



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)
Shelly Anderson Designated Representative: Center for Independent Living	Alison Canty Woodbury MN 55125
David Andrews Designated Representative: State Services for the Blind	Paul Wessel Delano MN 55328
Mayor Michael Jugovich Designated Representative: Work Force Investment Board	William Libberton White Bear Township MN 55110
Kursten Dubbels Designated Representative: Department of Education	Jennifer Mundl New Brighton MN 55112
John Bredehoft, M.S., C.R.C Designated Representative: Assistive Technology Specialist	Tom Reed Sartell MN 56377

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