

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

MINNESOTA STATE REGULATIONS

Notice of filing by the Commissioner of Administration

We have received on this date, stamped and filed 2 copies of Rules and Regulations pertaining to the Minn Health Dept (Agency or Board)

Regulation No. 201, 209, 210, 214, 215, 219, 230

Subject: Statement of Policy + Means of Effecting Policy Appointments, Certification, Dismissal, Separation, Absences, Appeals and Salary adjustments

Department of Administration
Publication, Central Services Division
Documents Section
140 Centennial Office Building
St. Paul, Minnesota 55155
Telephone: (612) 296-2874

FILED
RICHARD L. BRUBACHER
Commissioner of Administration

DEC 26 1975

BY Ida Standenmann
AUTH. SIGNATURE

3:10 PM
R-5

Stamped and filed with the Secretary of State 12/26/75 2:45 PM

Rev. 9-72

NEW RULES AS ADOPTED

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 201 Statement of Policy and Means of Effecting Policy

(f) Political Activity

~~(1) No employee shall participate directly or indirectly in any form of party politics. This, however, shall not be interpreted to prohibit in any way his right to express his private views as a citizen or to cast his vote according to the dictates of his conscience.~~

(1) *No employee shall use his or her official authority or influence for the purpose of interfering with or affecting the result of an election or nomination for office.*

~~(2) No employee shall directly or indirectly solicit, receive, or be in any manner concerned in the soliciting or receiving of any assessment, subscription, or contribution for any political purpose whatsoever.~~

(2) *No employee shall directly coerce, attempt to coerce, command, or advise a Merit System employee to pay, lend, or contribute anything of value to a party, committee, organization, agency, or person for political purposes.*

~~(3) No employee shall in any manner change the official rank or compensation of any other employee, or promise or threaten to do so, for giving or withholding or neglecting to make any contribution of money or service for any political purpose.~~

(3) *No employee shall be a candidate in a partisan election for any public office or for any political party office which is obtained through a partisan election.*

(4) *An employee continues to be covered by the Federal Hatch Act restrictions including all the restrictions listed in MHD 201 (f) (1) through (5) while on annual leave, sick leave, leave without pay or administrative leave.* Any employee shall resign from the service upon filing as a candidate for public office, except as provided in MHD 201 (f) (5).

~~(5) Any employee may be a candidate for and occupy a village, township, or school district office if the office is one for which the compensation provided does not exceed $600 per year.~~

(5) *Any employee may be a candidate in nonpartisan elections. These are elections in which none of the candidates is to be nominated or elected as representing a political party whose candidates for presidential election received votes at the last preceding presidential election.*

(6) All prohibitions of political activity provided in the Federal Hatch Act apply to employees under the Merit System.

EFFECTIVE DATE

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 209 Certification of Eligibles

(c) Certification Methods

(4) The appointing authority may select for appointment anyone among the certified candidates. ~~except in the case of certification of a veteran (see MHD 209 (f) (1) and Minnesota Statutes, Section 197.45).~~

EFFECTIVE DATE

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 210 Appointments

(f) Veteran's Preference

(1) Preference in the establishment of eligible registers ~~and in appointments~~ shall be given to veterans in accordance with the provisions of Minnesota Statutes, ~~1969~~, Section ~~197.45~~ *43.30*~~,~~ ~~who qualify for such appointments in accordance with these rules.~~

EFFECTIVE DATE

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 214 Separation, Tenure, and Reinstatement

(b) Dismissals

(2) No employee who has permanent status shall be dismissed from his position except for just cause. Before the action is taken, a permanent employee shall be furnished with a statement, in writing, setting forth reasons for the dismissal. He shall be permitted five days time to reply thereto, in writing, or upon request, to appear personally and reply to the appointing authority. A copy of the statement and the employee's reply, if any, shall be filed with the Supervisor prior to the effective date of the dismissal. Any such employee who is dismissed may demand a hearing before the Merit System Council in the manner prescribed by MHD 219 (e) (2). *(See MHD 219 (e) (4) for dismissal procedure for veterans.)*

EFFECTIVE DATE

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 215 Leaves of Absence

(h) Holidays

(1) Permanent, probationary, provisional, limited-term, and full time trainee employees whose normally scheduled work day falls on a holiday listed below shall receive time off from work with pay for that day. Compensatory time off shall be allowed for work done on these days except when payment is received. Emergency employees are not eligible for holiday pay. Employees who work less than full time and who are eligible for holiday pay shall receive such pay equivalent to the number of hours they normally would have been scheduled to work on that day if it had not been a holiday.

New Year's Day--January 1

Lincoln's and Washington's Birthday--the third Monday in February

Memorial Day--the last Monday in May

Independence Day--July 4

Labor Day--the first Monday in September

Christopher Columbus Day--the second Monday in October

Veteran's Day--~~the fourth Monday in October~~ *November 11*

Thanksgiving Day--the fourth Thursday in November

Christmas Day--December 25

(2) When New Year's Day, Independence Day, *Veteran's Day*, or Christmas Day falls on Sunday, the following Monday shall be a non-work day. When New Year's Day, Independence Day, *Veteran's Day*, or Christmas Day falls on Saturday, the preceding Friday shall be a holiday.

(3) The local public health authority may designate additional days as holidays, with or without pay, as may be necessary to conform to the policy and practice followed in other offices in the local government.

EFFECTIVE DATE

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 219 Appeals

(e) Appeal from Dismissal, Suspension, Demotion or Reduction in Pay

(4) Any ~~permanent employee entitled to preference~~ *veteran* under the provisions of Minnesota Statutes ~~1969~~, ~~Chapter~~ *197.46*, ~~Section 45 and 46~~, shall not be removed except for incompetency or misconduct shown after a hearing, upon due notice, upon stated charges, in writing. The hearing shall be held before the Council.

EFFECTIVE DATE

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 219 Appeals

(f) Appeal from Denial of Salary Increase

(1) Any permanent employee who has not received a salary increase for a twelve-month period and who is denied a salary increase may appeal the denial of the increase to the Council within 30 days following the receipt of the letter of denial. In the case of such an appeal, the Council shall consider the reasons given for denial and, if such reasons take into account the merit of the performance of the employee, shall deny the hearing of the appeal. If the reasons given do not reflect on the merit of the performance of the employee, the Council shall take testimony regarding the performance of the employee and the appointing authority and the employee shall have the right to present witnesses and give evidence before the Council. Within a reasonable period of time following the hearing the Council shall determine whether the employee is to be reconsidered by the appointing authority for a salary increase and shall recommend that an increase be granted or not granted.

~~(f)~~ *(g)* Investigations and Appeals

(1) The Council shall receive and consider any protest by an employee or appointing authority in any manner concerned with the administration of these rules and, after such investigation and hearing, or either of them, as the Council may deem desirable in any case, shall recommend to the Commissioner such remedial action as it may deem warranted.

EFFECTIVE DATE

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 230 Salary Adjustments and Increases

(b) Adjustments to be Made in Accordance with Official Compensation Plan

(1) Adjustments in the rates of pay of incumbents of positions in order to conform to a newly adopted or currently effective compensation plan shall be in accordance with the following provisions:

(aa) If the rate of pay of employees is below the minimum of the range prescribed for their class of positions, the rate shall be adjusted to that minimum, or the general adjustment adopted for employees, whichever is greater *except as provided in (cc) below.*

(bb) If the rate of pay of employees is at or above the new minimum salary adopted for their class, the employee shall receive at least the general adjustment adopted *except as provided in (cc) below* but if their class was adjusted to a greater extent than the general adjustment granted employees they may receive a further adjustment as provided in MHD 204 (d) (6) as long as such further adjustment would not place them over the new maximum salary for their class.

(cc) If an employee has received an optional salary adjustment (not a salary increase - merit increase on probation or anniversary) in the preceding calendar year in excess of the general adjustment adopted for that year a local public health authority may deduct this amount of increase from the general adjustment adopted for the next calendar year providing that all employees: 1) are at least at the new minimum; 2) remain on an existing salary step; and 3) receive at least the percentage or dollar amount of general adjustment adopted each year counting any extra salary adjustment (but not including any salary increase - merit increase on probation or anniversary) in the preceding calendar year.

~~(ee)~~ *(dd)* Employees can be granted salary adjustments over the maximum salary prescribed for their class, only if such an adjustment is adopted following the annual salary public hearing and then only in the amount adopted for their class.

~~(dd)~~ *(ee)* If the rate of pay of an employee is higher than the maximum of the range prescribed for his class of positions, the rate may remain the same as long as the employee retains the same position.

~~(ee)~~ *(ff)* Except in any adjustments over the maximum, if the rate of pay of an employee falls between the minimum and maximum of the range prescribed for his class of positions but does not correspond with any intermediate step in the range, such rate shall be adjusted to the nearest higher step in the range, except as provided in MHD 230 (b) (2).

Effective Date:

Changes and additions indicated by *italics*, deletion by ~~strike-out~~.

MHD 230 Salary Adjustments and Increases

(c) Salary Increases

(3) A salary increase for each employee not at the maximum of his class of positions shall be considered at least once each twelve-month period. In the event that an increase is not granted, the reasons for the denial of the increase shall be reported, in writing, to the employee and to the Merit System Supervisor. *If an employee is not furnished with the reasons why the merit increase was not granted in writing within two months following the twelve-month period the employee shall automatically receive the merit increase effective on the first day of the month following the expiration of the two-month grace period.*

APPROVED AS TO FORM AND LEGALITY
DEC 24 1975 19
WARREN SPANNAUS, ATTORNEY GENERAL
BY /s/ Michael B. Miller
SPECIAL ASSISTANT ATTORNEY GENERAL

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
DEC 26 1975 2:45 pm
Joan Anderson Growe
Secretary of State

FILED
RICHARD L. BRUBACHER
Commissioner of Administration
DEC 26 1975
BY Eda Staudenmaier
AUTH. SIGNATURE
3:10 pm.

EFFECTIVE DATE: 1-1-76

ADMIN. 1000

STATE OF MINNESOTA

DEPARTMENT ATTORNEY GENERAL-Health

Office Memorandum

TO : Michael Miller
Special Assistant
Attorney General
G19 Administration Building

DATE: Dec. 9, 1975

FROM : Richard A. Wexler
Assistant Attorney General

SUBJECT: Submission of General Amendments to Public Health Merit System for Review and Approval

I refer you to the first paragraph of my memo of this date subject, Submission of the Amendment to the Compensation Plan of the Public Health Merit System for Review and Approval for a brief description of the merit system and the reason for its existence.

The amendments here relate to the procedures and standards of employment as opposed to the salary schedules. Many of these amendments are intended to bring the merit system into compliance with recently amended state and federal legislation relating to public employee involvement in political activity, treatment of veterans, and scheduling of holidays. The remaining two rules provide for an appeal procedure in case of a denial of a salary increase and for a mandatory salary increase when the employer fails to notify the employee in writing within two months of the employee becoming eligible for an increase of the reasons for denial thereof.

I do not see any problems with these amendments. There was little comment made at the hearing and none of any real significance.

Give me a call at #5370 if you have any questions.

RAW:cs

Enclosures

cc: Bill Daly
Jack McKasy

STATE OF MINNESOTA

COUNTY OF HENNEPIN

BEFORE THE MINNESOTA

STATE BOARD OF HEALTH

In the Matter of Proposed Amendments to The Minnesota Public Health Merit System, Minn. Rules MHD 200 - 251

ORDER FOR HEARING

In order to implement effectively Minn. Stat. Sec. 144.071 (1974), it is necessary to consider adoption of the proposed amendments to the rules above captioned pursuant to the authority vested in the State Board of Health by the above referenced statute.

NOW, THEREFORE, IT IS ORDERED this 14 day of July, 1975, pursuant to Minn. Reg. MHD 201 2C, that a public hearing on the proposed amendments to the rules above captioned be held in Room D, Veterans Service Building, 20 West 12th Street and Columbus Avenue, St. Paul, Minnesota, on Thursday, August 21, 1975, commencing at 9:30 A.M. and continuing until all representatives of associations or other groups or persons have had the opportunity to be heard.

IT IS FURTHER ORDERED that notice of said hearing shall be given and copies of the proposed regulations shall be made available to all representatives of associations or other interested groups or persons who have registered their names with the Secretary of State for that purpose and all persons who are presently members of the Minnesota Legislature.

STATE OF MINNESOTA
BOARD OF HEALTH
Ellen Z. Affen Per
Warren R. Lawson
WARREN R. LAWSON, M.D.
Secretary and Executive Officer

STATE OF MINNESOTA

COUNTY OF HENNEPIN

BEFORE THE MINNESOTA

STATE BOARD OF HEALTH

IN the Matter of Proposed Amendments to The Minnesota Public Health Merit System, Minn. Rules MHD 200 - 251

NOTICE OF HEARING

Notice is hereby given that a public hearing will be held pursuant to Minnesota Statutes Section 15.0412 Subd. 4 (1974) and Minnesota Statutes Section 144.071 (1974) in the above entitled matter in Room D, Veterans Service Building, Columbus Avenue (between Wabasha and Iglehart), St. Paul, Minnesota, on Thursday, August 21, 1975, commencing at 9:30 a.m. and continuing until all representatives of associations or other interested groups or persons have an opportunity to be heard concerning the adoption of the proposed rules captioned above by submitting either oral or written data, statements, or arguments. Statements or briefs may be submitted without appearing at the hearing.

Under Minn. Stat. Sec. 10A.01, Subd. 11 (1974), any individual representing persons or associations attempting to influence administrative action, such as promulgation of amendments to these rules, must register with the State Ethics Commission as a lobbyist within five (5) days of the commencement of such activity by the individual. (The State Ethics Commission is located at Room 410, State Office Building, St. Paul, Minnesota, 55155.)

This hearing will be held in conjunction with the Department of Public Welfare and the Department of Public Safety and similar changes in Merit System rules of these agencies will be considered for these departments.

The State Board of Health proposes to amend the above-entitled rules in the following areas:

One proposal involves changing the rules regarding veteran's preference to conform to the recent changes made by the Minnesota Legislature in the statutes concerning veteran's preference. (Minn. Rule MHD 209, 210, 214, 219.)

Another proposal involves changing the rule concerning holidays to conform to the change in State law returning Veteran's Day to November 11. (Minn. Rule MHD 215.)

A further matter for consideration involves the development of an appeal procedure specifically for denial of salary increases (Minn. Rule MHD 219) and the strengthening of the rule which requires that written reasons be given to employees who are not granted a salary increase after annual consideration (Minn. Rule MHD 230).

Another proposal provides that salary adjustments given to employees in a calendar year over and above the mandatory adjustment can be deducted from any mandatory adjustments given the first of the following year, if an appointing authority so desires. (Minn. Rule MHD 230.)

The final matter revises the "political activity rule" to make it conform to the recent changes in the federal Hatch Act. (Minn. Rule MHD 201.)

A copy of the Notices of Hearing of the Department of Public Welfare and the Department of Public Safety Hearing is enclosed for your information. Copies of the proposed rules are now available and may be obtained by writing to the Supervisor, Minnesota Merit System, Fourth Floor, Centennial Office Building, St. Paul, Minnesota, 55155. Additional copies will be available at the door on the date of the hearing.

Testimony or other evidence to be submitted for consideration should be pertinent to the matter at hand and may be presented either orally or in writing at the public hearing or by mailing a statement to the Supervisor, Minnesota Merit System at the address as above. If the person submitting a statement cannot be present to read his statement at the time of the hearing, the statement will be entered into the record. For those wishing to submit written statements or exhibits, it is requested that at least three (3) copies of such statement, exhibit or summary be furnished at the hearing. The record will remain open for receipt of briefs or other written material relative to the proposed rules for twenty (20) days subsequent to the public hearing.

It is suggested that to save time and avoid duplication, those organizations or associations having a common viewpoint or interest in these proceedings join together where possible and present a single statement in behalf of such interests.

STATE OF MINNESOTA
BOARD OF HEALTH

Ellen Z. Fiper for
Warren R. Lawson

WARREN R. LAWSON, M.D.
Secretary and Executive Officer

Dated: July 14, 1975.

STATE OF MINNESOTA

COUNTY OF RAMSEY

In the Matter of the Proposed Adoption of Regulations Amending the Minnesota Public Health Merit System, MDH Rules 200 - 251

AFFIDAVIT OF MAILING

Patricia Flatten, being first duly sworn, deposes and says:

That on the 18 day of July, 1975, at the City of St. Paul, County of Ramsey, State of Minnesota, he served the attached Notice of Hearing by depositing in the United States mail at said City of St. Paul, a true and correct copy thereof, properly enveloped, with postage prepaid, to all persons and associations at the addresses listed on the attached Certificate of the Secretary of State as well as to all persons listed on the attached sheet as presently being members of the Minnesota Legislature.

Patricia Flatten

Subscribed and sworn to before me this 18th day of July, 1975.

Dorothy Haider

DOROTHY HAIDER
Notary Public, Ramsey County, Minn.
My Commission Expires July 18, 1975

STATE OF MINNESOTA

COUNTY OF HENNEPIN

BEFORE THE MINNESOTA

STATE BOARD OF HEALTH

IN the Matter of Proposed Amendments to The Minnesota Public Health Merit System, Minn. Rules MHD 200 - 251

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STATE OF MINNESOTA
BOARD OF HEALTH
Ellen Z. Fifer for
Warren R. Lawson
WARREN R. LAWSON, M.D.
Secretary and Executive Officer

Dated: July 14, 1975.

STATE OF MINNESOTA

COUNTY OF RAMSEY

In the Matter of Proposed Adoption of Regulations Amending the Minnesota Public Health Merit System, MDH Rules 200-251

CERTIFICATE

I hereby certify that the attached 432 labels and one sheets for Health constitute the complete list of persons, associations, and other interested groups who as of 4:00 o'clock P.M., this 16th day of July, 1975, have requested pursuant to M.S. ~~1967~~ 1971, Section 15.0412, that their names be placed on file with the Secretary of State for the purpose of receiving notice of public hearing on proposed rules on the subject captioned above.

Secretary of State

Joan Anderson Growe

By Gail Dion

HEALTH

Abrahamson, Dr. Dean E., 243 Space Science Center, Minneapolis 55455

Booth Cold Storage Co., St.Peter & Kellogg, St. Paul

Bush, John T., Box 611, Mayo Bldg., U of M.,Mpls. 55455

Cassel, Dr. Carl V. E., Minn. State Dental Ass'n., 2236 Marshall Av.,St.Paul 55104

Deephaven Montessori School, Inc.,188 So. Circle A Dr., Wayzata, Mn. 55391

Environment Reporter, 1231 25th St., N.W., Washington D. C.

Hawley, Lyle, Graco, PO Box 1441, Mpls. 55440

Houghton, Charles, Vendo, 7246 Troost Ave., Kansas City, Miss. 64131

Higgins, J.C.,Brotherhood Rwy. Clerks, 2317 W. 7th St., Duluth

Janke, John R., Burger Chef Systems,Inc.,250 No. St., White Plains, NewYork10625

Kurtz, Mrs.Kirsten,Mn. Nurses Ass'n.,1821 Univ.Ave., St.Paul 55104

Markham,B.B., 2250 IDS Center, 80 So. 8th St.,Mpls.55402

Merck & Co., Inc. Rahway, N.J., Attn; Off of Gen. Counsel

Minneapolis & Hennepin County Mental Health Clinic, 619 S. 5th St., Mpls.55415

Minn. Nurses Assn., Attn: Geraldine Wedel, 1821 Univ. Ave. Rm. 152,St.Paul 55104

Minn. State Pharmaceutical Ass'n., 2388 University Av.,St. Paul 55104

Parke, Davis & Company, P.O.Box 118, Detroit , Michigan 48120

Patrick, Peter, 101 Central Av., S.E.,Mpls.55414

Perso, E. R., 4411 Branson St.Mpls.55424

Planning and Advisory Comm. of Crow Wing County, Court House,Brainerd 56401

Roesler, Immanuel F., 6700 Portland Av.So., Richfield 55423

Schneider, Dorothy, StPaul Bur.Health, 555 Cedar St,St.Paul 55101

Walgreen, J.E.Krahulec, 4300 Peterson, Ave.Chicago,Ill.60646

DIV. OF ENVIRONMENTAL SANITATION

U.S. Soil Conservation Serv.,517 Red.Courts Bldg.,St.Paul (Swimming pools)

HOTELS, RESORTS, RESTAURANTS

U.S.Soil Conservation Serv., 517 Red.Courts Bldg.,St. Paul (trailer Parks,etc)

MINN. PLUMBING CODE ONLY

Hendricks, Manley, % Tyler Pipe Industries, Box 2027, Tyler, Texas 50701

Higgins, Robert G. - Room 300B, 1409 Willow St.,Mpls. 55403

Sharp, Richard H., 964 W. Cecil St.,Neenah, Wisc. 54956

CEMETERIES

Fox, Howard - 244 Dayton Ave.,St. Paul 55102

ADDRESS TEST ADDRESS
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ALBERT,AA CALDER CORP
366 JACKSON ST
ST PAUL MN
55101

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CITY TESTCITY MN
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ALLENDORF MARSHALL
220 GRAIN EX 400 S 4TH
MPLS MN
55415

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ADDRESS TEST ADDRESS
CITY TESTCITY MN
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CITY TESTCITY MN
55555

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707 DEGREE OF HONOR BLD
ST PAUL MN
55101

AM CAMPING ASSN MRS LEACOCK
1235 BRIGHTON SQ
NEW BRIGHTON MN
55112

AM INST PROF GEOLOGISTS
2201 PRINCETON AVE
ST PAUL MN
55105

ANCHOR BLOCK COMPANY
PO BOX 3360
ST PAUL MN
55165

ANDERSON GRAHAM
951 E HENN
MPLS MN
55414

ANDERSON HERBERT
418 8TH ST. SO.
VIRGINIA MN
55792

ANDERSON HAROLD
BOX 3047
MANKATO MN
56001

ANDERSON JAMES
7703 NORMANDALE RD
MPLS MN
55435

ANDERSON STANFORD P
14600 MINNETONKA BLVD
MINNETONKA MN
55343

ANTHONY DICK WDSM RADIO
[illegible] E SUPR ST
[illegible]LUTH MN
55102

ARNOLD ROBERT MESPA
41 SHERBURNE
ST PAUL MN
55103

ARROWHEAD REGIONAL DEV COMM
900 ALWORTH BLDG
DULUTH MN
55802

ARVER JOHN A
2467 COHANCY
ST PAUL MN
55113

ASMUSSEN,DENNIS,MPIRG
3036 UNIV AVE SE
MPLS MN
55414

ASSOCIATED GEN CONTROF MN
48 E 8TH STREET
ST PAUL MN
55101

ASSOCIATED INDUST OF MPLS
NATIONAL BLDG
MPLS MN
55402

ASSN OF MINN COUNTIES
55 SHERBURNE AVE #203
ST PAUL MN
55103

ASSN RESIDENCES FOR RETARDED
459 RICE SUITE 301
ST PAUL MN
55103

AUTOMOBILE MFRS ASSN INC
55 SHERBURNE AVE
ST PAUL MN
55103

BABCOCK LOCHER NELSON ET
118 E MAIN ST
ANOKA MN
55303

[illegible]DALICH JOHN P
2025 THOMPSON AVE
SO ST PAUL MN
55075

BARRETT FRED
ST LOUIS CO COURT HOUSE
DULUTH MN

BARKER KENT
8100 34TH AVE SO
MPLS MN
55420

BARTHOLOW HAROLD E FIRE C
2600 109 AVE N W
COON RAPIDS MN
55433

BECKLIN ROBERT C
447 N W 4TH
CAMBRIDGE MN
55008

BEECHER EVERETT
10 10 1ST ST SO
HOPKINS MN

BEMIDJI STATE COLLEGE
PLACEMENT BUR.J.C.BRADY
BEMIDJI MN
56601

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300 ROANOKE BLDG
MPLS MN
55402

BERGSETH THOMAS
1011 NICOLLET MALL
MPLS MN
55403

BEST FLANAGAN ET AL
1ST NATL BANK BLDG
MPLS MN
55402

BEUTEL ROBERT
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NEW BRIGHTON MN
55112

MPLS MN
55402

MPLS MN
55403

55402

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BLOMQUIST BARRY L

NORTH BRANCH MN
55056

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2215 W OLD SHAKOPEE RD
BLOOMINGTON MN
55431

BREHL JAMES W
332 HAMM BLDG
ST PAUL MN
55102

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2200 W 1ST NATL BK BLDG
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BRIGHAM E M III
RR4
RED WING MN
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BROEKER JOHN
2850METRO DR. SUITE 504
BLOOMINGTON MN
55420

BROOKS WILLIAM F JR
854 MIDLAND BK BLDG
MPLS MN
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BROWN D M GOODRIDGE PUB S
IND DIST #561
GOODRIDGE MN
56725

BRUNBACHER RICHARD COMM ADM
2[illegible] ADM BLDG
ST PAUL MN
55101

BRUNING C.R.DEPT.CLINIC.EXP.
BURTON HALL
MPLS. MN
55455

BUCHHOLTZ CHARLES
5044 BRENT AVE E
INV GRV HTS MN
55075

BURGER ALBERT
600 DEGREE OF HONOR BLD
ST PAUL MN
55101

BUR.ENGR.IND.DIV. MR.KIBIGER
219 N. 2ND ST.
MPLS. MN

BUR NATL AFFAIRS INC
1231 25TH ST NW
WASHINGTON DC
20037

BUSCH NOEL
3131 FERNBROOK LANE N
MPLS MN
55441

CAIN RUTH
730 E 38TH ST
MPLS MN
55407

CAIRNS JOHN A
~~660 NW BK BLDG~~ 47th Flr IDS Center
MPLS MN
55402

CARLSON CARL L
7516 80TH ST S
COTTAGE GROVE MN
55016

CARLSON VERNE E
BOX 755 CITY HALL
WILLMAR MN
56201

CARRISON DALE K
MANKATO STATE COLLEGE
MANKATO MN
56001

CENTRAL BUSINESS DATA
BENSON RADIO ARCADE BLD
BENSON MN
56215

CENTRAL MN REGIONAL DEV COMM
1139 FRANKLIN AVE
SAUK RAPIDS MN
56379

CHAMBER OF COMMERCE
30 SO 1ST AVE EAST
ELY MN
55731

CHAMBERLAIN JOHN L
PO BOX 241
MPLS MN
55440

CHERCHES CHRIS CITY MGR
5005 MTKA BLVD
ST LOUIS PARK MN
55416

CHRISTIAN SCI COMM ON PUB
1821 UNIV AVE SUITE 271
ST PAUL MN
55104

CHRISTIANSEN FREDRIK
RM 505 CAPITOL SQ BLDG
ST PAUL MN
55155

CITY CLERK
386 CITY HALL
ST PAUL MN
55102

CITIZENS LEAGUE
530 SYNDICATE BLDG
MPLS MN
55402

CLARKSON J.B.
2350 I.D.S. CENTER
MINNEAPOLIS MN
55402

CLAUSEN PHILLIP
2307 STANDISH ST
ST PAUL MN
55108

55102

55402

55402

55108

COLEMAN NICHOLAS D
700 LINWOOD AVE
ST PAUL MN
55105

COLLIN LAURENCE
RT 2
ISANTI MN
55040

COMMUNITY DESIGN CENTER
118 E 26TH ST
MPLS MN
55404

CONCORDIA COLLEGE
DEAN
MOORHEAD MN
56560

CONSUMER SERVICES DEPT COMM
5TH FLR METRO SQ BLDG
ST PAUL MN
55101

COUNTY ATTYS COUNCIL
95 SHERBURNE AVE S203
ST PAUL MN
55103

COX AND KING
600 BUILDERS EXCH
MPLS MN
55402

CRAVEN NORMAN
10637 THOMAS AVE S
BLOOMINGTON MN
55431

CROW WING CO PLANNING & ADV
COURT HOUSE
BRAINERD MN
56401

CUSHMAN J S DAYTON HUDSON
700 NICOLLET MALL
MPLS MN
55402

DAILEY THOMAS ECONOMICS L
370 WABASHA ST
ST PAUL MN
55102

DANFORTH & ALLEN
731 NW BANK BLDG
MPLS MN
55402

DANKERS,KENNETH
1200 WEST FOURTH STREET
RED WING MN
55066

DANIELSON RODNEY L
418 AUDITORIUM
ST PAUL MN
55102

DAYTON CHAS SIERRA CLUB
800 MIDLAND BANK BLDG
MPLS MN
55401

DICKINSON MRS JOANNE
BOX 1065
MARSHALL MN
56258

DIEHL JOHN
26 KENWOOD PKWY
ST PAUL MN
55105

DISPATCH PIONEER PRESS
PRESS RM STATE CAPITOL
ST PAUL MN
55101

DORSEY MARQUART
2400 1ST NATL BANK BLDG
MPLS MN
55402

DOUGLASS BELL
525 OSBORN BLDG
ST PAUL MN
55102

DOW CHEMICAL
47 BLDG
MIDLAND MI
48640

DOYTON MAURICE, MET SEWER BD
350 METRO SQ BLDG
ST PAUL MN
55101

DUDLEY E H
RT 7 BOX 122
EXCELSIOR MN
55331

DUNN OLIVER PLUMBERS LOC 15
708 SO 10TH ST
MPLS MN
55404

DZUGAN KEN ST PAUL PLANNING
421 WABASHA ST
ST PAUL MN
55102

EBELING EDWARD H.
161 W. MAIN
PERHAM MN
56573

ELDER DR JAMES B
11140 WASHBURN AVE SO
BLOOMINGTON MN
55431

ELDRED R W ARMOUR & CO
UNION STOCK YARDS
SO ST PAUL MN
55075

ELMER EDWIN W
2901 PLEASANT AVE
MPLS MN
55408

EMERICK RICHARD A
1908 IDS CENTER
MPLS MN
55402

BLOOMINGTON MN
55431

SO ST PAUL MN
55075

MPLS
55408

55402

ENNIS A F BOISE CASCADE
PO BOX 713
INTL FALLS MN
56649

ENV SERV-GEN RESOURCE CORP
6340 INDUSTRIAL DR
HOPKINS MN
55343

ERDMAN ROGER TENNANT CO
701 N LILAC DR
MPLS MN
55441

ERNEST K LEHMANN & ASSOC.
1409 WILLOW ST.
MPLS MN
55403

ESSE KENNETH
4801 W 50TH ST
EDINA MN
55424

EVANS CHAS.L. PRENTICE-HALL
ENGELWOOD CLIFFS
NEW JERSEY

EVERETT JERRY NW PETRO ASSN
512 NICOLLET MALL RM917
MPLS MN
55402

EWALD DOUGLAS MINN HOSP A
2333 UNIV AVE SE
MPLS MN
55414

[redacted]ING MRS WM
[redacted] ASTAR RD
BABBITT MN
55706

FAEGRE & BENSON ATTN LIBR
1300 NW BANK BLDG
MPLS MN
55402

FARMERS ELEVATOR ASSN
852 GRAIN EXCH BLDG
MPLS MN
55415

FARRELL FRANK BUR NOR
RM 1130 176 E 5TH ST
ST PAUL MN
55101

FELHABER R S
W 1ST NATL BANK BLDG
ST PAUL MN
55101

FINLEY JAMES F
920 MINN BLDG
ST PAUL MN
55101

FINNEGAN J.R.
55 E. 4TH
ST.PAUL MN
55101

FLADLAND CLINTON MN L&P BUR
796 RAYMOND AVE
ST PAUL MN
55114

FLEMING FREDERICK A
1860 HIGHLAND PARKWAY
ST PAUL MN
55116

FITZGERALD DR BOB
3007 LYNDALE AVE SO
MPLS MN
55408

FORBES GORDON MINN RRS AS
203 HANOVER 480 CEDAR
ST PAUL MN
55101

FORSBERG AGR SERV
518 SUMMIT AVE
NEW ULM MN
56073

FOX W.E. LINDQUIST & VENNUM
4200 IDSCTR 80 S.8TH ST
MINNEAPOLIS MN
55402

FRANKLIN ROBERT B MPLS TRIB
426 PORTLAND
MPLS MN
55415

FREDIN CONRAD M
811 FIRST NATL BK BLDG
DULUTH MN
55802

FREDRIKSON BYRON ET AL
47TH FLR IDS CENTER M
PLS MN
55402

FURLONG DR JOHN
RT 1
BOVEY MN
55709

F W WOOLWORTH CO
3316 W 66TH ST
EDINA MN
55424

GALVIN M J JR
W2162 1ST NATL BK BLDG
ST PAUL MN
55101

GARDNER HDW - R A JOHNSON
515 WASHINGTON AVE N
MPLS MN
55401

GEBERT K L
220 GRAIN EXCH
MPLS MN
55415

GEO A HORMEL & CO LAW DE
PO BOX 800
AUSTIN MN
55912

ST PAUL MN
55101

MPLS MN
55401

MPLS MN
55415

AUSTIN MN
55912

GEORGE K GRANSE CO
1477 SELBY AVE
ST PAUL MN
55104

GIEL DAVID
RM B-28 STATE CAPITOL
ST PAUL MN
55155

GLEESON MICHAEL
909 SOC SC BLDG U OF M
MPLS MN
55455

GLEN. HILLS HOSP.R.VAN HA ,
3901 GOLDEN VALLEY RD.
MPLS. MN
55422

GODIN RALPH J
3824 47TH AVE SO
MPLS MN
55406

GRAHAM THOS H
854 MIDLAND BK BLDG
MPLS MN
55401

GRANATH MARVIN -HONEYWELL
2701 4TH AVE SO
MPLS MN
55408

GREEN DEL CITY MGR
BLOOMINGTON CITY HALL
BLOOMINGTON MN
55431

EEN GARY J
41 SHERBURNE AVE
ST PAUL MN
55102

GREEN JANET
9773 N SHORE DR
DULUTH MN
55804

GUSTAFSON DAN-LABOR TEMPLE
312 CENTRAL
MPLS MN
55414

GUSTAFSON WALLACE
BOX 567
WILLMAR MN
56201

H B FULLER CO
2400 KASOTA AVE
ST PAUL MN
55108

HANFT PHILIP M
1200 ALWORTH BLDG
DULUTH MN
55802

HANSON ETHEL
2813 85TH AVE N
MPLS MN
55444

HAROLD J WESTIN CONSTRUCTORS
45 E 8TH ST
ST PAUL MN
55101

HARVEY MICHAEL
1390 W M HAHA PKWY
MPLS MN
55409

HALLBERG LEE & MCCABE
4927 34TH AVE S
MPLS MN
55417

HAUN DR J W GEN MILLS
PO BOX 1113
MPLS MN
55440

HAYES, THOMAS W

700 SELLWOOD BLG
DULUTH MN
55812

HEALTH MANPOWER C LARSON

717 DELAWARE ST SE
MPLS MN
55440

HENTHORN GARY WOODSTOCK

7365 LANDAU DR
BLOOMINGTON MN
55438

HESS DONALD MIDWEST PLANN

2101 HENN BLDG
MPLS MN
55405

HART PATRICK V
112 E LIBERTY BOX 3271
MANKATO MN
56001

HARTFELDT WILL
434 HAMM BLDG
ST PAUL MN
55102

HEAD & TRUHN
1007 SOO LINE BLDG
MPLS MN
55402

HEIM PAUL
1320 SOO LINE BLDG
MPLS MN
55402

HEINTZ MARY ELLEN
PO BOX 599
CINCINNATI OH

HEISENFELT WM
BOX 516
BEMIDJI MN

HICHINGER-MARK PLANNING
421 WABASHA ST
ST PAUL MN

HILL JIM ASSOC.MILK PROD
7850 METRO PARKWAY
MINNEAPOLIS MN

4520

56001

55102

55420

HINRICHSEN PATRICK
MANKATO FREE PRESS
MANKATO MN
56001

HOLDAHL SCOTT
380 N BLDG GRAIN EXCH
MPLS MN
55415

HOLMES EUSTIS ET AL
4610 IDS CENTER
MPLS MN
55402

HOPKINS WM.B. DIR.MISCCA
3915 GOLDEN VALLEY ROAD
GOLDEN VALLEY MN
55422

HORNER WALDORF - KAZIUKEWICZ
PO BOX 3260
ST PAUL MN
55165

HOULE MELVIN
881 W HWY 96
SHOREVIEW MN
55112

HOUSE APPROPRIATIONS COMM
RM 109 STATE CAPITOL
ST PAUL MN
55101

HOUSE ED STANDING SUB COM
RM 109 STATE CAPITOL
ST PAUL MN
55101

HULSTRAND ANDERSON & LARSON
PO BOX 130
ELMAR MN
56201

HULTMAN WARREN R
C/O BARBAROSSA R3
OSSEO MN
55369

HUMAN RIGHTS
200 CAPITOL SQ BLDG
ST PAUL MN
55101

HUNT JAMES P JR
11470 GALTIER DR
BURNSVILLE MN
55378

HUTCHISON R.M. ANOKA CO.COMP
COURT HOUSE
ANOKA MN
55303

HYLAND DEAN
1501 W 50TH ST
MPLS MN
55419

INGEBRIGTSEN DR K H
23 SE 4TH ST
MPLS MN
55414

INGVALSON VERN MN.FARM BUR.
3110 WOODDALE DR PO 337
ST PAUL MN
55165

INS FED OF MINN
902 SOO LINE BLDG
MPLS MN
55402

INTERSTATE POWER RW STEELE
1000 MAIN ST
DUBUQUE IA
52001

IUOE LOC 49 CHAS SWENSON
2580 UNIV AVE
ST PAUL MN
55101

ERSON DR JOS DEPT ED
ST OLAF COLLEGE
NORTHFIELD MN
55057

IZAAK WALTON LEAGUE MN DIV
106 TIMES BLDG 57 S 4TH
MPLS MN
55401

JACKMAN DONALD G
4023 E LAKE ST
MPLS MN
55406

JAIN NIRMAL ENIV PROCESS
1220 GLENWOOD AVE
MPLS MN
55405

JENCS INC
525 LAKE AVE SO
DULUTH MN
55801

JENSEN CARL A
127 E MAIN ST
SLEEPY EYE MN
56085

JOHNSON & SANDERSON
ST MARYS HOSPITAL
ROCHESTER MN
55901

JOHNSON CLARENCE IBEW LU 292
3615 37TH AVE S
MPLS MN
55406

JOHNSON LEROY
9939 BLUEBIRD ST NW
COON RAPIDS MN
55433

JOHNSON M.D. FRUNDT & FRUNDT

BLUE EARTH MN
56013

JOHNSON LANCE J
265 S LAFAYETTE RD
ST PAUL MN
55107

MPLS MN
55406

CLOUD RAPIDS MN
55433

BLDG EARTH MN
56013

55107

KABLE RICHARD W

BETHEL MN
55006

KAVANEY RICHARD
1220 NORTHERN FED BLDG
ST PAUL MN
55102

KEABLE MIKE
909 6TH AVE N
ST CLOUD MN
56301

KEENAN RICHARD J
4444 IDS BLDG
MPLS MN
55402

KIMBALL ROBERT
647 CAPITOL SQ BLDG
ST PAUL MN
55101

KING,TIMOTHY
3333 OAKLAND AVE S
MPLS MN
55407

KLOSTER MARION PEAVEY CO
730 2ND AVE S
MPLS MN
55402

KL[redacted] STEVEN J
1910 1ST NATL BK BLDG
MPLS MN
55402

KNOPP TIMOTHY
COLLEGE FORESTRY U OF M
ST PAUL MN
55108

KNUTSON DR KEITH,BIOLOGY DPT
ST CLOUD STATE
ST CLOUD MN
56301

KNUTSON R N GRANNIS ETAL
F J SCHULT BLDG
ST ST PAUL MN
55075

KNVDSON ROBT
4375 BROWNDALE AVE
MPLS MN
55424

KOLLER MR & MRS ERWIN A
1568 DULUTH ST
ST PAUL MN
55108

KOPP MRS VERNON
2050 65TH ST E
INVER GR HGHT MN
55075

KRAMER ERNEST W
717 DELAWARE ST SE
MPLS MN
55440

KRONLOKKEN J E
10048 NORD RD
BLOOMINGTON MN
55437

LAKE SUPERIOR INDUSTRIAL BUR
828 FIRST AM. BK. BLDG.
DULUTH MN
55802

LANAHAN E F - SIBLEY CO
184 E 6TH ST
ST PAUL MN
55101

LANGVIN DAVID
7500 80TH ST S
COTTAGE GROVE MN
55016

LANSING & OAKES
400 SIBLEY ST
ST PAUL MN
55101

LAPP LAZAR LAURIE ET AL
1200 BUILDERS EXCHANGE
MINNEAPOLIS MN
55402

LARSON C L
3800 MINNEHAHA AVE SO
MPLS MN
55406

LARSON HANS P DIV HOSP SERV
717 DELAWARE ST SE
MPLS MN
55440

LEAGUE MN MUNIC
300 HANOVER 480 CEDAR
ST PAUL MN
55101

LEAGUE WOMEN VOTERS OF MINN
555 WABASHA
ST PAUL MN
55102

LIBBEY LEONARD
BOX 17011 NOKOMIS STA
MPLS MN
55417

LINDALL & JONATHAN DEVELOP.
VILLAGE ONE CENTER
CHASKA MN
55318

LOCKNER GARY
R R 1 BOX 23
BALDETTE MN
56623

LOOS CALVIN J
6809 LYNDALE AVE SO
MPLS MN
55423

LOWE DOUG
2701 N LEXINGTON AVE
ROSEVILLE MN
55113

ENASK MN
55318

56623

MPLS MN
55423

ROSEVILLE MN
55113

LYNCH DONALD SIBLEY CO
184 E 5TH ST
ST PAUL MN
55102

MCDONALD PHILIP M
2077 SELBY AVE
ST PAUL MN
55104

MCFADDEN G H DISPATCH-PR
55 E 4TH ST
ST PAUL MN
55101

MCKIBBON MRS SHIRLEY
11 EVERGREEN LN
BABBITT MN
55706

MCLELLAN LARKIN
215 ADM BLDG ST CAPITOL
ST PAUL MN
55101

MALONE E I COMM LABOR & I
444 LAFAYETTE RD 5TH FL
ST PAUL MN
55101

MANKATO STAT STUDENT SENATE
CENTENNIAL STUDENT UN
MANKATO MN
56001

MANKATO STATE STUDENT ASSN
BOX 58 MANKATO COLLEGE
MANKATO MN
56001

MANTHEY T J PICKANDS MATHER
1100 SUPERIOR AVE
CLEVELAND OH
44114

MASTOR & MATTSON LTD
315 PEAVEY BLDG
MPLS MN
55402

MAUL WARREN E
320 S 4TH ST
MPLS MN
55415

MAYC FOUNDATION G ORWOLL
200 FIRST AVE NW
ROCHESTER MN
55901

MECCA
867 GRAND AVE
ST PAUL MN
55105

MEIEROTTO, JOAN
1794 SO LEXINGTON
ST PAUL MN
55118

MERRITT GRANT POLLUTION CONT
1935 W CO RD 32
ROSEVILLE MN
55113

MET TFR MEN ASSN A ROSENTHAL
1821 UNIV AVE
ST PAUL MN
55104

METROPOLITAN COUNCIL LIBRARY
300 METRO SQUARE
ST PAUL MN
55155

MIDLAND GLASS- HD SPURLIN
PO BOX 69
SHAKOPEE MN
55379

MILLER RICHARD A
1020 PLYMOUTH BLDG
MPLS MN
55402

MILLER TOM
2311 PILLSBURY AVE S
MPLS MN
55404

MPLS CHAMBER COMM TRANSP DPT
15 S 5TH ST
MPLS MN
55402

MPLS CITY ATTORNEY
325M CITY HALL
MPLS MN
55415

MPLS STAR PRESS ROOM
STATE CAPITOL
ST PAUL MN
55101

MPLS TRIBUNE CITY DESK
425 PORTLAND AVE
MPLS MN
55415

MIDLAND GLASS-HD SPURLING
PO BOX 69
SHAKOPEE MN
55379

MILLER PAUL J PHARMACY SE
ST MARYS HOSP
ROCHESTER MN
55901

MINN APT ASSN
GRIGGS-MIDWAY BLDG
ST PAUL MN
55104

MN. ASN.C&IND H.D.PETERSON
480 CEDAR ST.
ST.PAUL MN
55101

MINN AFL-CIO, L O LA SHOMB
414 AUDITORIUM ST
ST PAUL MN
55102

MINN ASPHALT PAVEMENT ASS
555 WABASHA RM 209
ST PAUL MN
55102

ST PAUL MN
55104

MINN ASSN COOPERATIVES
55 SHERBURNE AVE
ST PAUL MN
55103

MINN AUTOMOBILE DEALERS ASSN
GRIGGS MIDWAY BLDG
ST PAUL MN
55104

MINN DEPT HEALTH J C MCKASY
717 DELAWARE S E
MPLS MN
55440

MINN FARMERS UNION PRES OFF
1275 UNIV AVE
ST PAUL MN
55104

MINN HOUSING INST N T CARTER
7801 METRO PKWY
MPLS MN
55420

MINNE MINE CREDIT UNION
3000 HUDSON PK S 100
ST PAUL MN
55119

MN REP STATE CENTRAL COMM
555 WABASHA AVE
ST PAUL MN
55102

MINN SCH BUS OPERATORS ASSN

FARIBAULT MN
55021

ST.PAUL MN
55101

MINN ASSN ELEC COOPERATIVES
4901 W 77TH ST
MPLS MN
55435

MINN COMM FOR HANDICAPPED
METRO SQ 492 7TH & ROBT
ST PAUL MN
55101

MINN DENTAL HYGIENISTS
5041 YVONNE TERRACE
MPLS MN
55436

MINN FOOD RETAILERS ASSN
555 WABASHA
ST PAUL MN
55101

MINN HWYS MANAGEMENT SERVICE
407 HWY BLDG
ST PAUL MN
55101

MINN.MTR.TRANSP. .J.N.DENN
1821 UNIV.
ST.PAUL MN
55104

MINN RESTAURANT ASSN
2001 UNIVERSITY AVE.
ST PAUL MN 55
104

MINN SOCIETY ARCHITECTS AIA
NW NATL BK BLDG
ST PAUL MN
55101

55102

MINN. ASSN. PET RETAILERS
1115 2ND AVE. SO.
MINNEAPOLIS MN
55403

MINN COMMUNITY DEVELOP SERV
512 ROSSMOR BLDG
ST PAUL MN
55101

MINN ELECTRICAL ASSN INC
525 SO 7TH
MPLS MN
55415

MINN HEREFORD-LJ SCHAFER

BUFFALO LAKE MN
55314

MINN LAND USE COMMITTEE
4344 IDS CENTER
MPLS MN
55402

MINN PETROLEUM COUNCIL
1020 NORTHERN FED BLDG
ST PAUL MN
55102

MINN RETAIL FEDERATION
7600 PARKLAWN STE 457
MPLS MN
55435

MINN SOC CERTIFIED PUB ACCTS
1102 WESLEY TEMPLE BLDG
MPLS MN
55403

55102

MINN ASSN WATERSHED DIST'

ADA MN
56510

MINN COUNCIL STATE EMP NO
475 RICE ST
ST PAUL MN
55103

MINN ENV LAW INST INC
PO BOX 15076 COMM STA
MPLS MN
55415

MINN. HOTEL & MTR. ASSN
2001 UNIVERSITY AVE
ST PAUL MN

MINN LP GAS ASSN
7515 WAYZATA BLVD 106
MPLS MN
55426

MINN POULTRY & HATCHERY A
BOX 158
MADELIA MN
56062

MINN RETAIL HARDWARE ASSN
3033 EXCELSIOR BLVD 313
MPLS MN
55416

MINN STATE BAR ASSN
100 MINN FED BLDG
MPLS MN
55402

FARIBAULT MN
55021

ST PAUL MN
55101

MPLS MN
55403

MPLS MN
55402

MINN STATE BD PHARMACY
717 DELAWARE ST SE #351
MPLS MN
55414

MINN STATE CAPITOL EMP UNION
PO BOX 3215
ST PAUL MN
55165

MINN STATE MED ASSN
375 JACKSON ST
ST PAUL MN
55101

MINN STATE RETIREMENT SYS
529 JACKSON ST
ST PAUL MN
55101

MINN TEAMSTERS CREDIT UNION
2021 HENN AVE E
MPLS MN
55413

MINN TBR PRODUCERS ASSN
200 CHRISTIE BLDG
DULUTH MN
55802

MINN.TURKEY GROWERS ASSN
2383 UNIV AVE
ST PAUL MN
55114

MINN VETERANS MED ASSN
2175 W HWY 36
ROSEVILLE MN
55113

MINN WATER RESOURCES BD
RM 205 555 WABASHA ST
ST PAUL MN
55102

MINN-WISC BOUNDARY AREA COMM
600 2ND ST
HUDSON WI
54016

MN PUB INT RESEARCH GROUP
3036 UNIV AVE SE
MPLS MN
55414

MOFFITT R.C. DIR.ENV.CONT
MPLS.CITY HALL RM 301M
MPLS MN
55415

MOOD R BLOOMINGTON HLTH DEPT
10200 PENN SO
BLOOMINGTON MN
55431

MOONEY, MICHAEL A.
BOX 903, ST.JOHN'S UNIV
COLLEGEVILLE MN
56321

MORTON BUILDINGS INC
R #1
FOLEY MN
56329

MPIRG
BOX 45 ST MARYS COLLEGE
WINONA MN
55987

MUELLER SHIRLEY A
787 W COTTAGE AVE
ST PAUL MN
55117

NASS GEO V HENN CO GEN HOSP
5TH AND PORTLAND AVE
MPLS MN
55415

NATL CAR RENTAL ATT D MIT
5501 GREEN VALLEY DR
MPLS MN
55437

NATL COUNCIL JEWISH WOMEN
4330 CEDAR LK RD
MPLS MN
55416

NATL FAMILY INS CO
2147 UNIV AVE
ST PAUL MN
55114

NAT'L SOLID WASTES-R. GRASSO
1730 RHODE ISLAND AV.NW
WASHINGTON DC
20036

NCEC INC C/O DR DAHLBERG
CONCORDIA COLLEGE
MOORHEAD MN
56560

NELSON DONALD E NSP CO
414 NICOLLET AVE
MPLS MN
55401

NEDELL HAROLD - MEINEKE
6300 W LOOP S SUITE 200
BELLAIRE TX
77401

NESBITT JOHN
7851 METRO PKWY S 118
MPLS MN
55420

NEUMAN RALPH W
RT 2 BOX 125
EMBARRASS MN
55732

NIELSEN STOCK & BLACKBURN
415 730 BLDG
MPLS MN

NO SUB MONTESSORI-S SADDLER
2487 HELEN COURT
NO ST PAUL MN
55109

NORTH CENTRAL ELEC ASSN
PO BOX 202
BATTLE LAKE MN
56515

NW COUNTRY ELEVATOR ASSN
802 GRAIN EXCH BLDG
MPLS MN
55415

55109

56515

55415

NURSING HOME ADMRS BD EXAMRS
717 Delaware S.E.
MPLS MN
55414

NUTTER JULIA
743 W MONTANA
ST PAUL MN
55117

NW BELL TEL CO LEGAL DEPT
224 S 5TH ST RM 2000
MPLS MN
55402

NYQUIST DEAN A
3707 53RD PL N
BROOKLYN CTR MN
55429

O'BRIEN J.DENNIS
1100 1ST NATL.BANK BLDG
MINNEAPOLIS MN
55402

OCONNOR GREEN THOMAS ET AL
845 NW BANK BLDG
MPLS MN
55402

OFFICE OF THE GOVERNOR
130 STATE CAPITOL
ST PAUL MN
55101

OLD COLONY GAS & OIL COMP
17TH AVE N AT 2ND ST
MPLS MN
55411

OLOFSON ARTHUR MBO & MAINC
900 SOO LINE BLDG
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55402

OSTRUM DONALD E
PO BOX 33163
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OTTER TAIL POWER CO.
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FERGUS FALLS MN
56537

PATTISON ORVIS
BOX 645
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56201

PAYNE COL ALVIN

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56233

PAYNE WM B
2400 FIRST NATL BK BLDG
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PETERSON JOHN W
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PETERSON GARY
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ST PAUL MN
55103

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314 MINN BLDG
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56175

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330 MINNESOTA BLDG
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PULSCHER RBT SPRINGSTED I
813 OSBORN BLDG
ST PAUL MN
55102

QUIRIN E W
408 HWY BLDG
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55155

RADMAN RICHARD-LABOR TEMP
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55102

55155

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55413

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300 OSBORN BLDG.
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55102

ROE DAVID
[redacted] AURORA
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SATHRE, HARVEY
375 MARION STREET
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1220 ARCADE
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SCHMIDT H W TCHRS RETIREMENT
302 CAPITOL SQ BLDG
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55901

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7900 XERXES S. S-2200
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RAMSEY CO MEDICAL SOCIETY
1500 LOWRY MEDICAL BLDG
ST PAUL MN
55102

ROBBIE JOSEPH
904 CARGILL BLDG NO CTR
MPLS MN
55402

SAX DOVE & STENSON
310 ENDICOTT BLDG
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SCARBOROUGH WILLIAM
DIV.ED. U.M.
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SAN SIMEON DEVELOP CORP
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PAYNESVILLE MN

ST PAUL ASSN PLBG HTG MECH
614 AM NATL BK
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SHELL OIL CO. W.A. ROQUET
ONE SHELL PLAZA BX 2463
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IDS 8TH & MARQUETTE
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STATE OF MINNESOTA

COUNTY OF HENNEPIN

BEFORE THE MINNESOTA

STATE BOARD OF HEALTH

In the Matter of Proposed Amendments to the Minnesota Public Health Merit System, Minn. Rules MHD 200 - 251

STATEMENT OF NEED

The above captioned rules are amendments to existing rules of the Department of Health. The last time these rules were amended was December 31, 1974.

The amendment to Minn. Rule MHD 201 will make this rule comply with the changes made effective January 1, 1975, in the federal Hatch Act, which applies to the employees covered by the Public Health Merit System.

The need to amend Minn. Rules MHD 209 (c) (4) and 210 (f) (1), relating to certification and appointments of employees respectively, and Minn. Rules MHD 214 (b) (2) and 219 (e) (4), relating to dismissals and appeals of employees respectively, arises due to enactment of Minn. Laws 1975, Chapter 45. Chapter 45 requires that the veterans preference provisions, the dismissal procedures and the appeal rights of a veteran, as specified therein, must govern and control the personnel rules and procedures of all governmental agencies including those of this merit system. The proposed amendments therefore are needed to bring the Merit System into compliance with the applicable provisions of Minn. Laws, 1975, Chapter 45.

The need to change Minn. Rule MHD 215 (h) concerning holidays arises from the Legislature's amendment of Minn. Stat. Section 645.44, Subdivision 5 (1974) returning Veteran's Day to November 11th. The Merit System is required to comply therewith. The proposed amendment will bring these rules into compliance with Minn. Stat. Section 645.44, Subdivision 5 (1974).

The amendment to Minn. Rule MHD 219 establishes an appeal procedure for denial of salary increases, which is needed to assure uniform handling and processing of such appeals. The appeal procedure currently used is the Investigations and Appeals, MHD 219 (f). This is the general appeal rule and it is not specific enough for hearing appeals regarding salary increases. Under this rule there is no time limitation for appeals and there is not a definite procedure outlined. The amended rule provides for a time limitation, lays out a definite procedure, and indicates the Merit System Council's authority in issuing orders following an appeal.

An amendment to Minn. Rule MHD 230 (c) (3) is needed to provide for a penalty clause if the current rule is not followed. Agencies have not always given a letter explaining the reason for denial of a merit increase to their employees as provided for in the current rule and without a penalty clause the rule is difficult to enforce.

Minn. Rule MHD 230 needs to be amended to provide more flexibility to agencies who wish to grant cost-of-living increases prior to the mandatory date and deduct such increases from the mandatory increases which are effective January 1 of each year.

STATE OF MINNESOTA
BOARD OF HEALTH
Ellen Z. Fiper for
Warren R. Lawson
WARREN R. LAWSON, M.D.
SECRETARY AND EXECUTIVE OFFICER

Dated: July 14, 1975

STATE OF MINNESOTA

COUNTY OF HENNEPIN

BEFORE THE MINNESOTA

STATE BOARD OF HEALTH

In the Matter of Proposed Amendments to the Minnesota Public Health Merit System, Minn. Rules MHD 200 - 251

APPOINTMENT

Dan W. Gustafson is hereby appointed to serve as hearing officer on behalf of the State Board of Health in the above-captioned matter, said hearing to be held on August 21, 1975, and continuing until all representatives of associations or other interested groups or persons have had an opportunity to be heard.

STATE OF MINNESOTA

BOARD OF HEALTH

Ellen Z. Fifer for

Warren R. Lawson

WARREN R. LAWSON. M.D.
SECRETARY AND EXECUTIVE OFFICER

Dated: July 14, 1975.

STATE OF MINNESOTA
COUNTY OF HENNEPIN

BEFORE THE MINNESOTA
STATE BOARD OF HEALTH

In the Matter of the Proposed Amendments to the Minnesota Public Health Merit System, Minn. Rules MHD 200-251.

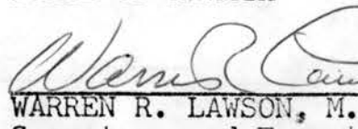
ORDER ADOPTING RULES

The above-entitled matter came on for hearing before the Minnesota State Board of Health on the 21st day of August, 1975, at 9:30 A.M. in Room D, Veterans Service Building, 20 West 12th Street and Columbus Avenue, Saint Paul, Minnesota, after proper notice required by Minn. Stat. § 15.0412 (1974) was served upon all persons, associations and other interested groups registered with the Secretary of State for that purpose.

After affording interested persons an opportunity to present written and oral data, statements and arguments, and having heard and considered all of the testimony and evidence adduced and upon the records, files and proceedings herein, and applicable statutory standards or criteria, and having confirmed the need for the above-captioned rules.

NOW, THEREFORE, IT IS ORDERED that the amendments to the rules identified as the Minnesota Public Health Merit System, Minn. Rule MHD 200-251 are adopted this 26th day of November, 1975, pursuant to authority vested in me by Minn. Stat. §§ 144.03 and 144.071 (1974), and by resolution of the Minnesota State Board of Health duly adopted at a meeting of the said Board on the 13th day of November, 1975.

STATE OF MINNESOTA
BOARD OF HEALTH



WARREN R. LAWSON, M.D.
Secretary and Executive Officer

STATE OF MINNESOTA

COUNTY OF HENNEPIN

BEFORE THE MINNESOTA

STATE BOARD OF HEALTH

In the Matter of the Proposed Amendments to the Minnesota Public Health Merit System, Minn. Rules MHD 200-251

FINDINGS OF FACT

The above-entitled matter came on for hearing before the Minnesota State Board of Health (hereinafter "Board") on the 21st day of August, 1975, at 9:30 A.M., in Room D, Veterans Service Building, 20 West 12th Street and Columbus Avenue, Saint Paul, Minnesota, after proper notice required by Minn. Stat. § 15.0412 (1974) was served upon all persons, associations and other interested groups registered with the Secretary of State for that purpose.

After affording interested persons an opportunity to present written and oral data, statements and arguments, and having heard and considered all of the testimony and evidence adduced and upon the records, files and proceedings herein, the Board makes and enters the following findings:

1. The authority to promulgate the amendments is contained in Minn. Stat. § 144.071 (1974).

2. The amendments are needed;

   (a) to bring the Minnesota Public Health Merit System (hereinafter "Merit System") rules into compliance with existing federal and state legislation:

   (b) to provide uniform procedures for processing appeals of denials of salary increases;

   (c) to encourage compliance with the rules with respect to denial of merit increases by providing for a penalty for noncompliance; and

(d) to provide agencies greater flexibility with respect to granting cost-of-living increases.

The amendments fulfill and meet the expressed needs and are supported by the evidence.

3. The amendments to Minn. Rules MHD 201(f), 209(c)(4), 210(f)(1), 214(b)(2), 215(h) and 219(e)(4) are reasonable and bring the rules into conformance with various state and federal laws.

a. MHD 201(f): The provisions of the federal Hatch Act are applicable to all employees covered by the Merit System. A number of significant amendments, which took effect January 1, 1975, were enacted by Congress which increased the type of political activity in which employees covered by the Hatch Act could engage. The amendment to MHD 201(f) is justified by bringing the rule into conformance with Hatch Act provisions.

b. MHD 209(c)(4); 210(f)(1); 214(b)(2); and 219(e)(4): Minn. Laws 1975, ch. 45 requires that the veteran preference provisions, the dismissal procedures, and the appeal rights of a veteran, as specified therein, must govern and control the personnel rules and procedures of all Minnesota governmental agencies. The Merit System is an agency which must comply with the stated statutory provisions. The amendments to the rules above mentioned in this subparagraph are justified by bringing the rule into compliance with state law relating to veterans in public employment and are in keeping with state policy of giving aid and help to those who have served this state and their country in the Armed Services.

c. MHD 215(h): The 1974 session of the Minnesota Legislature changed Veterans Day for public employees back to November 11. This change is applicable to Merit

System employees. MHD 215(h) is brought into conformance with Minn. Stat. § 645.44 subd. 5 (1974) by the amendment and is thereby justified.

4. The amendment to MHD 219(f) establishes a specific appeal procedure for denial of salary (merit) increases. Under current rules, an employee may appeal from a denial of a salary increase pursuant to a general section on investigations and appeals. It is found that a uniform procedure is required for salary appeals including the establishment of a time limitation in which the appeal must be initiated. This will assure timely appeals while the facts are still clear in the minds of the witnesses and other evidence is easily obtainable. The amendment will also clarify relations and the respective authority of the Merit System Council and the appointing authority. The determination not to review salary increase denials based upon job performance and to leave the ultimate decision in all other cases with the appointing authority based upon a recommendation of the Merit Council is a reasonable policy decision. The amendment recognizes the need to give the local appointing authority a wide range of managerial discretion with reasonable review powers placed in the Merit Council so as to assure proper consideration of employee concerns.

5. Salary adjustments occur when the Merit System compensation plan is changed. Such changes mandatorily apply to appointing authorities and are implemented through the rule making process. The amendment to MHD 230(b) by adding subparagraph (cc), relating to salary adjustments, gives the appointing authority greater flexibility in dealing with salary concerns. Some appointing authorities will grant the mandatory salary adjustment and then several months later exercise an option, due to cost-of-living factors, and make an additional salary adjustment. The amendment to MHD 230(b) permits appointing authorities to decrease the next mandatory salary adjustment by the amount of any optional salary adjustment made during the preceding year. This amendment is reasonable and will encourage appointing authorities to grant a salary adjustment at their option prior to any adjustment mandated by the Merit System.

6. Salary increases, as contrasted with salary adjustments, are considered on an individual employee basis and are based upon the meritorious performance of each individual employee. MHD 230(c) presently requires that each employee not at the maximum salary for his class be considered for a salary increase at least once a year. The employee is to be informed in writing of the reasons for a denial of an increase. Some appointing authorities have not complied with the rule. No effective means of enforcement exists. The amendment to MHD 230(c) rectifies that deficiency in the rule by granting an automatic salary increase to any employee who does not receive a letter explaining the reasons for denial of an increase within two months following the close of the one year rating period. The rule is a reasonable means of assuring employee review and evaluation and communication thereof with the employee on an annual basis.

7. Other provisions of the rules not specifically referred to herein are found to be reasonable and supported by the evidence.

8. Some minor modifications in wording of a rule have been made to clarify the intent. These modifications are not significant or substantive in nature and are in keeping with the spirit and intent of the rules as presented at the hearing.

Dated: November 26, 1975.

STATE OF MINNESOTA

BOARD OF HEALTH

Robert G. Willmarth

ROBERT WILLMARTH
President

CERTIFICATE OF BOARD'S

ADOPTION OF RULES RESOLUTION

I, Warren R. Lawson, M.D., do hereby certify that I am the Secretary and Executive Officer of the Minnesota State Board of Health, a board duly authorized under the laws of the State of Minnesota, and that the following is a true, complete, and correct copy of a resolution adopted at a meeting of the said Board of Health duly and properly called and held on the 13th day of November, 1975; that a quorum was present at said meeting; that a majority of those present voted for the resolution; that said resolution is set forth in the minutes of said meeting and has not been rescinded or modified.

> "RESOLVED, that the amendments to the Minnesota Public Health Merit System identified as Minn. Rules MHD 200-251 are found to be reasonable, necessary and supported by the evidence contained in the record, and are hereby approved and adopted, pursuant to authority vested in us by Minn. Stat. § 144.071 (1974) and that Warren R. Lawson, M.D., Secretary and Executive Officer of the Minnesota State Board of Health, be and hereby is authorized to sign an order adopting those rules."

IN WITNESS WHEREOF, I have hereunto subscribed my name this 26th day of November, 1975.

STATE OF MINNESOTA

BOARD OF HEALTH

Warren R. Lawson

WARREN R. LAWSON, M.D.
Secretary and Executive Officer

STATEMENT OF COMPLIANCE WITH

MANUAL OF RULE MAKING PROCEDURES

I, Assistant Attorney General Richard A. Wexler, do hereby declare that I have examined the proposed amendments to MHD 200-251, Minnesota Public Health Merit System Rules, and all related documents and that, based on them and my personal familiarity with the applicable procedures, the Manual of Rule Making Procedures has been followed except as noted below:

The supporting documents lack a Certificate of Board's Authorizing Resolution. It is generally the practice of the State Board of Health to grant to the Secretary and Executive Officer separate authorization to hold a hearing on each specific set of regulations and amendments thereto. However, since the Public Health Merit System Rules must be frequently amended, the Board amended them in 1971 to authorize the Secretary and Executive Officer to hold a public hearing when he considered it necessary. See MHD 203(f)(2) and 204(d)(3). This is not an illegal delegation of power since the State Board of Health must ultimately pass on all proposed rules and amendments before they may be formally adopted. The delegation to the Secretary and Executive Officer is simply to call a hearing and not to adopt the regulations. Thus, with the elimination of separate Board authorizations to hold a hearing on each proposed amendment, there is necessarily an elimination of the corresponding Certificate of Board's Authorizing Resolution. I do not consider this to be a problem in any way.

Dated: ~~November~~ December 8, 1975.

RICHARD A. WEXLER
Assistant Attorney General