

**MINNESOTA HIGH SPEED RAIL COMMISSION MEETING
MARCH 18, 2010
MEETING SUMMARY**

MEMBERS:

Dakota County RRA; Will Branning	City of St. Paul; Russ Stark
Ramsey County RRA; Janice Rettman	City of St. Charles; William Spitzer
Winona County RRA; Jim Pomeroy	La Crosse Area Planning Committee*; Tom Faella
City of Cottage Grove; Jen Peterson	
City of Red Wing; John Howe	
City of Lake City; Andru Peters	
City of Utica; Tate Ferguson	
City of Winona; Jerry Miller	

*Ex-officio member

OTHERS:

Ramsey County RRA; Mike Rogers	
Washington County RRA; Andy Gitzlaff	
Goodhue County; Ken Bjornstad	
City of Winona; Judy Bodway	

1. APPROVAL OF AGENDA

A motion to approve was requested. Mayor Howe moved for approval of the agenda. The motion was seconded by Commissioner Branning. The motion passed unanimously.

2. CHECKS AND CLAIMS

A motion to approve was requested. Mayor Howe moved for approval of the checks and claims. The motion was seconded by Commissioner Branning. The motion passed unanimously.

3. MINUTES OF THE JANUARY 7, 2010 MEETING

A motion to approve was requested. Councilmember Rettman moved for approval of the February 4, 2010 meeting minutes. The motion was seconded by Mayor Howe.

The motion passed unanimously.

4. COMMISSION COMMUNICATIONS RFP

Mr. Rogers walked through the memo included in the Commission’s packet. He noted the Strategic Communications Plan was in draft form and would be on the April agenda for approval. Once approved, the Commission would need to implement its plan. The RFP proposed would include the implementation of the plan, particularly media relations and website maintenance and hosting.

Discussion on the need to implement the Strategic Communications Plan (SCP) ensued. Commissioner asked that once a consultant was onboard, if they would handle all the media releases, or if individual members would be responsible for it. Mr. Rogers answered that the

consultant would be responsible for releasing the materials and that they would send copies to the members so they were aware of what was going out. Additionally, members could choose to utilize the information for additional public relations if needed. Mr. Rogers was also asked to email the media list from the SCP to members so they could review it prior to its finalization in April.

Mr. Rogers clarified that the Commission's 2010 Work Plan and Budget included \$20,000 for the proposed RFP and that the RFP could be drafted so that it allowed for extensions of the contract into 2011 and 2012.

A motion to approve was requested. Mayor moved for approval of development of a Commission Communications RFP that would be brought back to the Commission at its April meeting. The motion was seconded by Councilmember Peters.

5. OTHER

Commissioner Rettman made a motion to have the Commission send a letter to the Empire Builder Coalition a letter thanking them for all their work in setting up the joint meeting. The motion was seconded by Councilmember Peters. Discussion ensued on the importance of continued coordination between the two organizations and that the letter should include an invitation to meet again. The Commission could host the joint meeting at the Union Depot in St. Paul. Commissioners felt that the meeting should be held in September and future meetings could rotate between Corridor cities.

NEXT MEETING – APRIL 1, 2010

Being there was no further discussion the meeting was adjourned.