

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

Our File No. 880

RULE REVIEW CHECKLIST

DATE RULE RECEIVED 1/18/83
DATE FOR REVIEW 1/31/83
DATE DUE 2/7/83

Adopted w/a hearing ✓
Adopted w/o hearing
Temporary rule

Approved 2/7/83 Disapproved Returned to Agency

Resubmitted Due
Approved Disapproved Returned to Agency 1/18/83

Date filed w/Secretary of State Revisor approved / disapproved

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✓ Rules as Adopted

✓ Rule as Proposed see SR.

✓ Orders Adopting 12.30.82. Date

✓ Notice of Intent to Solicit Outside Opinion 7.5.82

✓ Orders for rulemaking
11.16.82 date of Hearing

N/A Certificate of Board's Authorizing Resolution

✓ Notices of rulemaking
✓ Sufficiency

✓ Affidavits of Mailing Notice or rulemaking
10.7. and 10.11.82 At least 30 days prior to hearing/~~adoption~~

✓ Affidavits of Add. Time and Mailings

✓ Mailing list Certificates

✓ Publication in State Register
10.11.82 At least 30/~~20~~ days prior to hearing/~~adoption~~

✓ Hearing Examiner's Report 12.21.82

N/A Chief Hearing Examiner's Report(s)
Approving H.E.'s Report
✓ Approving agency action

✓ Agency's (OSF) Findings of Fact

N/A LCRAR Report or agency Affidavit

N/A Certificate of Board's Resolution Adopting Rules

✓ Order Approving Incorporation by Reference

✓ Statement of Need and Reasonableness - one only

N/A Petition for Adoption of a Rule

✓ Record (includes transcript or tape, exhibits, comments received by agency, requests for a hearing, and other relevant materials)

✓ Certificate of Compliance w/Rulemaking Procedures

✓ Affidavit of Mailing Notice of Submission to Attorney General

✓ Notice of Submission to the Attorney General

SF-00006-02

STATE OF MINNESOTA

DEPARTMENT ATTORNEY GENERAL

Office Memorandum

TO ARTHER E. NOOT, ALBERT QUIE, GEORGE PETTERSON DATE: 2/7/83

attn: John M. Burman
Special Assistant Attorney General

FROM : LARRY D. STARNS
Special Assistant
Attorney General

PHONE: 297-3493

SUBJECT: In the Matter of the Proposed Adoption of Rules of the State Department of Public Welfare Governing the Minnesota Merit System

Enclosed herewith are the rules you have submitted for approval. These rules have been approved by this office and filed with the Secretary of State. Please note that they have not been filed with the State Register. This must be done promptly by your agency.

Upon receipt and before transmittal to your agency, however, it is important that you recheck these rules as to:

1. Affixation of stamps of the Attorney General and Secretary of State;

2. Coverage by these stamps of all rules submitted; and

3. Inclusion of all pages to the rules in the approved set.

If you have any questions in this regard, please contact me.

Encs.
LDS/ls
cc: Ms. Kathy Burek
Mr. Duane Harves

AG copy

Department of Health

Minnesota Merit System

Adopted Amendments to Existing Rules Governing the Compensation Plan; Leaves of Absence and Inter-Agency Operations

Rules as Adopted

7 MCAR S 1.239 Preparation of compensation plan.

A. Commissioner's adoption. In accordance with the Administrative Procedure Act, the commissioner shall formally adopt and make effective a comprehensive compensation plan including minimum and maximum salary rates as provided in 7 MCAR S 1.314, and recommended intervening steps as published in the Health Merit System Manual as amended through May 29, 1982, for all classes of positions. The plan shall apply to all agencies covered by the merit system except as otherwise negotiated for employees in a bargaining unit in an agency where there is an exclusive representative or in those instances where the requirements of 7 MCAR S 1.2395 B.3. have been satisfied. The plan shall include salary ranges for the various classes, with the salary of each class consistent with the duties and responsibilities outlined in the class specifications. Minimum, intervening, and maximum rates of pay for each class shall be established to provide for salary advancement without change of duty, in recognition of meritorious service. The advice and suggestions of appointing authorities, prevailing salary rates for similar and competing types of employment in business and government, and other relevant factors shall be taken into consideration in developing the salary ranges.

B. [Unchanged.]

C. Classes of positions in plan. The comprehensive compensation plan shall provide for separate alphabetically designated salary plans for different occupational groupings of classes reflecting progressively higher salary ranges except for those classes for which a single range of rates is found to be appropriate. Plans shall be established as provided in A.

Minimum and maximum salaries shall be provided for in 7 MCAR S 1.314.

7 MCAR S 1.2395 Salary adjustments and increases.

A.-B. [Unchanged.]

C. Recommended adjustments. The merit system general adjustment recommended for incumbents is seven and eight-tenths percent for employees on the professional and administrative, health services support, clerical, and building maintenance salary schedules.

D.-E. [Unchanged.]

7 MCAR S 1.250 Leaves of absence.

A. Applicability of minimum standards. Leave policies stated in B.-H. are minimum standards and shall apply to all employees except when otherwise negotiated by the appointing authority with an exclusive representative or otherwise adopted in accordance with this section. At the discretion of the appointing authority, negotiated benefits may be applied to all employees of the agency.

Beyond the minimum standards listed in B.-H. the appointing authority may adopt an optional leave of absence policy to the extent allowed in I.

Agencies without an exclusive representative that adopt an optional leave policy beyond the minimum standards listed in B.-H. shall file a copy with the supervisor.

Agencies without an exclusive representative may develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from that in D.1. and E.1. and which shall apply to all employees covered by 7 MCAR SS 1.235-1.315.

B.-C. [Unchanged.]

D. Vacation leave.

1. Upon the completion of six full months of satisfactory service in the merit system, vacation leave shall accrue to a permanent, probationary, or trainee employee for the time served at the rate of one working day for each full month of service,

except as otherwise adopted under A. No vacation leave shall be accrued or granted during the first six months of service in the merit system; but upon satisfactory completion of that period, vacation leave shall accrue to a permanent, probationary, or trainee employee for the time served. Limited-term and provisional employees with less than six full months of service and emergency employees shall not accrue vacation leave. Provisional employees with more than six months of service shall accrue vacation leave. Unused vacation leave shall accumulate to a total of at least 24 working days. The agency shall determine the time at which vacation leave may be taken. Vacation leave may not be used before completion of the period in which it is accrued. Part-time employees shall accrue vacation leave on a prorated basis based on hours worked in accordance with a schedule prepared by the appointing authority.

2.-4. [Unchanged.]

E. Sick leave.

1. Every permanent, probationary, provisional, and limited-term employee shall accrue sick leave at the rate of one working day for each completed month of service, except as otherwise adopted under A., and such accrued sick leave may be used under the conditions prescribed in 2.-10.

2.-10. [Unchanged.]

F.-I. [Unchanged.]

7 MCAR S 1.255 Interagency operations.

A. Payroll review.

1. The commissioner shall adopt a plan providing for the review by the supervisor of the payrolls or certified listings of employees and current salaries. Such plans shall provide for a periodic review of the payrolls or certified listings of employees and current salaries for conformity with the provisions of these rules.

B. Records and reports.

1. The supervisor shall establish and maintain service records for each employee, showing name and classification, organizational unit, salary, changes in status, service ratings,

and such other personnel information as may be considered pertinent. Every recommendation for a temporary or permanent change in the status of an employee shall be submitted by the appointing authority to the supervisor on forms prescribed by him.

C. Cooperation with merit system agencies.

1. The supervisor, with the approval of the commissioner, may cooperate with other state, federal, or local merit system agencies operating in conformity with the standards comparable to those contained in these rules. With the approval of the commissioner, the supervisor may announce and administer joint examinations in conformity with the standards of these rules, and the registers so established shall be given recognition under these rules. When filling a vacant position, an appointing authority may request that the supervisor approve the transfer of a permanent employee from another merit system jurisdiction. If it is determined that both the classification level of the employee's position and the examination taken to obtain that position are comparable to those of the vacant position, the supervisor shall approve the transfer. All persons appointed under this rule shall be required to serve a six-month probationary period.

7 MCAR S 1.314 Compensation plan (Public Health) - 1983. The tables in A.-D. list minimum and maximum salary steps in monthly salary amounts for the specified classes of positions.

A. Professional and administrative.

1. Plan A.

	Minimum	Maximum
Assistant Director of Environmental Health	1828	2610
Assistant Director of Public Health Nursing	1670	2386
Business Administrator	1670	2386
Business Supervisor	1225	1746
Director of Environmental Health	2090	2986
Director of Public Health Nursing I	1670	2386

Director of Public Health Nursing II	1828	2610
Home Care Coordinator	1464	1999
Medical Technologist	1338	1746
Public Health Educator I	1338	1828
Public Health Educator II	1670	2282
Public Health Nurse	1400	1828
Public Health Nurse (Team Leader)	1464	1916
Public Health Nutritionist	1531	2090
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1338	1670
Sanitarian I	1338	1601
Sanitarian II	1464	1999
Sanitarian III	1601	2282
Sanitarian IV	1746	2497
School Health Coordinator	1400	1916
Senior Public Health Nurse	1531	1999

2. Plan B.

	Minimum	Maximum
Assistant Director of Environmental Health	1916	2729
Assistant Director of Public Health Nursing	1746	2497
Business Administrator	1746	2497
Business Supervisor	1280	1828
Director of Environmental Health	2184	3123
Director of Public Health Nursing I	1746	2497
Director of Public Health Nursing II	1916	2729
Home Care Coordinator	1531	2090
Medical Technologist	1400	1828
Public Health Educator I	1400	1916
Public Health Educator II	1746	2386
Public Health Nurse	1464	1916
Public Health Nurse (Team Leader)	1531	1999

Public Health Nutritionist	1601	2184
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1400	1746
Sanitarian I	1400	1670
Sanitarian II	1531	2090
Sanitarian III	1670	2386
Sanitarian IV	1828	2610
School Health Coordinator	1464	1999
Senior Public Health Nurse	1601	2090

3. Plan C.

	Minimum	Maximum
Assistant Director of Environmental Health	1999	2851
Assistant Director of Public Health Nursing	1828	2610
Business Administrator	1828	2610
Business Supervisor	1338	1916
Director of Environmental Health	2282	3264
Director of Public Health Nursing I	1828	2610
Director of Public Health Nursing II	1999	2851
Home Care Coordinator	1601	2184
Medical Technologist	1464	1916
Public Health Educator I	1464	1999
Public Health Educator II	1828	2497
Public Health Nurse	1565	2042
Public Health Nurse (Team Leader)	1634	2137
Public Health Nutritionist	1670	2282
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1495	1869
Sanitarian I	1464	1746
Sanitarian II	1601	2184
Sanitarian III	1746	2497
Sanitarian IV	1916	2729
School Health Coordinator	1531	2090

Senior Public Health Nurse	1706	2229

B. Health services support personnel.

1. Plan A.

	Minimum	Maximum
Animal Warden	956	1252
Bookkeeper	1001	1431
Home Health Aide	768	956
Home Health Aide Coordinator	1049	1368
Inspector I	1073	1225
Inspector II	1169	1531
Laboratory Technician	915	1195
Licensed Practical Nurse	1024	1280
Medical Laboratory Assistant	956	1252
Nutrition Assistant	1001	1368
Public Health Aide	642	838

2. Plan B.

	Minimum	Maximum
Animal Warden	1001	1307
Bookkeeper	1049	1495
Home Health Aide	799	1001
Home Health Aide Coordinator	1096	1431
Inspector I	1120	1280
Inspector II	1225	1601
Laboratory Technician	956	1252
Licensed Practical Nurse	1093	1338
Medical Laboratory Assistant	1001	1307
Nutrition Assistant	1049	1431
Public Health Aide	674	876

3. Plan C.

	Minimum	Maximum
Animal Warden	1049	1368
Bookkeeper	1096	1565

Home Health Aide	838	1049
Home Health Aide Coordinator	1146	1495
Inspector I	1169	1338
Inspector II	1280	1670
Laboratory Technician	1001	1307
Licensed Practical Nurse	1120	1400
Medical Laboratory Assistant	1049	1368
Nutrition Assistant	1096	1495
Public Health Aide	705	915

C. Clerical.

1. Plan A.

	Minimum	Maximum
Clerk I	664	904
Clerk II	759	1034
Clerk III	845	1157
Clerk-Typist I	695	945
Clerk-Typist II	759	1034
Clerk-Typist III	845	1157
Clerk-Steno I	729	989
Clerk-Steno II	826	1131
Clerk-Steno III	885	1206
Switchboard Operator I	759	1034
Switchboard Operator II	806	1107

2. Plan B.

	Minimum	Maximum
Clerk I	759	989
Clerk II	863	1131
Clerk III	965	1263
Clerk-Typist I	791	1034
Clerk-Typist II	863	1131
Clerk-Typist III	965	1263
Clerk-Steno I	826	1082
Clerk-Steno II	945	1236
Clerk-Steno III	1010	1318

Switchboard Operator I	863	1131
Switchboard Operator II	924	1206

3. Plan C.

	Minimum	Maximum
Clerk I	826	1082
Clerk II	945	1236
Clerk III	1059	1381
Clerk-Typist I	863	1131
Clerk-Typist II	945	1236
Clerk-Typist III	1059	1381
Clerk-Steno I	904	1179
Clerk-Steno II	1034	1350
Clerk-Steno III	1107	1445
Switchboard Operator I	945	1236
Switchboard Operator II	1010	1318

D. Building maintenance. Employees in the classes specified in 1. and 2. who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day-work rate.

1. Plan A.

	Minimum	Maximum
Custodian	736	863
Janitor	863	1107

2. Plan B.

	Minimum	Maximum
Custodian	863	1021
Janitor	1021	1313

OFFICE OF THE REVISOR OF STATUTES

Certificate of Approval of Adopted Rules

Agency: Department of Health AR0262

Division:

Agency Contact: Betty Carlson 296-3996

Rule Numbers: 7 MCAR SS 1.239, 1.2395, 1.250, 1.255, 1.314

Title: Adopted Amendments to the Department of Health's Merit System Rules

Type of Rules: Permanent

Incorporations by Reference:

Rule Number:	Material Incorporated:
7 MCAR S 1.239	Health Merit System Manual, as amended through May 29, 1982

Duplication of Statutory Language: None

Rule Number:	Statutory Section Duplicated:

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
FEB 8 1983
Received from Secretary of State

10:55 A.M.

The attached rules are approved as to form.

Steven C. Cross
Revisor of Statutes

Paul M. Marinac
Assistant Revisor
Phone: 296-0948
Date: 1/18/83

APPROVED AS TO LEGALITY
February 7, 1983
HUBERT H. HUMPHREY, III ATTORNEY GENERAL

BY
SPECIAL ASSISTANT ATTORNEY GENERAL

AG copy

Department of Public Welfare

Adopted Amendments to Existing Rules Governing the Compensation Plan; Leaves of Absence and Inter-Agency Operations

Rules as Adopted

12 MCAR S 2.494 Compensation plan.

A. Preparation and adoption.

1. Preparation of plan. In accordance with the Administrative Procedure Act, the commissioner shall formally adopt and make effective a comprehensive compensation plan including minimum and maximum salary rates as published in 12 MCAR S 2.840, and recommended intervening steps as published in the Public Welfare Merit System Manual, as amended through May 29, 1982, for all classes of positions. The plan shall apply to all agencies covered by the merit system except as otherwise negotiated for employees in a bargaining unit in agencies where there is an exclusive representative or in those instances where the requirements of F.2.c. have been satisfied. The plan shall include salary schedules for the various classes, with the salary of each class consistent with the functions outlined in the class specifications. Minimum, intervening, and maximum rates of pay for each class shall be established to provide for salary advancement without change in duty, in recognition of meritorious service. The advice and suggestions of appointing authorities, prevailing salary rates for similar and competing types of employment in business and government, and other relevant factors shall be taken into consideration in developing the salary schedules.

2. [Unchanged.]

3. Salary plans and salary rates. The comprehensive compensation plan adopted by the commissioner shall provide for separate alphabetically designated salary plans for different occupational groupings of classes reflecting progressively higher salary ranges except for those classes where a single range of rates is found to be appropriate. Plans shall be

established as provided in 1. Minimum and maximum salaries shall be as provided in 12 MCAR S 2.840.

B.-E. [Unchanged.]

F. Salary adjustments and increases.

1.-2. [Unchanged.]

3. Recommended adjustment. The merit system general adjustment recommended for incumbents is seven and eight-tenths percent for employees on the professional, support, clerical, and maintenance and trades salary schedules.

4.-5. [Unchanged.]

G.-H. [Unchanged.]

12 MCAR S 2.504 Leaves of absence.

A. In general.

1.-3. [Unchanged.]

4. Agencies without an exclusive representative may develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from that in B. and which shall apply to all employees covered by 12 MCAR SS 2.490-2.841.

B. Minimum policy.

1.-2. [Unchanged.]

3. Vacation leave.

a. Upon the completion of six full months of satisfactory service in the merit system, vacation leave shall accrue to a permanent, probationary, or trainee employee for time served at the rate of one working day for each full month of service except as otherwise adopted under A.4. No vacation leave shall be accrued or granted during the first six months of service in the merit system, but upon the satisfactory completion of such period, vacation leave shall accrue to a permanent, probationary, or trainee employee for the time served. Limited-term and provisional employees with less than six full months of service and emergency employees shall not accrue vacation leave. Provisional employees with more than six months of service shall accrue vacation leave. Unused vacation leave shall accumulate to a total of at least 24 working days.

The county agency shall determine the time at which vacation leave may be taken. Vacation leave may not be used prior to completion of the period in which it is accrued. Part-time employees shall accrue vacation leave on a prorated basis based on hours worked in accordance with a schedule prepared by the appointing authority.

b.-d. [Unchanged.]

4. Sick leave.

a. Every permanent, probationary, provisional, limited-term and trainee employee shall accrue sick leave at the rate of one working day for each completed month of service, except as otherwise adopted under A.4., and such accrued sick leave may be used under the conditions hereinafter prescribed:

Absence necessitated by an employee's inability to perform the duties of his or her position by reason of illness or injury, by necessity for medical or dental care, by reason of prenatal and postnatal care, by exposure to contagious disease under circumstances in which the health of the employees with whom associated or members of the public necessarily dealt with would be endangered by attendance on duty, or by illness in the employee's immediate family, for such period as shall be necessary. The term "immediate family" shall be limited to the employee's spouse, minor children, or parent living in the household of the employee when the parent has no other person to provide the necessary nursing care. •Within the discretion of the appointing authority, use of sick leave also may be authorized in cases of death of the spouse, children, and wards of the employee and the brothers, sisters, parents, or grandparents of either the employee or the employee's spouse.

b.-i. [Unchanged.]

5.-7. [Unchanged.]

C. [Unchanged.]

12 MCAR S 2.509 Interagency operations.

A.-B. [Unchanged.]

C. Cooperation with merit system agencies.

1. The supervisor, with the approval of the commissioner

of public welfare, may cooperate with other state, federal, or local merit system agencies operating in conformity with the standards comparable to those contained in these rules. With the approval of the commissioner of public welfare, the supervisor may announce and administer joint examinations in conformity with the standards of these rules, and the registers so established shall be given recognition under these rules. When filling a vacant position, an appointing authority may request that the supervisor approve the transfer of a permanent employee from another merit system jurisdiction. If it is determined that both the classification level of the employee's position and the examination taken to obtain that position are comparable to those of the vacant position, the supervisor shall approve the transfer. All persons appointed under this rule shall be required to serve a six-month probationary period.

SUBCHAPTER D - COMPENSATION PLAN

12 MCAR S 2.840 Compensation plan; Public Welfare - 1983.

A. Professional.

1. Plan A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Administrative Assistant I	1706	2550
Administrative Assistant II	1869	2786
Administrative Assistant III	2184	3123
Adult Day Care Center Supervisor	1400	2090
Assistant Human Services Director	2282	3264
Assistant Welfare Director	2851	4057
Associate Methods & Procedures Analyst	1338	1531
Auditor	1670	2497
Center Coordinator	1531	2282
Chemical Dependency Coordinator	1531	2282

Collection Services Supervisor II	1634	2441
Community-Health Services Supervisor	1706	2550
Community-Relations Specialist	1746	2497
Computer Programmer	1338	1746
Developmental Achievement Center Director	1400	2090
Developmental Achievement Center Teacher	1280	1916
Developmental Disabilities Coordinator	1400	2090
Dietitian	1338	1916
Director Of Business Management I	2042	2786
Director Of Business Management II	2497	3556
Director of Financial Assistance	2282	3264
Director of Planning	2282	3264
Director of Public Health Nursing I	1670	2386
Director of Social Services	2282	3264
Director of Support Services	2282	3264
Education Supervisor	1601	2282
Employment Guidance Counselor I	1280	1828
Employment Guidance Counselor II	1338	1916
Employment Guidance Counselor III	1400	1999
Family Services Coordinator II	1464	1999
Financial Assistance Supervisor III	1706	2550
Financial Assistance Supervisor IV	1869	2786
Fiscal Manager	2282	3264
Fiscal Supervisor III	1601	2282
Fiscal Supervisor IV	1828	2729
Home Care Coordinator	1464	1999

Homemaker Supervisor	1601	2282
Human Services Director III	2610	3712
Human Services Supervisor I	1706	2550
Marriage Counselor	1670	2386
Medical-Care Advisor	1400	1999
Mental Health Worker	1531	2282
Methods & Procedures Analyst	1565	2229
Methods & Procedures Supervisor	1828	2610
Nutrition Project Assistant Director	1280	1916
Nutrition Project Director	1706	2550
Occupational Supervisor-Instructor I	1225	1828
Occupational Supervisor-Instructor II	1400	2090
Office Manager	1280	1828
Personnel Officer	1280	1916
Personnel Director	1785	2668
Planner (Human Services)	1601	2282
Programmer Analyst	1601	2184
Psychologist I	1531	2184
Psychologist II	1828	2610
Psychologist III	2137	2919
Psychologist IV	2332	3192
Public Health Educator I	1338	1828
Public Health Educator II	1670	2282
Public Health Nurse	1400	1828
Public Health Nurse (Team Leader)	1464	1916
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1338	1601
Sanitarian I	1338	1601
Sanitarian II	1464	1999
Senior Public Health Nurse	1531	1999
Social Worker I	1280	1916

Social Worker II	1400	2090
Social Worker III	1531	2282
Social Worker Trainee	1169	1169
Social Services Supervisor I	1706	2550
Social Services Supervisor II	1869	2786
Social Welfare Supervisor III	2184	3123
Social Welfare Supervisor Trainee	1634	2042
Staff Training Supervisor I	1746	2497
Staff Training Supervisor II	1916	2729
Student Social Worker (Intern)	Rate proposed by appointing authority.	
Student Social Worker (SWEP)	Rate proposed by appointing authority.	
Systems Programmer Analyst	1828	2497
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.	
Volunteer Services Coordinator I	1280	1916
Volunteer Services Coordinator II	1601	2282
Welfare Director I	1955	2919
Welfare Director II	2137	3192
Welfare Director III	2386	3408
Welfare Director IV	2610	3712
Welfare Director V	3556	5169
Work-Experience & Training Specialist	1601	2282

2. Plan B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Administrative Assistant I	1785	2668
Administrative Assistant II	1955	2919

Administrative Assistant III	2282	3264
Adult Day Care Center Supervisor	1464	2184
Assistant Human Services Director	2282	3264
Assistant Welfare Director	2851	4057
Associate Methods & Procedures Analyst	1400	1601
Auditor	1746	2610
Center Coordinator	1601	2386
Chemical Dependency Coordinator	1601	2386
Collections Services Supervisor II	1706	2550
Community-Health Services Supervisor	1785	2668
Community-Relations Specialist	1828	2610
Computer Programmer	1400	1828
Developmental Achievement Center Director	1464	2184
Developmental Achievement Center Teacher	1338	1999
Developmental Disabilities Coordinator	1464	2184
Dietitian	1400	1999
Director of Business Management I	2042	2786
Director of Business Management II	2497	3556
Director of Financial Assistance	2386	3408
Director of Planning	2386	3408
Director of Public Health Nursing I	1746	2497
Director of Social Services	2386	3408
Director of Support Services	2386	3408
Education Supervisor	1670	2386
Employment Guidance Counselor I	1338	1916
Employment Guidance Counselor II	1400	1999

Employment Guidance Counselor III	1464	2090
Family Service Coordinator II	1531	2090
Financial Assistance Supervisor III	1785	2668
Financial Assistance Supervisor IV	1955	2919
Fiscal Manager	2282	3264
Fiscal Supervisor III	1601	2282
Fiscal Supervisor IV	1828	2729
Home Care Coordinator	1531	2090
Homemaker Supervisor	1670	2386
Human Services Director III	2610	3712
Human Services Supervisor I	1785	2668
Marriage Counselor	1746	2497
Medical-Care Advisor	1464	2090
Mental Health Worker	1601	2386
Methods & Procedures Analyst	1634	2332
Methods & Procedures Supervisor	1916	2729
Nutrition Project Assistant Director	1338	1999
Nutrition Project Director	1785	2668
Occupational Supervisor-Instructor I	1280	1916
Occupational Supervisor-Instructor II	1464	2184
Office Manager	1338	1916
Personnel Officer	1338	1999
Personnel Director	1869	2786
Planner (Human Services)	1670	2386
Programmer Analyst	1670	2282
Psychologist I	1601	2282
Psychologist II	1916	2729
Psychologist III	2229	3052
Psychologist IV	2441	3332
Public Health Educator I	1400	1916

Public Health Educator II	1746	2386
Public Health Nurse	1464	1916
Public Health Nurse (Team Leader)	1531	1999
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1400	1746
Sanitarian I	1400	1670
Sanitarian II	1531	2090
Senior Public Health Nurse	1601	2090
Social Worker I	1338	1999
Social Worker II	1464	2184
Social Worker III	1601	2386
Social Worker Trainee	1169	1169
Social Services Supervisor I	1785	2668
Social Services Supervisor II	1955	2919
Social Welfare Supervisor III	2282	3264
Social Welfare Supervisor Trainee	1706	2137
Staff Training Supervisor I	1828	2610
Staff Training Supervisor II	1999	2851
Student Social Worker (Intern)	Rate proposed by appointing authority.	
Student Social Worker (SWEP)	Rate proposed by appointing authority.	
Systems Programmer Analyst	1916	2610
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.	
Volunteer Services Coordinator I	1338	1999
Volunteer Services Coordinator II	1670	2386
Welfare Director I	1955	2919
Welfare Director II	2137	3192
Welfare Director III	2386	3408
Welfare Director IV	2610	3712
Welfare Director V	3556	5169

Work-Experience & Training Specialist	1670	2386

3. Plan C. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Administrative Assistant I	1869	2786
Administrative Assistant II	2042	3052
Administrative Assistant III	2386	3408
Adult Day Care Center Supervisor	1531	2282
Assistant Human Services Director	2282	3264
Assistant Welfare Director	2851	4057
Associate Methods & Procedures Analyst	1464	1670
Auditor	1828	2729
Center Coordinator	1670	2497
Chemical Dependency Coordinator	1670	2497
Collections Services Supervisor II	1785	2668
Community-Health Services Supervisor	1869	2786
Community-Relations Specialist	1916	2729
Computer Programmer	1464	1916
Developmental Achievement Center Director	1531	2282
Developmental Achievement Center Teacher	1400	2090
Developmental Disabilities Coordinator	1531	2282
Dietitian	1464	2090
Director of Business Management I	2042	2786
Director of Business Management II	2497	3556
Director of Financial Assistance	2497	3556
Director of Planning	2497	3556

Director of Public Health Nursing I	1828	2610
Director of Social Services	2497	3556
Director of Support Services	2497	3556
Education Supervisor	1746	2497
Employment Guidance Counselor I	1400	1999
Employment Guidance Counselor II	1464	2090
Employment Guidance Counselor III	1531	2184
Family Service Coordinator II	1601	2184
Financial Assistance Supervisor III	1869	2786
Financial Assistance Supervisor IV	2042	3052
Fiscal Manager	2282	3264
Fiscal Supervisor III	1601	2282
Fiscal Supervisor IV	1828	2729
Home Care Coordinator	1601	2184
Homemaker Supervisor	1746	2497
Human Services Director III	2610	3712
Human Services Supervisor I	1869	2786
Marriage Counselor	1828	2610
Medical-Care Advisor	1531	2184
Mental Health Worker	1670	2497
Methods & Procedures Analyst	1706	2441
Methods & Procedures Supervisor	1999	2851
Nutrition Project Assistant Director	1400	2090
Nutrition Project Director	1869	2786
Occupational Supervisor-Instructor I	1338	1999
Occupational Supervisor-Instructor II	1531	2282
Office Manager	1400	1999

Personnel Officer	1400	2090
Personnel Director	1955	2919
Planner (Human Services)	1746	2497
Programmer Analyst	1746	2386
Psychologist I	1670	2386
Psychologist II	1999	2851
Psychologist III	2332	3192
Psychologist IV	2550	3480
Public Health Educator I	1464	1999
Public Health Educator II	1828	2497
Public Health Nurse	1565	2042
Public Health Nurse (Team Leader)	1634	2137
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1495	1869
Sanitarian I	1464	1746
Sanitarian II	1601	2184
Senior Public Health Nurse	1706	2229
Social Worker I	1400	2090
Social Worker II	1531	2282
Social Worker III	1670	2497
Social Worker Trainee	1169	1169
Social Services Supervisor I	1869	2786
Social Services Supervisor II	2042	3052
Social Welfare Supervisor III	2386	3408
Social Welfare Supervisor Trainee	1785	2229
Staff Training Supervisor I	1916	2729
Staff Training Supervisor II	2090	2986
Student Social Worker (Intern)	Rate proposed by appointing authority.	
Student Social Worker (SWEP)	Rate proposed by appointing authority.	
Systems Progammer Analyst	1999	2729
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor	

and the commissioner of public welfare.

Volunteer Services Coordinator I	1400	2090
Volunteer Services Coordinator II	1746	2497
Welfare Director I	1955	2919
Welfare Director II	2137	3192
Welfare Director III	2386	3408
Welfare Director IV	2610	3712
Welfare Director V	3556	5169
Work-Experience & Training Specialist	1746	2497

B. Support personnel.

1. Plan A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Account Clerk	937	1280
Accounting Technician	1001	1368
Adult Day Care Center Program Coordinator	956	1368
Assistant Residential Facility Operator(s)	768	1049
Case Aide	956	1368
Chemical Dependency Counselor	1225	1601
Child Health Aide	838	1146
Child Support Officer I	1169	1670
Child Support Officer II	1307	1785
Collection Services Supervisor I	1495	2042
Community Service Aide	642	838
Coordinator of Aging	979	1400
Developmental Achievement Center Instructor	768	956
Family Service Aide I	768	956
Family Service Aide II	838	1146
Family Service Coordinator I	1049	1368
Family Service/Home Health Aide	768	956

Financial Assistance Specialist	1225	1670
Financial Assistance Supervisor I	1431	2042
Financial Assistance Supervisor II	1565	2229
Financial Worker I	956	1368
Financial Worker II	1073	1531
Fiscal Officer	1225	1746
Fiscal Supervisor I	1338	1916
Fiscal Supervisor II	1495	2137
Home Health Aide	768	956
Home Health Aide Coordinator	1049	1368
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.	
Housing Coordinator	1195	1706
Licensed Practical Nurse	1024	1280
Personnel Aide	1073	1464
Public Health Aide	642	838
Residential Facility Operator(s)	799	1096
Senior Case Aide	1073	1531
Senior Citizen's Aide	642	828
Transportation Coordinator	979	1338
Welfare Fraud Investigator	1495	1955
Welfare Fraud Unit Supervisor	1634	2137

2. Plan B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Account Clerk	979	1338
Accounting Technician	1049	1431
Adult Day Care Center Program Coordinator	1001	1431
Assistant Residential Facility Operator(s)	799	1096
Case Aide	1001	1431

Chemical Dependency Counselor	1280	1670
Child Health Aide	876	1195
Child Support Officer I	1225	1746
Child Support Officer II	1368	1869
Collection Services Supervisor I	1565	2137
Community Service Aide	674	876
Coordinator of Aging	1024	1464
Developmental Achievement Center Instructor	799	1001
Family Service Aide I	799	1001
Family Service Aide II	876	1195
Family Service Coordinator I	1096	1431
Family Service/Home Health Aide	799	1001
Financial Assistance Specialist	1280	1746
Financial Assistance Supervisor I	1495	2137
Financial Assistance Supervisor II	1634	2332
Financial Worker I	1001	1431
Financial Worker II	1120	1601
Fiscal Officer	1225	1746
Fiscal Supervisor I	1338	1916
Fiscal Supervisor II	1495	2137
Home Health Aide	799	1001
Home Health Aide Coordinator	1096	1431
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.	
Housing Coordinator	1252	1785
Licensed Practical Nurse	1073	1338
Personnel Aide	1120	1531
Public Health Aide	674	876
Residential Facility Operator(s)	838	1146
Senior Case Aide	1120	1601
Senior Citizen's Aide	674	876

Transportation Coordinator	1024	1400
Welfare Fraud Investigator	1565	2042
Welfare Fraud Unit Supervisor	1706	2229

3. Plan C. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Account Clerk	1024	1400
Accounting Technician	1096	1495
Adult Day Care Center Program Coordinator	1049	1495
Assistant Residential Facility Operator(s)	838	1146
Case Aide	1049	1495
Chemical Dependency Counselor	1338	1746
Child Health Aide	915	1252
Child Support Officer I	1280	1828
Child Support Officer II	1431	1955
Collection Services Supervisor I	1634	2229
Community Service Aide	705	915
Coordinator of Aging	1073	1531
Developmental Achievement Center Instructor	838	1049
Family Service Aide I	838	1049
Family Service Aide II	915	1252
Family Service Coordinator I	1146	1495
Family Service/Home Health Aide	838	1049
Financial Assistance Specialist	1338	1828
Financial Assistance Supervisor I	1565	2229
Financial Assistance Supervisor II	1706	2441
Financial Worker I	1049	1495
Financial Worker II	1169	1670
Fiscal Officer	1225	1746

Fiscal Supervisor I	1338	1916
Fiscal Supervisor II	1495	2137
Home Health Aide	838	1049
Home Health Aide Coordinator	1146	1495
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.	
Housing Coordinator	1307	1869
Licensed Practical Nurse	1120	1400
Personnel Aide	1169	1601
Public Health Aide	705	915
Residential Facility Operator(s)	876	1195
Senior Case Aide	1169	1670
Senior Citizen's Aide	705	915
Transportation Coordinator	1073	1464
Welfare Fraud Investigator	1634	2137
Welfare Fraud Unit Supervisor	1785	2332

C. Clerical.

1. Plan A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Clerical Supervisor	924	1263
Clerk I	664	904
Clerk II	759	1034
Clerk III	845	1157
Clerk-Typist I	695	945
Clerk-Typist II	759	1034
Clerk-Typist III	845	1157
Clerk Specialist	924	1263
Clerk-Steno I	729	989
Clerk-Steno II	826	1131
Clerk-Steno III	885	1206
Data Entry Operator	759	1034
Information Systems Specialist	845	1157

Switchboard Operator I	759	1034
Switchboard Operator II	806	1107

Employees in the class of Clerk-Typist I who are assigned on a full-time basis to transcribing machine operation may be paid within the county range for Clerk-Stenographer I.

2. Plan B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Clerical Supervisor	1059	1381
Clerk I	759	989
Clerk II	863	1131
Clerk III	965	1263
Clerk-Typist I	791	1034
Clerk-Typist II	863	1131
Clerk-Typist III	965	1263
Clerk Specialist	1059	1381
Clerk-Steno I	826	1082
Clerk-Steno II	945	1236
Clerk-Steno III	1010	1318
Data Entry Operator	863	1131
Information Systems Specialist	965	1263
Switchboard Operator I	863	1131
Switchboard Operator II	924	1206

Employees in the class of Clerk-Typist I who are assigned on a full-time basis to transcribing machine operation may be paid within the county range for Clerk-Stenographer I.

3. Plan C. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions.

	Minimum	Maximum
Clerical Supervisor	1157	1509
Clerk I	826	1082
Clerk II	945	1236

Clerk III	1059	1381
Clerk-Typist I	863	1131
Clerk-Typist II	945	1236
Clerk-Typist III	1059	1381
Clerk Specialist	1157	1509
Clerk-Steno I	904	1179
Clerk-Steno II	1034	1350
Clerk-Steno III	1107	1445
Data Entry Operator	945	1236
Information Systems Specialist	1059	1381
Switchboard Operator I	945	1236
Switchboard Operator II	1010	1318

Employees in the class of Clerk-Typist I who are assigned on a full-time basis to transcribing machine operation may be paid within the county range for Clerk-Stenographer I.

D. Maintenance and trades.

1. Plan A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. Janitors who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day-work rate.

	Minimum	Maximum
Auto Driver	792	1021
Bus Driver	863	1107
Janitor	863	1107
Laborer	$4.96/hr.	$4.96/hr.
Maintenance Worker	899	1158

2. Plan B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. Janitors who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day-work rate.

	Minimum	Maximum

Auto Driver	1021	1313
Bus Driver	1063	1369
Janitor	1021	1313
Laborer	$6.11/hr.	$6.11/hr.
Maintenance Worker	1107	1428

APPROVED AS TO LEGALITY

February 7, 1983

HUBERT H. HUMPHREY, III ATTORNEY GENERAL

BY Terry D. Grams

SPECIAL ASSISTANT ATTORNEY GENERAL

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
FEB - 8 1983
Certified from
Secretary of

10:55 A.M.

AG copy

Department of Public Safety

Adopted Amendments of Existing Rules Governing the Compensation Plan; Leaves of Absence and Inter-Agency Operations

Rules as Adopted

11 MCAR S 1.2094 Compensation plan.

A. Preparation and adoption.

1. Preparation of plan. In accordance with the Administrative Procedure Act, the governor, through the commissioner of public safety, shall formally adopt and make effective a comprehensive compensation plan including minimum and maximum salary rates as published in 11 MCAR S 1.2140, and recommended intervening steps as published in the Public Safety Merit System Manual, as amended through May 29, 1982, for all classes of positions. The plan shall apply to all agencies covered by the merit system, except as otherwise negotiated for employees in a bargaining unit in agencies where there is an exclusive representative or in those instances where the requirements of F.2.c. have been satisfied. The plan shall include salary ranges for the various classes, with the salary of each class consistent with the duties and responsibilities outlined in the class specifications. Minimum, intervening, and maximum rates of pay for each class shall be established to provide for salary advancement without change of duty, in recognition of meritorious service. The advice and suggestions of appointing authorities, prevailing salary rates for similar and competing types of employment in business and government, and other relevant factors shall be taken into consideration in developing the ranges.

2. [Unchanged.]

3. Salary plans and salary rates. The comprehensive compensation plan adopted by the commissioner shall provide for separate alphabetically designated salary plans for different occupational groupings of classes reflecting progressively higher salary ranges except for those classes where a single

range of rates is found to be appropriate. Plans shall be established as provided in 1. Minimum and maximum salaries shall be as provided in 11 MCAR S 1.2140.

B.-E. [Unchanged.]

F. Salary adjustments and increases.

1.-2. [Unchanged.]

3. Recommended adjustment. The merit system general adjustment recommended for incumbents is seven and eight-tenths percent for employees on the professional and clerical salary schedules.

4.-5. [Unchanged.]

G.-I. [Unchanged.]

11 MCAR S 1.2140 Compensation plan (emergency services) - 1983.

A. Professional.

1. Plan A.

	Minimum	Maximum
Administrative Officer	1400	1916
Assistant Civil Defense Director I	937	1280
Assistant Civil Defense Director II	1120	1531
Assistant Civil Defense Director III	1338	1828
Assistant Civil Defense Director IV	1601	2184
Communications Officer	1225	1670
County Civil Defense Director I	1338	1828
County Civil Defense Director II	1531	2090
County Civil Defense Director III	1746	2386
County Civil Defense Director IV	2497	3408
Local Civil Defense Director I	1073	1464
Local Civil Defense Director II	1225	1670
Local Civil Defense Director III	1400	1916
Local Civil Defense Director IV	1746	2386

Local Civil Defense Director V	2497	3408
Operations Officer	1400	1916
Public Information Officer	1400	1916
Radiological Defense Officer	1225	1670
Safety Services Coordinator	1400	1916

2. Plan B.

	Minimum	Maximum
Administrative Officer	1464	1999
Assistant Civil Defense Director I	979	1338
Assistant Civil Defense Director II	1169	1601
Assistant Civil Defense Director III	1400	1916
Assistant Civil Defense Director IV	1670	2282
Communications Officer	1280	1746
County Civil Defense Director I	1338	828
County Civil Defense Director II	1531	2090
County Civil Defense Director III	1746	2386
County Civil Defense Director IV	2497	3408
Local Civil Defense Director I	1073	1464
Local Civil Defense Director II	1225	1670
Local Civil Defense Director III	1400	1916
Local Civil Defense Director IV	1746	2386
Local Civil Defense Director V	2497	3408
Operations Officer	1464	1999
Public Information Officer	1464	1999
Radiological Defense Officer	1280	1746
Safety Services Coordinator	1464	1999

3. Plan C.

	Minimum	Maximum
Administrative Officer	1531	2090
Assistant Civil Defense Director I	1024	1400
Assistant Civil Defense Director II	1225	1670
Assistant Civil Defense Director III	1464	1999
Assistant Civil Defense Director IV	1746	2386
Communications Officer	1338	1828
County Civil Defense Director I	1338	1828
County Civil Defense Director II	1531	2090
County Civil Defense Director III	1746	2386
County Civil Defense Director IV	2497	3408
Local Civil Defense Director I	1073	1464
Local Civil Defense Director II	1225	1670
Local Civil Defense Director III	1400	1916
Local Civil Defense Director IV	1746	2386
Local Civil Defense Director V	2497	3408
Operations Officer	1531	2090
Public Information Officer	1531	2090
Radiological Defense Officer	1338	1828
Safety Services Coordinator	1531	2090

B. Clerical.

1. Plan A.

	Minimum	Maximum
Clerk I	664	904
Clerk II	759	1034
Clerk III	845	1157
Clerk-Typist I	695	945
Clerk-Typist II	759	1034
Clerk-Typist III	845	1157

Clerk-Steno I	729	989
Clerk-Steno II	826	1131
Clerk-Steno III	885	1206

2. Plan B.

	Minimum	Maximum
Clerk I	759	989
Clerk II	863	1131
Clerk III	965	1263
Clerk-Typist I	791	1034
Clerk-Typist II	863	1131
Clerk-Typist III	965	1263
Clerk-Steno I	826	1032
Clerk-Steno II	945	1236
Clerk-Steno III	1010	1318

3. Plan C.

	Minimum	Maximum
Clerk I	826	1082
Clerk II	945	1236
Clerk III	1059	1381
Clerk-Typist I	863	1131
Clerk-Typist II	945	1236
Clerk-Typist III	1059	1381
Clerk-Steno I	904	1179
Clerk-Steno II	1034	1350
Clerk-Steno III	1107	1445

OFFICE OF THE REVISOR OF STATUTES

Certificate of Approval of Adopted Rule

Agency: Department of Public Safety RD261

Division:

Agency Contact: Betty Carlson 296-3996

Rule Numbers: 11 MCAR SS 1.2094 and 1.2140

Title: Adopted Amendments to the Department of Public Safety's Merit System Rules

Type of Rules: Permanent

Incorporations by Reference:

Rule Number:	Material Incorporated:
11 MCAR S 1.2094	Public Safety Merit System Manual as amended through May 29, 1982

Duplication of Statutory Language: None

Rule Number:	Statutory Section Duplicated:

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
FEB - 8 1983
Secretary of State

10:55 A.M.

The attached rules are approved as to form.

Steven C. Cross
Revisor of Statutes

Paul M. Marinac
Assistant Revisor
Phone: 296-0948
Date: 01/18/83

APPROVED AS TO LEGALITY

February 7, 1983

HUBERT H. HUMPHREY, III ATTORNEY GENERAL

BY Jeremy D. Adams
SPECIAL ASSISTANT ATTORNEY GENERAL

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC WELFARE

In the Matter of the Proposed
Adoption of Rules of the State
Department of Public Welfare
Governing the Minnesota Merit System

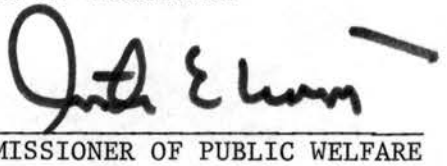
ORDER ADOPTING
RULES

The above-entitled matter came on for hearing before Hearing Examiner Richard C. Luis on the 16th day of November, 1982, at 9:30 A.M., in the Centennial Office Building, St. Paul, Minnesota, after proper notice required by Minnesota Statutes section 15.0412 was served upon all persons, associations, and other interested groups registered with the State Department of Public Welfare.

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

NOW, THEREFORE, IT IS ORDERED that these rules identified as Minnesota Merit System rules 12 MCAR §§ 2.490-2.840 are adopted this 30th day of December, 1982, pursuant to authority vested in me by Minnesota Statutes section 256.012. The report of the hearing examiner concerning these changes is incorporated and made a part hereof.

STATE OF MINNESOTA



COMMISSIONER OF PUBLIC WELFARE

STATE OF MINNESOTA

DEPARTMENT OF HEALTH

In the Matter of the Proposed
Adoption of Rules of the State
Department of Health Governing
the Minnesota Merit System

ORDER ADOPTING
RULES

The above-entitled matter came on for hearing before Hearing Examiner Richard C. Luis on the 16th day of November, 1982, at 9:30 A.M., in the Centennial Office Building, St. Paul, Minnesota, after proper notice required by Minnesota Statutes section 15.0412 was served upon all persons, associations, and other interested groups registered with the State Department of Health.

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

NOW, THEREFORE, IT IS ORDERED that these rules identified as Minnesota Merit System rules 7 MCAR §§ 1.235-1.315 are adopted this 30th day of December, 1982, pursuant to authority vested in me by Minnesota Statutes section 144.071. The report of the hearing examiner concerning these changes is incorporated and made a part hereof.

STATE OF MINNESOTA

George R. Petersen M.D.

COMMISSIONER OF HEALTH

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed
Adoption of Rules of the State
Department of Public Safety
Governing the Minnesota Merit System

ORDER ADOPTING
RULES

The above-entitled matter came on for hearing before Hearing Examiner Richard C. Luis on the 16th day of November, 1982, at 9:30 A.M., in the Centennial Office Building, St. Paul, Minnesota, after proper notice required by Minnesota Statutes section 15.0412 was served upon all persons, associations, and other interested groups registered with the State Department of Public Safety.

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

NOW, THEREFORE, IT IS ORDERED that these rules identified as Minnesota Merit System rules 11 MCAR §§ 1.2090-1.2140 are adopted this 30th day of December, 1982, pursuant to authority vested in me by Minnesota Statutes section 12.22 subd. 3. The report of the hearing examiner concerning these changes is incorporated and made a part hereof.

STATE OF MINNESOTA

Albert H. Quie

Governor

Department of Public Welfare
Department of Health
Department of Public Safety
Merit System

RECEIVED
OCT 19 1982
ADMINISTRATIVE HEARINGS

Notice of Intent to Solicit Outside Opinion Concerning Merit System Rules

Notice is hereby given that the Minnesota Department of Public Welfare (12 MCAR), the Minnesota Department of Health (7 MCAR) and the Minnesota Department of Public Safety (11 MCAR) are considering proposed amendments to those rules affecting their compensation plans and salary schedules.

If adopted, these rule changes will alter the salaries paid to those employees in agencies under the jurisdiction of the Merit System which have not negotiated a compensation plan with the exclusive representative for a bargaining unit.

The proposed rule changes are:

12 MCAR § 2.840
7 MCAR § 1.314
11 MCAR § 1.2140

The Minnesota Department of Public Welfare, the Minnesota Department of Health, and the Minnesota Department of Public Safety are also considering proposed amendments to several other rules affecting:

(1) Compensation Plan

(2) Leaves of Absence

(3) Inter-agency Operations

If adopted, these rules will alter various personnel policies in agencies under the jurisdiction of the Merit System.

All interested or affected persons are requested to participate. Statements of information and comment may be made orally or in writing. Written statements of information and comment may be addressed to:

Ralph W. Corey, Supervisor
Minnesota Merit System
Fourth Floor, Centennial Office Building
658 Cedar Street
St. Paul, Minnesota 55155

Oral statements of information and comment will be received during regular business hours over the telephone at (612) 296-3996.

All statements of information and comment must be received by August 2, 1982. Any written material received by the department shall become part of the hearing record. The notice of hearing on all of the above mentioned rules will be published in the *State Register* in August.

Under the provisions of Minn. Stat. § 10A.01, subd. 11 (1974), any individual representing persons or associations attempting to influence administrative action, such as the promulgation of these proposed rules and amendments, must register with the Ethical Practices Board as a lobbyist within five days of the commencement of such activity by the individual. The Ethical Practices Board is located in Room 41, State Office Building, St. Paul, Minnesota 55155.

Office of the Secretary of State

Notice of Vacancies in Multi-member State Agencies

Notice is hereby given to the public that vacancies have occurred in multi-member state agencies, pursuant to Minn. Stat. § 15.0597, subd. 4. Application forms may be obtained at the Office of the Secretary of State, 180 State Office Building, St. Paul 55155-1299; (612) 296-2805. **Application deadline is July 27, 1982.**

OCCUPATIONAL SAFETY AND HEALTH ADVISORY COUNCIL has 1 vacancy open for a safety member. The council advises the Department of Labor and Industry on administration of the state Occupational Safety and Health Act. Members are appointed by the Governor. Meetings are at the call of the chairperson, Space Center Bldg., St. Paul. Members receive $35 per

DPW-83-011-RL

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC WELFARE

IN THE MATTER OF PROPOSED AMENDMENTS
OF EXISTING RULES OF THE MINNESOTA MERIT
SYSTEM GOVERNING THE COMPENSATION PLAN; ORDER FOR HEARING
LEAVES OF ABSENCE AND INTERAGENCY
OPERATIONS

IT IS ORDERED this 21st day of September, 1982, that a public hearing on the proposed rules captioned above be held in Conference Room A, 4th Floor, Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota 55155 on November 16, 1982, commencing at 9:30 a.m., and continuing until all representatives of associations or other interested groups or persons have had an opportunity to be heard.

IT IS FURTHER ORDERED that notice of said hearing be given to all persons who have registered their names with the Department of Public Welfare for that purpose and be published in the State Register.

STATE OF MINNESOTA

Commissioner of Public Welfare

DML

RECEIVED
SEP 24 1982
ADMINISTRATIVE HEARINGS

DPW-83-011-RL

STATE OF MINNESOTA

DEPARTMENT OF HEALTH

IN THE MATTER OF PROPOSED AMENDMENTS
OF EXISTING RULES GOVERNING COMPENSATION
PLAN; LEAVES OF ABSENCE; AND INTERAGENCY
OPERATIONS.

ORDER OF HEARING

IT IS ORDERED this 21st day of September, 1982, that a public hearing on the proposed rules captioned above be held in the Centennial Office Building, Room A, 658 Cedar Street, St. Paul, Minnesota on November 16, 1982, commencing at 9:30 a.m. and continuing until all representatives of associations or other interested groups or persons have had an opportunity to be heard.

IT IS FURTHER ORDERED that notice of said hearing be given to all persons who have registered their names with the Department of Health for that purpose and be published in the State Register.

STATE OF MINNESOTA

Duane A. Johnson
Commissioner of Health

RECEIVED
SEP 24 1982
ADMINISTRATIVE HEARINGS

DPW-83-011-RL

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

IN THE MATTER OF PROPOSED AMENDMENTS
OF EXISTING RULES GOVERNING COMPENSATION
PLAN; LEAVES OF ABSENCE; AND INTERAGENCY
OPERATIONS.

ORDER OF HEARING

IT IS ORDERED this 23rd day of September, 1982, that a public hearing on the proposed rules captioned above be held in the Centennial Office Building, Room A, 658 Cedar Street, St. Paul, Minnesota on November 16, 1982, commencing at 9:30 a.m. and continuing until all representatives of associations or other interested groups or persons have had an opportunity to be heard.

IT IS FURTHER ORDERED that notice of said hearing be given to all persons who have registered their names with the Department of Public Safety for that purpose and be published in the State Register.

STATE OF MINNESOTA

Albert H. Quie

Governor

RECEIVED
SEP 24 1982
ADMINISTRATIVE HEARINGS

RECEIVED
OCT 19 1982
ADMINISTRATIVE HEARINGS

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC WELFARE

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE AND INTER-AGENCY OPERATIONS.

NOTICE OF HEARING

A public hearing concerning the above entitled matters will be held in Conference Room A, fourth floor, Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota, on November 16, 1982, commencing at 9:30 a.m. and continuing until all interested persons have an opportunity to be heard. The proposed amendments of existing rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the above-entitled matter, you are urged to participate in the rule hearing process. 5b

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to ask questions and make comments. Statements may be made orally and written material may be submitted. In addition, whether or not an appearance is made at the hearing, written statements or material may be submitted to Richard C. Luis, Office of Administrative Hearings, 4th Floor, Summit Bank Building, 310 4th Avenue South, Minneapolis, Minnesota 55415, (612) 341-7610, either before the hearing or within five working days after the public hearing ends. The Hearing Examiner may, at the hearing, order that the record be kept open for a longer period not to exceed 20 calendar days. The rule hearing procedure is governed by Minn. Stat. §§ 15.0411-15.0417 and 15.052, and by 9 MCAR §§ 2.101-2.112 (Minnesota Code of Agency Rules). If you have any questions about the procedure, call or write the Hearing Examiner. 2 5a 7a 7b 11a/b

Notice is hereby given that 25 days prior to the hearing, a Statement of Need and Reasonableness will be available for review at the agency and at the Office of Administrative Hearings. This Statement of Need and Reasonableness will include a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and the reasonableness of the proposed rule or rules. Copies of the Statement of Need and Reasonableness may be obtained from the Office of Administrative Hearings at a minimal charge. 9

A summary of major proposed revisions to the rules is as follows:

Proposed revisions to 12 MCAR § 2.494 provide for publishing only minimum and maximum salary rates for all classes in the compensation plan rule with recommended intervening rates of pay published in the Public Welfare Merit System Manual and provide a recommended general salary adjustment of 7.8% for all merit system employees effective January 1, 1983. 3a

Proposed revisions to 12 MCAR § 2.504 allow appointing authorities without an exclusive representative to develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from those in the rules.

Proposed revisions to 12 MCAR § 2.509 eliminate current superfluous language and add new language which requires classification and examination comparability before transfers of employees from other merit system jurisdictions are approved.

Proposed revisions to 12 MCAR § 2.840 provide for an upgrading of minimum and maximum salary rates for all classes by 7.8%, provide class titles and minimum and maximum salary rates for new classes established and the deletion of classes that have been abolished.

The agency's authority to adopt the proposed rules is contained in Minn. Stat. § 256.012.

The proposed rule changes affecting salary adjustments for employees will result in approximately $160,710 increased county expenditures in 1983.

Copies of the proposed rule are now available and at least one free copy may be obtained by writing to Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996. Additional copies will be available at the hearing. If you have any questions on the content of the rule amendments, contact Ralph Corey.

Notice: Any person may request notification of the date on which the Hearing Examiner's Report will be available, after which date the agency may not take any final action on the rules for a period of five working days. Any person may request notification of the date on which the hearing record has been submitted (or resubmitted) to the Attorney General by the agency. If you desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Hearing Examiner (in the case of the Hearing Examiner's Report), or to the agency (in the case of the agency's submission or resubmission to the Attorney General).

Minn. Stat. ch. 10A requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in Minn. Stat. § 10A.01, subd. 11, 1979 supp., as any individual:

(a) Engaged for pay or other consideration, or authorized by another individual or association to spend money, who spends more than five hours in any month or more than $250, not including his own travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials; or

(b) Who spends more than $250, not including his own traveling expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

Dated: Sept 21, 1982

Arthur E. Noot
Commissioner of Public Welfare

ATTACHMENT A

FISCAL STATEMENT

Using the formula provided in Merit System rule 12 MCAR § 2.494 C. 4., the proposed Merit System revisions to 12 MCAR §§ 2.494 F. 3. and 2.840 provide for 1) a recommended 7.8% salary adjustment for those employees not covered by collective bargaining agreements in 76 county welfare departments and human services agencies covered by the Merit System and for 2) an upgrading of minimum and maximum salary rates for all classes by 7.8%, both to be effective January 1, 1983. The only mandated cost to counties involves the adjustment of salaries to the 1983 proposed minimum rates for only those employees not covered by collective bargaining agreements whose rates of pay are below the 1983 proposed minimums for their classifications. An agency may adopt a different adjustment from that recommended by the Merit System as long as employees are at least paid at or above the minimum and at or below the maximum rates of pay for their classifications on the Merit System compensation plan adopted by the agency. Employees covered by collective bargaining agreements are exempt from this provision.

METHODOLOGY USED TO ARRIVE AT COST TO COUNTY AGENCIES FOR CALENDAR YEAR 1983:

Note: Assumptions made in calculating costs are that appointing authorities do not adopt a different Merit System compensation plan for their employees and that individual salary increases are not granted to employees during the period between August 1, 1982, and January 1, 1983.

The monthly cost to agencies of adjusting non-union employees to the 1983 proposed minimum rates for their classifications is $24,641. This figure was arrived at by calculating the monthly cost of raising non-union employees to the 1983 proposed minimum rates for their classifications in each agency covered by the Merit System.

(The total cost figured below is only for calendar year 1983, which consists of the last half of fiscal year 1983 and the first half of fiscal year 1984. Proposed salary adjustments for calendar year 1984 are unknown at this time, since such proposals will be subject to a survey of the labor market in July, 1983, as provided for in 12 MCAR § 2.494 C. 2.)

Cost to agencies for last half (6 months) fiscal year 1983 is $24,641 x 6 = $147,846.

Cost to agencies for first half (6 months) fiscal year 1984 is $24,641 x 6 = $147,846.

Federal share of salary costs for income maintenance programs = 49%
Federal share of salary costs for social service programs = 19.1%
County share of salary costs for income maintenance programs = 51%
County share of salary costs for social service programs = 57.7%
State share of salary costs for social service programs = 23.2%

Allocating costs equally between social services and income maintenance yields the following:

Last Half - Fiscal Year 1983

Federal share of salary costs
$73,923 ÷ 49% = $36,222 (IM)
$73,923 ÷ 19.1% = $14,119 (SS)
Total $50,341

County share of salary costs
$73,923 ÷ 51% = $37,701 (IM)
$73,923 ÷ 57.7% = $42,654 (SS)
Total $80,355

First Half - Fiscal Year 1984

Federal share of salary costs
$73,923 ÷ 49% = $36,222 (IM)
$73,923 ÷ 19.1% = $14,119 (SS)
Total $50,341

County share of salary costs
$73,923 ÷ 51% = $37,701 (IM)
$73,923 ÷ 57.7% = $42,654 (SS)
Total $80,355

State share of salary costs (SS only)

$73,923 ÷ 23.2% = $17,150

Total $17,150

Grand Totals

Federal	$50,341
County	$80,355
State	$17,150
	$147,846

State share of salary costs (SS only)

$73,923 ÷ 23.2% = $17,150

Total $17,150

Grand Totals

Federal	$50,341
County	$80,355
State	$17,150
	$147,846

County share of salary costs for calendar year 1983 is $80,355 + $80,355 = $160,710.

STATE OF MINNESOTA
DEPARTMENT OF HEALTH

RECEIVED
OCT 19 1982
ADMINISTRATIVE HEARINGS

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE AND INTER-AGENCY OPERATIONS.

NOTICE OF HEARING

A public hearing concerning the above-entitled matter will be held in Conference Room A, fourth floor, Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota, on November 16, 1982, commencing at 9:30 a.m. and continuing until all interested persons have an opportunity to be heard. The proposed amendments of existing rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the above-entitled matter, you are urged to participate in the rule hearing process.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to ask questions and make comments. Statements may be made orally and written material may be submitted. In addition, whether or not an appearance is made at the hearing, written statements or material may be submitted to Richard C. Luis, Office of Administrative Hearings, 4th Floor, Summit Bank Building, 310 4th Avenue South, Minneapolis, Minnesota 55415, (612) 341-7610, either before the hearing or within five working days after the public hearing ends. The Hearing Examiner may, at the hearing, order that the record be kept open for a longer period not to exceed 20 calendar days. The rule hearing procedure is governed by Minn. Stat. §§ 15.0411-15.0417 and 15.052, and by 9 MCAR §§ 2.101-2.112 (Minnesota Code of Agency Rules). If you have any questions about the procedure, call or write the Hearing Examiner.

Notice is hereby given that 25 days prior to the hearing, a Statement of Need and Reasonableness will be available for review at the agency and at the Office of Administrative Hearings. This Statement of Need and Reasonableness will include a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and the reasonableness of the proposed rule or rules. Copies of the Statement of Need and Reasonableness may be obtained from the Office of Administrative Hearings at a minimal charge.

A summary of major proposed revisions to the rules is as follows:

Proposed revisions to 7 MCAR §§ 1.239 and 1.2395 provide for publishing only minimum and maximum salary rates for all classes in the compensation plan rule with recommended intervening rates of pay published in the Health Merit System Manual; provide a recommended general salary adjustment of 7.8% for all merit system employees effective January 1, 1983, and clarify that changes in the compensation plan must follow the statutory public hearing process.

Proposed revisions to 7 MCAR § 1.250 allow appointing authorities without an exclusive representative to develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from those in the rules.

Proposed revisions to 7 MCAR § 1.255 substitute the term "commissioner" for "secretary and executive officer"; eliminate current superfluous language and add new language which requires classification and examination comparability before transfers of employees from other merit system jurisdictions are approved.

Proposed revisions to 7 MCAR § 1.314 provide for an upgrading of minimum and maximum salary rates for all classes by 7.8%.

The agency's authority to adopt the proposed rules is contained in Minn. Stat. § 144.071.

The cost to local public bodies of implementing the proposed rule changes will not exceed $100,000 for 1983.

Copies of the proposed rule are now available and at least one free copy may be obtained by writing to Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996. Additional copies will be available at the hearing. If you have any questions on the content of the rule amendments, contact Ralph Corey.

Notice: Any person may request notification of the date on which the Hearing Examiner's Report will be available, after which date the agency may not take any final action on the rules for a period of five working days. Any person may request notification of the date on which the hearing record has been submitted (or resubmitted) to the Attorney General by the agency. If you desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Hearing Examiner (in the case of the Hearing Examiner's Report), or to the agency (in the case of the agency's submission or resubmission to the Attorney General).

Minn. Stat. 10A. requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in Minn. Stat. §10A.01, subd. 11, 1979 supp., as any individual:

(a) Engaged for pay or other consideration, or authorized by another individual or association to spend money, who spends more than five hours in any month or more than $250, not including his own travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials; or

(b) Who spends more than $250, not including his own traveling expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

Dated: September 21, 1982

for George R. Pettersen, M.D.
Commissioner of Health

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE AND INTER-AGENCY OPERATIONS.

NOTICE OF HEARING

A public hearing concerning the above-entitled matter will be held in Conference Room A, fourth floor, Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota, on November 16, 1982, commencing at 9:30 a.m. and continuing until all interested persons have an opportunity to be heard. The proposed amendments of existing rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the above-entitled matter, you are urged to particpipate in the rule hearing process.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to ask questions and make comments. Statements may be made orally and written materials may be submitted. In addition, whether or not an appearance is made at the hearing, written statements or material may be submitted to Richard C. Luis, Office of Administrative Hearings, 4th Floor, Summit Bank Building, 310 4th Avenue South, Minneapolis, Minnesota 55415, (612) 341-7610, either before the hearing or within five working days after the public hearing ends. The Hearing Examiner may, at the hearing, order that the record be kept open for a longer period not to exceed 20 calendar days. The rule hearing procedure is governed by Minn. Stat. §§ 15.0411-15.0417 and 15.052, and by 9 MCAR §§ 2.101-2.112 (Minnesota Code of Agency Rules). If you have any questions about the procedure, call or write the Hearing Examiner.

Notice is hereby given that 25 days prior to the hearing, a Statement of Need and Reasonableness will be available for review at the agency and at the Office of Administrative Hearings. This statement of Need and Reasonableness will include a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and the reasonableness of the proposed rule or rules. Copies of the Statement of Need and Reasonableness may be obtained from the Office of Administrative Hearings at a minimal charge.

A summary of major proposed revisions to the rules is as follows:

Proposed revisions to 11 MCAR § 1.2094 provide for publishing only minimum and maximum salary rates for all classes in the compensation plan rule with recommended intervening rates of pay published in the Public Safety Merit System Manual; provide a recommended general salary adjustment of 7.8% for all merit system employees effective January 1, 1983, and clarify that changes in the compensation plan must follow the statutory public hearing process.

11 MCAR § 1.2091 B. 2. and 3. makes 12 MCAR § 2.495 through 12 MCAR § 2.510, which are rules of the Department of Public Welfare Merit System, applicable to county and local emergency services agencies. A copy of the notice of hearing for the Department of Public Welfare is attached for your information. If the Department of Public Welfare adopts the proposed changes to 12 MCAR §§ 2.504 and 2.509, these rules will also apply to emergency services agencies.

Proposed revisions to 11 MCAR § 1.2140 provide for an upgrading of minimum and maximum salary rates for all classes by 7.8%.

The agency's authority to adopt the proposed rule is contained in Minn. Stat. § 12.22, subd. 3.

The cost to local public bodies of implementing the proposed rule changes will not exceed $100,000 for 1983.

Copies of the proposed rule are now available and at least one free copy may be obtained by writing to Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996. Additional copies will be available at the hearing. If you have any questions on the content of the rule amendments, contact Ralph Corey.

Notice: Any person may request notification of the date on which the Hearing Examiner's Report will be available, after which date the agency may not take any final action on the rules for a period of five working days. Any person may request notification of the date on which the hearing record has been submitted (or resubmitted) to the Attorney General by the agency. If you desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Hearing Examiner (in the case of the Hearing Examiner's Report, or to the agency (in the case of the agency's submission or resubmission to the Attorney General).

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(b) Who spends more than $250, not including his own traveling expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

Dated: September 23, 1982

Albert H. Quie
Governor

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC WELFARE

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE AND INTER-AGENCY OPERATIONS.

NOTICE OF HEARING

A public hearing concerning the above entitled matters will be held in Conference Room A, fourth floor, Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota, on November 16, 1982, commencing at 9:30 a.m. and continuing until all interested persons have an opportunity to be heard. The proposed amendments of existing rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the above-entitled matter, you are urged to participate in the rule hearing process.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to ask questions and make comments. Statements may be made orally and written material may be submitted. In addition, whether or not an appearance is made at the hearing, written statements or material may be submitted to Richard C. Luis, Office of Administrative Hearings, 4th Floor, Summit Bank Building, 310 4th Avenue South, Minneapolis, Minnesota 55415, (612) 341-7610, either before the hearing or within five working days after the public hearing ends. The Hearing Examiner may, at the hearing, order that the record be kept open for a longer period not to exceed 20 calendar days. The rule hearing procedure is governed by Minn. Stat. §§ 15.0411-15.0417 and 15.052, and by 9 MCAR §§ 2.101-2.112 (Minnesota Code of Agency Rules). If you have any questions about the procedure, call or write the Hearing Examiner.

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A summary of major proposed revisions to the rules is as follows:

Proposed revisions to 12 MCAR § 2.494 provide for publishing only minimum and maximum salary rates for all classes in the compensation plan rule with recommended intervening rates of pay published in the Public Welfare Merit System Manual and provide a recommended general salary adjustment of 7.8% for all merit system employees effective January 1, 1983.

Proposed revisions to 12 MCAR § 2.504 allow appointing authorities without an exclusive representative to develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from those in the rules.

Proposed revisions to 12 MCAR § 2.509 eliminate current superfluous language and add new language which requires classification and examination comparability before transfers of employees from other merit system jurisdictions are approved.

Proposed revisions to 12 MCAR § 2.840 provide for an upgrading of minimum and maximum salary rates for all classes by 7.8%, provide class titles and minimum and maximum salary rates for new classes established and the deletion of classes that have been abolished.

The agency's authority to adopt the proposed rules is contained in Minn. Stat. § 256.012.

The proposed rule changes affecting salary adjustments for employees will result in approximately $160,710 increased county expenditures in 1983.

Copies of the proposed rule are now available and at least one free copy may be obtained by writing to Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996. Additional copies will be available at the hearing. If you have any questions on the content of the rule amendments, contact Ralph Corey.

Notice: Any person may request notification of the date on which the Hearing Examiner's Report will be available, after which date the agency may not take any final action on the rules for a period of five working days. Any person may request notification of the date on which the hearing record has been submitted (or resubmitted) to the Attorney General by the agency. If you desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Hearing Examiner (in the case of the Hearing Examiner's Report), or to the agency (in the case of the agency's submission or resubmission to the Attorney General).

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(b) Who spends more than $250, not including his own traveling expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

Dated: Sept 21, 1982

Arthur E. Noot
Commissioner of Public Welfare

ATTACHMENT A

FISCAL STATEMENT

Using the formula provided in Merit System rule 12 MCAR § 2.494 C. 4., the proposed Merit System revisions to 12 MCAR §§ 2.494 F. 3. and 2.840 provide for 1) a recommended 7.8% salary adjustment for those employees not covered by collective bargaining agreements in 76 county welfare departments and human services agencies covered by the Merit System and for 2) an upgrading of minimum and maximum salary rates for all classes by 7.8%, both to be effective January 1, 1983. The only mandated cost to counties involves the adjustment of salaries to the 1983 proposed minimum rates for only those employees not covered by collective bargaining agreements whose rates of pay are below the 1983 proposed minimums for their classifications. An agency may adopt a different adjustment from that recommended by the Merit System as long as employees are at least paid at or above the minimum and at or below the maximum rates of pay for their classifications on the Merit System compensation plan adopted by the agency. Employees covered by collective bargaining agreements are exempt from this provision.

METHODOLOGY USED TO ARRIVE AT COST TO COUNTY AGENCIES FOR CALENDAR YEAR 1983:

Note: Assumptions made in calculating costs are that appointing authorities do not adopt a different Merit System compensation plan for their employees and that individual salary increases are not granted to employees during the period between August 1, 1982, and January 1, 1983.

The monthly cost to agencies of adjusting non-union employees to the 1983 proposed minimum rates for their classifications is $24,641. This figure was arrived at by calculating the monthly cost of raising non-union employees to the 1983 proposed minimum rates for their classifications in each agency covered by the Merit System.

(The total cost figured below is only for calendar year 1983, which consists of the last half of fiscal year 1983 and the first half of fiscal year 1984. Proposed salary adjustments for calendar year 1984 are unknown at this time, since such proposals will be subject to a survey of the labor market in July, 1983, as provided for in 12 MCAR § 2.494 C. 2.)

Cost to agencies for last half (6 months) fiscal year 1983 is $24,641 x 6 = $147,846.

Cost to agencies for first half (6 months) fiscal year 1984 is $24,641 x 6 = $147,846.

Federal share of salary costs for income maintenance programs = 49%
Federal share of salary costs for social service programs = 19.1%
County share of salary costs for income maintenance programs = 51%
County share of salary costs for social service programs = 57.7%
State share of salary costs for social service programs = 23.2%

Allocating costs equally between social services and income maintenance yields the following:

Last Half - Fiscal Year 1983

Federal share of salary costs
$73,923 ÷ 49% = $36,222 (IM)
$73,923 ÷ 19.1% = $14,119 (SS)
Total $50,341

County share of salary costs
$73,923 ÷ 51% = $37,701 (IM)
$73,923 ÷ 57.7% = $42,654 (SS)
Total $80,355

First Half - Fiscal Year 1984

Federal share of salary costs
$73,923 ÷ 49% = $36,222 (IM)
$73,923 ÷ 19.1% = $14,119 (SS)
Total $50,341

County share of salary costs
$73,923 ÷ 51% = $37,701 (IM)
$73,923 ÷ 57.7% = $42,654 (SS)
Total $80,355

State share of salary costs (SS only)

$73,923 ÷ 23.2% = $17,150

Total $17,150

Grand Totals

Federal	$50,341
County	$80,355
State	$17,150
	$147,846

State share of salary costs (SS only)

$73,923 ÷ 23.2% = $17,150

Total $17,150

Grand Totals

Federal	$50,341
County	$80,355
State	$17,150
	$147,846

County share of salary costs for calendar year 1983 is $80,355 + $80,355 = $160,710.

RECEIVED
OCT 19 1982
ADMINISTRATIVE
HEARINGS

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC WELFARE

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE AND INTER-AGENCY OPERATIONS.

AFFIDAVIT OF MAILING

Wendy Johnson, being first duly sworn, deposes and says:

That on the 11 day of October, 1982, at the City of St. Paul, County of Ramsey, State of Minnesota, she served the attached Notice of Hearing by depositing in the State of Minnesota Central Mail System for first class mailing, a copy thereof, properly enveloped, with postage prepaid, on all persons and associations who have requested that their names be placed on file with the Department of Public Welfare for the purpose of receiving notice of the proposed adoption of rules by this Department.

Wendy Johnson

Subscribed and sworn to before me

this 12 day of October, 1982.

Margaret Holt

MARGARET HOLT
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires Sept. 22, 1984

In the Matter of Proposed Amendments of Existing Rules of the Minnesota Merit System Governing the Compensation Plan, Leaves of Absence; and Inter-Agency Operations.

AFFIDAVIT OF MAILING

STATE OF MINNESOTA)
)ss.
COUNTY OF RAMSEY)

Rose Ann Bauer, being first duly sworn deposes and says:

That on the 7th day of October, 1982, at the City of St. Paul, County of Ramsey, State of Minnesota, she served the attached Notice of Hearing by depositing in the State of Minnesota Central Mail System for United States mailing at said City of St. Paul, a copy thereof, properly enveloped, with postage prepaid, on all persons and associations who have requested that their names be placed on file with the State Department of Public Safety for the purpose of receiving notice of the proposed adoption of rules by this Department.

Rose Ann Bauer

Subscribed and sworn to before me
this 7 day of October, 1982

Margaret Holt

MARGARET HOLT
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires Sept. 22, 1984

In the Matter of Proposed Amendments of Existing Rules of the Minnesota Merit System Governing the Compensation Plan; Leaves of Absence; and Inter-Agency Operations.

AFFIDAVIT OF MAILING

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

Rose Ann Bauer, being first duly sworn deposes and says:

That on the 7th day of October, 1982, at the City of St. Paul, County of Ramsey, State of Minnesota, she served the attached Notice of Hearing by depositing in the State of Minnesota Central Mail System for United States mailing at said City of St. Paul, a copy thereof, properly enveloped, with postage prepaid, on all persons and associations who have requested that their names be placed on file with the State Department of Health for the purpose of receiving notice of the proposed adoption of rules by this Department.

Rose Ann Bauer

Subscribed and sworn to before me
this 7 day of October, 1982.

Margaret Holt

MARGARET HOLT
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires Sept. 22, 1984

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC WELFARE

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE AND INTER-AGENCY OPERATIONS.

AFFIDAVIT OF ADDITIONAL MAILING

Wendy Johnson, being first duly sworn, deposes and says:

That on the 11th day of October, 1982, at the City of St. Paul, County of Ramsey, State of Minnesota, in addition to serving the attached Notice of Hearing to all persons and associations who have requested that their names be placed on file for the purpose of receiving notice of the proposed adoption of rules by this Department, she also served the attached Notice by depositing in the State of Minnesota Central Mail System for first class mailing, a copy thereof, properly enveloped, with postage prepaid to the following agencies:

Union Business Agents
Chairpersons - Welfare & County Bds.
Affirmative Action Director - DPW
Merit System Council

Agency Personnel Staff
Headwaters Nutrition Project
Financial Supervisor Association

Wendy Johnson

Subscribed and sworn to before me

this 12 day of October, 1982.

Margaret Holt

MARGARET HOLT
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires Sept. 22, 1984

STATE OF MINNESOTA

DEPARTMENT OF HEALTH

IN THE MATTER OF PROPOSED AMENDMENTS TO EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE; AND INTER-AGENCY OPERATIONS.

AFFIDAVIT OF ADDITIONAL MAILING

Rose Ann Bauer, being first duly sworn, deposes and says:

That on the 7th day of October, 1982, at the City of St. Paul, County of Ramsey, State of Minnesota, in addition to serving the attached Notice of Hearing to all persons and associations who have requested that their names be placed on file for the purpose of receiving notice of the proposed adoption of rules by this Department, she also served the attached Notice by depositing in the State of Minnesota Central Mail System for first class mailing, a copy thereof, properly enveloped, with postage prepaid to the following agencies:

Community Nursing Service, Department of Health
Personnel and Training Division, Department of Health
Commissioner, Department of Health
Minnesota Nurses Association
Merit System Council

Rose Ann Bauer

Subscribed and sworn to before me
this 7 day of October, 1982.

Margaret Holt

MARGARET HOLT
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires Sept. 22, 1984

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE; AND INTER-AGENCY OPERATIONS.

AFFIDAVIT OF ADDITIONAL MAILING

Rose Ann Bauer, being first duly sworn, deposes and says:

That on the 7th day of October, 1982, at the City of St. Paul, County of Ramsey, State of Minnesota, in addition to serving the attached Notice of Hearing to all persons and associations who have requested that their names be placed on file for the purpose of receiving notice of the proposed adoption of rules by this Department, she also served the attached Notice by depositing in the State of Minnesota Central Mail System for first class mailing; a copy thereof, properly enveloped, with postage prepaid to the following agencies:

Local and County Civil Defense Agencies Covered by Minnesota Merit System
Merit System Council Members
Commissioner, Department of Public Safety
Personnel and Training Division, Department of Public Safety

Rose Ann Bauer

Subscribed and sworn to before me
this 7 day of October, 1982.

Margaret Holt

MARGARET HOLT
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires Sept. 22, 1984

RECEIVED
OCT 19 1982
ADMINISTRATIVE HEARINGS

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC WELFARE

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE AND INTER-AGENCY OPERATIONS.

CERTIFICATE

I hereby certify that the list of persons, associations, and other interested groups who have requested, pursuant to Minn. Stat. §15.0412, subd. 4, that their names be placed on file with and maintained by the Department of Public Welfare for the purpose of receiving notice of the proposed adoption of rules by this Department is accurate and complete as of 4:00, P.M., this 11th day of October, 1982.

STATE OF MINNESOTA

COUNTY OF RAMSEY

CERTIFICATE

IN THE MATTER OF PROPOSED AMENDMENTS OF EXISTING RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING THE COMPENSATION PLAN; LEAVES OF ABSENCE; AND INTER-AGENCY OPERATIONS.

I hereby certify that the list of persons, associations, and other interested groups who have requested, pursuant to Minn. Stat. §15.0412, subd. 4, that their names be placed on file with and maintained by the State Department of Health for the purpose of receiving notice of the proposed adoption of rules by this Department is accurate and complete as of 10:00 A.M., this 5th day of October, 1982.

Lora L. Erickson

STATE OF MINNESOTA

COUNTY OF RAMSEY

CERTIFICATE

IN THE MATTER OF PROPOSED AMENDMENTS
OF EXISTING RULES OF THE MINNESOTA
MERIT SYSTEM GOVERNING THE COMPENSATION
PLAN; LEAVES OF ABSENCE; AND INTER-AGENCY
OPERATIONS.

I hereby certify that the list of persons, associations, and other interested groups who have requested, pursuant to Minn. Stat. §15.0412, subd. 4, that their names be placed on file with and maintained by the State Department of Public Safety for the purpose of receiving notice of the proposed adoption of rules by this Department is accurate and complete as of 2:00 P.M., this 6th day of October, 1982.

Diane K. Hamilton

RECEIVED
OCT 1 1982
ADMINISTRATIVE HEARINGS

PROPOSED RULES

Pursuant to Minn. Laws of 1980, § 15.0412, subd. 4h, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing, as long as the agency determines that the rules will be noncontroversial in nature. The agency must first publish a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. The notice must advise the public:

1. that they have 30 days in which to submit comment on the proposed rules;
2. that no public hearing will be held unless seven or more persons make a written request for a hearing within the 30-day comment period;
3. of the manner in which persons shall request a hearing on the proposed rules;

and

4. that the rule may be modified if modifications are supported by the data and views submitted.

If, during the 30-day comment period, seven or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of § 15.0412, subds. 4 through 4g, which state that if an agency decides to hold a public hearing, it must publish in the *State Register* a notice of its intent to do so. This notice must appear at least 30 days prior to the date set for the hearing, along with the full text of the proposed rules. (If the agency has followed the provisions of subd. 4h and has already published the proposed rules, a citation to the prior publication may be substituted for republication.)

Pursuant to Minn. Stat. § 15.0412, subd. 5, when a statute, federal law or court order to adopt, suspend or repeal a rule does not allow time for the usual rulemaking process, temporary rules may be proposed. Proposed temporary rules are published in the *State Register*, and for at least 20 days thereafter, interested persons may submit data and views in writing to the proposing agency.

Department of Administration
Building Codes and Standards Division

Withdrawal of Proposed Rules Governing Licensing of Manufactured Home Dealers and Manufacturers Published on July 19, 1982

Notice is hereby given that the State of Minnesota Department of Administration has withdrawn the above-titled rules published at *State Register* on July 19, 1982 (7 S.R. 73) because of the inclusion of a defective notice. The notice and rules published on September 27, 1982 (7 S.R. 402) will take the place of the defective notice and withdrawn rules.

Department of Health
Minnesota Merit System

Proposed Amendments to Existing Rules Governing the Compensation Plan; Leaves of Absence and Inter-Agency Operations

Notice of Hearing

A public hearing concerning the above-entitled matter will be held in Conference Room A, fourth floor, Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota, on November 16, 1982, commencing at 9:30 a.m. and continuing until all interested persons have an opportunity to be heard. The proposed amendments of existing rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the above-entitled matter, you are urged to participate in the rule hearing process.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to ask questions and make comments. Statements may be made orally and written material may be submitted. In addition, whether or not an appearance is made at the hearing, written statements or material may be submitted to Richard C. Luis, Office of Administrative Hearings, 4th Floor, Summit Bank Building, 310 4th Avenue South, Minneapolis, Minnesota, 55415, (612) 341-7610, either before the hearing or within five working days after the public hearing ends. The hearing examiner may, at the hearing, order that the record be kept open for a longer period not to exceed 20 calendar days. The rule hearing procedure is governed by Minn. Stat. §§ 15.0411-15.0417 and 15.052, and by 9 MCAR §§ 2.101-2.112 (Minnesota Code of Agency Rules). If you have any questions about the procedure, call or write the hearing examiner.

Notice is hereby given that 25 days prior to the hearing, a statement of need and reasonableness will be available for review at

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." ADOPTED RULES SECTION — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Exhibit No. 177
File No.
Date 11-16-82

the agency and at the Office of Administrative Hearings. This statement of need and reasonableness will include a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and the reasonableness of the proposed rule or rules. Copies of the statement of need and reasonableness may be obtained from the Office of Administrative Hearings at a minimal charge.

A summary of major proposed revisions to the rules is as follows:

Proposed revisions to 7 MCAR §§ 1.239 and 1.2395 provide for publishing only minimum and maximum salary rates for all classes in the compensation plan rule with recommended intervening rates of pay published in the Health Merit System Manual; provide a recommended general salary adjustment of 7.8% for all merit system employees effective January 1, 1983, and clarify that changes in the compensation plan must follow the statutory public hearing process.

Proposed revisions to 7 MCAR § 1.250 allow appointing authorities without an exclusive representative to develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from those in the rules.

Proposed revisions to 7 MCAR § 1.255 substitute the term "commissioner" for "secretary and executive officer"; eliminate current superfluous language and add new language which requires classification and examination comparability before transfers of employees from other merit system jurisdictions are approved.

Proposed revisions to 7 MCAR § 1.314 provide for an upgrading of minimum and maximum salary rates for all classes by 7.8%.

The agency's authority to adopt the proposed rules is contained in Minn. Stat. § 144.071.

The cost to local public bodies of implementing the proposed rule changes will not exceed $100,000 for 1983.

Copies of the proposed rule are now available and at least one free copy may be obtained by writing to Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996. Additional copies will be available at the hearing. If you have any questions on the content of the rule amendments, contact Ralph Corey.

Notice: Any person may request notification of the date on which the hearing examiner's report will be available, after which date the agency may not take any final action on the rules for a period of five working days. Any person may request notification of the date on which the hearing record has been submitted (or resubmitted) to the Attorney General by the agency. If you desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the hearing examiner (in the case of the hearing examiner's report), or to the agency (in the case of the agency's submission or resubmission to the Attorney General).

Minn. Stat. § 10A. requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in Minn. Stat. § 10A.01, subd. 11, 1979 supp., as any individual:

(a) Engaged for pay or other consideration, or authorized by another individual or association to spend money, who spends more than five hours in any month or more than $250, not including *his own* travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials; or

(b) Who spends more than $250, not including *his own* traveling expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

September 21, 1982

George R. Pettersen, M.D.
Commissioner of Health

Rules as Proposed

7 MCAR § 1.239 Preparation of compensation plan.

A. Commissioner's adoption. In accordance with the Administrative Procedure Act, the commissioner shall formally adopt and make effective a comprehensive compensation plan~~, as provided in 7 MCAR § 1.314,~~ including minimum and maximum salary rates as provided in 7 MCAR § 1.314, and recommended intervening steps as published in the Health Merit System Manual as amended through May 29, 1982, for all classes of positions ~~which~~. The plan shall apply to all agencies covered by the merit system except as otherwise negotiated for employees in a bargaining unit in an agency where there is an exclusive representative or in those instances where the requirements of 7 MCAR § 1.2395 B.3. have been satisfied. The plan shall include

salary ranges for the various classes, with the salary of each class consistent with the duties and responsibilities outlined in the class specifications. Minimum, intervening, and maximum rates of pay for each class shall be established to provide for salary advancement without change of duty, in recognition of meritorious service. The advice and suggestions of appointing authorities, prevailing salary rates for similar and competing types of employment in business and government, and other relevant factors shall be taken into consideration in developing the salary ranges.

B. [Unchanged.]

C. Classes of positions in plan. The comprehensive compensation plan shall provide for separate alphabetically designated salary plans for different occupational groupings of classes reflecting progressively higher salary ranges except for those classes for which a single range of rates is found to be appropriate. Plans shall be established as provided in ~~7 MCAR § 1.314 as follows:~~ A. Minimum and maximum salaries shall be provided for in 7 MCAR § 1.314.

~~1. Professional and administrative: A, B, and C;~~

~~2. Health services support: A, B, and C;~~

~~3. Clerical: A, B, and C; and~~

~~4. Building maintenance: A and B.~~

7 MCAR § 1.2395 Salary adjustments and increases.

A.-B. [Unchanged.]

C. Recommended adjustments. The merit system general adjustment recommended for incumbents is ~~eight~~ seven and eight-tenths percent for employees on the professional and administrative, health services support, clerical, and building maintenance salary schedules.

D.-E. [Unchanged.]

7 MCAR § 1.250 Leaves of absence.

A. Applicability of minimum standards. Leave policies stated in B.-H. are minimum standards and shall apply to all employees except when otherwise negotiated by the appointing authority with an exclusive representative or otherwise adopted in accordance with this section. At the discretion of the appointing authority, negotiated benefits may be applied to all employees of the agency.

Beyond the minimum standards listed in B.-H. the appointing authority may adopt an optional leave of absence policy to the extent allowed in I.

Agencies without an exclusive representative that adopt an optional leave policy beyond the minimum standards listed in B.-H. shall file a copy with the supervisor.

Agencies without an exclusive representative may develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from that in D.1. and E.1. and which shall apply to all employees covered by 7 MCAR §§ 1.235-1.315.

B.-C. [Unchanged.]

D. Vacation leave.

1. Upon the completion of six full months of satisfactory service in the merit system, vacation leave shall accrue to a permanent, probationary, or trainee employee for the time served at the rate of one working day for each full month of service, except as otherwise adopted under A. No vacation leave shall be accrued or granted during the first six months of service in the merit system; but upon satisfactory completion of that period, vacation leave shall accrue to a permanent, probationary, or trainee employee for the time served. Limited-term and provisional employees with less than six full months of service and emergency employees shall not accrue vacation leave. Provisional employees with more than six months of service shall accrue vacation leave. Unused vacation leave shall accumulate to a total of at least 24 working days. The agency shall determine the time at which vacation leave may be taken. Vacation leave may not be used before completion of the period in which it is accrued. Part-time employees shall accrue vacation leave on a prorated basis based on hours worked in accordance with a schedule prepared by the appointing authority.

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2.-4. [Unchanged.]

E. Sick leave.

1. Every permanent, probationary, provisional, and limited-term employee shall accrue sick leave at the rate of one working day for each completed month of service, except as otherwise adopted under A., and such accrued sick leave may be used under the conditions prescribed in 2.-10.

2.-10. [Unchanged.]

F.-I. [Unchanged.]

7 MCAR § 1.255 Interagency operations.

A. Payroll review.

1. The ~~secretary and executive officer~~ commissioner shall adopt a plan providing for the review by the supervisor of the payrolls or certified listings of employees and current salaries. Such plans shall provide for a periodic review of the payrolls or certified listings of employees and current salaries for conformity with the provisions of these rules.

B. Records and reports.

1. The supervisor shall establish and maintain service records for each employee, showing name and classification, organizational unit, salary, changes in status, service ratings, and such other personnel information as may be considered pertinent. Every recommendation for a temporary or permanent change in the status of an employee shall be submitted by the appointing authority to the supervisor on forms prescribed by him.

C. Cooperation with merit system agencies.

1. The supervisor, with the approval of the ~~secretary and executive officer~~ commissioner, may cooperate with other state, federal, or local merit system agencies operating in conformity with the standards comparable to those contained in these rules. With the approval of the ~~secretary and executive officer~~ commissioner, the supervisor may announce and administer joint examinations in conformity with the standards of these rules, and the registers so established shall be given recognition under these rules. ~~With the approval of the secretary and executive officer, the supervisor may add to the end of the established eligible registers the names of persons who are on comparable registers of jurisdictions operating under standards similar to those set forth in these rules. With the same approval and under the same conditions the supervisor may recognize an appropriate register in the transfer or reinstatement of eligible employees from such recognized agencies to comparable positions in the merit system.~~ When filling a vacant position, an appointing authority may request that the supervisor approve the transfer of a permanent employee from another merit system jurisdiction. If it is determined that both the classification level of the employee's position and the examination taken to obtain that position are comparable to those of the vacant position, the supervisor shall approve the transfer. All persons appointed under this rule shall be required to serve a ~~six months~~ six-month probationary period.

7 MCAR § 1.314 Compensation plan (Public Health)—~~1982~~ 1983. The tables in A.-D. list minimum and maximum salary steps in monthly salary amounts for the specified classes of positions.

A. Professional and administrative.

1. Plan A.

~~a. Class of positions.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
	Minimum	Maximum							
Asst. Dir. of Envir. Health	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~
Asst. Dir. of Pub. Hlth. Nurs.	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Business Administrator	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Business Supervisor	~~1136~~ 1225	~~1187~~ 1746	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~

Dir. of Envir. Health	~~1939~~ 2090	~~2026~~ 2986	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~
Dir. of Pub. Hlth. Nurs. I	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Dir. of Pub. Hlth. Nurs. II	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~
Home Care Coordinator	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Medical Technologist	~~1241~~ 1338	~~1299~~ 1746	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~		
Public Health Educator I	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	
Public Health Educator II	~~1549~~ 1670	~~1620~~ 2282	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Public Health Nurse	~~1299~~ 1400	~~1358~~ 1828	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~		
Public Health Nurse (Team Leader)	~~1358~~ 1464	~~1420~~ 1916	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~		
Public Health Nutritionist	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Registered Nurse (A.A. Deg., 3 yr. Dip., or B.S. Deg.)	~~1241~~ 1338	~~1299~~ 1670	~~1358~~	~~1420~~	~~1485~~	~~1549~~			
Sanitarian I	~~1241~~ 1338	~~1299~~ 1601	~~1358~~	~~1420~~	~~1485~~				
Sanitarian II	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Sanitarian III	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Sanitarian IV	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
School Health Coordinator	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	
Senior Public Health Nurse	~~1420~~ 1531	~~1485~~ 1999	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~		

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2. Plan B.

~~a. Class of positions.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
Asst. Dir. of Envir. Health	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~
Asst. Dir. of Pub. Hlth. Nurs.	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Business Administrator	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Business Supervisor	~~1187~~ 1280	~~1241~~ 1828	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
Dir. of Envir. Health	~~2026~~ 2184	~~2117~~ 3123	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~
Dir. of Pub. Hlth. Nurs. I	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Dir. of Pub. Hlth. Nurs. II	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~
Home Care Coordinator	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Medical Technologist	~~1299~~ 1400	~~1358~~ 1828	~~1420~~	~~1485~~	~~1549~~	~~1629~~	~~1696~~		
Public Health Educator I	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	
Public Health Educator II	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
Public Health Nurse	~~1358~~ 1464	~~1420~~ 1916	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~		
Public Health Nurse (Team Leader)	~~1420~~ 1531	~~1485~~ 1999	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~		
Public Health Nutritionist	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	
Registered Nurse (A.A. Deg., 3 yr. Dip., or B.S. Deg.)	~~1299~~ 1400	~~1358~~ 1746	~~1420~~	~~1485~~	~~1549~~	~~1620~~			

Sanitarian I	~~1299~~ 1400	~~1358~~ 1670	~~1420~~	~~1485~~	~~1549~~				
Sanitarian II	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Sanitarian III	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Sanitarian IV	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~
School Health Coordinator	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Senior Public Health Nurse	~~1485~~ 1601	~~1549~~ 2090	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~		

3. Plan C.

~~a. Class of positions.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
Asst. Dir. of Envir. Health	~~1854~~ 1999	~~1939~~ 2851	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~
Asst. Dir. of Pub. Hlth. Nurs.	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~
Business Administrator	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~
Business Supervisor	~~1241~~ 1338	~~1299~~ 1916	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Dir. of Envir. Health	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~
Dir. of Pub. Hlth. Nurs. I	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~
Dir. of Pub. Hlth. Nurs. II	~~1854~~ 1999	~~1939~~ 2851	~~2026~~	~~2117~~	~~2213~~	~~2216~~	~~2421~~	~~2532~~	~~2645~~
Home Care Coordinator	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	
Medical Technologist	~~1358~~ 1464	~~1420~~ 1916	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~		

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Public Health Educator I	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Public Health Educator II	~~1696~~ 1828	~~1777~~ 2497	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
Public Health Nurse	~~1452~~ 1565	~~1516~~ 2042	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~		
Public Health Nurse (Team Leader)	~~1516~~ 1634	~~1583~~ 2137	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~		
Public Health Nutritionist	~~1549~~ 1670	~~1620~~ 2282	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Registered Nurse (A.A. Deg., 3 yr. Dip., or B.S. Deg.)	~~1387~~ 1495	~~1452~~ 1869	~~1516~~	~~1583~~	~~1656~~	~~1734~~			
Sanitarian I	~~1358~~ 1464	~~1420~~ 1746	~~1485~~	~~1549~~	~~1620~~				
Sanitarian II	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	
Sanitarian III	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Sanitarian IV	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~
School Health Coordinator	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Senior Public Health Nurse	~~1583~~ 1706	~~1656~~ 2229	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~		

B. Health services support personnel.

1. Plan A.

~~a. Class of positions.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
	Minimum	Maximum							
Animal Warden	~~887~~ 956	~~929~~ 1252	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~		
Bookkeeper	~~929~~ 1001	~~973~~ 1431	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~
Home Health Aide	~~712~~ 768	~~741~~ 956	~~777~~	~~813~~	~~849~~	~~887~~			
Home Health Aide Coordinator	~~973~~ 1049	~~1017~~ 1368	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~		
Inspector I	~~995~~ 1073	~~1039~~ 1225	~~1084~~	~~1136~~					

Inspector II	~~1084~~ 1169	~~1136~~ 1531	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~		
Laboratory Technician	~~849~~ 915	~~887~~ 1195	~~929~~	~~973~~	~~1017~~	~~1063~~	~~1109~~		
Licensed Practical Nurse	~~950~~ 1024	~~995~~ 1280	~~1039~~	~~1084~~	~~1136~~	~~1187~~			
Medical Laboratory Assistant	~~887~~ 956	~~929~~ 1252	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~		
Nutrition Assistant	~~929~~ 1001	~~973~~ 1368	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	
Public Health Aide	~~596~~ 642	~~625~~ 838	~~654~~	~~683~~	~~712~~	~~741~~	~~777~~		

2. Plan B.

~~a. Class of positions.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
Animal Warden	~~929~~ 1001	~~973~~ 1307	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~		
Bookkeeper	~~973~~ 1049	~~1017~~ 1495	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~
Home Health Aide	~~741~~ 799	~~777~~ 1001	~~813~~	~~849~~	~~887~~	~~929~~			
Home Health Aide Coordinator	~~1017~~ 1096	~~1063~~ 1431	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~		
Inspector I	~~1039~~ 1120	~~1084~~ 1280	~~1136~~	~~1107~~					
Inspector II	~~1136~~ 1225	~~1187~~ 1601	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~		
Laboratory Technician	~~887~~ 956	~~929~~ 1252	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~		
Licensed Practical Nurse	~~995~~ 1093	~~1039~~ 1338	~~1084~~	~~1136~~	~~1187~~	~~1241~~			
Medical Laboratory Assistant	~~929~~ 1001	~~973~~ 1307	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~		
Nutrition Assistant	~~973~~ 1049	~~1017~~ 1431	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	
Public Health Aide	~~625~~ 674	~~654~~ 876	~~683~~	~~712~~	~~741~~	~~777~~	~~813~~		

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3. Plan C.

~~a. Class of positions.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
	Minimum	Maximum							
Animal Warden	~~973~~ 1049	~~1017~~ 1368	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~		
Bookkeeper	~~1017~~ 1096	~~1063~~ 1565	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~	~~1452~~
Home Health Aide	~~777~~ 838	~~813~~ 1049	~~849~~	~~887~~	~~929~~	~~973~~			
Home Health Aide Coordinator	~~1063~~ 1146	~~1109~~ 1495	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~		
Inspector I	~~1084~~ 1169	~~1136~~ 1338	~~1187~~	~~1241~~					
Inspector II	~~1187~~ 1280	~~1241~~ 1670	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~		
Laboratory Technician	~~929~~ 1001	~~973~~ 1307	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~		
Licensed Practical Nurse	~~1039~~ 1120	~~1084~~ 1400	~~1136~~	~~1187~~	~~1241~~	~~1299~~			
Medical Laboratory Assistant	~~973~~ 1049	~~1017~~ 1368	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~		
Nutrition Assistant	~~1017~~ 1096	~~1063~~ 1495	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~	
Public Health Aide	~~654~~ 705	~~683~~ 915	~~712~~	~~741~~	~~777~~	~~813~~	~~849~~		

C. Clerical.

1. Plan A.

~~a. Class of positions.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~
	Minimum	Maximum						
Clerk I	~~616~~ 664	~~645~~ 904	~~676~~	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~
Clerk II	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk III	~~784~~ 845	~~821~~ 1157	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~
Clerk-Typist I	~~645~~ 695	~~676~~ 945	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~
Clerk-Typist II	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk-Typist III	~~784~~ 845	~~821~~ 1157	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~

Clerk-Steno I	~~676~~ 729	~~704~~ 989	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~
Clerk-Steno II	~~766~~ 826	~~801~~ 1131	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk-Steno III	~~821~~ 885	~~857~~ 1206	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~
Swbd. Operator I	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Swbd. Operator II	~~748~~ 806	~~784~~ 1107	~~821~~	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~

2. Plan B.

~~a. Class of positions.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
Clerk I	~~704~~ 759	~~734~~ 989	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~
Clerk II	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk III	~~895~~ 965	~~937~~ 1263	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
Clerk-Typist I	~~734~~ 791	~~766~~ 1034	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk-Typist II	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk-Typist III	~~895~~ 965	~~937~~ 1263	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
Clerk-Steno I	~~766~~ 826	~~801~~ 1082	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~
Clerk-Steno II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
Clerk-Steno III	~~937~~ 1010	~~982~~ 1318	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~
Swbd. Operator I	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Swbd. Operator II	~~857~~ 924	~~895~~ 1206	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~

3. Plan C.

~~a. Class of positions.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
Clerk I	~~766~~ 826	~~801~~ 1082	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~

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Clerk II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
Clerk III	~~982~~ 1059	~~1027~~ 1381	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~
Clerk-Typist I	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk-Typist II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
Clerk-Typist III	~~982~~ 1059	~~1027~~ 1381	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~
Clerk-Steno I	~~839~~ 904	~~877~~ 1179	~~917~~	~~959~~	~~1004~~	~~1049~~	~~1094~~
Clerk-Steno II	~~959~~ 1034	~~1004~~ 1350	~~1049~~	~~1094~~	~~1147~~	~~1198~~	~~1252~~
Clerk-Steno III	~~1027~~ 1107	~~1073~~ 1445	~~1119~~	~~1172~~	~~1223~~	~~1281~~	~~1340~~
Swbd. Operator I	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
Swbd. Operator II	~~937~~ 1010	~~982~~ 1318	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~

D. Building maintenance. Employees in the classes specified in 1. and 2. who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day-work rate.

1. Plan A.

~~a. Class of positions.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
	Minimum	Maximum					
Custodian	~~683~~ 736	~~708~~ 863	~~735~~	~~768~~	~~801~~		
Janitor	~~801~~ 863	~~834~~ 1107	~~870~~	~~907~~	~~947~~	~~986~~	~~1027~~

2. Plan B.

~~a. Class of positions.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
	Minimum	Maximum					
Custodian	~~801~~ 863	~~834~~ 1021	~~870~~	~~907~~	~~947~~		
Janitor	~~947~~ 1021	~~986~~ 1313	~~1027~~	~~1074~~	~~1119~~	~~1166~~	~~1218~~

Department of Public Safety

Proposed Amendments of Existing Rules Governing the Compensation Plan; Leaves of Absence and Inter-Agency Operations

Notice of Hearing

A public hearing concerning the above-entitled matter will be held in Conference Room A, fourth floor, Centennial Office

Building, 658 Cedar Street, St. Paul, Minnesota, on November 16, 1982, commencing at 9:30 a.m. and continuing until all interested persons have an opportunity to be heard. The proposed amendments of existing rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the above-entitled matter, you are urged to participate in the rule hearing process.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to ask questions and make comments. Statements may be made orally and written materials may be submitted. In addition, whether or not an appearance is made at the hearing, written statements or material may be submitted to Richard C. Luis, Office of Administrative Hearings, 4th Floor, Summit Bank Building, 310 4th Avenue South, Minneapolis, Minnesota 55415, (612) 341-7610, either before the hearing or within five working days after the public hearing ends. The hearing examiner may, at the hearing, order that the record be kept open for a longer period not to exceed 20 calendar days. The rule hearing procedure is governed by Minn. Stat. §§ 15.0411-15.0417 and 15.052, and by 9 MCAR §§ 2.101-2.112 (Minnesota Code of Agency Rules). If you have any questions about the procedure, call or write the hearing examiner.

Notice is hereby given that 25 days prior to the hearing, a statement of need and reasonableness will be available for review at the agency and at the Office of Administrative Hearings. This statement of need and reasonableness will include a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and the reasonableness of the proposed rule or rules. Copies of the statement of need and reasonableness may be obtained from the Office of Administrative Hearings at a minimal charge.

A summary of major proposed revisions to the rules is as follows:

Proposed revisions to 11 MCAR § 1.2094 provide for publishing only minimum and maximum salary rates for all classes in the compensation plan rule with recommended intervening rates of pay published in the Public Safety Merit System Manual; provide a recommended general salary adjustment of 7.8% for all merit system employees effective January 1, 1983, and clarify that changes in the compensation plan must follow the statutory public hearing process.

11 MCAR § 1.2091 B. 2. and 3. makes 12 MCAR § 2.495 through 12 MCAR § 2.510, which are rules of the Department of Public Welfare Merit System, applicable to county and local emergency services agencies. A copy of the notice of hearing for the Department of Public Welfare is attached for your information. If the Department of Public Welfare adopts the proposed changes to 12 MCAR §§ 2.504 and 2.509, these rules will also apply to emergency services agencies.

Proposed revisions to 11 MCAR § 1.2140 provide for an upgrading of minimum and maximum salary rates for all classes by 7.8%.

The agency's authority to adopt the proposed rule is contained in Minn. Stat. § 12.22, subd. 3.

The cost to local public bodies of implementing the proposed rule changes will not exceed $100,000 for 1983.

Copies of the proposed rule are now available and at least one free copy may be obtained by writing to Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996. Additional copies will be available at the hearings. If you have any questions on the content of the rule amendments, contact Ralph Corey.

Notice: Any person may request notification of the date on which the hearing examiner's report will be available, after which date the agency may not take any final action on the rules for a period of five working days. Any person may request notification of the date on which the hearing record has been submitted (or resubmitted) to the Attorney General by the agency. If you desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the hearing examiner (in the case of the hearing examiner's report), or to the agency (in the case of the agency's submission or resubmission to the Attorney General).

Minn. Stat. 10A requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in Minn. Stat. § 10A.01, subd. 11, 1979 supp., as any individual:

(a) Engaged for pay or other consideration, or authorized by another individual or association to spend money, who spends more than five hours in any month or more than $250, not including *his own* travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials; or

(b) Who spends more than $250, not including *his own* traveling expenses and membership dues, in any year, for the

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purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

September 23, 1982

Albert H. Quie
Governor

Rules as Proposed

11 MCAR § 1.2094 Compensation plan.

A. Preparation and adoption.

1. Preparation of plan. In accordance with the Administrative Procedure Act, the governor, through the commissioner of public safety, shall formally adopt and make effective a comprehensive compensation plan~~, 11 MCAR § 1.2140,~~ including minimum and maximum salary rates as published in 11 MCAR § 1.2140, and recommended intervening steps as published in the Public Safety Merit System Manual, as amended through May 29, 1982, for all classes of positions ~~which~~. The plan shall apply to all agencies covered by the merit system, except as otherwise negotiated for employees in a bargaining unit in agencies where there is an exclusive representative or in those instances where the requirements of F.2.c. have been satisfied. The plan shall include salary ranges for the various classes, with the salary of each class consistent with the duties and responsibilities outlined in the class specifications. Minimum, intervening, and maximum rates of pay for each class shall be established to provide for salary advancement without change of duty, in recognition of meritorious service. The advice and suggestions of appointing authorities, prevailing salary rates for similar and competing types of employment in business and government, and other relevant factors shall be taken into consideration in developing the ranges.

2. [Unchanged.]

3. Salary plans and salary rates. The comprehensive compensation plan adopted by the commissioner shall provide for separate alphabetically designated salary plans for different occupational groupings of classes reflecting progressively higher salary ranges except for those classes where a single range of rates is found to be appropriate. Plans shall be established as provided in 1. Minimum and maximum salaries shall be as provided in 11 MCAR § 1.2140 ~~as follows:~~

~~a. Professional—A, B and C;~~

~~b. Clerical—A, B and C.~~

B.-E. [Unchanged.]

F. Salary adjustments and increases.

1.-2. [Unchanged.]

3. Recommended adjustment. The merit system general adjustment recommended for incumbents is ~~eight~~ seven and eight-tenths percent for employees on the professional and clerical salary schedules.

4.-5. [Unchanged.]

G.-I. [Unchanged.]

11 MCAR § 1.2140 Compensation plan (emergency services)—~~1982~~ 1983.

A. Professional.

1. Plan A.

~~a. Class of positions~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~
Administrative Officer	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Asst. Civil Defense Director I	~~869~~ 937	~~908~~ 1280	~~950~~	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~

Asst. Civil Defense Director II	~~1039~~ 1120	~~1084~~ 1531	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~
Asst. Civil Defense Director III	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
Asst. Civil Defense Director IV	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~
Communications Officer	~~1136~~ 1225	~~1187~~ 1670	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
County Civil Defense Director I	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
County Civil Defense Director II	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
County Civil Defense Director III	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
County Civil Defense Director IV	~~2316~~ 2497	~~2421~~ 3408	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~
Local Civil Defense Director I	~~995~~ 1073	~~1039~~ 1464	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~
Local Civil Defense Director II	~~1136~~ 1225	~~1187~~ 1670	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Local Civil Defense Director III	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Local Civil Defense Director IV	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Local Civil Defense Director V	~~2316~~ 2497	~~2421~~ 3408	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~
Operations Officer	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Public Information Officer	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~

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Radiological Defense Officer	~~1136~~ 1225	~~1187~~ 1670	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Safety Services Coordinator	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~

2. Plan B.

~~a. Class of positions~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~
Administrative Officer	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Asst. Civil Defense Director I	~~908~~ 979	~~950~~ 1338	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~
Asst. Civil Defense Director II	~~1084~~ 1169	~~1136~~ 1601	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~
Asst. Civil Defense Director III	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Asst. Civil Defense Director IV	~~1549~~ 1670	~~1620~~ 2282	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Communications Officer	~~1187~~ 1280	~~1241~~ 1746	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~
County Civil Defense Director I	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
County Civil Defense Director II	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
County Civil Defense Director III	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
County Civil Defense Director IV	~~2316~~ 2497	~~2421~~ 3408	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~
Local Civil Defense Director I	~~995~~ 1073	~~1039~~ 1464	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~
Local Civil Defense Director II	~~1136~~ 1225	~~1187~~ 1670	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Local Civil Defense Director III	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~

Local Civil Defense Director IV	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Local Civil Defense Director V	~~2316~~ 2497	~~2421~~ 3408	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~
Operations Officer	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Public Information Officer	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Radiological Defense Officer	~~1187~~ 1280	~~1241~~ 1746	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~
Safety Services Coordinator	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~

3. Plan C.

~~a. Class of positions~~	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~
Administrative Officer	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Asst. Civil Defense Director I	~~950~~ 1024	~~995~~ 1400	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~
Asst. Civil Defense Director II	~~1136~~ 1225	~~1187~~ 1670	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Asst. Civil Defense Director III	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Asst. Civil Defense Director IV	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Communications Officer	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
County Civil Defense Director I	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
County Civil Defense Director II	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~

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County Civil Defense Director III	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
County Civil Defense Director IV	~~2316~~ 2497	~~2421~~ 3408	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~
Local Civil Defense Director I	~~995~~ 1073	~~1039~~ 1464	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~
Local Civil Defense Director II	~~1136~~ 1225	~~1187~~ 1670	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Local Civil Defense Director III	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Local Civil Defense Director IV	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Local Civil Defense Director V	~~2316~~ 2497	~~2421~~ 3408	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~
Operations Officer	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Public Information Officer	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Radiological Defense Officer	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
Safety Services Coordinator	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~

B. Clerical.

1. Plan A.

~~a. Class of positions~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~
Clerk I	~~616~~ 664	~~645~~ 904	~~676~~	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~
Clerk II	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk III	~~784~~ 845	~~821~~ 1157	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~
Clerk-Typist I	~~645~~ 695	~~676~~ 945	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~
Clerk-Typist II	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk-Typist III	~~784~~ 845	~~821~~ 1157	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~

Clerk-Steno I	~~676~~ 729	~~704~~ 989	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~
Clerk-Steno II	~~766~~ 826	~~801~~ 1131	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk-Steno III	~~821~~ 885	~~857~~ 1206	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~

2. Plan B.

~~a. Class of positions~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
Clerk I	~~704~~ 759	~~734~~ 989	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~
Clerk II	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk III	~~895~~ 965	~~937~~ 1263	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
Clerk-Typist I	~~734~~ 791	~~766~~ 1034	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk-Typist II	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk-Typist III	~~895~~ 965	~~937~~ 1263	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
Clerk-Steno I	~~766~~ 826	~~801~~ 1032	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~
Clerk-Steno II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
Clerk-Steno III	~~937~~ 1010	~~982~~ 1318	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~

3. Plan C.

~~a. Class of positions~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
Clerk I	~~766~~ 826	~~801~~ 1082	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~
Clerk II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
Clerk III	~~982~~ 1059	~~1027~~ 1381	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~
Clerk-Typist I	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk-Typist II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
Clerk-Typist III	~~982~~ 1059	~~1027~~ 1381	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~

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Clerk-Steno I	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~	~~1094~~
	904	1179					
Clerk-Steno II	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~	~~1198~~	~~1252~~
	1034	1350					
Clerk-Steno III	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~	~~1340~~
	1107	1445					

Department of Public Welfare

Proposed Amendments to Existing Rules Governing the Compensation Plan; Leaves of Absence and Inter-Agency Operations

Notice of Hearing

A public hearing concerning the above-entitled matters will be held in Conference Room A, fourth floor, Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota, on November 16, 1982, commencing at 9:30 a.m. and continuing until all interested persons have an opportunity to be heard. The proposed amendments of existing rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the above-entitled matter, you are urged to participate in the rule hearing process.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to ask questions and make comments. Statements may be made orally and written material may be submitted. In addition, whether or not an appearance is made at the hearing, written statements or material may be submitted to Richard C. Luis, Office of Administrative Hearings, 4th Floor, Summit Bank Building, 310 4th Avenue South, Minneapolis, Minnesota 55415, (612) 341-7610, either before the hearing or within five working days after the public hearing ends. The hearing examiner may, at the hearing, order that the record be kept open for a longer period not to exceed 20 calendar days. The rule hearing procedure is governed by Minn. Stat. §§ 15.0411-15.0417 and 15.052, and by 9 MCAR §§ 2.101-2.112 (Minnesota Code of Agency Rules). If you have any questions about the procedure, call or write the hearing examiner.

Notice is hereby given that 25 days prior to the hearing, a statement of need and reasonableness will be available for review at the agency and at the Office of Administrative Hearings. This statement of need and reasonableness will include a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and the reasonableness of the proposed rule or rules. Copies of the statement of need and reasonableness may be obtained from the Office of Administrative Hearings at a minimal charge.

A summary of major proposed revisions to the rules is as follows:

Proposed revisions to 12 MCAR § 2.494 provide for publishing only minimum and maximum salary rates for all classes in the compensation plan rule with recommended intervening rates of pay published in the Public Welfare Merit System Manual and provide a recommended general salary adjustment of 7.8% for all merit system employees effective January 1, 1983.

Proposed revisions to 12 MCAR § 2.504 allow appointing authorities without an exclusive representative to develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from those in the rules.

Proposed revisions to 12 MCAR § 2.509 eliminate current superfluous language and add new language which requires classification and examination comparability before transfers of employees from other merit system jurisdictions are approved.

Proposed revisions to 12 MCAR § 2.840 provide for an upgrading of minimum and maximum salary rates for all classes by 7.8%, provide class titles and minimum and maximum salary rates for new classes established and the deletion of classes that have been abolished.

The agency's authority to adopt the proposed rules is contained in Minn. Stat. § 256.012.

The proposed rule changes affecting salary adjustments for employees will result in approximately $160,710 increased county expenditures in 1983.

Copies of the proposed rule are now available and at least one free copy may be obtained by writing to Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996. Additional copies will be available at the hearing. If you have any questions on the content of the rule amendments, contact Ralph Corey.

Notice: Any person may request notification of the date on which the hearing examiner's report will be available, after which date the agency may not take any final action on the rules for a period of five working days. Any person may request notification of the date on which the hearing record has been submitted (or resubmitted) to the Attorney General by the agency. If you

desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the hearing examiner (in the case of the hearing examiner's report), or to the agency (in the case of the agency's submission or resubmission to the Attorney General).

Minn. Stat. ch. 10A requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in Minn. Stat. § 10A.01, subd. 11, 1979 supp., as any individual:

(a) Engaged for pay or other consideration, or authorized by another individual or association to spend money, who spends more than five hours in any month or more than $250, not including *his own* travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials; or

(b) Who spends more than $250, not including *his own* traveling expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

September 21, 1982

Arthur E. Noot
Commissioner of Public Welfare

Attachment A

Fiscal Statement

Using the formula provided in Merit System rule 12 MCAR § 2.494 C. 4., the proposed Merit System revisions to 12 MCAR §§ 2.494 F. 3. and 2.840 provide for 1) a recommended 7.8% salary adjustment for those employees not covered by collective bargaining agreements in 76 county welfare departments and human services agencies covered by the Merit System and for 2) an upgrading of minimum and maximum salary rates for all classes by 7.8%, both to be effective January 1, 1983. The only mandated cost to counties involves the adjustment of salaries to the 1983 proposed minimum rates for only those employees not covered by collective bargaining agreements whose rates of pay are below the 1983 proposed minimums for their classifications. An agency may adopt a different adjustment from that recommended by the Merit System as long as employees are at least paid at or above the minimum and at or below the maximum rates of pay for their classifications on the Merit System compensation plan adopted by the agency. Employees covered by collective bargaining agreements are exempt from this provision.

Methodology Used to Arrive at Cost to County Agencies for Calendar Year 1983:

Note: Assumptions made in calculating costs are that appointing authorities do not adopt a different Merit System compensation plan for their employees and that individual salary increases are not granted to employees during the period between August 1, 1982, and January 1, 1983.

The monthly cost to agencies of adjusting non-union employees to the 1983 proposed minimum rates for their classifications is $24,641. This figure was arrived at by calculating the monthly cost of raising non-union employees to the 1983 proposed minimum rates for their classifications in each agency covered by the Merit System.

(The total cost figured below is *only* for *calendar* year 1983, which consists of the last half of fiscal year 1983 and the first half of fiscal year 1984. Proposed salary adjustments for calendar year 1984 are unknown at this time, since such proposals will be subject to a survey of the labor market in July, 1983, as provided for in 12 MCAR § 2.494 C.2.)

Cost to agencies for last half (6 months) fiscal year 1983 is $24,641 × 6 = $147,846.

Cost to agencies for first half (6 months) fiscal year 1984 is $24,641 × 6 = $147,846.

Federal share of salary costs for income maintenance programs = 49%
Federal share of salary costs for social service programs = 19.1%
County share of salary costs for income maintenance programs = 51%
County share of salary costs for social service programs = 57.7%
State share of salary costs for social service programs = 23.2%

Allocating costs equally between social services and income maintenance yields the following:

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Last Half—Fiscal Year 1983

Federal share of salary costs
$73,923 ÷ 49% = $36,222 (IM)
$73,923 ÷ 19.1% = $14,119 (SS)
Total $50,341

County share of salary costs
$73,923 ÷ 51% = $37,701 (IM)
$73,923 ÷ 57.7% = $42,654 (SS)
Total $80,355

State share of salary costs (SS only)
$73,923 ÷ 23.2% = $17,150
Total $17,150

Grand Totals

Federal	$ 50,341
County	$ 80,355
State	$ 17,150
	$147,846

First Half—Fiscal Year 1984

Federal share of salary costs
$73,923 ÷ 49% = $36,222 (IM)
$73,923 ÷ 19.1% = $14,119 (SS)
Total $50,341

County share of salary costs
$73,923 ÷ 51% = $37,701 (IM)
$73,923 ÷ 57.7% = $42,654 (SS)
Total $80,355

State share of salary costs (SS only)
$73,923 ÷ 23.2% = $17,150
Total $17,150

Grand Totals

Federal	$ 50,341
County	$ 80,355
State	$ 17,150
	$147,846

County share of salary costs for *calendar* year 1983 is $80,355 + $80,355 = $160,710.

12 MCAR § 2.494 Compensation plan.

A. Preparation and adoption.

1. Preparation of plan. In accordance with ~~Minnesota Statutes, chapter 15~~ the Administrative Procedure Act, the commissioner shall formally adopt and make effective a comprehensive compensation plan~~, 12 MCAR § 2.840,~~ including minimum and maximum salary rates as published in 12 MCAR § 2.840, and recommended intervening steps as published in the Public Welfare Merit System Manual, as amended through May 28, 1982, for all classes of positions ~~which~~. The plan shall apply to all agencies covered by the merit system except as otherwise negotiated for employees in a bargaining unit in agencies where there is an exclusive representative or in those instances where the requirements of F.2.c. have been satisfied. The plan shall include salary schedules for the various classes, with the salary of each class consistent with the functions outlined in the class specifications. Minimum, intervening, and maximum rates of pay for each class shall be established to provide for salary advancement without change in duty, in recognition of meritorious service. The advice and suggestions of appointing authorities, prevailing salary rates for similar and competing types of employment in business and government, and other relevant factors shall be taken into consideration in developing the salary schedules.

2. [Unchanged.]

3. Salary plans and salary rates. The comprehensive compensation plan adopted by the commissioner shall provide for separate alphabetically designated salary plans for different occupational groupings of classes reflecting progressively higher salary ranges except for those classes where a single range of rates is found to be appropriate. Plans shall be established as provided in 1. Minimum and maximum salaries shall be provided in 12 MCAR § 2.840 ~~as follows:~~

~~a. Professional—A, B and C;~~

~~b. Support Personnel—A, B and C;~~

~~c. Clerical—A, B and C;~~

~~d. Maintenance and Trades—A and B.~~

B.-E. [Unchanged.]

F. Salary adjustments and increases.

1.-2. [Unchanged.]

3. Recommended adjustment. The merit system general adjustment recommended for incumbents is ~~eight~~ seven and eight-tenths percent for employees on the professional, support, clerical, and maintenance and trades salary schedules.

4.-5. [Unchanged.]

G.-H. [Unchanged.]

12 MCAR § 2.504 Leaves of absence.

A. In general.

1.-3. [Unchanged.]

4. Agencies without an exclusive representative may develop and adopt a consistent county-wide policy regarding vacation and sick leave accrual rates that differs from that in B. and which shall apply to all employees covered by 12 MCAR §§ 2.490-2.841.

B. Minimum policy.

1.-2. [Unchanged.]

3. Vacation leave.

a. Upon the completion of six full months of satisfactory service in the merit system, vacation leave shall accrue to a permanent, probationary, or trainee employee for time served at the rate of one working day for each full month of service except as otherwise adopted under A.4. No vacation leave shall be accrued or granted during the first six months of service in the merit system, but upon the satisfactory completion of such period, vacation leave shall accrue to a permanent, probationary, or trainee employee for the time served. Limited-term and provisional employees with less than six full months of service and emergency employees shall not accrue vacation leave. Provisional employees with more than six months of service shall accrue vacation leave. Unused vacation leave shall accumulate to a total of at least 24 working days. The county agency shall determine the time at which vacation leave may be taken. Vacation leave may not be used prior to completion of the period in which it is accrued. Part-time employees shall accrue vacation leave on a prorated basis based on hours worked in accordance with a schedule prepared by the appointing authority.

b.-d. [Unchanged.]

4. Sick leave.

a. Every permanent, probationary, provisional, limited-term and trainee employee shall accrue sick leave at the rate of one working day for each completed month of service, except as otherwise adopted under A.4., and such accrued sick leave may be used under the conditions hereinafter prescribed:

Absence necessitated by an employee's inability to perform the duties of his or her position by reason of illness or injury, by necessity for medical or dental care, by reason of prenatal and postnatal care, by exposure to contagious disease under circumstances in which the health of the employees with whom associated or members of the public necessarily dealt with would be endangered by attendance on duty, or by illness in the employee's immediate family, for such period as shall be necessary. The term "immediate family" shall be limited to the employee's spouse, minor children, or parent living in the household of the employee when the parent has no other person to provide the necessary nursing care. Within the discretion of the appointing authority, use of sick leave also may be authorized in cases of death of the spouse, children, and wards of the employee and the brothers, sisters, parents, or grandparents of either the employee or the employee's spouse.

b.-i. [Unchanged.]

5.-7. [Unchanged.]

C. [Unchanged.]

12 MCAR § 2.509 Interagency operations.

A.-B. [Unchanged.]

C. Cooperation with merit system agencies.

1. The supervisor, with the approval of the commissioner of public welfare, may cooperate with other state, federal, or local merit system agencies operating in conformity with the standards comparable to those contained in these rules. With the approval of the commissioner of public welfare, the supervisor may announce and administer joint examinations in conformity with the standards of these rules, and the registers so established shall be given recognition under these rules. ~~With the approval of the commissioner of public welfare, the supervisor may add to the end of the established eligible registers the names of persons who are on comparable registers of jurisdictions operating under standards similar to those set forth in these rules.~~

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~~With the same approval and under the same conditions, the supervisor may recognize an appropriate register in another jurisdiction for the purpose of certification or approve the transfer or reinstatement of eligible employees from such recognized agencies to comparable positions in the merit system.~~ When filling a vacant position, an appointing authority may request that the supervisor approve the transfer of a permanent employee from another merit system jurisdiction. If it is determined that both the classification level of the employee's position and the examination taken to obtain that position are comparable to those of the vacant position, the supervisor shall approve the transfer. All persons appointed under this rule shall be required to serve a ~~six-months~~ six-month probationary period.

SUBCHAPTER D—COMPENSATION PLAN

12 MCAR § 2.840 Compensation plan; Public Welfare—~~1982~~ 1983.

A. Professional.

1. Plan A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county welfare board under Minnesota Statutes, section 471.61.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~	~~10~~
Adm. Asst. I.	~~1583~~ 1706	~~1656~~ 2550	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~
Adm. Asst. II	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Adm. Asst. III.	~~2026~~ 2184	~~2117~~ 3123	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	
~~Adm. Services Director~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Adult Day Care Center Supvr.	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Asst. Human Services Director	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Asst. Welfare Director	~~2645~~ 2851	~~2770~~ 4057	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	~~3600~~	~~3763~~	
Assoc. M.-&-P. Analyst	~~1241~~ 1338	~~1299~~ 1531	~~1358~~	~~1420~~						
Auditor	~~1549~~ 1670	~~1620~~ 2497	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Center Coordinator	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Chemical Dependency Coord.	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Collection Services Supvr. II	~~1516~~ 1634	~~1583~~ 2441	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~
Community-Health Serv. Supvr.	~~1583~~ 1706	~~1656~~ 2550	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~
Community-Rela. Spec.	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
Computer Programmer	~~1241~~ 1338	~~1299~~ 1746	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~			
~~Day Care Center Supvr.~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	
Dev. Achievement Center Dir.	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~

Dev. Achievement Center Teacher	~~1187~~ 1280	~~1241~~ 1916	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Dev. Disabilities Coord.	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Dietitian	~~1241~~ 1338	~~1299~~ 1916	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	
Dir. Of Business Mgmt. I	~~1894~~ 2042	~~1982~~ 2786	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~		
Dir. of Business Mgmt. II	~~2316~~ 2497	~~2421~~ 3556	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Dir. of Financial Asst.	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Dir. of Planning	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Dir. of Pub. Hlth. Nurs. I	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
Dir. of Soc. Services	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Dir. of Support Services	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Education Supervisor	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Emp. Guid. Couns. I	~~1187~~ 1280	~~1241~~ 1828	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	
Emp. Guid. Couns. II	~~1241~~ 1338	~~1299~~ 1916	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	
Emp. Guid. Couns. III	~~1299~~ 1400	~~1358~~ 1999	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Family Serv. Coord. II	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~		
Finan. Asst. Supvr. III	~~1583~~ 1706	~~1656~~ 2550	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~
Finan. Asst. Supvr. IV	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Fiscal Mgr.	2282	3264								
Fiscal Supervisor III	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Fiscal Supervisor IV	~~1696~~ 1828	~~1777~~ 2729	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~
Home Care Coordinator	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~		
Homemaker Supervisor	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

~~Human Services Dir. I~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~
~~Human Services Dir. II~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Human Services Dir. III	~~2421~~ 2610	~~2532~~ 3712	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	
Human Services Supvr. I	~~1583~~ 1706	~~1656~~ 2550	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~
Marriage Counselor	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
Med.-Care Advisor	~~1299~~ 1400	~~1358~~ 1999	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
~~Med. Serv. Adm.~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~		
Mental Health Worker	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Meth.-&-Proc. Analyst	~~1452~~ 1565	~~1516~~ 2229	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	
Meth.-& Proc. Supvr.	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	
~~Nursing Care Advisor~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Nutrition Proj. Asst. Dir.	~~1187~~ 1280	~~1241~~ 1916	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Nutrition Proj. Dir.	~~1583~~ 1706	~~1656~~ 2550	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~
Occupa. Supvr. Inst. I	~~1136~~ 1225	~~1187~~ 1828	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
Occupa. Suprv. Inst. II	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Office Manager	~~1187~~ 1280	~~1241~~ 1828	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	
Personnel Officer	~~1187~~ 1280	~~1241~~ 1916	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Personnel Director	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
~~Physical Therapist~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~		
Planner (Human Services)	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
~~Policy/Program Analyst~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
Programmer Analyst	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~		
Psychologist I	~~1420~~ 1531	~~1485~~ 2184	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	
Psychologist II	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	

Psychologist III	~~1982~~ 2137	~~2068~~ 2919	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~		
Psychologist IV	~~2163~~ 2332	~~2264~~ 3192	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~	~~2961~~		
Pub. Health Educator I	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~		
Pub. Health Educator II	~~1549~~ 1670	~~1620~~ 2282	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~		
Public Health Nurse	~~1299~~ 1400	~~1358~~ 1828	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~			
Pub. Hlth. Nurse (Team Leader)	~~1358~~ 1464	~~1420~~ 1916	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~			
Registered Nurse (A.A. Deg., 3 yr. Dip., or B.S. Deg.)	~~1241~~ 1338	~~1299~~ 1601	~~1358~~	~~1420~~	~~1485~~	~~1549~~				
Sanitarian I	~~1241~~ 1338	~~1299~~ 1601	~~1358~~	~~1420~~	~~1485~~					
Sanitarian II	~~1358~~ 1464	~~1420~~ 1999	~~1484~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~		
Sr. Pub. Health Nurse	~~1420~~ 1531	~~1485~~ 1999	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~			
Social Worker I	~~1187~~ 1280	~~1241~~ 1916	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Social Worker II	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Social Worker III	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Social Worker Trainee	~~1084~~ 1169	1169								
Soc. Serv. Supvr. I	~~1583~~ 1706	~~1656~~ 2550	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~
Soc. Serv. Supvr. II	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Soc. Welf. Supvr. III	~~2026~~ 2184	~~2117~~ 3123	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	
Soc. Welf. Supvr. Trainee	~~1516~~ 1634	~~1583~~ 2042	~~1656~~	~~1734~~	~~1814~~	~~1894~~				
Staff Trng. Supvr. I	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
Staff. Trng. Supvr. II	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	
Student Soc. Worker (Intern)	Rate proposed by appointing authority.									
Student Soc. Worker (SWEP)	Rate proposed by appointing authority.									

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." ADOPTED RULES SECTION — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Systems Prog.-Analyst	~~1696~~ 1828	~~1777~~ 2497	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~		
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.									
Vol.-Serv. Coord. I	~~1187~~ 1280	~~1241~~ 1916	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Vol.-Serv. Coord. II	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Welfare Director I	~~1814~~ 1955	~~1894~~ 2919	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~
Welfare Director II	~~1982~~ 2137	~~2068~~ 3192	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~	~~2961~~
Welfare Director III	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Welfare Director IV	~~2421~~ 2610	~~2532~~ 3712	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	
Welfare Director V	~~3299~~ 3556	~~3443~~ 5169	~~3600~~	~~3763~~	~~3932~~	~~4108~~	~~4302~~	~~4486~~	~~4795~~	
Work-Exp. & Trng. Spec.	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	

2. Plan B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county welfare board under Minnesota Statutes, section 471.61.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~	~~10~~
Adm. Asst. I	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
Adm. Asst. II	~~1814~~ 1955	~~1894~~ 2919	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~
Adm. Asst. III	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
~~Adm. Services Director~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Adult Day Care Center Supvr.	~~1358~~ 1464	~~1420~~ 2184	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~
Asst. Human Services Director	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Asst. Welfare Director	~~2645~~ 2851	~~2770~~ 4057	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	~~3600~~	~~3763~~	
Assoc. M-&-P. Analyst	~~1299~~ 1400	~~1358~~ 1601	~~1420~~	~~1485~~						
Auditor	~~1620~~ 1746	~~1696~~ 2610	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~
Center Coordinator	~~1485~~ 1601	~~1549~~ 2386	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Chemical Dependency Coord.	~~1485~~ 1601	~~1549~~ 2386	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Collections Services Supvr. II	~~1583~~ 1706	~~1656~~ 2550	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~

Community-Health Serv. Supvr.	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
Community Rela. Spec.	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	
Computer Programmer	~~1299~~ 1400	~~1358~~ 1828	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~			
~~Day Care Center Supvr.~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	
Dev. Achievement Center Dir.	~~1358~~ 1464	~~1420~~ 2184	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~
Dev. Achievement Center Teacher	~~1241~~ 1338	~~1299~~ 1999	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Dev. Disabilities Coord.	~~1358~~ 1464	~~1420~~ 2184	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~
Dietitian	~~1299~~ 1400	~~1358~~ 1999	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Dir. of Business Mgmt. I	~~1894~~ 2042	~~1982~~ 2786	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~		
Dir. of Business Mgmt. II	~~2316~~ 2497	~~2421~~ 3556	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Dir. of Financial Asst.	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Dir. of Planning	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Dir. of Pub. Hlth. Nurs. I	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
Dir. of Soc. Services	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Dir. of Support Services	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Education Supervisor	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
Emp. Guid. Couns. I	~~1241~~ 1338	~~1299~~ 1916	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	
Emp. Guid. Couns. II	~~1299~~ 1400	~~1358~~ 1999	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Emp. Guid. Couns. III	~~1358~~ 1464	~~1420~~ 2090	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Family Service Coord. II	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~		
Finan. Asst. Supvr. III	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~

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Finan. Asst. Supvr. IV	~~1814~~ 1955	~~1894~~ 2919	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~
Fiscal Mgr.	2282	3264								
Fiscal Supervisor III	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Fiscal Supervisor IV	~~1696~~ 1828	~~1777~~ 2729	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~
Home Care Coordinator	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~		
Homemaker Supervisor	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
~~Human Services Dir. I~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~
~~Human Services Dir. II~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Human Services Dir. III	~~2421~~ 2610	~~2532~~ 3712	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	
Human Services Supvr. I	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
Marriage Counselor	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
Med.-Care Advisor	~~1358~~ 1464	~~1420~~ 2090	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
~~Med. Serv. Adm.~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~		
Mental Health Worker	~~1485~~ 1601	~~1549~~ 2386	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Meth.-&-Proc. Analyst	~~1516~~ 1634	~~1583~~ 2332	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	
Meth.-&-Proc. Supvr.	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	
~~Nursing Care Advisor~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Nutrition Proj. Asst. Dir.	~~1241~~ 1338	~~1299~~ 1999	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Nutrition Proj. Dir.	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
Occupa. Supvr. Inst. I	~~1187~~ 1280	~~1241~~ 1916	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Occupa. Supvr. Inst. II	~~1358~~ 1464	~~1420~~ 2184	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~
Office Manager	~~1241~~ 1338	~~1299~~ 1916	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	
Personnel Officer	~~1241~~ 1338	~~1299~~ 1999	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Personnel Director	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
~~Physical Therapist~~	~~1269~~	~~1327~~	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~	~~1734~~		

Planner (Human Services)	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
~~Policy/Program Analyst~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Programmer Analyst	~~1549~~ 1670	~~1620~~ 2282	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~		
Psychologist I	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Psychologist II	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	
Psychologist III	~~2068~~ 2229	~~2163~~ 3052	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~		
Psychologist IV	~~2264~~ 2441	~~2366~~ 3332	~~2475~~	~~2584~~	~~2708~~	~~2831~~	~~2961~~	~~3091~~		
Pub. Health Educator I	~~1299~~ 1400	~~1358~~ 1916	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~		
Pub. Health Educator II	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~		
Public Health Nurse	~~1358~~ 1464	~~1420~~ 1916	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~			
Pub. Hlth. Nurse (Team Leader)	~~1420~~ 1531	~~1485~~ 1999	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~			
Registered Nurse (A.A. Deg., 3 yr. Dip., or B.S. Deg.)	~~1299~~ 1400	~~1358~~ 1746	~~1420~~	~~1485~~	~~1549~~	~~1620~~				
Sanitarian I	~~1299~~ 1400	~~1358~~ 1670	~~1420~~	~~1485~~	~~1549~~					
Sanitarian II	~~1420~~ 1531	~~1485~~ 2090	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~		
Sr. Pub. Health Nurse	~~1485~~ 1601	~~1549~~ 2090	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~			
Social Worker I	~~1241~~ 1338	~~1299~~ 1999	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Social Worker II	~~1358~~ 1464	~~1420~~ 2184	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~
Social Worker III	~~1485~~ 1601	~~1549~~ 2386	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~
Social Worker Trainee	~~1084~~ 1169	1169								
Soc. Serv. Supvr. I	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
Soc. Serv. Supvr. II	~~1814~~ 1955	~~1894~~ 2919	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." ADOPTED RULES SECTION — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Soc. Welf. Supvr. III	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Soc. Welf. Supvr. Trainee	~~1583~~ 1706	~~1656~~ 2137	~~1734~~	~~1814~~	~~1894~~	~~1982~~				
Staff Trng. Supvr. I	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	
Staff. Trng. Supvr. II	~~1854~~ 1999	~~1939~~ 2851	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	
Student Soc. Worker (Intern)	Rate proposed by appointing authority.									
Student Soc. Worker (SWEP)	Rate proposed by appointing authority.									
Systems Prog.-Analyst	~~1777~~ 1916	~~1854~~ 2610	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~		
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.									
Vol.-Serv. Coord. I	~~1241~~ 1338	~~1299~~ 1999	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~
Vol.-Serv. Coord. II	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
Welfare Director I	~~1814~~ 1955	~~1894~~ 2919	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~
Welfare Director II	~~1982~~ 2137	~~2068~~ 3192	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~	~~2961~~
Welfare Director III	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Welfare Director IV	~~2421~~ 2610	~~2532~~ 3712	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	
Welfare Director V	~~3299~~ 3556	~~3443~~ 5169	~~3600~~	~~3763~~	~~3932~~	~~4108~~	~~4302~~	~~4486~~	~~4795~~	
Work-Exp. & Trng. Spec.	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	

3. Plan C. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county welfare board under Minnesota Statutes, section 471.61.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~	~~10~~
Adm. Asst. I	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Adm. Asst. II	~~1894~~ 2042	~~1982~~ 3052	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~
Adm. Asst. III	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
~~Adm. Services Director~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Adult Day Care Center Supvr.	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Asst. Human Services Director	~~2117~~ 2282	~~2213~~ 3264	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	
Asst. Welfare Director	~~2645~~ 2851	~~2770~~ 4057	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	~~3600~~	~~3763~~	

Assoc. M.-&-P. Analyst	~~1358~~ 1464	~~1420~~ 1670	~~1485~~	~~1549~~						
Auditor	~~1696~~ 1828	~~1777~~ 2729	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~
Center Coordinator	~~1549~~ 1670	~~1620~~ 2497	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Chemical Dependency Coord.	~~1549~~ 1670	~~1620~~ 2497	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Collections Services Supvr. II	~~1656~~ 1785	~~1734~~ 2668	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~
Community-Health Serv. Supv.	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Community-Rela. Spec.	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	
Computer Programmer	~~1358~~ 1464	~~1420~~ 1916	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~			
~~Day Care Center Supvr.~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	
Dev. Achievement Center Dir.	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Dev. Achievement Center Teacher	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Dev. Disabilities Coord.	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Dietitian	~~1358~~ 1464	~~1420~~ 2090	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Dir. of Business Mgmt. I	~~1894~~ 2042	~~1982~~ 2786	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~		
Dir. of Business Mgmt. II	~~2316~~ 2497	~~2421~~ 3556	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Dir. of Financial Asst.	~~2316~~ 2497	~~2421~~ 3556	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Dir. of Planning	~~2316~~ 2497	~~2421~~ 3556	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Dir. of Pub. Hlth. Nurs. I	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	
Dir. of Soc. Serv.	~~2316~~ 2497	~~2421~~ 3556	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Dir. of Support Services	~~2316~~ 2497	~~2421~~ 3556	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	
Education Supervisor	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Emp. Guid. Couns. I	~~1299~~ 1400	~~1358~~ 1999	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Emp. Guid. Couns. II	~~1358~~ 1464	~~1420~~ 2090	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	
Emp. Guid. Couns. III	~~1420~~ 1531	~~1485~~ 2184	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	
Family Serv. Coord. II	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~		
Finan. Asst. Supvr. III	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Finan. Asst. Supvr. IV.	~~1894~~ 2042	~~1982~~ 3052	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~
Fiscal Mgr.	2282	3264								
Fiscal Supervisor III	~~1485~~ 1601	~~1549~~ 2282	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	
Fiscal Supervisor IV	~~1696~~ 1828	~~1777~~ 2729	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~
Home Care Coordinator	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~		
Homemaker Supervisor	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
~~Human Services Dir. I~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~
~~Human Services Dir. II~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Human Services Dir. III	~~2421~~ 2610	~~2532~~ 3712	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	
Human Services Supvr. I	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Marriage Counselor	~~1696~~ 1828	~~1777~~ 2610	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	
Med.-Care Advisor	~~1420~~ 1531	~~1485~~ 2184	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	
~~Med. Serv. Adm.~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~		
Mental Health Worker	~~1549~~ 1670	~~1620~~ 2497	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Meth.-&-Proc. Analyst	~~1583~~ 1706	~~1656~~ 2441	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	
Meth.-&-Proc. Supr.	~~1854~~ 1999	~~1939~~ 2851	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	
~~Nursing Care Advisor~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	
Nutrition Proj. Asst. Dr.	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Nutrition Proj. Dir.	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Occupa. Supvr. Inst. I.	~~1241~~ 1338	~~1299~~ 1999	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~

Occupa. Supvr. Inst. II.	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~
Office Manager	~~1299~~ 1400	~~1358~~ 1999	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	
Personnel Officer	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Personnel Director	~~1814~~ 1955	~~1894~~ 2919	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~
~~Physical Therapist~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~		
Planner (Human Services)	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
~~Policy/Program Analyst~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~
Programmer Analyst	~~1620~~ 1746	~~1696~~ 2386	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~		
Psychologist I	~~1549~~ 1670	~~1620~~ 2386	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	
Psychologist II	~~1854~~ 1999	~~1939~~ 2851	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	
Psychologist III	~~2163~~ 2332	~~2264~~ 3192	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~	~~2961~~		
Psychologist IV	~~2366~~ 2550	~~2475~~ 3480	~~2584~~	~~2708~~	~~2831~~	~~2961~~	~~3091~~	~~3228~~		
Pub. Health Educator I	~~1358~~ 1464	~~1420~~ 1999	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~		
Pub. Health Educator II	~~1696~~ 1828	~~1777~~ 2497	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~		
Public Health Nurse	~~1452~~ 1565	~~1516~~ 2042	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~			
Pub. Hlth. Nurse (Team Leader)	~~1516~~ 1634	~~1583~~ 2137	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~			
Registered Nurse (A.A. Deg., 3 yr. Dip., or B.S. Deg.)	~~1387~~ 1495	~~1452~~ 1869	~~1516~~	~~1583~~	~~1656~~	~~1734~~				
Sanitarian I	~~1358~~ 1464	~~1420~~ 1746	~~1485~~	~~1549~~	~~1620~~					
Sanitarian II	~~1485~~ 1601	~~1549~~ 2184	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~		
Sr. Pub. Health Nurse	~~1583~~ 1706	~~1656~~ 2229	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~			
Social Worker I	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Social Worker II	~~1420~~ 1531	~~1485~~ 2282	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." ADOPTED RULES SECTION — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Social Worker III	~~1549~~ 1670	~~1620~~ 2497	~~1696~~	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~
Social Worker Trainee	~~1084~~ 1169	1169								
Soc. Serv. Supvr. I	~~1734~~ 1869	~~1814~~ 2786	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~
Soc. Serv. Supvr. II	~~1894~~ 2042	~~1982~~ 3052	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~
Soc. Welf. Supvr. III	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Soc. Welf. Supvr. Trainee	~~1656~~ 1785	~~1734~~ 2229	~~1814~~	~~1894~~	~~1982~~	~~2068~~				
Staff Trng. Supvr. I	~~1777~~ 1916	~~1854~~ 2729	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	
Staff Trng. Supvr. II	~~1939~~ 2090	~~2026~~ 2986	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~	~~2645~~	~~2770~~	
Student Soc. Worker (Intern)	Rate proposed by appointing authority									
Student Soc. Worker (SWEP)	Rate proposed by appointing authority.									
Systems Prog. Analyst	~~1854~~ 1999	~~1939~~ 2729	~~2026~~	~~2117~~	~~2213~~	~~2316~~	~~2421~~	~~2532~~		
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.									
Vol.-Serv. Coord. I	~~1299~~ 1400	~~1358~~ 2090	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~	~~1854~~	~~1939~~
Vol.-Serv. Coord. II	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	
Welfare Director I	~~1814~~ 1955	~~1894~~ 2919	~~1982~~	~~2068~~	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~
Welfare Director II	~~1982~~ 2137	~~2068~~ 3192	~~2163~~	~~2264~~	~~2366~~	~~2475~~	~~2584~~	~~2708~~	~~2831~~	~~2961~~
Welfare Director III	~~2213~~ 2386	~~2316~~ 3408	~~2421~~	~~2532~~	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	
Welfare Director IV	~~2421~~ 2610	~~2532~~ 3712	~~2645~~	~~2770~~	~~2897~~	~~3028~~	~~3161~~	~~3299~~	~~3443~~	
Welfare Director V	~~3299~~ 3556	~~3443~~ 5169	~~3600~~	~~3763~~	~~3932~~	~~4108~~	~~4302~~	~~4486~~	~~4795~~	
Work; Exp. & Trng. Spec.	~~1620~~ 1746	~~1696~~ 2497	~~1777~~	~~1854~~	~~1939~~	~~2026~~	~~2117~~	~~2213~~	~~2316~~	

B. Support personnel.

1. Plan A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county welfare board under Minnesota Statutes, section 471.61.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
	Minimum	Maximum							
Account Clerk	~~869~~ 937	~~908~~ 1280	~~950~~	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~	

Accounting Technician	~~929~~ 1001	~~973~~ 1368	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	
Adult Day Care Center Prog. Coord.	~~887~~ 956	~~929~~ 1368	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~
Asst. Residential Facility Opr.(s)	~~712~~ 768	~~741~~ 1049	~~777~~	~~813~~	~~849~~	~~887~~	~~929~~	~~973~~	
Case Aide	~~887~~ 956	~~929~~ 1368	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~
Chemical Dependency Counselor	~~1136~~ 1225	~~1187~~ 1601	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~		
Child Health Aide	~~777~~ 838	~~813~~ 1146	~~849~~	~~887~~	~~929~~	~~973~~	~~1017~~	~~1063~~	
Child Support Officer I	~~1084~~ 1169	~~1136~~ 1670	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Child Support Officer II	~~1212~~ 1307	~~1269~~ 1785	~~1327~~	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~	
Collection Services Supvr. I	~~1387~~ 1495	~~1452~~ 2042	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	
Community-Service Aide	~~596~~ 642	~~625~~ 838	~~654~~	~~683~~	~~712~~	~~741~~	~~777~~		
Coordinator of Aging	~~908~~ 979	~~950~~ 1400	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~
Dev. Achievement Center Inst.	~~712~~ 768	~~741~~ 956	~~777~~	~~813~~	~~849~~	~~887~~			
Family Service Aide I	~~712~~ 768	~~741~~ 956	~~777~~	~~813~~	~~849~~	~~887~~			
Family Service Aide II	~~777~~ 838	~~813~~ 1146	~~849~~	~~887~~	~~929~~	~~973~~	~~1017~~	~~1063~~	
Family Service Coord. I	~~973~~ 1049	~~1017~~ 1368	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~		
Family Service/Home Health Aide	~~712~~ 768	~~741~~ 956	~~777~~	~~813~~	~~849~~	~~887~~			
Finan.-Assistance Specialist	~~1136~~ 1225	~~1187~~ 1670	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	
Finan.-Assistance Supvr. I	~~1327~~ 1431	~~1387~~ 2042	~~1452~~	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~
Finan.-Assistance Supvr. II	~~1452~~ 1565	~~1516~~ 2229	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~
Financial Worker I	~~887~~ 956	~~929~~ 1368	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~
Financial Worker II	~~995~~ 1073	~~1039~~ 1531	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Fiscal Officer	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~
	1225	1746							
Fiscal Supervisor I	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
	1338	1916							
Fiscal Supervisor II	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~
	1495	2137							
Home Health Aide	~~712~~	~~741~~	~~777~~	~~813~~	~~849~~	~~887~~			
	768	956							
Home Health Aide Coordinator	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~		
	1049	1368							
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.								
Housing Coordinator	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~	~~1452~~	~~1516~~	~~1583~~
	1195	1706							
Licensed Practical Nurse	~~950~~	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~			
	1024	1280							
Personnel Aide	1073	1464							
Public Health Aide	~~596~~	~~625~~	~~654~~	~~683~~	~~712~~	~~741~~	~~777~~		
	642	838							
Residential Facility Operator(s)	~~741~~	~~777~~	~~813~~	~~849~~	~~887~~	~~929~~	~~973~~	~~1017~~	
	799	1096							
Senior Case Aide	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~
	1073	1531							
Senior Citizen's Aide	~~596~~	~~625~~	~~654~~	~~683~~	~~712~~	~~741~~	~~777~~		
	642	828							
Transportation Coordinator	~~908~~	~~950~~	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	
	979	1338							
Welfare Fraud Investigator	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~		
	1495	1955							
Welfare Fraud Unit Supervisor	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~		
	1634	2137							

2. Plan. B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county board under Minnesota Statutes, section 471.61.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
	Minimum	Maximum							
Account Clerk	~~908~~	~~950~~	~~995~~	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	
	979	1338							
Accounting Technician	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	
	1049	1431							
Adult Day Care Center Prog. Coord.	~~929~~	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~
	1001	1431							
Asst. Residential Facility Opr.(s)	~~741~~	~~777~~	~~813~~	~~849~~	~~887~~	~~929~~	~~973~~	~~1017~~	
	799	1096							
Case Aide	~~929~~	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~
	1001	1431							
Chemical Dependency Counselor	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~		
	1280	1670							

Child Health Aide	~~813~~ 876	~~849~~ 1195	~~887~~	~~929~~	~~1017~~	~~1063~~	~~1109~~		
Child Support Officer I	~~1136~~ 1225	~~1187~~ 1746	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~
Child Support Officer II	~~1269~~ 1368	~~1327~~ 1869	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~	~~1734~~	
Collection Services Supvr. I	~~1452~~ 1565	~~1516~~ 2137	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	
Community-Service Aide	~~625~~ 674	~~654~~ 876	~~683~~	~~712~~	~~741~~	~~777~~	~~813~~		
Coordinator of Aging	~~950~~ 1024	~~995~~ 1464	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~
Dev. Achievement Center Inst.	~~741~~ 799	~~777~~ 1001	~~813~~	~~887~~	~~929~~				
Family Service Aide I	~~741~~ 799	~~777~~ 1001	~~813~~	~~849~~	~~887~~	~~929~~			
Family Service Aide II	~~813~~ 876	~~849~~ 1195	~~887~~	~~929~~	~~973~~	~~1017~~	~~1063~~	~~1109~~	
Family Service Coord. I	~~1017~~ 1096	~~1063~~ 1431	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~		
Family Service/Home Health Aide	~~741~~ 799	~~777~~ 1001	~~813~~	~~849~~	~~887~~	~~929~~			
Finan. Assistance Specialist	~~1187~~ 1280	~~1241~~ 1746	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	
Finan.-Assistance Supvr. I	~~1387~~ 1495	~~1452~~ 2137	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~
Finan.-Assistance Supvr. II	~~1516~~ 1634	~~1583~~ 2332	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~
Financial Worker I	~~929~~ 1001	~~973~~ 1431	~~1017~~	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~
Financial Worker II	~~1039~~ 1120	~~1084~~ 1601	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~
Fiscal Officer	~~1136~~ 1225	~~1187~~ 1746	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~
Fiscal Supervisor I	~~1241~~ 1338	~~1299~~ 1916	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Fiscal Supervisor II	~~1387~~ 1495	~~1452~~ 2137	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~
Home Health Aide	~~741~~ 799	~~777~~ 1001	~~813~~	~~849~~	~~887~~	~~929~~			
Home Health Aide Coordinator	~~1017~~ 1096	~~1063~~ 1431	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~		

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Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.								
Housing Coordinator	~~1161~~ 1252	~~1212~~ 1785	~~1269~~	~~1327~~	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~
Licensed Practical Nurse	~~995~~ 1073	~~1039~~ 1338	~~1084~~	~~1136~~	~~1187~~	~~1241~~			
Personnel Aide	1120	1531							
Public Health Aide	~~625~~ 674	~~654~~ 876	~~683~~	~~712~~	~~741~~	~~777~~	~~813~~		
Residential Facility Operator(s)	~~777~~ 838	~~813~~ 1146	~~849~~	~~887~~	~~929~~	~~973~~	~~1017~~	~~1063~~	
Senior Case Aide	~~1039~~ 1120	~~1084~~ 1601	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~
Senior Citizen's Aide	~~625~~ 674	~~654~~ 876	~~683~~	~~712~~	~~741~~	~~777~~	~~813~~		
Transportation Coordinator	~~950~~ 1024	~~995~~ 1400	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	
Welfare Fraud Investigator	~~1452~~ 1565	~~1516~~ 2042	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~		
Welfare Fraud Unit Supervisor	~~1583~~ 1706	~~1656~~ 2229	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~		

3. Plan C. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county board under Minnesota Statutes, section 471.61.~~

	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
	Minimum	Maximum							
Account Clerk	~~950~~ 1024	~~995~~ 1400	~~1039~~	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	
Accounting Technician	~~1017~~ 1096	~~1063~~ 1495	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~	
Adult Day Care Center Prog. Coord.	~~973~~ 1049	~~1017~~ 1495	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~
Asst. Residential Facility Opr.(s)	~~777~~ 838	~~813~~ 1146	~~849~~	~~887~~	~~929~~	~~973~~	~~1017~~	~~1063~~	
Case Aide	~~973~~ 1049	~~1017~~ 1495	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~
Chemical Dependency Counselor	~~1241~~ 1338	~~1299~~ 1746	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~		
Child Health Aide	~~849~~ 915	~~887~~ 1252	~~929~~	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	
Child Support Officer I	~~1187~~ 1280	~~1241~~ 1828	~~1299~~	~~1358~~	~~1429~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~
Child Support Officer II	~~1327~~ 1431	~~1387~~ 1955	~~1452~~	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	
Collection Services Supvr. I	~~1516~~ 1634	~~1583~~ 2229	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	
Community-Service Aide	~~654~~ 705	~~683~~ 915	~~712~~	~~741~~	~~777~~	~~813~~	~~849~~		

Coordinator of Aging	~~995~~ 1073	~~1039~~ 1531	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~
Dev. Achievement Center Inst.	~~777~~ 838	~~813~~ 1049	~~849~~	~~887~~	~~929~~	~~973~~			
Family Service Aide I	~~777~~ 838	~~813~~ 1049	~~849~~	~~887~~	~~929~~	~~973~~			
Family Service Aide II	~~849~~ 915	~~887~~ 1252	~~929~~	~~973~~	~~1017~~	~~1063~~	~~1109~~	~~1161~~	
Family Service Coord. I	~~1063~~ 1146	~~1109~~ 1495	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~		
Family Service/Home Health Aide	~~777~~ 838	~~813~~ 1049	~~849~~	~~887~~	~~929~~	~~973~~			
Finan.-Assistance Specialist	~~1241~~ 1338	~~1299~~ 1828	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	
Finan.-Assistance Supvr. I	~~1452~~ 1565	~~1516~~ 2229	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~
Finan.-Assistance Supvr. II	~~1583~~ 1706	~~1656~~ 2441	~~1734~~	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~	~~2264~~
Financial Worker I	~~973~~ 1049	~~1017~~ 1495	~~1063~~	~~1109~~	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~
Financial Worker II	~~1084~~ 1169	~~1136~~ 1670	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Fiscal Officer	~~1136~~ 1225	~~1187~~ 1746	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~
Fiscal Supervisor I	~~1241~~ 1338	~~1299~~ 1916	~~1358~~	~~1420~~	~~1485~~	~~1549~~	~~1620~~	~~1696~~	~~1777~~
Fiscal Supervisor II	~~1387~~ 1495	~~1452~~ 2137	~~1516~~	~~1583~~	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~
Home Health Aide	~~777~~ 838	~~813~~ 1049	~~849~~	~~887~~	~~929~~	~~973~~			
Home Health Aide Coordinator	~~1063~~ 1146	~~1109~~ 1495	~~1161~~	~~1212~~	~~1269~~	~~1327~~	~~1387~~		
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of public welfare.								
Housing Coordinator	~~1212~~ 1307	~~1269~~ 1869	~~1327~~	~~1387~~	~~1452~~	~~1516~~	~~1583~~	~~1656~~	~~1734~~
Licensed Practical Nurse	~~1039~~ 1120	~~1084~~ 1400	~~1136~~	~~1187~~	~~1241~~	~~1299~~			
Personnel Aide	1169	1601							
Public Health Aide	~~654~~ 705	~~683~~ 915	~~712~~	~~741~~	~~777~~	~~813~~	~~849~~		
Residential Facility Operator(s)	~~813~~ 876	~~849~~ 1195	~~887~~	~~929~~	~~973~~	~~1017~~	~~1063~~	~~1109~~	

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Senior Case Aide	~~1084~~ 1169	~~1136~~ 1670	~~1187~~	~~1241~~	~~1299~~	~~1358~~	~~1420~~	~~1485~~	~~1549~~
Senior Citizen's Aide	~~654~~ 705	~~683~~ 915	~~712~~	~~741~~	~~777~~	~~813~~	~~849~~		
Transportation Coordinator	~~995~~ 1073	~~1039~~ 1464	~~1084~~	~~1136~~	~~1187~~	~~1241~~	~~1299~~	~~1358~~	
Welfare Fraud Investigator	~~1516~~ 1634	~~1583~~ 2137	~~1656~~	~~1734~~	~~1814~~	~~1894~~	~~1982~~		
Welfare Fraud Unit Supervisor	~~1656~~ 1785	~~1734~~ 2332	~~1814~~	~~1894~~	~~1982~~	~~2068~~	~~2163~~		

C. Clerical.

1. Plan. A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county board under Minnesota Statutes, section 471.61.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~
~~Bkkp. Machine Operator~~	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerical Supervisor	~~857~~ 924	~~895~~ 1263	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
Clerk I	~~616~~ 664	~~645~~ 904	~~676~~	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~
Clerk II	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk III	~~784~~ 845	~~821~~ 1157	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~
Clerk-Typist I	~~645~~ 695	~~676~~ 945	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~
Clerk-Typist II	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Clerk-Typist III	~~784~~ 845	~~821~~ 1157	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~
Clerk Specialist	~~857~~ 924	~~895~~ 1263	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
Clerk-Steno I	~~676~~ 729	~~704~~ 989	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~
Clerk-Steno II	~~766~~ 826	~~801~~ 1131	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerk-Steno III	~~821~~ 885	~~857~~ 1206	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~
Data Entry Opr.	759	1034						
Information Systems Specialist	~~784~~ 845	~~821~~ 1157	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~
~~Keypunch Operator~~	~~676~~	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~
Swbd. Opr. I	~~704~~ 759	~~734~~ 1034	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
Swbd. Opr. II	~~748~~ 806	~~784~~ 1107	~~821~~	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~

Employees in the class of Clerk-Typist I who are assigned on a full-time basis to transcribing machine operation may be paid within the county range for Clerk-Stenographer I.

2. Plan B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county board under Minnesota Statutes, section 471.61.~~

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
~~Bkkp. Machine Operator~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
Clerical	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~
Supervisor	1059	1381					
Clerk I	~~704~~	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~
	759	989					
Clerk II	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
	863	1131					
Clerk III	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
	965	1263					
Clerk-Typist I	~~734~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~
	791	1034					
Clerk-Typist II	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
	863	1131					
Clerk-Typist III	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
	965	1263					
Clerk Specialist	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~
	1059	1381					
Clerk-Steno I	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~
	826	1082					
Clerk-Steno II	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~
	945	1236					
Clerk-Steno III	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~
	1010	1318					
Data Entry Opr.	863	1131					
Information Systems	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~	~~1172~~
Systems Specialist	965	1263					
~~Keypunch Operator~~	~~766~~	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~
Swbd. Opr. I	~~801~~	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~
	863	1131					
Swbd. Opr. II	~~857~~	~~895~~	~~937~~	~~982~~	~~1027~~	~~1073~~	~~1119~~
	924	1206					

Employees in the class of Clerk-Typist I who are assigned on a full-time basis to transcribing machine operation may be paid within the county range for Clerk-Stenographer I.

3. Plan C. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county board under Minnesota Statutes, section 471.61.~~

KEY: **PROPOSED RULES SECTION** — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~	~~8~~	~~9~~
~~Bkkp. Machine Operator~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~		
Clerical Supervisor	~~1073~~ 1157	~~1119~~ 1509	~~1172~~	~~1223~~	~~1281~~	~~1340~~	~~1400~~		
Clerk I	~~766~~ 826	~~801~~ 1082	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~		
Clerk II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~		
Clerk III	~~982~~ 1049	~~1027~~ 1381	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~		
Clerk-Typist I	~~801~~ 863	~~839~~ 1131	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~		
Clerk-Typist II	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~		
Clerk-Typist III	~~982~~ 1049	~~1027~~ 1381	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~		
Clerk Specialist	~~1073~~ 1157	~~1119~~ 1509	~~1172~~	~~1223~~	~~1281~~	~~1340~~	~~1400~~		
Clerk-Steno I	~~839~~ 904	~~877~~ 1179	~~917~~	~~959~~	~~1004~~	~~1049~~	~~1094~~		
Clerk-Steno II	~~959~~ 1034	~~1004~~ 1350	~~1049~~	~~1094~~	~~1147~~	~~1198~~	~~1252~~		
Clerk-Steno III	~~1027~~ 1107	~~1073~~ 1445	~~1119~~	~~1172~~	~~1223~~	~~1281~~	~~1340~~		
Data Entry Opr.	945	1236							
Information Systems Specialist	~~982~~ 1059	~~1027~~ 1381	~~1073~~	~~1119~~	~~1172~~	~~1223~~	~~1281~~		
~~Keypunch Operator~~	~~839~~	~~877~~	~~917~~	~~959~~	~~1004~~	~~1049~~	~~1094~~		
Swbd. Opr. I	~~877~~ 945	~~917~~ 1236	~~959~~	~~1004~~	~~1049~~	~~1094~~	~~1147~~		
Swbd. Opr. II	~~937~~ 1010	~~982~~ 1318	~~1027~~	~~1073~~	~~1119~~	~~1172~~	~~1223~~		

Employees in the class of Clerk-Typist I who are assigned on a full-time basis to transcribing machine operation may be paid within the county range for Clerk-Stenographer I.

D. Maintenance and trades.

1. Plan A. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county board under Minnesota Statutes, section 471.61.~~ Janitors who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day-work rate.

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
Auto Driver	~~735~~ 792	~~768~~ 1021	~~801~~	~~834~~	~~870~~	~~907~~	~~947~~
Bus Driver	~~801~~ 863	~~834~~ 1107	~~870~~	~~907~~	~~947~~	~~986~~	~~1027~~

Janitor	~~801~~ 863	~~834~~ 1107	~~870~~	~~907~~	~~947~~	~~986~~	~~1027~~
Laborer	~~$4.60/hour~~ $4.96/hr.	$4.96/hr.					
Maintenance Worker	~~834~~ 899	~~870~~ 1158	~~907~~	~~947~~	~~986~~	~~1027~~	~~1074~~

2. Plan B. The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. ~~The salary steps shall not include any amounts paid by any county board under Minnesota Statutes, section 471.61.~~ Janitors who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day-work rate.

	~~1~~ Minimum	~~2~~ Maximum	~~3~~	~~4~~	~~5~~	~~6~~	~~7~~
Auto Driver	~~947~~ 1021	~~986~~ 1313	~~1027~~	~~1119~~	~~1166~~	~~1218~~	
Bus Driver	~~986~~ 1063	~~1027~~ 1369	~~1074~~	~~1119~~	~~1218~~	~~1270~~	
Janitor	~~947~~ 1021	~~986~~ 1313	~~1027~~	~~1074~~	~~1119~~	~~1166~~	~~1218~~
Laborer	~~$5.67/hour~~ $6.11/hr.	$6.11/hr.					
Maintenance Worker	~~1027~~ 1107	~~1074~~ 1428	~~1119~~	~~1166~~	~~1218~~	~~1270~~	~~1325~~

ADOPTED RULES

The adoption of a rule becomes effective after the requirements of Minn. Stat. § 15.0412, subd. 4, have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strike outs and new language will be underlined, and the rule's previous *State Register* publication will be cited.

A temporary rule becomes effective upon the approval of the Attorney General as specified in Minn. Stat. § 15.0412, subd. 5. Notice of his decision will be published as soon as practicable, and the adopted temporary rule will be published in the manner provided for adopted rules under subd. 4.

Department of Agriculture Marketing Division

Adopted Rules Governing Use of the Minnesota Food Products Logo (3 MCAR §§ 1.4035-1.4040)

The rules proposed and published at *State Register*, Volume 6, Number 52, pages 2365-2368, June 28, 1982 (6 S.R. 2365) are adopted with the following modifications:

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." ADOPTED RULES SECTION — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS
400 SUMMIT BANK BUILDING
310 SOUTH FOURTH AVENUE
MINNEAPOLIS, MINNESOTA 55415
(612) 341-7600

DEC 1982
RECEIVED
COMMISSIONER'S
OFFICE

December 21, 1982

Commissioner Arthur E. Noot
Department of Public Welfare
Fourth Floor, Centennial Office Building
Saint Paul, Minnesota 55155

Re: In the Matter of the Proposed Adoption of Amendments to the Rules of the Minnesota Merit System Governing Compensation Plans, Leaves of Absence and Inter-agency Operations. Docket No. DPW-83-011-RL.

Dear Commissioner Noot:

Enclosed and served upon you by mail, please find the Report of the Hearing Examiner in the above-entitled matter. I also enclose the official record, and I am closing our file in this matter.

Very truly yours,

Richard C. Luis

RICHARD C. LUIS
Hearing Examiner

Telephone: 612/341-7610

RCL:sw
Encs.

DPW-83-011-RL

STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS

FOR THE MINNESOTA DEPARTMENT OF PUBLIC WELFARE,
THE MINNESOTA DEPARTMENT OF HEALTH
AND
THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed Adoption
of Amendments to the Rules of the
Minnesota Merit System Governing
Compensation Plans, Leaves of Absence
and Inter-agency Operations.

REPORT OF THE HEARING EXAMINER

The above-entitled matter came on for hearing before Hearing Examiner Richard C. Luis of the State Office of Administrative Hearings at 9:30 a.m. on November 16, 1982, in Conference Room A, Fourth Floor, Centennial Building, 658 Cedar Street, Saint Paul, Minnesota.

Vicky Sleeper and John M. Burman, Special Assistant Attorneys General, 515 Transportation Building, John Ireland Boulevard, Saint Paul, Minnesota 55155, appeared on behalf of the Departments of Public Welfare, Health and Public Safety (hereinafter the "Agencies"). The Agencies' panel consisted of Ralph Corey, Director, and Betty Carlson, Assistant Director of the Minnesota Merit Systems Office (hereinafter the "Merit System"), a subdivision of the Personnel Offices of the Department of Public Welfare charged with coordination of all merit system functions in public employment throughout the State of Minnesota. The hearing continued until all interested groups or persons had had an opportunity to testify concerning the adoption of the proposed rule amendments. Prior to the close of the hearing, the Hearing Examiner ordered that the record in this matter remain open through November 29, 1982.

Pursuant to Minn. Stat. § 15.0412, subd. 4d and 4e (1980), this Report shall be available for review to all affected individuals upon request for at least five working days. Thereafter, the Commissioner of Public Welfare, Commissioner of Health and the Governor[1] (hereinafter "Agency Heads") shall, if they propose to adopt the rule as recommended herein, submit the rule, together with the complete hearing record to the Attorney General and shall be responsible for notifying persons who have indicated that they wish to be notified of such filing. If the Agency Heads make changes in the rule other than those recommended herein, they shall submit the rule with the complete

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1 Pursuant to Minn. Stat. § 12.022, subd. 3 (1980), the Governor is given the statutory authority to adopt rules for the Division of Emergency Services, Department of Public Safety.

hearing record to the Chief Hearing Examiner for a review of the changes prior to submitting it to the Attorney General for review.

Based upon all the testimony, exhibits, and written comments, the Hearing Examiner makes the following:

FINDINGS OF FACT

1. On September 24, 1982, the Merit System filed the following documents with the Chief Hearing Examiner:

(a) Copies of the proposed rules.
(b) The Orders for Hearing.
(c) The Notices of Hearing proposed to be issued.
(d) A Statement of the number of persons expected to attend the hearing and estimated length of the Agency's presentation.

2. On October 11, 1982, the Notices of Hearing and copies of the proposed rules were published at 7 State Register 517-561.

3. On October 7 (Health and Public Safety) and October 11 (Welfare), 1982, the Agencies mailed the Notices of Hearing to all persons and associations who had registered their names with the Agencies for the purpose of receiving such notice.

4. On October 19, 1982, the Merit System filed the following documents:

(a) The Notices of Hearing as mailed.
(b) The Agencies' certifications that their mailing lists were accurate and complete.
(c) The Affidavits of Mailing the Notices to all persons on the Agencies' lists.
(d) The Statement of Need and Reasonableness.
(e) The names of Merit System personnel who would represent the Agencies at the hearing.
(f) A copy of the State Register containing the proposed rules.
(g) The Affidavits of Additional Notice.
(h) All materials received following a Notice of Intent to Solicit Outside Opinion published at 7 State Register 25 on July 5, 1982.

The documents were available for inspection at the Office of Administrative Hearings from the date of filing to the date of the hearing.

5. The record remained open through November 29, 1982, for the receipt of written comments and statements, the period having been extended by order of the Hearing Examiner to 13 calendar days following the hearing.

6. The statutory authority to adopt the proposed rule amendments is found at Minn. Stat. §§ 12.22, subd. 3 (Department of Public Safety), 256.012 (Department of Public Welfare) and 144.071 (Department of Health).

Minn. Stat. § 12.22, subd. 3 (1980) reads:

> Subd. 3. Governor may establish rules and regulations. The governor shall have authority to establish rules and regulations in accordance with the law for the proper and efficient operation and administration of the civil defense program including methods relating to the establishment and maintenance of personnel standards on a merit basis for all employees of local civil defense agencies, provided, however, that the governor shall exercise no authority with respect to the selection, tenure of office, and compensation of any individual employed in accordance with such methods.
>
> The governor may, by rule or regulation, cooperate with the federal government in any manner as may be necessary to qualify for federal aid to carry out the provisions herein expressed. The governor may, by rule or regulation, also cooperate with other political units or subdivisions in establishing and maintaining personnel standards on a merit basis.

Minn. Stat. § 256.012 (1980) reads:

> The commissioner of public welfare shall promulgate by rule personnel standards on a merit basis in accordance with federal standards for a merit system of personnel administration for all employees of county boards engaged in the administration of community social services or income maintenance programs, all employees of human services boards that have adopted the rules of the Minnesota merit system, and all employees of county welfare boards.
>
> Excluded from the rules are employees of institutions and hospitals under the jurisdiction of the aforementioned boards; employees of county personnel systems otherwise provided for by law that meet federal merit system requirements; duly appointed or elected members of the aforementioned boards; and the director of community social services and employees in positions that, upon the request of the appointing authority, the commissioner in his discretion exempts, provided the exemption accords with the federal standards for a merit system of personnel administration.

Minn. Stat. § 144.071 (1978)[2] reads:

> The commissioner may establish a merit system for employees of county or municipal health departments or public health nursing services or health districts, and may promulgate rules and regulations governing the administration and operation thereof. In the establishment and administration of the merit system authorized by this section, the commissioner may utilize facilities and personnel of any state department or agency with the consent of such department or agency. The commissioner may also, by rule or regulation, cooperate with the federal government in any manner necessary to qualify for federal aid.

The Hearing Examiner finds that the Agencies have proven that they have the statutory authority to adopt the proposed rule amendments.

7. The Statement of Need and Reasonableness in this matter, a 12-page document submitted to the record on October 19, 1982, is a detailed presentation of affirmative facts which establishes the need for and reasonableness of the proposed rule amendments. The Hearing Examiner specifically finds that the Agencies have established the need for and reasonableness of the proposed rule amendments by an affirmative presentation of facts on the record. The Statement of Need and Reasonableness making that affirmative presentation is hereby adopted as a Finding (or Findings) of Fact and incorporated herein in its entirety.

8. The principal comments in opposition to the proposed rule amendments were made by Peter D. Bergstrom, General Counsel, and Larry Granger, Personnel Management Consultant, of the Minnesota Association of Counties and by Mr. Jerome Schleis, a LeSueur County Commissioner from Montgomery, Minnesota. These three persons, on behalf of themselves and the organizations they represent, expressed opposition to the Merit System's setting of minimum salary

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2 The 1980 Edition of Minnesota Statutes shows that Section 144.071 has expired. However, the Office of the Revisor of Statutes has admitted that a mistake was made in codification of that statute and that the statutory section, as printed in the 1978 Edition of Minnesota Statutes, is still in effect. (See, Post-Hearing Submission from the Attorney General on behalf of the Minnesota Merit Systems Office, filed November 29, 1982).

levels for each occupational classification covered by the system and to the raising, by 7.8%, of the minimum and maximum salaries in each classification's salary range.

With respect to the challenge to the Merit System's basic authority to adopt minimum and maximum salary levels, the Hearing Examiner rejects the arguments that there is no such authority on the basis of the Minnesota Supreme Court's decision in the case of State v. Fitzsimmons, 293 Minn. 407, 58 N.W.2d 882, 890 (1953), in which the Court stated:

> . . . it is clear that the director of social welfare (now the commissioner of public welfare) was clearly right in adopting and promulgating a merit plan which included initial, intervening and maximum rates of pay for each class of position of the county welfare board system included within the plan and that the plan so adopted was binding upon all county welfare boards within the state . . . .

The actual increase proposed, of 7.8%, in the minimum and maximum salary levels under the proposed amendments is in conformity with 12 MCAR § 2.494 D.7., 11 MCAR § 1.2094 C.4., and 7 MCAR § 1.2392 D., which lay out a formula keyed to the changes in the Consumer Price Index for urban wage earners and clerical workers for Minneapolis-St. Paul. These rules are proposed for amendment in this proceeding. Therefore, oppostion to the required formula which yielded the 7.8% raise found objectionable by the Association and Mr. Schleis is immaterial. Those opposed to this requirement must either petition for its change or challenge it in District Court. See, Minn. Stat. §§ 15.0415 (1981 Supp.) and 15.0416 (1980).

The Association of Minnesota Counties also argues that the rule amendments are unconstitutional because they do not apply to employees who are part of a collective bargaining unit, an alleged violation of the Equal Protection Clause of the Fourteenth Amendment to the United States Constitution. The rules which provide for the separate negotiation of salary schedules where affected employees are represented by a collective bargaining unit, 7 MCAR § 1.2393 A., 11 MCAR § 1.2094 D.1. and 12 MCAR § 2.494 E.1., are not proposed for change in this rule amendment proceeding. Therefore, those who oppose the distinction between union and non-union employees must either petition for a rule change or challenge the rules in District Court by way of a declaratory judgment action. See, Minn. Stat. §§ 15.0415 (1981 Supp.) and 15.0416 (1980). Should such a challenge take place, it would likely be dismissed because the basis for distinguishing between union and non-union workers is a rational one. The Minnesota Public Employee Labor Relations Act (PELRA), found at Minn. Stat. § 179.61, et seq., allows public employees to organize and be represented by exclusive bargaining units for purposes of negotiating with their employers basic conditions of work such as compensation. In order to foster an open, non-restrictive collective bargaining atmosphere for workers who organize under PELRA, the Agencies have adopted rules allowing the negotiation of salary schedules for employees represented by unions independent of those laid out in the rules. For this reason, and for the reasons detailed in the preceding paragraphs of this Finding, the Hearing Examiner has rejected the challenges to the proposed rule amendments brought during this proceeding.

Based upon the foregoing Findings of Fact, the Hearing Examiner makes the following:

CONCLUSIONS

1. That the Agencies gave proper notice of the hearing in this matter.

2. That the Agencies have fulfilled the procedural requirements of Minn. Stat. § 15.0412, subd. 4-4f (1980) and all other procedural requirements of law or rule.

3. That the Agencies have documented their statutory authority to adopt the proposed rules, and have fulfilled all other substantive requirements of law or rule within the meaning of Minn. Stat. §§ 15.0412, subd. 4e and 15.052, subd. 3(4)(i) and (ii) (1980).

4. That the Agencies have demonstrated the need for and reasonableness of the proposed rules by an affirmative presentation of facts in the record within the meaning of Minn. Stat. § 15.0412, subd. 4c (1980).

5. That any Findings which might properly be termed Conclusions and any Conclusions which might properly be termed Findings are hereby adopted as such.

6. That a finding or conclusion of need and reasonableness in regard to any particular rule subsection does not preclude and should not discourage the Agencies from further modification of the rules based upon an examination of the public comments, provided that no substantial change is made from the proposed rules as originally published, and provided that the rules finally adopted are based upon facts appearing in this rule hearing record.

Based upon the foregoing Conclusions, the Hearing Examiner makes the following:

RECOMMENDATION

It is hereby recommended that the proposed rules be adopted consistent with the Findings and Conclusions made above.

Dated: December 21st, 1982.

Richard C. Luis

RICHARD C. LUIS
Hearing Examiner

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

DPW-83-011-RL

SUSAN WOJCIK, being first duly sworn, hereby deposes and says:

That at the City of Minneapolis, county and state aforementioned, on the 21st day of December, 1982, she did serve the Report of the Hearing Examiner

upon Commissioner Arthur E. Noot, DPW, (original and file, including transcript); Ralph Corey, Director, MN Merit Systems Office, by personally handing to Betty Carlson, Assistant Director, MN Merit Systems Office,

said original copy, copy (Corey) and official record.

Susan Wojcik

Subscribed and sworn to before me this 21st day of December, 1982.

Sandra A. Haven

SANDRA A. HAVEN
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires July 29, 1983

STATE OF MINNESOTA)
(ss.
COUNTY OF HENNEPIN)

DPW-83-011-RL

SUSAN WOJCIK being first duly sworn, deposes and says that at the City of Minneapolis, county and state aforementioned, on the 21st day of December, 1982, she served the attached Report of the Hearing Examiner

by depositing in the United States mail at said city of Minneapolis, a true and correct copy thereof, properly enveloped, with first class postage prepaid, and addressed to the individuals named on the attached mailing list.

Susan Wojcik

Subscribed and sworn to before me
this 21st day of December, 1982.

Eileen A. Gaiovnik

EILEEN A. GAIOVNIK
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Commission Expires Jun. 8, 1988

Mr. John M. Burman
Special Assistant Attorney General
515 Transportation Building
Saint Paul, Minnesota 55155

Vicky Sleeper
Special Assistant Attorney General
515 Transportation Building
Saint Paul, Minnesota 55155

The Honorable Albert H. Quie
Governor
Room 130, State Capitol Building
Saint Paul, Minnesota 55155

Commissioner George R. Pettersen
Minnesota Department of Health
717 Delaware Street Southeast
Minneapolis, Minnesota 55440

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC WELFARE

In the Matter of the Proposed
Adoption of Rules of the State
Department of Public Welfare
Governing the Minnesota Merit System

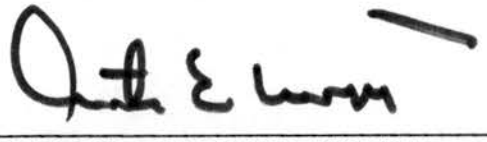
FINDINGS OF FACT
AND
CONCLUSIONS

The above-entitled matter came on for hearing before Hearing Examiner Richard C. Luis on the 16th day of November, 1982, at 9:30 A.M. in the Centennial Office Building, St. Paul, Minnesota, after proper notice required by Minnesota Statutes §15.0412 was served upon all persons, associations, and other interested groups registered with the State Department of Public Welfare for that purpose.

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

That the rules of the Minnesota Merit System 12 MCAR §§ 2.490-2.840 be adopted as proposed and published on October 11, 1982, at 7 State Register 536, pages 536-561.

STATE OF MINNESOTA



COMMISSIONER OF PUBLIC WELFARE

STATE OF MINNESOTA

DEPARTMENT OF HEALTH

In the Matter of the Proposed
Adoption of Rules of the State
Department of Health Governing
the Minnesota Merit System

FINDINGS OF FACT
AND
CONCLUSIONS

The above-entitled matter came on for hearing before Hearing Examiner Richard C. Luis on the 16th day of November, 1982, at 9:30 A.M. in the Centennial Office Building, St. Paul, Minnesota, after proper notice required by Minnesota Statutes §15.0412 was served upon all persons, associations, and other interested groups registered with the State Department of Health for that purpose.

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

That the rules of the Minnesota Merit System 7 MCAR §§ 1.235-1.315 be adopted as proposed and published on October 11, 1982, at 7 State Register 517, pages 517-528.

STATE OF MINNESOTA

Joseph R. Ibbotson M.D.

COMMISSIONER OF HEALTH

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed
Adoption of Rules of the State
Department of Public Safety
Governing the Minnesota Merit System

FINDINGS OF FACT
AND
CONCLUSIONS

The above-entitled matter came on for hearing before Hearing Examiner Richard C. Luis on the 16th day of November, 1982, at 9:30 A.M. in the Centennial Office Building, St. Paul, Minnesota, after proper notice required by Minnesota Statutes §15.0412 was served upon all persons, associations, and other interested groups registered with the State Department of Public Safety for that purpose.

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

That the rules of the Minnesota Merit System 11 MCAR §§ 1.2090-1.2140 be adopted as proposed and published on October 11, 1982, at 7 State Register 528, pages 528-536.

STATE OF MINNESOTA



GOVERNOR

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE ARTHUR E. NOOT
COMMISSIONER OF PUBLIC WELFARE

BEFORE GEORGE R. PETTERSEN, M.D.
COMMISSIONER OF HEALTH

BEFORE ALBERT H. QUIE
GOVERNOR

IN THE MATTER OF THE PROPOSED ADOPTION OF RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING COMPENSATION PLAN; LEAVES OF ABSENCE; AND INTER-AGENCY OPERATIONS.

STATEMENT OF NEED AND REASONABLENESS

I. The following considerations constitute the statutory and regulatory authority upon which the above-cited rule amendments are based:

1. Federal law requires that in order for Minnesota to be eligible to receive grant-in-aid funds for its various public welfare, public health and civil defense programs, it must establish and maintain a merit system for personnel administration. See, e.g. 42 USC Ch. 62. 1/

1/ Also see sections of the United States Code cited hereinafter where the following programs have a statutory requirement for the establishment and maintenance of personnel standards on a merit basis:

Aid to Families With Dependent Children - "AFDC" [42 USC § 602 (a) (5)]
Food Stamps [7 USC § 2020 (e) (6) (B)]
Medical Assistance - "MA" [42 USC § 1396a (a) (4) (A)]
Social Services [42 USC § 1397b (d) (1) (D)]
Comprehensive Mental Health Services [42 USC § 2689T (a) (I) (d)]
Aid to the Blind [42 USC § 1202 (a) (5) (A)]
Aid to the Permanently and Totally Disabled [42 USC § 1352 (a) (5) (A)]
Aid to the Aged, Blind or Disabled [42 USC § 1382 (a) (5) (A)]
Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation [42 USC § 4573 (a) (5)]
Drug Abuse Prevention [21 USC § 1176 (e) (8)]
Health Resources Development [42 USC § 300o-2 (b)]
Civil Defense Personnel and Administrative Expenses [50 USC Appx. § 2286 (a) (4)]
Medical Facilities Assistance [42 USC §300o-1 (b)]
Maternal and Child Health Services/Crippled Children Services [42 USC § 705 (a) (3) (a)]
State and Community Programs on Aging [12 USC § 3027 (a) (4)]

2. Pursuant to such congressional action the Office of Personnel Management, acting under authority transferred to the United States Civil Service Commission from the Departments of Health, Education and Welfare, Labor, and Agriculture by the Intergovernmental Personnel Act (IPA) of 1970 and subsequently transferred on January 1, 1979, to the Office of Personnel Management by the Reorganization Plan Number Two of 1978, promulgated the Standards for a Merit System of Personnel Administration 5 CFR Part 900, Subpart F, 44FR 10238, February 16, 1979, which imposes on the State of Minnesota general requirements for a merit system of personnel administration in the administration of the federal grant-in-aid programs. (See, Footnote 1 Supra.)

3. Under the aforementioned grant-in-aid programs the State of Minnesota, through its appropriate agencies, is the grantee of federal program and administrative funds and, accordingly, the State is under an affirmative obligation to insure that such monies are properly and efficiently expended in compliance with the applicable federal standards. Those standards require that in order for the agencies under the Minnesota Merit System to be eligible to receive federal grant-in-aid funds the Minnesota Merit System rules must specifically include, among other things, an active recruitment, selection and appointment program (5 CFR 900.602 - 900.603), current classification and compensation plans (5 CFR 900.604), training (5 CFR 900.605), retention on the basis of performance (5 CFR 900.606) and fair, non-discriminatory treatment of applicants and employees with due regard to their privacy and constitutional rights (5 CFR 900.607).

4. In conformance with 5 CFR Part 900, Subpart F, the Minnesota Legislature enacted Minn. Stat. § 12.22 subd. 3, § 144.071 and § 256.012[2/], which respectively authorize the governor, the commissioner of health, and the commissioner of public welfare to adopt necessary methods of personnel administration for implementing merit systems within their individual agencies. Collectively, the resulting programs are referred to as the "Minnesota Merit System".

2/ See also Minn. Stat. §§ 393.07 (5), 256.01 (4), 393.07 (3) and 256.011.

5. Pursuant to such statutory authority those state agencies have adopted comprehensive administrative rules which regulate administration of the Minnesota Merit System.[3/]

6. The Minnesota Supreme Court upheld the authority of the Commissioner of Public Welfare and by implication that of the Commissioner of Health and the Governor to promulgate personnel rules and regulations in quashing a writ of mandamus brought by the Hennepin County Welfare Board against the county auditor in an attempt to force payment of salaries in excess of the maximum rates established by the Director of Social Welfare.[4/]

> . . . . . it is clear that the Director of Social Welfare was clearly right in adopting and promulgating a merit plan which includes initial, intervening, and maximum rates of pay for each class of position of the county welfare board system included within the plan and that the plan so adopted was binding upon all county welfare boards within the state . . . . . In our opinion the federal and state acts, properly construed, provide that the Federal Security Administrator as well as the Director of Social Welfare shall have authority to adopt rules and regulations with respect to the selection, tenure of office and compensation of personnel within initial, intervening and maximum rates of pay but shall have no authority or voice in the selection of any particular person for a position in the state welfare program nor the determination of his tenure of office and individual compensation.

State ex rel. Hennepin County Welfare Board and another v. Robert F. Fitzsimmons, et al., 239 Minn. 407, 420, 58 N.W. 2d 882, (1953).

7. The above-cited proposed rule amendments are promulgated in accordance with the provisions of applicable Minnesota statutes and expressly guarantee the rights of public employers and Minnesota Merit System employees in conformance with the terms of the state's Public Employee Labor Relation Act (Minn. Stat. §§ 179.61 - 179.77).

3/ 12 MCAR SS 2.490-2.841, 11 MCAR §§ 1.2090-1.2141 and 7 MCAR §§ 1.235-1.315.

4/ "Director of Social Welfare" was the former title of the Commissioner of Public Welfare.

II. The justification establishing the reasonableness of the specific substantive provisions of the proposed rules, all of which concern the Minnesota Merit System operation, is as follows:

A. COMPENSATION PLAN

1. 12 MCAR § 2.494, 7 MCAR § 1.239 and 11 MCAR § 1.2094.

The first proposed amendment is to 12 MCAR § 2.494 A. 1., 7 MCAR § 1.239 A. and 11 MCAR § 1.2094 A. 1. and changes the format of the Merit System compensation plans contained in 12 MCAR § 2.840, 7 MCAR § 1.314 and 11 MCAR § 1.2140. Current Merit System compensation plans provide minimum, intervening and maximum rates of pay for each class of positions. The rules provide that agencies without an exclusive representative (non-unionized agencies) shall choose a salary plan for each occupational grouping of classes from among the compensation plans provided by the Merit System. The rules also provide that within the minimum and maximum salaries for classes on the Merit System plans adopted by the agencies, appointing authorities shall designate the minimum, intervening and maximum salary rates to be paid for each class of positions used by the agency.

Each year the Merit System adjusts its salary rates either as a result of a salary survey or in response to changes in the Twin City Consumer Price Index. Considerable staff time and effort is spent in both deleting the old rates and calculating the new rates provided in 12 MCAR § 2.840, 7 MCAR § 1.314 and 11 MCAR § 1.2140. While it is imperative that minimum and maximum salary rates be continued as part of the Merit System compensation plans, it is not necessary that the intervening rates of pay be maintained in the rules as part of the plans. The proposed amendment is reasonable as a cost-effective measure and necessary in order to implement the revised format for Merit System compensation plans. As provided under 12 MCAR § 2.841, 7 MCAR § 1.315 and 11 MCAR § 1.2141, the Merit System will continue to publish suggested monthly salary rates as part of the salary conversion tables contained in the Public Welfare, Health and Public Safety Merit System manuals. Merit System agencies may refer to the rates in these tables when adopting salary ranges for their classes of positions as required by 12 MCAR § 2.494 B. 2., 7 MCAR § 1.2391 B. and

11 MCAR § 1.2094 B. 2. Incidentally, of the 47 agencies adopting Merit System compensation plans, 27 agencies have adopted salary steps that coincide with Merit System salary steps while 20 agencies have adopted steps that differ from those in the Merit System compensation plans. The trend in recent years has been for more agencies to adopt their own salary ranges that meet their own particular needs within the Merit System minimum and maximum salaries on the plans adopted by the agency.

Other proposed amendments to 7 MCAR § 1.239 A. and 11 MCAR § 1.2094 A. 1. are minor in nature and serve to clarify that amendments to the compensation plan are subject to the public hearing process contained in the Administrative Procedure Act and, in that respect, to provide consistent language with that contained in 12 MCAR § 2.494.

A minor amendment is proposed to 12 MCAR § 2.494 A. 3., 7 MCAR § 1.239 C. and 11 MCAR § 1.2094 A. 3. changing the current rule reference and is necessary in light of the proposed amendments to 12 MCAR § 2.494 A. 1., 7 MCAR § 1.239 A. and 11 MCAR § 1.2094 A. 1. It clarifies the fact that the compensation plan rules will contain only minimum and maximum salary steps for each class of positions and that recommended intervening salary steps will be contained in the respective merit system manuals.

Amendments are proposed to 12 MCAR § 2.494 F. 3., 7 MCAR § 1.2395 C. and 11 MCAR § 1.2094 F. 3. changing the general salary adjustment recommended for Merit System employees from eight percent to 7.8 percent and is necessary in order to comply with Merit System rules governing recommended salary adjustments in even-numbered years. Language contained in 12 MCAR § 2.494 C. 4., 7 MCAR § 1.2392 D. and 11 MCAR § 1.2094 C. 4. describes the process to be followed in even-numbered years for recommending increases in the rates of pay for Merit System classifications and general salary adjustments for employees. The recommendation is arrived at by following a formula specified in the above rules involving changes in the consumer price index for urban wage earners and clerical workers for Minneapolis-St. Paul, as published by the Bureau of Labor Statistics, new series index (1967=100). The formula

requires the supervisor to recommend that all rates of pay for all classifications be adjusted by an amount equal to 80 percent of the increase in the consumer price index between June of the current year and June of the preceding year with the amount being rounded to the nearest tenth of a percent, not to exceed nine percent. The rule further provides that the same percentage increase recommended for all rates of pay shall also be recommended as a general salary adjustment for all employees. The Bureau of Labor Statistics June consumer price index report for Minneapolis-St. Paul showed an increase in the consumer price index for the period June, 1981 to June, 1982 of 9.8 percent. Eighty percent of this increase equals 7.8 percent rounded to the nearest tenth of a percent and so, under the formula, the recommended general salary adjustment for employees is 7.8 percent.

It should be emphasized that the Merit System recommended salary adjustment does not apply to employees in a formally recognized bargaining unit. There are 29 Merit System agencies where employees are covered by a collective bargaining agreement and employee compensation is the product of negotiations between the appointing authority and the exclusive representative. Even in agencies with no collective bargaining agreement, appointing authorities are not required to adopt the Merit System recommended salary adjustment but have the flexibility, under the rules, to adopt a different salary adjustment for their employees. If an agency does adopt the Merit System recommended salary adjustment, the only salary adjustments that are required are those necessary to bring individual employees up to the new minimum salary rate for their classification on the Merit System compensation plan adopted by their agency.

B. Leaves of Absence

1. 12 MCAR § 2.504 and 7 MCAR § 1.250. (Under the provisions of 11 MCAR § 1.2091 B. the Department of Public Welfare Rules 12 MCAR §§ 2.495-2.510 also apply to the Department of Public Safety's county and local agencies.) Amendments being proposed to 12 MCAR § 2.504 A., 3. a. and 4. a. and 7 MCAR § 1.250 A., D. 1. and E. 1. relate to vacation and sick leave accrual rates for employees covered by the Merit System rules. The proposed new language provides appointing authorities in agencies without a formal collective bargaining agreement with the authority to develop and adopt consistent county-wide vacation and sick leave accrual rate policies that would apply to all employees covered by the Merit System rules.

Good personnel management practice dictates that certain basic personnel policies applicable to all employees of a given employer be administered on a consistent basis. Vacation and sick leave are two basic fringe benefits enjoyed by all employees. The current Minnesota Merit System rules provide that employees covered by the rules shall accrue vacation and sick leave at the rate of one working day for each full month of service. This rate was established as a minimum standard in the rules after public hearing in August 1970, although, for some 18 years prior to that time, the same rate was in the rules as a recommended minimum standard. In practice, most agencies provide employees with increasingly higher vacation leave accrual rates related to length of employment in the agency. It should be pointed out that, in the 29 Merit System agencies where employees are included in a formally recognized bargaining unit represented by an exclusive representative, the minimum vacation and sick leave accrual rate contained in the rules do not apply. Instead, the rules themselves allow for the negotiation of leave policies between the employer and an exclusive representative.

It is the position of the department that employers should treat all their employees in a consistent manner relative to basic personnel policies. To the extent that department rules inhibit the consistent application of these policies, the rules should be changed at least to allow for the desired level of flexibility in administration. The department believes that the language contained in the proposed amendment addresses this issue by not only encouraging consistency in developing a personnel policy governing vacation and sick leave accrual but also increasing the opportunities for administrative decision-making at the local operating level which has been expressed as a concern, from time to time, by some county commissioners.

It should be noted that the proposed language does not mandate consistency. This should not be interpreted as any lessening of the department's desire for consistency but rather a recognition of what currently exists in the counties in terms of leave policies. Some counties have consistent leave policies applied on a county-wide basis while others do not. Of those counties lacking a consistent policy, some have indicated it is a matter of concern on the part of appointing authorities while others do not view it as a concern. An objective of the department as stated in the rules is to

provide appointing authorities with an effective system of personnel administration based on merit principles. While the ultimate employer of all personnel covered by the rules is the county board, county welfare board or human services board, members of these boards are not affected by the provisions of the Merit System rules whereas the rules directly affect all agency employees including, in many cases, the agency head. Therefore, in drafting this proposed rule language, the department attempted to be cognizant not only of the current situation as it exists as well as the desire for increased flexibility and avoidance of unnecessary mandates in the rules but also mindful of the somewhat divergent opinions held by rank and file employees, agency administrators and county commissioners relative to the proposed rule change.

In summary, the proposed rule amendments represent an effort by the department to provide more flexibility to appointing authorities in determining policy as well as to promote consistency without mandating it. The proposed language, in and of itself, does not reduce in any way the minimum vacation and sick leave accrual rates being earned by Merit System employees since 1970 under current rule language. At the same time, the language does provide appointing authorities with the authority to deviate from the rule minimums, in the interest of attaining county-wide consistency, without requiring that such action be taken. Since the proposed new language does not mandate any change in current leave policy, it is both necessary and reasonable to retain the minimum vacation and sick leave accrual rates in rule language to ensure that those benefits are both consistent and clearly spelled out at least for those county employees covered by the Merit System rules.

There is widespread support from outside the department for a change in rule language as evidenced by the resolutions from 20 counties as well as the letter from MACSSA (Minnesota Association of County Social Service Administrators). There are some comments appropriate to the resolutions which the department would like to make. In six of the counties which submitted resolutions (Aitkin, Beltrami, Freeborn, Houston, Itasca and Waseca), employees covered by the Merit System rules are also covered by a collective bargaining agreement. Since the rules already provide that leave policies in these agencies may be negotiated with the exclusive representative, their positions on the proposed change are less than relevant. While it is true that Minn. Stat. § 256.012

does not specify that the rules shall address minimum vacation and sick leave accrual rates or other fringe benefits, it is equally true that Minn. Stat. § 256.012 does not forbid the commissioner from promulgating rules addressing minimum vacation and sick leave accrual rates or other fringe benefit matters. The federal standards for a merit system of personnel administration do not specifically mention fringe benefits but do specifically require maintenance of a compensation plan. To an employer fringe benefits represent compensation, albeit indirect rather than direct compensation. The proposed rule change does represent increased flexibility for policy-making at the local level and the opportunity, at least, for reducing administrative costs. Finally, the Merit System rules cover 76 agencies representing employees in 80 counties. Of the total, 29 agencies have formal collective bargaining agreements while 47 do not. While 14 counties having non-organized social service agencies submitted resolutions, 33 agencies representing 39 counties did not take similar action even though contacted and asked to consider adopting a resolution.

The department recognizes that alternative language could have been proposed that would have more drastically altered the impact of the rule on county agencies. With this proposal, the department has attempted to address legitimate questions and concerns that have been raised about the rule. The proposed rule language does provide the needed flexibility to those appointing authorities who wish to develop and implement a consistent county-wide policy with respect to employee vacation and sick leave accrual rates. By the same token, it does not mandate any change in current policy by those appointing authorities who do not have a concern with or a desire to deviate from current Merit System accrual rates. We believe this proposed rule change to be not only necessary in order to provide increased flexibility for policy-making at the county level but also reasonable in terms of its approach to the issue which represents a recognition of the differing views on the subject held by all affected groups.

On August 26, 1982, the Merit System Council met in an open meeting to consider the department's proposed amendments and to take testimony relative to the proposal. The Council unanimously recommended that the amendments be adopted as proposed by the department.

C. Inter-agency Operations

1. 12 MCAR § 2.509 and 7 MCAR § 1.255 (Under the provisions of 11 MCAR § 1.2091 B. the Department of Public Welfare Rules 12 MCAR §§ 2.495-2.510 also apply to the Department of Public Safety's county and local agencies.)

Several minor amendments are proposed to 7 MCAR § 1.255 A. 1. and C. 1. substituting "commissioner" for "secretary and executive officer" in identifying the administrative head of the Health Department. The old title of this position was "secretary and executive officer." Minnesota Laws 1977, Chapter 305 eliminated all references to the Board of Health and the Secretary and Executive Officer. Minnesota Laws 1977 § 305.39 amended Minn. Stat. § 144.011 (1976) by abolishing the State Board of Health and transferring all powers and duties to the Commissioner of Health. That statutory change makes these proposed amendments necessary.

Several other minor amendments to all of the sections of 12 MCAR § 2.509 and 7 MCAR § 1.255 change "Supervisor" from upper-case to lower-case type making it consistent with other references to the position elsewhere in the rules.

Amendments are proposed to 12 MCAR § 2.509 C. 1. and 7 MCAR § 1.255 C. 1. relative to cooperation with other merit system jurisdictions that deletes some of the current rule language and proposes new language concerning transfers of employees from other jurisdictions. In spite of the current rule language, the Merit System has not, in the last eight years, added names from another jurisdiction's eligible register to one of our own eligible registers. There are potential problems with data privacy statutes in doing this. Quite frankly, the language has been found to be of no value and, therefore, we are proposing its abolishment.

We do believe the Merit System has a responsibility to facilitate the transfer of qualified employees when appropriate and in the best interest of Merit System agencies. Merit System appointing authorities are entitled to know that a prospective employee in another jurisdiction is performing work comparable in nature to the work to be performed in their agency and that the employee's performance was of a level to have warranted certification as a permanent employee. In addition, they need to be satisfied that the selection process for the employee's present position required the demonstration of knowledges, skills and abilities similar to those required in the selection process for the Merit System class to which transfer is being proposed. The proposed new language does require, as conditions for transfer, that there be comparability between the two positions involved in terms of their classification level, that the selection process used to appoint persons to the respective positions also be comparable and that the employee proposed for transfer has successfully completed a probationary period in his/her present position. We believe

the proposed language to be both necessary and reasonable in order to maximize, as much as possible, the chances that Merit System agencies will transfer in an employee with sufficient training and experience for success in the new position.

D. Compensation Plan

1. 12 MCAR § 2.840, 7 MCAR § 1.314 and 11 MCAR § 1.2140.

Proposed amendments to 12 MCAR § 2.840, 7 MCAR § 1.314 and 11 MCAR § 1.2140 are necessary in order to adjust salary rates for Merit System classes for 1983 in accordance with the formula contained in 12 MCAR § 2.494 C. 4., 7 MCAR § 1.2392 D. and 11 MCAR § 1.2094 C. 4. They are also necessary to carry out the intent of the proposed amendments to 12 MCAR § 2.494 A. 1., 7 MCAR § 1.239 A. and 11 MCAR § 1.2094 A. 1. to print only the minimum and maximum salaries for all classes in the compensation plan rule.

In the formula referred to above, the rules provide that the supervisor shall recommend an adjustment in salary rates for all classes equal to 80 percent of the increase in the Twin City consumer price index between June, 1981 and June, 1982 rounded to the nearest tenth of a percent, not to exceed 9 percent. Since the increase in the Twin City consumer price index between June, 1981 and June, 1982 was 9.8 percent and, since 80 percent of that increase rounded to the nearest tenth of a percent equals 7.8 percent, the 1983 salary rates contained in the compensation plan rules are 7.8 percent higher than the 1982 rates.

Proposed minor amendments to 12 MCAR § 2.840, 7 MCAR § 1.314 and 11 MCAR § 1.2140 are necessary to identify the compensation plans as being for 1983 and those adding the words "minimum" and "maximum" to the compensation plans are needed to clarify that these rates are, indeed, minimum and maximum salary rates for each class of positions.

Finally, amendments are proposed to 12 MCAR § 2.840 which are necessary to provide class titles and minimum and maximum salaries for several new classes established during 1982 and to delete from the compensation plan several classes abolished during 1982 since they are no longer being utilized by Merit System agencies. New classes established include Data Entry Operator, Fiscal

Manager and Personnel Aide while classes abolished include Administrative Services Director, Bookkeeping Machine Operator, Day Care Center Supervisor, Human Services Director I and II, Keypunch Operator, Medical Services Administrator, Nursing Care Advisor, Physical Therapist and Policy/Program Analyst. These amendments are necessary in order to maintain a current classification plan reflective of the various functions being performed by Merit System employees.

The aforegoing authorities and comments are submitted in justification of final adoption of the above-cited proposed rule amendments.

Ralph W. Corey
Merit System Supervisor

Dated: Oct. 7, 1982

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC WELFARE

DEPARTMENT OF HEALTH

DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed Adoption of the Rules of the State Departments of Public Welfare, Health, and Public Safety Governing the Minnesota Merit System

STATEMENT OF COMPLIANCE WITH RULE-MAKING PROCEDURES

I, John M. Burman, do hereby declare that I have examined the rules and all related documents and that, based on my examination and my personal familiarity with the applicable procedures, the Administrative Procedures Act, the rules of the Office of Administrative Hearings, and the rules of the Attorney General have been followed. Any exceptions are noted below.

Special Assistant - Attorney General

Dated: 1/3/83

In the Matter of Proposed Adoption of Existing Rules of the Minnesota Merit System Covering the Compensation Plan; Leaves of Absence; and Inter-Agency Operations.

AFFIDAVIT OF MAILING NOTICE OF SUBMISSION TO THE ATTORNEY GENERAL

STATE OF MINNESOTA)
)ss.
COUNTY OF RAMSEY)

Beverly Brose , being first duly sworn, deposes and says:

That on the 18th day of January, 1983, in the City of St. Paul, County of Ramsey, State of Minnesota, she served the attached Notice of Submission to the Attorney General by depositing in the State of Minnesota Central Mail System for United States mailing at said City of St. Paul, a copy thereof, properly enveloped, with postage prepaid, on all persons and associations who requested notice that the rules in the above-entitled matter have been submitted to the Attorney General.

Beverly Brose

Subscribed and sworn to before me

this 18 day of January, 1983.

Margaret Holt

MARGARET HOLT
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
My Comm. Expires Sept. 22, 1984

In the Matter of Proposed Adoption of Existing Rules of the Minnesota Merit System Covering the Compensation Plan; Leaves of Absence; and Inter-Agency Operations.

NOTICE OF SUBMISSION TO THE ATTORNEY GENERAL

Pursuant to your request and in accordance with Minnesota Statutes, section 15.0412:

PLEASE TAKE NOTICE that the above-captioned rules have been submitted to the Office of the Attorney General on this date, January 18, 1983, for review as to form and legality. Pursuant to 1 MCAR § 1.206 B., the Attorney General will not approve the rules for at least 10 calendar days after receipt to allow any person or association time to comment on the legality of the rules, after which that Office will complete its review. If you desire to comment on the legality of the above-captioned rules, you should direct your comments to the Office of the Attorney General, G-25 State Administration Building, 50 Sherburne Avenue, Saint Paul, Minnesota 55155, telephone (612) 296-7030. Please note that the above-cited rule of the Attorney General also provides that a copy of any written comments submitted to the Attorney General must be submitted simultaneously to this agency.

If you are interested in determining what changes, if any, were made in the proposed rules after the hearing/publication in the State Register and before submission to the Attorney General, you may contact Ralph Corey, Department of Public Welfare, Centennial Office Building, St. Paul, Minnesota 55155, telephone (612) 296-3996.