



# **OFFICE OF THE MINNESOTA SECRETARY OF STATE**

*Steve Simon*

## **Notice of Vacancies in State Boards, Councils and Committees**

September 6, 2016 — The Office of the Minnesota Secretary of State today released the September 2016 notice of vacancies for various state boards, councils and committees that are accepting applications, due September 27, 2016. Minnesotans are encouraged to apply and serve in demonstration of public service. The full list of vacancies is listed below and [online](#).

**Additionally, Minnesotans will now be able to find information and updates on new vacancies on Secretary of State Steve Simon's official Facebook and Twitter pages. You can find those here:**

- [Facebook.com/MNSteveSimon](https://www.facebook.com/MNSteveSimon)
- [Twitter.com/MNSteveSimon](https://twitter.com/MNSteveSimon)

Application forms are available [online](#) and must be submitted by September 27, 2016, to be assured of full consideration by the appointing authority. Appointing authorities may choose to review applications received by the Secretary of State after August 27.

### **Submit an Application**

Applicants should include the following documents:

- Open Appointments Application Form
- Letter of Interest
- Resume or Biography

Applications may be submitted [online](#) , by email to [open.appointments@state.mn.us](mailto:open.appointments@state.mn.us) , or by mail or in person to:

Office of the Minnesota Secretary of State  
180 State Office Building  
100 Rev. Dr. Martin Luther King, Jr. Blvd.  
St Paul, MN 55155-1299

The monthly Notice of Vacancies is posted on [www.sos.state.mn.us](http://www.sos.state.mn.us) the first Monday of every month and is provided by email to those who [subscribe for the notice](#).

In accordance with the Minnesota Open Appointments Law, the Secretary of State acts as an administrator in publishing vacancies, receiving applications and recording appointments. Applications will be reviewed and appointments made by the appointing authorities; questions about specific vacancies and appointments should be directed to the appointing authority. Applications are kept on file for a one-year period.

The 2015 Open Appointments Annual Report is available [online](#) and includes a complete listing of state boards and councils that follow the Open Appointments process, descriptions of these agencies and membership, and statistical information about appointments and vacancies during the 2015 fiscal year. A print version of the report is available at the Minnesota Bookstore, (651) 297-3000 or 1-800-657-3757.

## **Advisory Council On Wells & Borings**

Legal Basis: M.S. 103I.105  
625 North Robert Street  
St Paul, MN 55155-2538  
(651) 201-4598

**Compensation:** \$55 per diem plus expenses

**Vacancies:**

Monitoring Well Contractor (1)

**Powers and Duties:** The council advises the Department of Health on licensing or registering well contractors and explorers, and on technical matters relating to the regulation or the construction, maintenance, and ultimate sealing of wells and borings.

**Restrictions to Membership:** Membership includes the following: six water well contractors (state resident for at least three years, with at least five years of experience in well drilling, no more than two from the seven county metro area); one member a responsible individual for an explorer; two public members not connected with exploratory boring or water well contracting; one member a licensed elevator shaft contractor; one member a monitoring well contractor; one member a borer geothermal heat exchanger contractor; one representative each of the departments of Health, Natural Resources, Transportation, and the Pollution Control agency; one member a representative of the Board of Water and Soil Resources; and one member a representative of the Minnesota Geological Survey.

**Meeting Information:** Meetings are held on a quarterly basis.

**Meeting Location:** Minnesota Department of Health, 625 North Robert Street, St Paul.

---

## **Board of Barber Examiners**

Legal Basis: M.S. 154.001  
2829 University Avenue Southeast, #425  
Minneapolis, MN 55414  
(651) 201-2820

**Compensation:** Per diem

**Vacancies:**

Barber (1)

**Powers and Duties:** Oversee the administration, enforcement, regulation, and adoption of rules regulating the barber profession; make rule changes when applicable approve waivers; and enter into contracts so as to protect the public through the regulation of all license types issued to practice or participate in barbering in Minnesota.

**Restrictions to Membership:** Membership includes four members appointed by the governor, including three barber members currently licensed in Minnesota, have practiced in the licensed occupation for at least five years immediately prior to their appointment, be graduates from grade 12 of high school or have equivalent education, and have knowledge of the matters taught in registered barber schools; and one public member as defined in Minnesota Statutes section 214.02. One barber member must be a member of, or recommended by, a union of journeymen barbers, and one barber member must be a member of, or recommended by, a professional organization or barbers.

**Meeting Information:** Meetings are held every other month, January, March, May, July, September, and November.

**Meeting Location:** 2829 University Ave SE, Minneapolis.

---

## **Breeders' Fund Appropriations Advisory Committee**

Legal Basis: M.S. CHAPTER 240.18, SUBD. 4  
P.O. Box 630  
Shakopee, MN 55379  
(952) 496-7950

**Compensation:** Expenses

**Vacancies:**

Member (11)

**Powers and Duties:** To advise the Racing Commission regarding breeding industry rules and distribution of thoroughbred breeders' fund awards and purse supplements.

**Restrictions to Membership:** No restrictions other than members must be active in the breeding and/or racing of thoroughbred horses in Minnesota.

**Meeting Information:** Two meetings per year.

**Meeting Location:** Canterbury Park, Shakopee.

---

### **Explore Minnesota Tourism Council**

Legal Basis: M.S. 116U.25 (LAWS OF MN '04 CH 171)

100 Metro Square, 121 E 7th Place

St Paul, MN 55101

(651) 757-1872

**Compensation:** None

**Vacancies:**

Member (1)

**Powers and Duties:** Serve the broader interests of tourism in Minnesota by promoting activities that support, maintain, and expand the state's domestic and international travel market, thereby generating increased visitor expenditures, tax revenue and employment.

**Restrictions to Membership:** Up to 28 members appointed by the governor, including the director of Explore Minnesota Tourism, who serves as chair; 11 representatives of statewide associations representing bed and breakfast establishments, golf, festivals and events, counties, convention and visitors bureaus, lodging, resorts, trails, campgrounds, restaurants, and chambers of commerce; five representatives - one from each of the tourism marketing regions of the state; six representatives of the tourism business representing transportation, retail, travel agencies, tour operators, travel media, and convention facilities; one or more ex-officio non-voting members including at least one from the University of Minnesota Tourism Center; four legislators, two from each House, one each from the two largest political party caucuses in each House; and other persons, if any, as designated from time to time by the governor. Filling of membership vacancies is as provided in M.S. 15.059.

**Meeting Information:** Meetings are held at least four times a year and the location may vary.

**Meeting Location:** Varies

---

### **Governor's Committee On Pollinator Protection**

Legal Basis: Executive Order 16-07

625 Robert St. N.

St. Paul, MN 55155

(651) 201-6610

**Compensation:** Members may be paid expenses as authorized by the commissioner's plan adopted according to section 43A.18, subd. 2.

**Vacancies:**

Member (15)

**Powers and Duties:**

The Committee will advise the Governor, the Environmental Quality Board, the Interagency Pollinator Protection Team, and participating agencies on pollinator policy and programs. The Committee will promote statewide collaboration on pollinator protection efforts, raise public awareness of pollinator issues, review and comment on agency pollinator programs, reports, and recommendations, and identify and support opportunities for local and public-private partnerships.

**Restrictions to Membership:**

The Governor appoints up to 15 members with relevant experience in agriculture, conservation, education, academia, or local government.

**Meeting Information:** TBD

**Meeting Location:** TBD

---

## **Governor's Council On Minnesota's Lake Superior Coastal Program**

Legal Basis: EXECUTIVE ORDER 99-12 (EXTENDED EXEC ORD 11-08)

1568 Highway 2

Two Harbors, MN 55616

(218) 834-1445

**Compensation:** Expenses

**Vacancies:**

Member (9)

**Powers and Duties:** The council has four main responsibilities. It: Recommends grant funding priorities to the Department of Natural Resources (DNR); Reviews grant applications and makes grant funding recommendations to the DNR; Reviews the Coastal Program's annual budget; and Participates in periodic reviews of the Coastal Program.

**Restrictions to Membership:** Membership includes: three members from each of the four coastal counties (Carlton, Cook, Lake and St. Louis) and three at-large members. County members must be endorsed by a city, township or county. No more than one elected official per county. No more than 5 council members may represent any one county at any time.

**Meeting Information:** Meetings are held five times each year, or as necessary, and the location may vary.

**Meeting Location:** Varies.

---

## **Human Services Performance Council**

Legal Basis: 402A.16

540 Cedar Street

St Paul, MN 55101

(651) 431-2935

**Compensation:**

**Vacancies:**

Member (2)

**Powers and Duties:**

Human Services Performance Council membership shall be equally balanced among the following five stakeholder groups: The Association of Minnesota Counties, the Minnesota Association of County Social Service Administrators, the Department of Human Services, tribes and communities of color, and service providers and advocates for persons receiving human services. The Association of Minnesota Counties and the Minnesota Association of County Social Service Administrators shall appoint their own respective representatives. The commissioner of human services shall appoint representatives of the Department of Human Services, tribes and communities of color, and social services providers and advocates.

**Restrictions to Membership:**

Human Services Performance Council membership shall be equally balanced among the following five stakeholder groups: The Association of Minnesota Counties, the Minnesota Association of County Social Service Administrators, the Department of Human Services, tribes and communities of color, and service providers and advocates for persons receiving human services. The Association of Minnesota Counties and the Minnesota Association of County Social Service Administrators shall appoint their own respective representatives. The commissioner of human services shall appoint representatives of the Department of Human Services, tribes and communities of color, and social services providers and advocates.

**Meeting Information:** Meetings are scheduled four (4) times per year.

**Meeting Location:** St. Paul (location varies)

---

## **Medical Services Review Board**

Legal Basis: M.S. 176.103.

Dept. Of Labor and Industry, Rehab. & Medical Affairs, 443 Lafayette Rd. N.

St. Paul, MN 55155

(651) 284-5018

**Compensation:** \$55 per diem plus expenses

**Vacancies:**

Physician Member (1)

**Powers and Duties:** The board advises the Department of Labor and Industry on medical matters relating to workers' compensation, makes determinations on inappropriate, unnecessary or excessive treatment under M.S. 176.103, subd. 2, and may issue penalties for violation of rules following a contested case procedure under chapter 14 under M.S. 176.103, subd.3.

**Restrictions to Membership:** There is created a Medical Services Review Board composed of the commissioner or the commissioner's designee as an ex officio member; two persons representing chiropractic; one person representing hospitals; one physical therapist; one registered nurse; one occupational therapist; and six physicians representing different specialties which the commissioner determines are the most frequently utilized by injured employees. The board shall also have one person representing employees, one person representing employers or insurers. The members shall be appointed by the commissioner and shall be governed by section 15.0575. Terms of the board's members may be renewed. The board may appoint from its members whatever subcommittees it deems appropriate. Notwithstanding section 15.059, this board does not expire unless the board no longer fulfills the purpose for which the board was established, the board has not met in the last 18 months, or the board does not comply with the registration requirements of section 15.0599, subdivision 3. The commissioner may appoint alternates for one-year terms to serve as a member when a member is unavailable. The number of alternates shall not exceed one chiropractor; one physical therapist; one registered nurse; one hospital representative; three physicians; one employee representative; one employer or insurer representative; and one occupational therapist.

**Meeting Information:** Meetings are held the third Thursday quarterly from 4 - 6:00 p.m. at

**Meeting Location:** 443 Lafayette Road North, St. Paul.

---

### **Standardbred Breeders' Fund Appropriation Advisory Committee**

Legal Basis: M.S. 240.18, Subd. 4.

1100 Canterbury Rd, Box 630

Shakopee, MN 55379

(651) 452-3955

**Compensation:** Mileage

**Vacancies:**

Member (7)

**Powers and Duties:** To advise the Racing Commission regarding breeding industry rules and distribution of Standardbred breeders' fund awards and purse supplements.

**Restrictions to Membership:** The members must be active in the breeding and/or racing of Standardbred horses in Minnesota.

**Meeting Information:** The Committee is expected to meet at least two times per year for 1-2 hours per meeting.

**Meeting Location:** TBD

---

### **Statewide Independent Living Council**

Legal Basis: Workforce Innovation and Opportunity Act (WIOA),

MN Deed, Rehab. Serv., 1st Natl Bank Building; 332 Minnesota St., #e200

St. Paul, MN 55101

(612) 518-1497

**Compensation:** \$55 per diem plus expenses

**Vacancies:**

Center Director (1)

Member (5)

Organization and Advocacy Rep (1)

Public Member (2)

**Powers and Duties:** Jointly develop and sign the State Plan for Independent Living. Monitor, review, and evaluate the implementation of the State Plan; As appropriate, coordinate activities with other entities in the State that provide services similar

to or complementary to independent living services, such as entities that facilitate the provision of or provide long-term community-based services and supports. Meet regularly and ensure that all meetings of the Council are open to the public and sufficient advance notice is provided; and Submit to the Administrator such periodic reports as the Administrator may reasonably request, and keep such records, and afford access to such records, as the Administrator finds necessary to verify the information in such reports. The Council is authorized to hold such hearings and forums as the Council may determine to be necessary to carry out the duties of the Council. Included in the new legislation are what is labeled "Authorities". Work with centers for independent living to coordinate services with public and private entities in order to improve services provided to individuals with disabilities. Conduct resource development activities to support the activities described in the plan or to support the provision of independent living services by centers for independent living; Perform such other functions, consistent with the purpose of this chapter and comparable to other functions described in this subsection, as the Council determines to be appropriate. The Council shall not provide independent living services directly to individuals with significant disabilities or manage such services.

**Restrictions to Membership:** The Council Must Include: At least one director of a center chosen by the directors of centers within the State; and As ex-officio, nonvoting members, a representative of the Designated State Unit/Entity, and representative from State agencies that provide services for individuals with disabilities; Among its voting members, for a State in which 1 or more centers for independent living are run by, or in conjunction with, the governing bodies of American Indian tribes located on Federal or State reservations, at least 1 representative of the directors of such centers. The Council may include: Other representatives from centers for independent living; Parents and guardians of individuals with disabilities; Individuals with Disabilities; Advocates of and for individuals with disabilities; Representatives from private businesses; Representatives from organizations that provide services for individuals with disabilities; and Other appropriate individuals.

**Meeting Information:** Meetings are held on the second Thursday of the month; 9 a.m. - 3 p.m. Exceptions to this schedule are determined by the council. Meeting schedules are posted on the SILC website at: [www.mn.gov/deed/silc](http://www.mn.gov/deed/silc).

**Meeting Location:** Meetings are held in the metropolitan area. Please refer to the website for locations.)

---

## **Task Force On Medical Cannabis Therapeutic Research**

Legal Basis: M.S. 152.36 / LAWS 2014; CHAP 311, SEC. 16.

72 State Office Building

St Paul, MN 55155

(651) 201-5811

**Compensation:** per 15.059 Subd. 6.

**Vacancies:**

Substance Use Disorder Treatment Provider (1)

**Powers and Duties:** The task force shall hold hearings to conduct an assessment that evaluates the impact of the use of medical cannabis and evaluates Minnesota's activities and other states' activities involving medical cannabis. The group shall offer analysis of the program design and implementation; the impact on the health care provider community; patient experiences; the impact on the incidence of substance abuse; access to and quality of medical cannabis and medical cannabis products; the impact on law enforcement and prosecutions; public awareness and perception; and any unintended consequences. By February 1, 2015 the co-chairs of the task force must submit a report to the chairs and ranking minority members of the Legislature on the design and implementation of the registry program, and every two years after they will submit a impact assessment report. They will also submit a completed cost assessment. The task force may make recommendations to the Legislature on whether to add or remove conditions from the list of qualifying medical conditions.

**Restrictions to Membership:** Membership includes: four members representing consumers or patients enrolled in the registry program, two of whom must be parents of patients under the age of 18; three members representing health care providers; one licensed pharmacist; one member from the Minnesota Chiefs of Police Association; one member from the Minnesota Sheriff's Association; one member from the Minnesota Police and Peace Officers Association; one member from the Minnesota County Attorneys Association; and four members representing substance use disorder treatment providers.

**Meeting Information:** The first meeting will be held by August 1, 2014.

**Meeting Location:** Senate Office Building