2008 academic year. Data reported is from Minnesota Office of Higher Education.

Federal Tuition Assistance is a program available to most reserve components in addition to the Army National Guard. The numbers reported are for the Minnesota Army National Guard, the only data available. Both Federal Tuition Assistance and State Tuition Reimbursement data reported from Minnesota National Guard J-1 Education Office.

USVA education data is not available for 2012. The amount listed is an estimate based on the number of individuals using VA education Benefits in 2011 at an average rate of \$6,853/student (the average rate per person for 2007 to 2011). U.S. Department of Veterans Affairs Benefits data accessed from http://www1.va.gov/VETDATA/GDX/Geographical_data.asp.

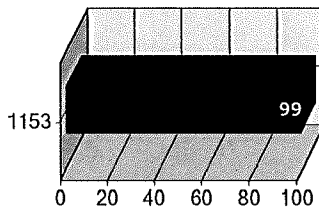
ATTACHMENT 1: ONLINE SUPPORT



Higher Education Veterans Programs MyMilitaryEducation.org

Summary of Service: January 1, 2012 - December 14, 2012

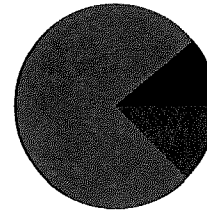
Solve Rate resolved within 24 hours



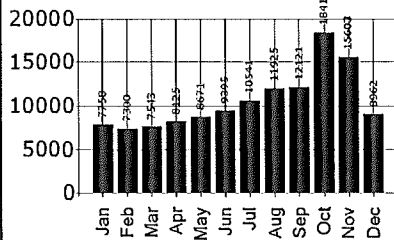
Most Personal Assistance

- 52% Military Education Benefits/Finances
- 29% Career & Life Planning
- 11% Getting Ready for College
- 3% MDVA Higher Education Veterans Prog
- 2% Military Family Resources

78,234 people



Self-Service Usage



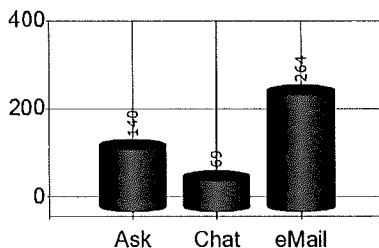
Most Viewed Answers

1. Comprehensive List of Veteran/Military Scholarships for Service Members
2. Obtaining Military Transcripts and Transfer Credits
3. Post-9/11 GI Bill (Chapter 33) Application and Information
4. VONAPP - Veterans On Line Applications
5. Veterans Re-Entry Education Program

Top Inbound Links

	2012-12	2010-11
linkvet.custhelp.com	1,425	1,544
mnsu.edu	687	258
gpslifeplan.org	625	481
getreadyforcollege.org	490	505
mnveteranservice.org	250	60
Total	3,477	2,848

Personal Assists

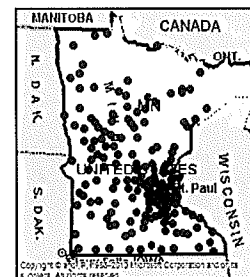


Top Website Pages

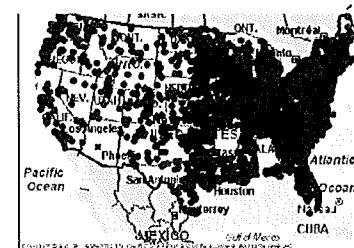
	2012	2011
Comprehensive List of Military Scholarships...	22,003	6,690
MN LinkVet Online Support	11,607	5,933
Find Answers	6,933	5,145
Obtaining Military Transcripts...	7,442	3,475
Post-9/11 GI Bill (Chapter 33) Application...	5,160	2,475
Total	109,091	74,990

Visits/Contacts

	2012-12	2010-11
mymilitaryeducation.org	67,638	39,540



Minnesota sent 4,957 visits from 187 cities.



Additional 65,827 visits from 5,000 cities outside of Minnesota. Totaling 70,784 visits from 5,187 cities in the USA

ATTACHMENT 2: REGIONAL OFFICES AND VETERANS RESOURCE CENTERS

State Higher Education Veterans Program Office:

Host Campus: Minnesota State University Moorhead
1104 7th Ave S
Moorhead, MN 56560

Dave Bellefeuille, State Supervisor

belldave@mnstate.edu
218-477-2080 Office

Jennifer Huntman, Administrative Assistant

Minnesota State University Moorhead
jenn.huntman@mnstate.edu
218-477-2080 Office

Northwest Region:

Anthony Schnellbach, Regional Coordinator

tony.schnellbach@northlandcollege.edu
218-683-8550
Host Campus: Northland Community and Technical College
1101 Hwy One East
Thief River Falls, MN 56701

Eric Abell, Regional Coordinator

Eric.abell@minnesota.edu
218-683-8550
Host Campus: Minnesota State Community and Technical College, Detroit Lakes
900 Hwy 34 E
Detroit Lakes, MN 56501

Northwest Region Campus Veterans Centers

- University of Minnesota - Crookston
- Bemidji State University, Bemidji
- Minnesota State University, Moorhead
- Minnesota State Community and Technical College, Moorhead
- Minnesota State Community and Technical College, Detroit Lakes
- Minnesota State Community and Technical College, Fergus Falls
- Minnesota State Community and Technical College, Wadena
- Northland Community and Technical College, Thief River Falls
- Northland Community and Technical College, East Grand Forks
- Northwest Technical College, Bemidji

Northeast Region:

Jodi Kiminski, Regional Coordinator

j.kiminski@lsc.edu

218-733-7604 Office

Host Campus: Lake Superior College

2101 Trinity Road

Duluth, MN 55811

Aaron Jensen

Aaron.jensen@hibbing.edu

218-262-6739

Host Campus: Hibbing Community College

1515 E. 25th Street

Hibbing, MN 55746

Northeast Region Campus Veterans Centers

- University of Minnesota, Duluth
- Fond du Lac Tribal and Community College, Cloquet
- Hibbing Community College, Hibbing
- Itasca Community College, Grand Rapids
- Lake Superior College, Duluth
- Mesabi Range Community and Technical College, Eveleth
- Rainy River Community College, International Falls
- Vermillion Community College, Ely
- College of St. Scholastica, Duluth and other locations

Central Region:

Laura Boden, Regional Coordinator

mnva@stcloudstate.edu

320-308-2185 Office

Host Campus: St. Cloud State University

720 4th Ave South

St. Cloud, MN 56301

Josh Brummond, Regional Coordinator

mnva@alextech.edu

320-762-4467 Office

Host Campus: Alexandria Technical and Community College

1601 Jefferson St

Alexandria, MN 56308

Central Region Campus Veterans Centers

- University of Minnesota – Morris
- St. Cloud State University, St. Cloud
- Alexandria Technical and Community College, Alexandria
- Central Lakes College, Brainerd

- Central Lakes College, Staples
- Ridgewater College, Willmar
- Ridgewater College, Hutchinson
- St. Cloud Technical and Community College, St. Cloud

Metro Region:

Katherine Bachman, Regional Coordinator

Katherine.Bachman@dctc.edu

651-423-8274 Office

Host Campus: Dakota County Technical College

1300 145th Street East

Rosemount, MN 55068

Duane Bauer II, Regional Coordinator

bauer333@umn.edu

612-238-4568 Office

St Mary's University, LaSalle Hall

2500 Park Ave So

Minneapolis, MN 55404-4403

Charles Egerstrom, Regional Coordinator

charles.egerstrom@anokaramsey.edu

763-433-1415 Office

Host Campus: Anoka Ramsey Community College

11200 Mississippi Blvd NW

Coon Rapids, MN 55433

Metro Region Campus Veterans Centers

- University of Minnesota, Veterans Transition Center, Minneapolis
- University of Minnesota, One Stop Service Center, Minneapolis
- St Paul College, St Paul
- Metropolitan State University, Minneapolis
- Dunwoody College of Technology, Minneapolis
- Anoka Technical College, Anoka
- Anoka-Ramsey Community College, Cambridge
- Anoka-Ramsey Community College, Coon Rapids
- Century Community College, White Bear Lake
- Dakota County Technical College, Rosemount
- Inver Hills Community College, Inver Hills
- Hennepin Technical College, Brooklyn Park
- Hennepin Technical College, Eden Prairie
- Minneapolis Community and Technical College
- Normandale Community College, Bloomington
- North Hennepin Community College, Brooklyn Park
- Pine Technical College, Pine City

- University of St. Thomas, Minneapolis
- University of St. Thomas, St. Paul
- Concordia University, St Paul

Southwest Region:

Justin Guggisberg, Regional Coordinator

justin.guggisberg@smsu.edu

507-537-7213 Office

Host Campus: SW Minnesota State University, Marshall

1501 State Street-Room SS132

Marshall, MN 56258

Southwest Region Campus Veterans Centers

- Southwest Minnesota State University, Marshall
- Minnesota West Community and Technical College, Canby
- Minnesota West Community and Technical College, Granite Falls
- Minnesota West Community and Technical College, Jackson
- Minnesota West Community and Technical College, Pipestone
- Minnesota West Community and Technical College, Worthington

Southeast Region:

David Schrader, Regional Coordinator

david.schrader@mnsu.edu

507-389-5726 Office

Host Campus: Minnesota State University, Mankato

168 Centennial Student Union

Mankato, MN 56001

Tony Tengwall, Regional Coordinator

tony.tengwall@roch.edu

507-529-6142 Office

Host Campus: Rochester Community and Technical College

851 30th Ave. SE - Box 47

Rochester, MN 55904

Southeast Region Campus Veterans Centers

- Minnesota State University, Mankato
- Winona State University, Winona
- South Central College, North Mankato
- South Central College, Faribault
- Southeast Technical College, Red Wing
- Southeast Technical College, Winona
- Rochester Community and Technical College, Rochester
- Riverland Community College, Austin

REPORT TO THE LEGISLATURE

**HIGHER EDUCATION VETERANS
ASSISTANCE OFFICES ON CAMPUS**

by

**HIGHER EDUCATION VETERANS ASSISTANCE PROGRAM
STEERING COMMITTEE**

January 15, 2007

197.585, Minnesota Statutes 2006

197.585 HIGHER EDUCATION VETERANS ASSISTANCE PROGRAM.

Subdivision 1. **Assistance provided.** The commissioner of veterans affairs shall provide central liaison staff and campus veterans assistance officers to serve the needs of students who are veterans at higher education institutions in Minnesota. Methods of assistance may include, but are not limited to, work-study positions for veterans, and providing information and assistance regarding the availability of state, federal, local, and private resources.

Subd. 2. **Steering committee.** The commissioner of veterans affairs shall chair a higher education veterans assistance program steering committee composed of:

- (1) the adjutant general or the adjutant general's designee;
- (2) a representative of Minnesota State Colleges and Universities, designated by the chancellor;
- (3) a representative of the University of Minnesota, appointed by the president of the university;
- (4) a representative of private colleges and universities in Minnesota, appointed by the governor;
- (5) a representative of the Office of Higher Education, appointed by the executive director;
- (6) a representative of county veterans service offices, appointed by the commissioner of veterans affairs; and
- (7) a representative of the Department of Employment and Economic Development, appointed by the commissioner of that department.

The steering committee shall advise the commissioner of veterans affairs regarding the allocation of appropriations for the purposes of this section and shall develop a long-range plan to serve the needs of students at higher education institutions in Minnesota who are veterans.

Subd. 3. **Office space provided.** Each campus of the University of Minnesota and each institution within the Minnesota State Colleges and Universities system shall provide adequate space for a veterans assistance office to be administered by the commissioner of veterans affairs, and each private college and university in Minnesota is encouraged to provide adequate space for a veterans assistance office to be administered by the commissioner of veterans affairs. The veterans assistance office must provide information and assistance to veterans who are students or family members of students at the school regarding the availability of state, federal, local, and private resources.

Subd. 4. **Report.** Beginning January 15, 2007, and each year thereafter, the steering committee established in subdivision 2 shall report to the chairs of the legislative committees with jurisdiction over veterans affairs policy and finance and higher education policy and finance regarding the implementation and effectiveness of the program established in this section.

Subd. 5. **Expiration.** This section expires at the end of the first fiscal year in which the number of veterans enrolled in Minnesota public institutions of higher education is fewer than 4,000, but no later than June 30, 2011. *reported*

History: 2006 c 282 art 15 s 3

Higher Education Veterans Assistance Program

Steering Committee Report

January 15, 2007

The 2006 Legislature allocated \$600,000 in Fiscal Year 2007 to the Minnesota Department of Veterans Affairs for the creation of the Higher Education Veterans Assistance Program to serve the needs of students who are veterans at Minnesota's higher education institutions.

The Minnesota Department of Veterans Affairs (MDVA) in consultation with the Adjutant General, and representatives from: Minnesota State Colleges and Universities (MnSCU), University of Minnesota, Private Colleges and Universities, Office of Higher Education, Department of Employee and Economic Development, and the County Veterans Service Officers Association, implemented the Higher Education Veterans Assistance Program.

The MDVA contracted with Central Lakes College, Brainerd for the services of Donald Pfeffer, M.A. to serve as Director of the Higher Education Veterans Program. Mr. Pfeffer is a military veteran (active duty Air Force 1971-1975 and retired in 2002 from the MN Air National Guard). He has been a college counselor for approximately twenty years and he established the Central Lakes College Veterans Resource Center in February 2006. In addition, Mr. Pfeffer has served as part of a Reintegration Training Team for Higher Education Institutions.

The legislation specified that the following activities be carried out:

I. Program. *"The commissioner of veterans affairs shall provide central liaison staff and campus veterans assistance officers to serve the needs of students who are veterans at higher education institutions in Minnesota. Methods of assistance may include, but are not limited to, work-study positions for veterans, and providing information and assistance regarding the availability of state, federal, local, and private resources".*

Program Outcomes (July 1, 2006 to December 31, 2006):

- A. To carry out the intent of the legislature the Steering Committee (see attachment #3) developed the following objectives:
 - 1. To have college and university campuses assume "ownership" of activities necessary to serve veterans and family members. Specifically, this included, but was not limited to, the following:
 - a. Identifying someone on campus to provide leadership and organization;
 - b. Create a "Veterans and Family Friendly Environment" on campus;
 - c. Provide space, equipment, and supplies and seek out funding for staffing (campus and federal work-study funds, volunteers and donations);
 - d. Review their policies and procedures (particularly in the areas of credit transfer, tuition and fee payment and admissions);

- e. Provide training for employees regarding the issues of reintegration for military members and their families;
- f. Create a veterans resource center; and
- g. Provide information about the availability of federal, state, local and private resources to military members and their families.

2. In order to maximize service to all college and university campuses in Minnesota, the Steering Committee sectioned the state into six geographically balanced regions and placed a campus representative at those campuses with a high rate of attendance by veterans, veterans' families and military enrollees. It is the intent of the steering committee that from the six designed office locations the coordinators would be able to assist other higher education campuses within the region. The following activities occurred to meet this objective:

- a. All regional coordinators were recruited, interviewed, hired, trained and in place ready to begin developing services in their respective regions by August 28, 2006 (see attachment # 2).
- b. The coordinators immediately developed their regional offices and began assisting campuses within their regions to meet the objectives stated above.
- c. Each of the six campuses hosting the regional offices provided office space, office equipment, telephone, computer/internet and basic office supplies as an in-kind contribution. The Department of Veterans Affairs provides the coordinators' salary, fringe benefits and travel expenses.
- d. The coordinators did extensive networking with County Veterans Service Officers (CVSOs), local Department of Employment and Economic Development (DEED) personnel and other local resources (see attachment # 1).
- e. The Director's office provided leadership, training, support and developed the reporting processes for the regional offices. The Director also provided coordination among MDVA, MnSCU, and University of Minnesota staff for the placement of Regional Coordinators on "host" campuses.

II. Campus Office Space. *"Each campus of the University of Minnesota and each institution within the Minnesota State Colleges and Universities system shall provide adequate space for a veterans assistance office to be administered by the commissioner of veterans affairs, and each private college and university in Minnesota is encouraged to provide adequate space".*

Campus Office Space Outcomes (July 1, 2006 to December 31, 2006):

- A. Prior to the start of the Higher Education Veterans Program, five colleges or universities already had resource centers in place to assist veterans (see attachment # 2).
- B. The Higher Education Veterans Assistance Program placed twenty-three additional resource centers on MnSCU, University of Minnesota and Private College campuses by December 31, 2006. Other campuses are currently in the process of identifying space for the location of a veterans assistance office/center on their campus (see attachment 2). For each new center the campus will provide the necessary office equipment, supplies and electronic communication.
- C. The coordinators assisted campuses with the planning and establishing of the veterans resource centers. Due to the travel time involved for each coordinator, the campuses have assumed responsibility for the development and operation of the center since the office exists to serve the students of that campus.
- D. The coordinators provide staff training, information about services for veterans and they assist the campuses with developing the application for federal work-study funding. They also helped campuses identify other sources of staffing. In addition, they were available to assist individual students with information and services via electronic communication whenever needed.
- E. From the start of the program to December 31, 2006, one thousand six hundred seventy-nine individuals (unduplicated count) have been served by the six regional areas.

The following is a breakdown of these individuals by "Status" category (see attachment 1 for additional information):

1. Veterans Status

46% Veterans (at least 180 days Title 10 Active Duty)
16% Current Military (Non-veteran)
8% Former Military (Non-veteran)
8% Family of Military
22% Other, or did not declare status

2. Student Status

62% Current student
32% Non-student
5% Prospective student
1% Former student

Summary

The Higher Education Veterans Assistance Program has been extremely successful during the first six months of operation based on the number of campus veterans centers established and the number of military members and their families receiving services. This has occurred due to the strong leadership demonstrated by the Minnesota Department of Veterans Affairs and outstanding assistance from Minnesota State Colleges and University system and the University of Minnesota.

The early success of the program is a result of the dedicated work of the regional coordinators. The current coordinators work hard to ensure they serve the campuses that request their help. Often times, the distance between campuses requires long traveling distances, in spite of that, they carry out their duties and have successfully met the intent of the legislation.

The campuses where offices are currently located are increasingly asked for more "on campus" time from the coordinators. With the return of almost 3,000 combat veterans over the next several months, the demand for time will increase. It is the goal of the Higher Education Veterans Assistance Program Steering Committee that by the end of the third year of operation, all Minnesota College and University campuses will be serving military members and their families as the result of the planning and development provided by campus representatives.

The current generation of veterans and their families will continue to need services long after the initial thirty, sixty, and ninety day interval reintegration programs. This program will serve as a continuous, stable point of referral and assistance for those veterans and their families. Experience demonstrates it may take months before an individual who experienced life altering events, like combat, begins talking about those encounters.

Campus Veterans Center Coordinators are learning that one reason a veteran will stop in is for "conversation". It is imperative that a non-threatening location for veterans and their families exist in our communities. College and university campuses are ideal locations for this to occur.

The Higher Education Veterans Program looks forward to continuing to serve our veterans and their families. An excellent partnership among higher education campuses, the Department of Veterans Affairs, and community service agencies has developed a united plan for the young men and women returning to school. It is an exciting opportunity for all involved to pool their resources and talents to serve those who "served their country".

Attachment #1
Statewide Report
Veterans Resource Centers
Development, Utilization, Visit "Purpose", Referral and Staffing
August 14 to December 31, 2006

Establishment of Veterans Resource Centers

5 *Number of previously established veterans resource centers (prior to July 1, 06)*

23 *Number of veterans resource centers newly established (after July 1, 06)*

Locations: See attachment #2 for a listing of locations by region

Utilization of Veterans Resource Center

361 *Average # first time visitors each month (unduplicated)*

531 *Average # monthly visitors (unduplicated)*

1679 *Total visitors to date (unduplicated)*

Veteran Status

46% *Veteran (180+ days active duty)*

16% *Current military (non-veteran)*

8% *Former military (non-veteran)*

8% *Family of military*

22% *Other or did not declare status*

Student Status

62% *Current student*

32% *Non-student*

5% *Prospective student*

1% *Former student*

Purpose of visit

Total 5866 Service Contacts (Duplicated Count)

32% *Conversation*

26% *Food/Beverage (as part of "open house" or planning or discussion activities)*

17% *Veterans funding (GI Bill, 1606/1607, federal tuition assistance, state reimbursement)*

6% *Other funding (higher education financial aid, scholarships, emergency funds, etc)*

6% *Medical/health/personal*

5% *College/University and instructional issues*

3% *Tuition and fees*

1% *Books and supplies*

1% *Community issues*

3% *Other (or not specified)*

Attachment #1 (continued)

Referral

Number of Persons (Unduplicated) Referred To:

<u>320</u>	<i>Internal campus resource</i>
<u>251</u>	<i>External community resource</i>
<u>210</u>	<i>County Veterans Service Officer (CVSO)</i>
<u>183</u>	<i>Department of Employment and Economic Development (DEED Vet Reps)</i>
<u>50</u>	<i>Other</i>

Staffing

<u>5</u>	<i>Federal work- study students</i>
<u>4</u>	<i>Campus work- study students</i>
<u>7-9</u>	<i>Campus volunteers</i>
<u>4</u>	<i>Community volunteer</i>
<u>7</u>	<i>Regional coordinators</i>
<u>1</u>	<i>Service Agency (MN Family Assistance Center)</i>
<u>1-2</u>	<i>Other</i>

Attachment # 2

Minnesota Department of Veterans Affairs Higher Education Veterans Program Director's Office and Regional Coordinators

Director's Office: **Donald Pfeffer, Director**
Higher Education Veterans Assistance Program
Minnesota Department of Veterans Affairs
Central Lakes College
501 West College Drive
Brainerd, MN 56401
218-855-8148 Office
218-330-5970 Cell
dpfeffer@clcmn.edu

Northwest Region: **Dave Bellefeuille, Regional Coordinator**
Host Campus: Minnesota State University, Moorhead
1104 7th Ave South
Moorhead, MN 56563
218-477-2080 Office
218-329-6040 Cell
belldave@mnstate.edu

Northwest Region Campus Veterans Centers

Previously Established:

None

Newly Established:

Minnesota State University, Moorhead with common location with
Minnesota State Community and Technical College, Moorhead
Minnesota State Community and Technical College, Detroit Lakes
Minnesota State Community and Technical College, Wadena
Bemidji State University, Bemidji with common location with
Northwestern Technical College, Bemidji
Northland Community and Technical College, East Grand Forks
Concordia College, Moorhead

Attachment # 2 (continued)

Northeast Region: **Jodi Kiminski, Regional Coordinator**
Host Campus: Lake Superior College
2101 Trinity Road
Duluth, MN 55811
218-279-2660 Office
218-260-6558 Cell
j.kiminski@lsc.edu

Northeast Region Campus Veterans Centers

Previously Established:

University of Minnesota, Duluth

Newly Established:

Lake Superior College, Duluth

Pending Completion:

Hibbing Community College, Hibbing

College of St. Scholastica, Duluth

Central Region: **James McAuley, Regional Coordinator**
Host Campus: St. Cloud State University
720 4th Ave South
St. Cloud, MN 56301
320-308-2185 Office
320-493-8153 Cell
mnva@stcloudstate.edu

Central Region Campus Veterans Centers

Previously Established:

Central Lakes College, Brainerd

Newly Established:

St. Cloud State University, St. Cloud

Alexandria Technical College, Alexandria

Pine Technical College, Pine City

St. Cloud Technical College, St. Cloud

Attachment # 2 (continued)

Metro Region:

David Schrader, Regional Coordinator

Host Campus: University Of Minnesota

One Stop Student Services Center

200 Fraser Hall

106 Pleasant Street SE

Minneapolis, MN 55455-0422

612-625-7620 Office

612-625-3002 Fax

651-285-8555 Cell

schr0381@umn.edu

Metro Region Campus Veterans Centers

Previously Established:

Minneapolis Community and Technical College

Comfort for Courage, University of Minnesota

Newly Established:

One-Stop Service Center, University of Minnesota

Inver Hills Community College, Inver Hills

Pending Completion:

Anoka-Ramsey Community College, Coon Rapids and Cambridge

Century Community College, White Bear Lake

Metropolitan State University, Minneapolis

Normandale Community College, Bloomington

North Hennepin Community College

Southwest Region:

Patricia Arnold, Regional Coordinator

Host Campus: Southwest Minnesota State University, Marshall

1501 State Street

Marshall, MN 56258

507-537-7213 Office

507-537-7145 Fax

507-401-0104 Cell

arnoldpa@southwestmsu.edu

Southwest Region Campus Veterans Centers

Previously Established:

None

Newly Established:

Southwest Minnesota State University, Marshall

Minnesota West Community and Technical College, Worthington

Minnesota West Community and Technical College, Jackson

Minnesota West Community and Technical College, Pipestone

Minnesota West Community and Technical College, Granite Falls

Minnesota West Community and Technical College, Canby

Martin Luther College, New Ulm

Pending Completion:

University of Minnesota, Morris

Attachment # 2 (continued)

Southeast Region: **Regional Coordinators: Eric Christensen and Angelina Wiger**

Host Campus: Minnesota State University, Mankato
242 Centennial Student Union
Mankato, MN 56001

Eric Christensen (PT)

507-389-5726

507-779-9446

Eric.d.christensen@us.army.mil

Angelina Wiger (PT)

651-335-6776

507-779-9375

angelina55109@yahoo.com

Southeast Region Campus Veterans Centers

Previously Established:

Winona State University, Winona

Newly Established:

Minnesota State University, Mankato

South Central College, North Mankato

South Central College, Faribault

Attachment #3

Minnesota Department of Veterans Affairs Higher Education Veterans Program Steering Committee Members

- **Minnesota Department of Veterans Affairs**
 - Commissioner Clark Dyrud, Chair
20 West 12th Street
Veterans Service Building
St. Paul, MN 55155-2079
651-296-2345
Clark.Dyrud@state.mn.us
- **Department of Military Affairs**
 - Capt. Jess Ulrick
20 West 12th Street
Veterans Service Building
St. Paul, MN 55155-2079
651-282-4590
jess.ulrick@mn.ngb.army.mil
 - 1st Lt. Christopher Kline (alternate)
651-268-8189
Christopher.p.kline@mn.ngb.army.mil
- **Minnesota State Colleges and Universities**
 - Steve Frantz, System Director for Student Life
500 World Trade Center
30 East 7th St
St Paul, MN 55101
651-296-0672
steve.frantz@so.mnscu.edu
- **University of Minnesota**
 - Mary Koskan, Departmental Director
One Stop Student Services Center
259 FraserH
106 Pleasant St SE
Minneapolis, MN 55455
612-625-0160
m-kosk@umn.edu

Attachment # 3 (continued)

- **Private Colleges and Universities**
 - To be determined
- **Office of Higher Education**
 - Tim Medd,
1450 Energy Park Dr, Suite 350
St Paul, MN 55108-5227
651-642-0527
timothy.m.medd@state.mn.us
- **County Veteran Service Officer**
 - Brad Lindsay, Olmsted County
Government Center
151 4th St SE
Rochester, MN 55904-3711
507-285-8205
lindsay.brad@co.olmsted.mn.us
- **Department of Employment and Economic Development**
 - Jim Warnest,
1st National Bank Bldg
332 Minnesota Street, #E200
St Paul, MN 55101
651-296-1194
jim.warnest@state.mn.us