ASSET MANAGEMENT COMMITTEE
April 2, 2024
Collaboration Room (WSB)
701 Xenia Ave S Ste 300, Minneapolis, MN 55416
Lunch Provided By: D. Brian's Kitchen & Catering
12:00 pm - 1:30 pm

In attendance:

Russ Matthys	X	Shannon McGrath	X	Nick Preisler	X	Luke Lortie	X
Robin Drucker	X	Sue Miller		Christine Watson	X		
Charlie Howley		Larry Poppler	X	Joe Wiita	X		
Brad Henry		Jeff Powell		Nick Wyers			

Minutes taken by:

- *Vision – Advancing quality of life for all Minnesotans through Asset Management.*
- *Mission - Support public works through Asset Management advocacy and education.*
- *Goals –*
  - *AM educational outreach to membership*
  - *Practically advance membership in AM efforts*
    - *Messaging to convince/educate decision-makers*
    - *AM resource guide for all levels of users/expertise*

1. **Introductions** – Attendees (All)
   Future Introductions to include one Committee member sharing "What I'm doing in AM now." Begin with Robin on June 25, 2024, and continue down Attendance List for following meetings.

2. **AM Message** – Tell Our Story (All)
   Develop message to share with decision makers about the benefit of an AM strategy.
   - Sub-Committee (*Robin, Larry, Charlie, Shannon*)
     - AM Standards – *Group Discussion led by Larry – Larry to re-send standards to Committee members; Russ to re-send minutes from January 9, 2024, meeting; Committee members to send standards review comments to Larry by May 31.*
   - Presentation Teams (*Jeff, Nick, Russ*)
     - Minnesota Advisory Council on Infrastructure Update – *Russ provided update*
     - 2024 Spring Conference – AM Presentation, MACI Update – Russ
       Brainstormed presentation ideas: MnDOT rep – Ask Trisha to be on panel, she is introducing MnDOT to several new AM ideas; Engage audience – consider Mentimeter Survey, also plant AM Committee members in audience to ask questions that Russ is prepared to answer (share final presentation with Brad, Larry, Nick P, Shannon)

- o 2024 PWX AM Session Update – *Robin/Russ selected to present AM utilizing basic software interactions; Similar presentation for Center of Transportation Studies Conf in May; Consider Fall Conf presentation, too*
- o 2024 MnDOT/MN Local Road Safety Regional Workshop Update - *Russ provided update*
- o City Managers Conference 2024 – *Nick P provide update, likely 2025 presentation*
- o Other Opportunities –
  90 min AM presentation (PW Exec Fellowship) – Chris to send out to others on committees; Russ to share recent presentations to House & Senate committees
  LTAP presentations – AM (Connect w/Tim P/LRRB) Robin
  CEAM Conf – Presentation AM 101– Nick
  APWA-MN Fall Conf – Data Sharing – Shannon

3. **2024-25 Budget** - Asset Management Committee (All)
   - Fiscal Year (July 1, 2024 – June 30, 2025)
   - Current Budget $1575 – Meeting Meals, Outstate Travel, AM Swag
   - Proposed Budget
   Consider printing standards (similar to LRRB handouts)
   Goal – SWAG available for out state mtgs (Local Road Safety workshops, etc); Use current budget.
   Coaster – AM reminder/encourager – Options: Enterprise AM slide by Shannon, QR code on back; Robin's PP slide of street intersection, back side list of all assets; Inventory – Maintain - Repair – Replace; something helpful for AM users.
   Handout – printing of Shannon's slides

4. **AM Resource** – User Guide (Russ/All)
   Become the AM resource guide for APWA-MN members.
   - State-wide survey - Brad

5. **AMC Committee Liaisons** – Updates (All)
   a. Executive Committee - State/County/Regional Director
   b. Other Committees
      i. Government Affairs Committee
      ii. Communications (Charlie Howley)
      iii. Conference Planning
      iv. Diversity and Inclusivity
      v. Education & Training (Joe Wiita)
      vi. Environment
      vii. History
      viii. Mn2050 (Brad Henry)
      ix. Membership
      x. Outstate
      xi. YP (Nick Preisler)
      xii. Public Awareness (Russ Matthys)
      xiii. Awards

6. **Meetings** – Schedule & Location (To Be Rotated)
   Tuesday, June 25, 12-1:30 pm, *TKDA, St. Paul*

7. **Open Forum**
   IAM meeting - @ WSB on May 15, 1:00-2:30PM
   AM Page on APWA-Mn website – Insert Robin's presentation

8. **Adjourn**