



# Minnesota Freight Advisory Committee

June 2016

## *Mission and Objectives*

*Advise MnDOT and other public agencies and officials on the performance and importance of Minnesota's freight transportation system to support the state's economic competitiveness.*

- *Support the development of the Statewide Freight Plan and other plans, policies and action to improve the performance of the freight transportation system.*
- *Provide a forum for the discussion of freight industry trends, issues, and needs.*
- *Provide input on recommended actions, strategies and resources to improve the state's freight transportation system.*

## *Leadership*

- There will be a Chair, Vice-Chair, and Past-Chair with terms of two years (renewable) with the Vice-Chair succeeding the Chair. Any member of MFAC – excluding ex officio members – may assume the role of Chair or Vice-Chair.
- An Executive Committee will be formed to include the Chair, Vice-Chair, Past-Chair and five to seven additional members to serve as the leadership and communications group for MFAC. Executive Committee members will have terms of two years (renewable). The MFAC Executive Committee will meet quarterly (or more often, as needed) to plan MFAC quarterly meetings, provide membership recommendations for the full committee, and discuss emerging freight issues that could be relevant for the full MFAC. All members of MFAC – including ex officio and members – may serve on the Executive Committee.

## *Membership*

- Limit **Members** to no more than 40 to be representative of private sector shippers, and carriers; industry associations, academia; and local economic development agencies. The working group felt that limiting membership would increase engagement from those designated as members and confer a sense of obligation to participate in the activities of the Committee.
- Agency participants will be **Ex Officio Members**. Examples of these members include representatives from MnDOT, DEED, Met Council, State Patrol, FHWA, and other public agencies.
- All other individuals interested in the work of MFAC are considered **Friends** and will receive information and communications and will be invited to participate in educational events held at least twice per year..

- Membership will be reviewed by the Executive Committee on a biennial basis.

## *Strategies*

- Facilitate a dialogue among key stakeholders around freight trends and important issues.
- Monitor and report on the implementation of the Statewide Freight Plan and its Action Agenda, including the development of recommendations for any revisions and updates to the Plan.
- Create an annual report for the MnDOT Commissioner that includes a “state of freight,” an overview of trends and important issues, and reports on the activities of the Freight Advisory Committee from the past year.
- Review significant MnDOT initiatives and activities and provide freight impact and benefits comments.
- Educate the public, elected officials, and other public agencies and organizations on the needs of freight transportation and the importance of investment in transportation infrastructure.
- Identify research initiatives and projects that advance the state of knowledge on freight-related topics.
- Direct the preparation and dissemination of “white papers” on freight transportation issues important to Minnesota’s economy based on need and available resources.

## *Communication*

- Create a new stand-alone MFAC website and keep it updated with information about upcoming meetings, agendas, minutes, and other relevant, up-to-date freight-related information for both MFAC members and external interested parties using various social and professional networking tools.
- Use the website as a central location for information about other freight-significant organizations, activities, events and news.
- Become a portal for information and a hub of information exchange on organizations in the state that are significant for freight.
- Incorporate information about the Statewide Freight System Plan into the MFAC website and provide information concerning the implementation of the Freight Action Plan.
- MFAC should become a communications nexus -- a hub of information exchange on organizations in the state that are significant for freight. This could be through a list of organizations on the website or other, more in-depth activity. The committee should function as a “one-stop-shop” for identifying other organizations that deal with freight and what they are doing.