OFFICE OF THE MINNESOTA SECRETARY OF STATE

Mark Ritchie

Notice of Vacancies in State Boards, Councils and Committees

May 5, 2014 — The Office of the Minnesota Secretary of State today released the May notice of vacancies for various state boards, councils and committees that are accepting applications, due May 27, 2014. Minnesotans are encouraged to apply and serve in demonstration of public service. The full list of vacancies is listed below and online.

Application forms are available online and must be submitted by May 27, 2014, to assured of full consideration by the appointing authority. Appointing authorities may choose to review applications received by the Secretary of State after May 27.

Submit an Application

Applicants should include the following documents:

- Open Appointments Application Form (completed, signed and dated)
- Letter of Interest
- Resume or Biography

Applications may be submitted online , by email to 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 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 2013 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 2013 fiscal year. A print version of the report is available at the Minnesota Bookstore, (651) 297-3000 or 1-800-657-3757.

ALCOHOL AND OTHER DRUG ABUSE ADVISORY COUNCIL
PO BOX 64977
ST PAUL, MN 55164-0977
651-431-2467
M.S. 254A.04
Appointing: Commissioner Health; Commissioner DHS
Compensation: $55 per diem and expenses
Vacancies: Four (4) Members with training or interest in drugs other than alcohol
Advise the Commissioner of Human Services on matters of policy and funding for the prevention and treatment of chemical dependency. Five will have training or interest in alcohol dependency and abuse and five will have training or interest in drugs other than alcohol. Quarterly meetings are held on the third Friday of every 4th month in St. Paul, MN.

AUTOMOBILE THEFT PREVENTION ADVISORY BOARD
MINNESOTA DEPARTMENT OF COMMERCE
85 E. 7TH PLACE
ST PAUL, MN 55101
651-296-4026
M.S. 65B.84
Appointing: Commissioner of Commerce
Compensation: $55 per diem plus expenses
Vacancies: One (1) Member (Prosecuting Agencies or Automobile Insurers)
To advise the commissioner of commerce on the distribution of grants under the automobile theft prevention grant program established by M.S. 65B.84. The board must consist of seven members appointed by the commissioner and must include representatives of law enforcement, prosecuting agencies, automobile insurers, and the public. The Board meets 1-3 times per year. There is no set meeting location.

BOARD OF TRUSTEES OF THE MINNESOTA STATE COLLEGES AND UNIVERSITIES SYSTEM
30 - 7th St. E., #350
St. Paul, MN 55101
651-201-1705
M.S. 136F.02
Appointing: Governor
Compensation: $55 per diem plus expenses
Vacancies: Four (4) – One from Congressional District Three; One from Congressional District Four; One from Congressional District five; and One from Congressional District Seven
The board shall possess all powers necessary to govern the state colleges and universities and all related property. Those powers shall include, but are not limited to, those enumerated in this section. The board shall prescribe conditions of admission, set tuition and fees, approve programs of study and requirements for completion of programs, approve the awarding of appropriate certificates, diplomas, and degrees, enter into contracts and other agreements, and adopt suitable policies for the institutions it governs. To the extent practicable in protecting statewide interests, the board shall provide autonomy to the campuses while holding them accountable for their decisions. The board consists of 15 members appointed by the governor, including three members who are students who have attended an institution for at least one year and are currently enrolled at least half time in a degree, diploma, or certificate program in an institution governed by the board. The student members shall include one member from a community college, one member from a state university, and one member from a technical college. One member representing labor must be appointed after considering the recommendations made under section 136F.045. The governor is not bound by the recommendations. Appointments to the board are with the advice and consent of the senate. At least one member of the board must be a resident of each congressional district. All other members must be appointed to represent the state at large. In selecting appointees, the governor must consider the needs of the board of trustees and the balance of the board membership with respect to labor and business representation and racial, gender, geographic, and ethnic composition. Monthly meetings are held, with other committees as scheduled, at 30 E 7th St., St. Paul.

DRUG UTILIZATION REVIEW BOARD
PO BOX 64984
ST PAUL, MN 55164-0984
651-431-2505
OBRA 1990
Appointing: Commissioner of Human Services
Compensation: $100 per meeting + mileage
Vacancies: One Physician Member
The Board exists to advise the commissioner per Minnesota Statutes 2012 - 256B.0625 subd. 13i. Drug Utilization Review Board to implement a medical assistance retrospective and prospective drug utilization review program as required by United States Code, title 42, section 1396r-8, subsection (g), paragraph (3). The board must be comprised of at least three but no more than four licensed physicians actively engaged in the practice of medicine in Minnesota; at least three licensed pharmacists actively engaged in the practice of pharmacy in Minnesota; and one consumer representative. The remainder must be made up of health care professionals who are licensed in their field and have recognized knowledge in the clinically appropriate prescribing, dispensing, and monitoring of covered outpatient drugs. Meetings are held on a quarterly basis for approximately 3 hours, at the Department of Human Services.

GOVERNING COMMITTEE OF THE MINNESOTA AUTOMOBILE INSURANCE PLAN
PO BOX 6530
PROVIDENCE, RI 02940
888-706-6100
M.S. SECTION 65B.03
Appointing: Commissioner of Commerce
Compensation: $100 per diem for public members
Vacancies: One (1) Member
The Governing Committee shall have the power to direct the operation of the facility [the Minnesota Automobile Insurance Plan] in all pursuits consistent with the purposes of sections 65B.01 to 65B.12. While there are no specific eligibility requirements in the statute, public members need some knowledge of motor vehicle insurance to be able to effectively serve on the governing committee. Meetings are held on a semi-annual basis at various locations in the twin city area.

MN INSURANCE GUARANTY ASSOCIATION
DEPARTMENT OF COMMERCE
85 E 7TH PLACE, SUITE 500
ST. PAUL, MN 55101
651-296-4976
M.S. 60C.08, SUBD. 1.
Appointing: Commissioner of Commerce
Compensation: Reimbursed for expenses
Vacancies: Two (2) Public Members
The association provides for the payment of covered claims to avoid financial loss to policyholders because of the liquidation of an insurer. The nine members include two public members who are appointed by the Commissioner of the Dept. of Commerce for a period of two years. Meetings are held as needed, and there is no set meeting location.

MN JOINT UNDERWRITING ASSOCIATION - LIABILITY INSURANCE
MINNESOTA DEPARTMENT OF COMMERCE
85 7TH PLACE E., #500
ST. PAUL, MN 55101-2198
651-222-0484
M.S. 62I.02.
Appointing: Commissioner of Commerce
Compensation: $200 per diem plus mileage

Vacancies: Two (2) Members

The association provides liability insurance coverage for persons unable to obtain it through ordinary means where coverage is required by law or is necessary for the conduct of business and serves a public purpose. The Association will provide insurance to eligible persons or entities unable to obtain insurance in the private marketplace. The statutory purpose of the Association is not to be a market competition or a market regulator. The association shall have a board of directors composed of 11 persons chosen as follows: seven persons elected by members of the association at a meeting called by the commissioner; eight public members, as defined in section 214.02, appointed by the commissioner, one of whom is a licensed medical health care professional and two of whom are representing groupos insured by the MJUA; and three members, appointed by the commissioner representing groups to whom coverage has been extended by the association. The terms of the members shall be four years. Terms may be staggered so that no more than six members are appointed or elected every two years. Members may serve until their successors are appointed or elected. If at any time no coverage is currently extended by the association, then either additional public members may be appointed to fill these three positions or, at the option of the commissioner, representatives from groups who had previously been covered by the association may serve as directors. In the event that the commissioner assigns the responsibility for administering Chapter 62F to the Minnesota Joint Underwriting Association, the board of directors must be increased by four additional members. The commissioner shall appoint two of the additional members, one of whom must be a licensed health care provider, and one of whom must be a public member. Association members shall elect the other two members, one of whom must be representative of medical malpractice insurers, and one of whom must be a representative of personal injury liability insurers. Quarterly meetings are held, but the Association may meet more frequently when necessary. There is no set meeting location.

MN WORKERS COMPENSATION INSURERS' ASSOCIATION (DATA SERVICE ORGANIZATION)
7701 FRANCE AVENUE SOUTH, # 450
MINNEAPOLIS, MN 55435-3200
952-897-1737
M.S. 79.61

Appointing: Commissioner of Commerce

Compensation: Reimbursement for expenses

Vacancies: One (1) Member

The association oversees the administration of the Minnesota Workers Compensation Insurers' Association (Data Services Organization). The twelve members include two employer representatives who are appointed by the Commissioner of Commerce. Meetings are held on a quarterly basis at 7701 France Ave, #450, Minneapolis, MN.

OCCUPATIONAL THERAPY PRACTITIONERS ADVISORY COUNCIL
MINNESOTA DEPARTMENT OF HEALTH
HEALTH OCCUPATIONS PROGRAM
PO BOX 64882
ST. PAUL, MN 55164-0882
651-201-3723
M.S. 148.6450

Appointing: Commissioner of Health

Compensation: $55 per diem plus expenses

Vacancies: One (1) Public Member

Advises the Commissioner of Health regarding licensing standards, enforcement of licensing statutes, action on licensing applications and disciplinary actions; provide for distribution of information on occupational therapy practitioners licensing standards. The seven members include two public members, two occupational therapists, two occupational therapy assistants, and one other credentialed practitioner who works collaboratively with occupational therapy practitioners. Meetings are held on a quarterly basis in the Metro area. Exact location is published on the Department's website.

PESTICIDE MANAGEMENT PLAN COMMITTEE.
625 N ROBERT ST
ST PAUL, MN 55155
651-201-6588

MS 15.014
Appointing: Commissioner of Agriculture
Compensation: Expenses
Vacancies: Ten (10) Members, including two At-Large Representatives, one Environmental Organization Representative, one Farmer Representative, one Farm Organization Representative, one Industry Representative, one University of Minnesota Extension Service Representative. Additionally, State Agency Representatives to include the Minnesota Pollution Control Agency, the Minnesota Department of Health, and Minnesota Department of Natural Resources.
To provide the commissioner with informed and diverse comment on evaluation activities and decisions related to the implementation of the state Pesticide Management Plan for the Protection of Groundwater and Surface Water (the PMP). The MDA is committed to applicant representation from: the Minnesota Pollution Control Agency, the Minnesota Department of Health, the Minnesota Department of Natural Resources, the University of Minnesota Extension Service, farm organizations, farmers, environmental organizations, and industry. Representatives from other stakeholder sectors are also encouraged to apply. The commissioner will establish the final composition of the committee. Members should, but are not required to, have scientific expertise in areas such as hydrology, natural resources, pesticide chemistry, pesticide use, public health, soil chemistry or toxicology. Meetings are held, at least annually, supplemented with email consultation, at the Minnesota Department of Agriculture, 625 N Robert St., St. Paul, MN.

STATE INNOVATION MODEL (SIM) COMMUNITY ADVISORY TASK FORCE
MINNESOTA DEPARTMENT OF HEALTH
85 E. 7TH PLACE, #220
ST PAUL, MN 55155
651-201-3564
M.S. 15.014
Appointing: Commissioners of Health and Human Services
Compensation: None
Vacancies: One (1) Specialty Care Provider Representative
The SIM Community Advisory Task Force provides strategic direction and guides decision making to advance the goals outlined in Minnesota's State Innovation Model Testing proposal that focus on community and patient engagement, integration across the continuum of care, and population health improvement. Duties include: (1) Advising on priorities, providing input on the development of strategies, and identifying resources and support necessary to implement strategies and achieve SIM goals; (2) Providing guidance on communications, consumer engagement, and culturally appropriate outreach; (3) Discussing strategies for integration of services across care delivery settings and alignment of approaches across providers/payers/communities; (4) Providing guidance on opportunities to leverage or building upon existing investments in technical infrastructure, including electronic health records and other health information technologies; (5) Offering guidance and assistance in educating communities on new models of care delivery and strategies for patient engagement; (6) Developing strategies to identify and share best practices, success stories, and evidence of local impact; and (7) Guiding discussions to identify approaches for sustainability of activities and alignment with related efforts. Please note that the appointing authority for this task force requires that applicants submit a current copy of their resume, a cover letter describing why they are interested in serving on the SIM, and a description of how their background, education, and/or experience (including the other health-related committees and task forces they participate in) that makes them a qualified representative for the position they are applying for. Applicants should also indicate any potential conflicts of interest. Additional information on the SIM Community Advisory Task Force is available at the following link: http://mn.gov/health-reform/SIM/advisory/. Membership includes: Local Public Health Representative, Primary Care Practitioner Representative, Specialty Care Provider Representative, Hospital Representative, Representative of Community or Cultural Organizations focused on health disparities / health equity, representative of Tribal Organizations, representative of consumers, representative of employers, representative of County Human Services, Social Services representative, Behavioral, Mental and Chemical Health representative, Health Plan/Payer representative, Schools/School District representative, Faith-Based Organization representative, and At-Large representative. Each representative must be able to 1) bring the perspectives of the community they are representing to task force discussions and decisions, 2) Keep the Minnesota SIM goals foremost in their decisions and votes, 3) Review meeting materials ahead of time and be prepared to contribute clear and focused ideas for committee discussion, and 4) Attend meetings and participate in conference calls, alerting staff and the chairs ahead of time to any scheduled absence. Meetings are expected to be held on a quarterly basis.