

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

MINNESOTA MERIT SYSTEM

FOR: COUNTY WELFARE
HUMAN SERVICE BOARDS
COUNTY AND LOCAL EMERGENCY SERVICES
COUNTY AND LOCAL PUBLIC HEALTH

HUMAN SERVICES BUILDING
444 LAFAYETTE ROAD
ST. PAUL, MINNESOTA 55155-3822
612/296-3996

DATE: November 30, 1988

TO: Rita Desmond
Legal Assistant
Attorney General's Office, Administrative Division

FROM: Ralph W. Corey
Merit System Supervisor

SUBJECT: Review of a Rule Adopted Without a Public Hearing; Rules Relating the Merit System, Minnesota Rules, parts 9575.1500, 4670.4200-4240, and 7520.1000-1100.

Enclosed are the documents required to be submitted under Minnesota Rules, part 2010.0300 for your review of a rule adopted without a public hearing for the above entitled matter.

Official documents in this submitted material include:

1. A copy or photocopy of the notice of solicitation of outside information or opinions as published in the State Register.

2. A copy of the proposed rule with a certificate of approval as to form by the revisor of statutes attached.

3. The notice of intent to adopt a rule without a public hearing as mailed.

4. The statement of need and reasonableness in support of the proposed rule complying with part 2010.0700.

5. The affidavit of mailing the notice of intent to adopt a rule without a public hearing. The affidavits state that the mailing list maintained by the agency pursuant to Minnesota Statutes, sections 14.22 and 14.14, subdivision 1a is accurate, complete, and current and that the notice of intent to adopt the rule without a public hearing was mailed to all persons and groups whose names appear on the list.

6. A copy or photocopy of the notice of intent to adopt the rule without a public hearing as published in the State Register.

File No. 1541 Docket No. 05.0009.0859

DATE RECEIVED 11/30/88 ADOPTED W/O HEARING Y

REVIEW DATE 12/9/88 EMERGENCY RULE

DUE DATE 12/14/88 REVISOR APPROVED ✓

APPROVED 12-9-88 mjc REVISOR DISAPPROVED

DISAPPROVED ✓ FILED W/SEC. OF STATE

WITHDRAWN RETURNED TO AGENCY

mjc (424)

✓ Rule as adopted (4 copies)

✓ Notice to Solicit Outside Information/Opinion (if applicable)

7/18/88 Date published in State Register
Comments

~~Petition for Adoption of a Rule (if applicable)~~

~~Board's Authorizing Resolution~~

Date adopted

✓ Proposed Rule

yes Revisor's Certificate

✓ Notice of Intent to Adopt Rule

144.071, 12.32 Subd 3a
256.012 Statutory Authority
no Small Business Statement
yes Expenditure of public money statement
yes Signature

✓ Statement of Need and Reasonableness (if applicable)

No Small Business Statement
No Fees - § 16A.128

✓ Affidavit of Mailing Notice of Intent to Adopt Rule

10/19/88 Date (30)/25 days before adoption
yes Notice attached
~~Copy of rule or summary attached~~

✓ Publication in State Register

10/24/88 Date 30/25 days before adoption

180-day deadline from:

11/19/88 end of comment period (§ 14.26) (rules without hearing)
~~effective date of statutory authority (§ 14.29) (emergency rules)~~

~~Resolution Adopting~~

~~Date adopted~~

✓ Findings of Fact, Conclusions & Order Adopting

11/28/88 Date

Written requests, submissions or comments

✓ Declaration of attorney

J. Alexander Name of SAAG representing agency

~~Notice of Submission to Atty. Gen. (if applicable)~~

Aff. of Mailing Notice to Atty. Gen. (if applicable)

✓ Certificate

Department of Health

Adopted Permanent Rules Relating to Merit System

Rules as Adopted

4670.4200 PUBLIC HEALTH COMPENSATION PLAN, 1989.

The tables in parts 4670.4210 to 4670.4240 list minimum and maximum salary steps in monthly salary amounts for the specified classes of positions.

4670.4210 PROFESSIONAL AND ADMINISTRATIVE COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum	Maximum
Assistant Director of Environmental Health	2114	3020
Director of Environmental Health	2418	3449
Director of Public Health Nursing I	1977	2955
Public Health Educator	1694	2418
Public Health Nurse	1773	2531
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1694	2418
Sanitarian	1549	2320
Senior Public Health Nurse	1937	2760

Subp. 2. **Plan B.**

	Minimum	Maximum
Assistant Director of Environmental Health	2212	3156
Director of Environmental Health	2531	3613
Director of Public Health Nursing I	2063	3086
Public Health Educator	1773	2531
Public Health Nurse	1851	2643
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1773	2531
Sanitarian	1619	2418
Senior Public Health Nurse	2021	2887

Subp. 3. **Plan C.**

	Minimum	Maximum
Assistant Director of Environmental Health	2320	3302
Director of Environmental Health	2643	3779
Director of Public Health Nursing I	2262	3228
Public Health Educator	1851	2643
Public Health Nurse	2021	2760
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree	1937	2643
Sanitarian	1694	2531
Senior Public Health Nurse	2114	3020

4670.4220 HEALTH SERVICES SUPPORT PERSONNEL COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum	Maximum
Bookkeeper	1158	1655

Home Health Aide	1014	1514
Home Health Aide Coordinator	1299	1773
Inspector	1299	1773
Licensed Practical Nurse	1299	1773
Public Health Aide	949	1299

Subp. 2. **Plan B.**

	Minimum	Maximum
Bookkeeper	1210	1730
Home Health Aide	1060	1582
Home Health Aide Coordinator	1355	1851
Inspector	1355	1851
Licensed Practical Nurse	1355	1851
Public Health Aide	990	1415

Subp. 3. **Plan C.**

	Minimum	Maximum
Bookkeeper	1270	1809
Home Health Aide	1210	1655
Home Health Aide Coordinator	1415	1937
Inspector	1415	1937
Licensed Practical Nurse	1415	1937
Public Health Aide	1134	1549

4670.4230 CLERICAL COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum	Maximum
Clerk I	804	1093
Clerk II	919	1309
Clerk III	1093	1496
Clerk-Typist I	882	1197
Clerk-Typist II	919	1309
Clerk-Typist III	1143	1634
Clerk-Steno	919	1309
Switchboard Operator	882	1197

Subp. 2. **Plan B.**

	Minimum	Maximum
Clerk I	919	1197
Clerk II	1046	1426
Clerk III	1222	1594
Clerk-Typist I	999	1309
Clerk-Typist II	1046	1426
Clerk-Typist III	1250	1710
Clerk-Steno	1046	1426
Switchboard Operator	999	1309

Subp. 3. **Plan C.**

	Minimum	Maximum
Clerk I	999	1309
Clerk II	1143	1563
Clerk III	1280	1671
Clerk-Typist I	1093	1426
Clerk-Typist II	1143	1563
Clerk-Typist III	1309	1788
Clerk-Steno	1143	1563
Switchboard Operator	1093	1426

4670.4240 BUILDING MAINTENANCE COMPENSATION PLAN.

Subpart 1. **Shift Differential.** Employees in the classes specified in subparts 2 and 3 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.

Subp. 2. **Plan A.**

	Minimum	Maximum
Janitor	1004	1288

Subp. 3. **Plan B.**

	Minimum	Maximum
Janitor	1189	1527

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
DEC
Secretary of State
APPROVED AS TO FORM AND LEGALITY

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

DEC 9 1988

Joan Anderson Growe

Secretary of State

2:40 PM

APPROVED AS TO FORM AND LEGALITY

December 9 1988

HUBERT H. HUMPHREY, III
ATTORNEY GENERAL

BY M J Cassedy

SPECIAL ASSISTANT ATTORNEY GENERAL

FILE COPY

SF-00006-05 (4/86)

STATE OF MINNESOTA

Office Memorandum

DEPARTMENT : ATTORNEY GENERAL

DATE : December 9, 1988

TO : Ralph W. Corey
Merit System Supervisor
444 Lafayette Road

FROM : MARTHA J. CASSERLY
Special Assistant Attorney General
515 Transportation Building

PHONE : 6-6839

SUBJECT : In the Matter of the Adopted Rule Relating to Merit System

The above-referenced rule has been approved as to its legality by the Attorney General on December 9, 1988.

Enclosed is your copy of the approved rule. This office has already filed two copies with the Secretary of State, who will forward one copy to the Revisor of Statutes. The fourth is being retained by this division of the Attorney General's Office for its records.

Also enclosed are any petitions, requests, submissions or comments along with any extra copies of documents which you submitted to the Attorney General.

Your next step is to arrange for publication of the Notice of Adoption in the State Register. In a day or two, you should receive from the Revisor's Office three copies of the notice of adoption of your rule. You should submit two copies of the Notice of Adoption to the State Register for publication. A permanent rule without a hearing does not become effective until five days after a notice of adoption is published in the State Register in accordance with Minn. Stat. § 14.27. An emergency rule becomes effective five working days after approval by the Attorney General; however, the agency must publish a notice in the State Register in accordance with Minn. Stat. § 14.34.

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

MJC:bbl
Enclosure

cc: William Brown
Maryanne Hruby

Department of Human Services

Adopted Permanent Rules Relating to Merit System

Rules as Adopted

9575.1500 COMPENSATION PLAN; HUMAN SERVICES, 1989.

Subpart 1. **Professional: plan A.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum	Maximum
Accountant	1694	2418
Accounting Supervisor	1977	2955
Administrative Assistant I	2114	3302
Administrative Assistant II	2262	3533
Administrative Assistant III	2697	3863
Adult Day Care Center Supervisor	1549	2320
Assistant Human Services Director	2955	4394
Assistant Welfare Director	3449	5129
Auditor	1977	2955
Chemical Dependency Coordinator	1694	2531
Collection Services Supervisor II	1730	2585
Community Health Services Supervisor	2021	3156
Computer Programmer	1619	2320
Contract Services Representative	1937	2760
County Agency Social Worker (Licensing Specialist)	1549	2320
County Agency Social Worker	1619	2531
County Agency Social Worker (Child Protection Specialist)	1619	2531
County Agency Social Worker (MSW)	1773	2643
County Agency Social Worker (MSW) (Child Protection Specialist)	1773	2643
Day Care Center Teacher	1549	2320
Developmental Achievement Center Director	1937	2760
Developmental Achievement Center Teacher	1549	2320
Director of Business Management I	2262	3369
Director of Business Management II	2697	4031
Director of Financial Assistance	2697	4031
Director of Planning	2697	4031
Director of Public Health Nursing I	1977	2955
Director of Social Services	2697	4031
Employment Guidance Counselor	1549	2212
Family Based Services Supervisor	1694	2418
Family Service Coordinator II	1619	2114
Financial Assistance Supervisor I	1773	2643
Financial Assistance Supervisor II	2114	3156
Fiscal Officer	1549	2320
Fiscal Supervisor I	1549	2320
Fiscal Supervisor II	1977	2955
Gerontology Counselor	1773	2643
Human Services Director III	3228	4798
Human Services Supervisor I	2114	3302
Human Services Supervisor II	2585	3693
Jobs and Training Supervisor	1773	2643
Mental Health Program Manager	2262	3369
Mental Health Worker	1851	2760
Methods & Procedures Analyst	1619	2418
Nutrition Project Assistant Director	1549	2320
Nutrition Project Director	1977	2955
Office Services Supervisor II	1482	2114

Planner (Human Services)	1937	2760
Psychologist I	1773	2643
Psychologist II	2063	2955
Psychologist III	2697	3693
Public Health Educator	1694	2418
Public Health Nurse	1773	2531
Registered Dietician	1549	2320
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1694	2418
Resident Activity Coordinator	1549	2320
Sanitarian	1549	2320
Senior Public Health Nurse	1937	2760
Senior Staff Development Specialist	1977	2955
Social Services Supervisor I	2114	3302
Social Services Supervisor II	2320	3613
Social Services Supervisor III	2585	3693
Staff Development Specialist	1619	2418
Student Social Worker (Intern)	Rate proposed by appointing authority.	
Support Services Supervisor	1694	2418
Systems Programmer Analyst	1937	2643
Telecommunications Analyst	1977	2821
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Volunteer Services Coordinator I	1549	2320
Welfare Director I	2531	3779
Welfare Director II	2760	4123
Welfare Director III	2955	4394
Welfare Director IV	3228	4798
Welfare Director V	4302	6113
Work Experience & Training Specialist	1730	2585

Subp. 2. **Professional: plan B.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum	Maximum
Accountant	1773	2531
Accounting Supervisor	2063	3086
Administrative Assistant I	2212	3449
Administrative Assistant II	2365	3693
Administrative Assistant III	2821	4031
Adult Day Care Center Supervisor	1619	2418
Assistant Human Services Director	2955	4394
Assistant Welfare Director	3449	5129
Auditor	2063	3086
Chemical Dependency Coordinator	1773	2643
Collections Services Supervisor II	1809	2697
Community Health Services Supervisor	2114	3302
Computer Programmer	1694	2418
Contract Services Representative	2021	2887
County Agency Social Worker (Licensing Specialist)	1619	2418
County Agency Social Worker	1694	2643
County Agency Social Worker (Child Protection Specialist)	1694	2643
County Agency Social Worker (MSW)	1851	2760
County Agency Social Worker (MSW) (Child Protection Specialist)	1851	2760
Day Care Center Teacher	1619	2418
Developmental Achievement Center Director	2021	2887
Developmental Achievement Center Teacher	1619	2418
Director of Business Management I	2365	3533
Director of Business Management II	2821	4210
Director of Financial Assistance	2821	4210
Director of Planning	2821	4210

Director of Public Health Nursing I	2063	3086
Director of Social Services	2821	4210
Employment Guidance Counselor	1619	2320
Family Based Services Supervisor	1773	2531
Family Service Coordinator II	1694	2212
Financial Assistance Supervisor I	1851	2760
Financial Assistance Supervisor II	2212	3302
Fiscal Officer	1619	2418
Fiscal Supervisor I	1619	2418
Fiscal Supervisor II	2063	3086
Gerontology Counselor	1851	2760
Human Services Director III	3228	4798
Human Services Supervisor I	2212	3449
Human Services Supervisor II	2697	3863
Jobs and Training Supervisor	1851	2760
Mental Health Program Manager	2365	3533
Mental Health Worker	1937	2887
Methods & Procedures Analyst	1694	2531
Nutrition Project Assistant Director	1619	2418
Nutrition Project Director	2063	3086
Office Services Supervisor II	1549	2212
Planner (Human Services)	2021	2887
Psychologist I	1851	2760
Psychologist II	2160	3086
Psychologist III	2821	3863
Public Health Educator	1773	2531
Public Health Nurse	1851	2643
Registered Dietician	1619	2418
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1773	2531
Resident Activity Coordinator	1619	2418
Sanitarian	1619	2418
Senior Public Health Nurse	2021	2887
Senior Staff Development Specialist	2063	3086
Social Services Supervisor I	2212	3449
Social Services Supervisor II	2418	3779
Social Services Supervisor III	2697	3863
Staff Development Specialist	1694	2531
Student Social Worker (Intern)	Rate proposed by appointing authority.	
Support Services Supervisor	1773	2531
Systems Programmer Analyst	2021	2760
Telecommunications Analyst	2063	2955
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Volunteer Services Coordinator I	1619	2418
Welfare Director I	2531	3779
Welfare Director II	2760	4123
Welfare Director III	2955	4394
Welfare Director IV	3228	4798
Welfare Director V	4302	6113
Work Experience & Training Specialist	1809	2697

Subp. 3. **Professional: plan C.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum	Maximum
Accountant	1851	2643
Accounting Supervisor	2160	3228
Administrative Assistant I	2320	3613
Administrative Assistant II	2471	3863
Administrative Assistant III	2955	4210
Adult Day Care Center Supervisor	1694	2531
Assistant Human Services Director	2955	4394
Assistant Welfare Director	3449	5129

Auditor	2160	3228
Chemical Dependency Coordinator	1851	2760
Collections Services Supervisor II	1895	2821
Community Health Services Supervisor	2212	3449
Computer Programmer	1773	2531
Contract Services Representative	2114	3020
County Agency Social Worker (Licensing Specialist)	1694	2531
County Agency Social Worker	1773	2760
County Agency Social Worker (Child Protection Specialist)	1773	2760
County Agency Social Worker (MSW)	1937	2887
County Agency Social Worker (MSW) (Child Protection Specialist)	1937	2887
Day Care Center Teacher	1694	2531
Developmental Achievement Center Director	2114	3020
Developmental Achievement Center Teacher	1694	2531
Director of Business Management I	2471	3693
Director of Business Management II	2955	4394
Director of Financial Assistance	2955	4394
Director of Planning	2955	4394
Director of Public Health Nursing I	2160	3228
Director of Social Services	2955	4394
Employment Guidance Counselor	1694	2418
Family Based Services Supervisor	1851	2643
Family Service Coordinator II	1773	2320
Financial Assistance Supervisor I	1937	2887
Financial Assistance Supervisor II	2320	3449
Fiscal Officer	1694	2531
Fiscal Supervisor I	1694	2531
Fiscal Supervisor II	2160	3228
Gerontology Counselor	1937	2887
Human Services Director III	3228	4798
Human Services Supervisor I	2320	3613
Human Services Supervisor II	2821	4031
Jobs and Training Supervisor	1937	2887
Mental Health Program Manager	2471	3693
Mental Health Worker	2021	3020
Methods & Procedures Analyst	1773	2643
Nutrition Project Assistant Director	1694	2531
Nutrition Project Director	2160	3228
Office Services Supervisor II	1619	2320
Planner (Human Services)	2114	3020
Psychologist I	1937	2887
Psychologist II	2262	3228
Psychologist III	2955	4031
Public Health Educator	1851	2643
Public Health Nurse	2021	2760
Registered Dietician	1694	2531
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1937	2643
Resident Activity Coordinator	1694	2531
Sanitarian	1694	2531
Senior Public Health Nurse	2114	3020
Senior Staff Development Specialist	2160	3228
Social Services Supervisor I	2320	3613
Social Services Supervisor II	2531	3950
Social Services Supervisor III	2821	4031
Staff Development Specialist	1773	2643
Student Social Worker (Intern)	Rate proposed by appointing authority.	
Support Services Supervisor	1851	2643
Systems Programmer Analyst	2114	2887
Telecommunications Analyst	2160	3086
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Volunteer Services Coordinator I	1694	2531
Welfare Director I	2531	3779
Welfare Director II	2760	4123
Welfare Director III	2955	4394

Welfare Director IV	3228	4798
Welfare Director V	4302	6113
Work Experience & Training Specialist	1895	2821

Subp. 4. **Support personnel: 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	1107	1514
Accounting Technician	1158	1655
Adult Day Care Center Program Coordinator	1186	1773
Case Aide	1186	1773
Chemical Dependency Counselor	1447	1895
Child Health Aide	949	1299
Child Support Officer I	1299	1851
Child Support Officer II	1549	2114
Collections Officer	1299	1851
Collection Services Supervisor I	1619	2212
Community Service Aide	949	1299
Computer Operations Specialist	1186	1549
Coordinator of Aging	1415	2114
Developmental Achievement Center Instructor	1299	1773
Employment Technician	1186	1773
Family Based Services Provider	1447	1895
Family Service Aide I	1014	1514
Family Service Aide II	1158	1655
Family Service Coordinator I	1299	1773
Family Service/Home Health Aide	1014	1514
Financial Assistance Specialist	1482	2114
Financial Worker	1186	1773
Food Stamp Corrective Action Specialist I	1619	2320
Food Stamp Corrective Action Specialist II	1773	2531
Home Health Aide	1014	1514
Home Health Aide Coordinator	1299	1773
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Housing Coordinator	1694	2418
Housing Rehabilitation Specialist	1299	1773
Licensed Practical Nurse	1299	1773
Methods and Procedures Technician	1447	1895
Monitoring and Review Specialist	1186	1773
Office Services Supervisor I	1299	1773
Public Health Aide	949	1299
Senior Citizen's Aide	1014	1514
Support and Collections Specialist	1549	2114
Support Enforcement Aide	1107	1514
Welfare Fraud Investigator	1619	2114

Subp. 5. **Support personnel: 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	1158	1582
Accounting Technician	1210	1730
Adult Day Care Center Program Coordinator	1239	1851
Case Aide	1239	1851
Chemical Dependency Counselor	1514	1977
Child Health Aide	1035	1415
Child Support Officer I	1355	1937
Child Support Officer II	1619	2212

Collections Officer	1355	1937
Collection Services Supervisor I	1694	2320
Community Service Aide	990	1415
Computer Operations Specialist	1239	1619
Coordinator of Aging	1549	2212
Developmental Achievement Center Instructor	1355	1851
Employment Technician	1239	1851
Family Based Services Provider	1514	1977
Family Service Aide I	1060	1582
Family Service Aide II	1210	1730
Family Service Coordinator I	1355	1851
Family Service/Home Health Aide	1060	1582
Financial Assistance Specialist	1549	2212
Financial Worker	1239	1851
Food Stamp Corrective Action Specialist I	1619	2320
Food Stamp Corrective Action Specialist II	1773	2531
Home Health Aide	1060	1582
Home Health Aide Coordinator	1355	1851
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Housing Coordinator	1773	2531
Housing Rehabilitation Specialist	1355	1851
Licensed Practical Nurse	1355	1851
Methods and Procedures Technician	1514	1977
Monitoring and Review Specialist	1239	1851
Office Services Supervisor I	1355	1851
Public Health Aide	990	1415
Senior Citizen's Aide	1060	1582
Support and Collections Specialist	1619	2212
Support Enforcement Aide	1158	1582
Welfare Fraud Investigator	1694	2212

Subp. 6. **Support personnel: 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	1210	1655
Accounting Technician	1270	1809
Adult Day Care Center Program Coordinator	1299	1937
Case Aide	1299	1937
Chemical Dependency Counselor	1582	2063
Child Health Aide	1134	1549
Child Support Officer I	1415	2021
Child Support Officer II	1694	2320
Collections Officer	1415	2021
Collection Services Supervisor I	1773	2418
Community Service Aide	1134	1549
Computer Operations Specialist	1299	1694
Coordinator of Aging	1619	2320
Developmental Achievement Center Instructor	1415	1937
Employment Technician	1299	1937
Family Based Services Provider	1582	2063
Family Service Aide I	1210	1655
Family Service Aide II	1270	1809
Family Service Coordinator I	1415	1937
Family Service/Home Health Aide	1210	1655
Financial Assistance Specialist	1619	2320
Financial Worker	1299	1937
Food Stamp Corrective Action Specialist I	1619	2320
Food Stamp Corrective Action Specialist II	1773	2531
Home Health Aide	1210	1655
Home Health Aide Coordinator	1415	1937
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	

Housing Coordinator	1851	2643
Housing Rehabilitation Specialist	1415	1937
Licensed Practical Nurse	1415	1937
Methods and Procedures Technician	1582	2063
Monitoring and Review Specialist	1299	1937
Office Services Supervisor I	1415	1937
Public Health Aide	1134	1549
Senior Citizen's Aide	1107	1655
Support and Collections Specialist	1694	2320
Support Enforcement Aide	1210	1655
Welfare Fraud Investigator	1773	2320

Subp. 7. **Clerical: 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 Secretary	1143	1634
Clerk I	804	1093
Clerk II	919	1309
Clerk III	1093	1496
Clerk-Typist I	882	1197
Clerk-Typist II	919	1309
Clerk-Typist III	1143	1634
Clerk-Steno	919	1309
Data Entry Operator	882	1197
Information Systems Specialist	919	1309
Legal Secretary	1093	1496
Switchboard Operator	882	1197

Subp. 8. **Clerical: 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 Secretary	1250	1710
Clerk I	919	1197
Clerk II	1046	1426
Clerk III	1222	1594
Clerk-Typist I	999	1309
Clerk-Typist II	1046	1426
Clerk-Typist III	1250	1710
Clerk-Steno	1046	1426
Data Entry Operator	999	1309
Information Systems Specialist	1046	1426
Legal Secretary	1222	1594
Switchboard Operator	999	1309

Subp. 9. **Clerical: 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 Secretary	1309	1788
Clerk I	999	1309
Clerk II	1143	1563
Clerk III	1280	1671
Clerk-Typist I	1093	1426
Clerk-Typist II	1143	1563

Clerk-Typist III	1309	1788
Clerk-Steno	1143	1563
Data Entry Operator	1093	1426
Information Systems Specialist	1143	1563
Legal Secretary	1280	1671
Switchboard Operator	1093	1426

Subp. 10. **Maintenance and trades: 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	922	1189
Bus Driver	984	1316
Janitor	1004	1288
Maintenance Worker	1092	1463

Subp. 11. **Maintenance and trades: 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	1138	1463
Bus Driver	1211	1559
Janitor	1189	1527
Maintenance Worker	1288	1661

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

DEC 9 1988

Joan Anderson Growe
Secretary of State

2:40 PM

APPROVED AS TO FORM AND LEGALITY
December 9 1988
HUBERT H. HUMPHREY, III
ATTORNEY GENERAL
BY MJ Cassely
SPECIAL ASSISTANT ATTORNEY GENERAL

Department of Public Safety

Adopted Permanent Rules Relating to the Merit System

Rules as Adopted

7520.1000 COMPENSATION PLAN (EMERGENCY MANAGEMENT), 1989; PROFESSIONAL.

Subpart 1. **Plan A.**

	Minimum	Maximum
Administrative Officer Assistant Emergency Management Director	1482	2114
Communications Officer	1482	2021
Operations Officer	1694	2320
Public Information Officer	1694	2320
Radiological Officer	1482	2021
Safety Services Coordinator	1694	2320

Subp. 2. **Plan B.**

	Minimum	Maximum
Administrative Officer Assistant Emergency Management Director	1549	2212
Communications Officer	1549	2114
Operations Officer	1773	2418
Public Information Officer	1773	2418
Radiological Officer	1549	2114
Safety Services Coordinator	1773	2418

Subp. 3. **Plan C.**

	Minimum	Maximum
Administrative Officer Assistant Emergency Management Director	1619	2320
Communications Officer	1619	2212
Operations Officer	1851	2531
Public Information Officer	1851	2531
Radiological Officer	1619	2212
Safety Services Coordinator	1851	2531

7520.1100 COMPENSATION PLAN (EMERGENCY MANAGEMENT), 1989; CLERICAL.

Subpart 1. **Plan A.**

	Minimum	Maximum
Clerk I	804	1093
Clerk II	919	1309
Clerk III	1093	1496
Clerk-Typist I	882	1197
Clerk-Typist II	919	1309
Clerk-Typist III	1143	1634
Clerk-Steno	919	1309

Subp. 2. **Plan B.**

	Minimum	Maximum
Clerk I	919	1197
Clerk II	1046	1426
Clerk III	1222	1594
Clerk-Typist I	999	1309
Clerk-Typist II	1046	1426
Clerk-Typist III	1250	1710
Clerk-Steno	1046	1426

Subp. 3. **Plan C.**

	Minimum	Maximum
Clerk I	999	1309
Clerk II	1143	1563
Clerk III	1280	1671
Clerk-Typist I	1093	1426
Clerk-Typist II	1143	1563
Clerk-Typist III	1309	1788
Clerk-Steno	1143	1563

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HUBERT H. HUMPHREY, III
ATTORNEY GENERAL

BY M J Cassedy

SPECIAL ASSISTANT ATTORNEY GENERAL

3 seperate agencies have combined their rules into this package.

§ 12.04-02 div of public safety

Notice of Intent

DPS - The governor signed the document.

See #4 of Sonar. DPS wasnt given authority?

See #6 of Sonar, possible answer to my question.

(also in 12.22 possible answer)

Sonar -

no reference to fees in legislature or finance.

Not fees - salary

Authority

056.012 ok

144.071 ok

12.22 subd 3 - Im not sure. Is public safety = to Civil defense? If yes, then I think the authority is acceptable.

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE SANDRA S. GARDEBRING
COMMISSIONER OF HUMAN SERVICES

BEFORE SISTER MARY MADONNA ASHTON
COMMISSIONER OF HEALTH

BEFORE RUDY PERPICH
GOVERNOR

IN THE MATTER OF THE PROPOSED ADOPTION OF

RULES OF THE MINNESOTA MERIT SYSTEM GOVERNING SALARY ADJUSTMENTS AND THE COMPENSATION PLAN

STATEMENT OF NEED AND REASONABLENESS

I. The following considerations constitute the 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 human services, public health and public safety 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 and Code of Federal regulations cited herein where the following programs have statutory or regulatory requirement for the establishment and maintenance of personnel standards on a merit basis:

Aid to Families With Dependent Children - "AFDC" [42 USC sec. 602 (a) (5)]
Food Stamps [7 USC sec. 2020 (e) (B)]
Medical Assistance - "MA" [42 USC sec. 1396 (a) (4) (A)]
Aid to the Blind [42 USC sec. 1202 (a) (5) (A)]
Aid to the Permanently and Totally Disabled [42 USC sec. 1352 (a) (5) (A)]
Aid to the Aged, Blind or Disabled [42 USC sec. 1382 (a) (5) (A)]
State and Community Programs on Aging [42 USC sec. 3027 (a) (4)]
Adoption Assistance and Foster Care [42 USC 671 (a) (5)]
Old-Age Assistance [42 USC 302 (a) (5) (A)]
National Health Planning and Resources Development, Public Health, Service Act [42 USC 300m-1 (b) (4) (B)]
Child Welfare Services [45 CFR 1392.49 (c)]
Emergency Management Assistance [44 CFR 302.5]

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 48 Fed. Reg. 9209-9212 (March 4, 1983), codified at 5 CFR Part 900, Subpart F, 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 programs 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, current classification and compensation plans, training, retention on the basis of performance, and fair nondiscriminatory treatment of applicants and employees with due regard to their privacy and constitutional rights (48 Fed. Reg. 9211 (March 4, 1983), codified at 5 CFR sec. 900.603).

4. In conformance with 5 CFR Part 900, Subpart F, the Minnesota Legislature enacted Minn Stat. sec. 12.22 Subd. 3, sec. 144.071 and sec. 256.012[2/], which respectively authorize the Governor, the Commissioner of Health, and the Commissioner of Human Services 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".

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 has upheld the Authority of the Commissioner of Human Services and by implication that of the Commissioner of Health and the Governor to promulgate personnel rules and regulations. The Court quashed a writ of mandamus brought by the Hennepin County Welfare Board against the county auditor in attempting to force payment of salaries in excess of the maximum rates established by the Director of Social Welfare.[4/] 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). The court stated:

> .....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 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.

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

3/ Minnesota Rules parts 9575.0010 - 9575.1580, parts 7520.0100 - 7520.1200, and parts 4670.0100 - 4670.4300.

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

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 Employment Labor Relations Act (Minn. Stat. secs. 179.61 - 179.77).

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:

Compensation Plan

Minnesota Rules, parts 9575.1500, 4670.4200-4670.4240 and 7520.1000-7520.1100.

Amendments proposed to these parts specifically recommend adjustments to the 1988 minimum and maximum salaries for all Merit System classes of positions covered by the Human Services, Health and Public Safety Merit System rules to be effective January 1, 1989. Amendments to these rules are necessary to provide Merit System agencies with salary ranges for all classes that are competitive in terms of salary rates being offered for comparable work elsewhere in the public and private sector and also to comply with the provisions of Minn. Stat. Sections 471.991-471.999 requiring the establishment of equitable compensation relationships between classes of positions based on their comparable work value as determined by a formal job evaluation system.

Merit System rules require that Merit System compensation plans be adjusted annually to reflect changes in the level of salary rates in business and government for similar and competing types of employment and to achieve equitable compensation relationships between classes of positions based on their comparable work value. The Merit System reviewed current compensation plans from the state of Minnesota,

city of St. Paul and the counties of Hennepin, Ramsey, St. Louis, Anoka, Blue Earth, Dakota, Itasca, Olmsted, Scott and Washington and considered them in proposing amendments affecting the minimum and maximum salaries for Merit System classifications.

Proposed amendments to parts 9575.1500, 4670.4200-4670.4240 and 7520.1000-7520.1100 adjust the minimum and maximum salaries for many, but not all, Merit System classes by 3%, the same percentage adjustment that is being recommended as a general salary adjustment for employees in all Merit System classifications. This is reasonable in terms of the practice in many, if not most, other public jurisdictions of adjusting salary ranges by the same percentage amount as the general salary adjustment granted to all employees in the jurisdiction. These amendments are necessary in order to provide competitive salary adjustments in 1989 for employees covered by the Human Services, Health and Emergency Services Merit System rules. They are also reasonable when compared to 1988-89 settlements in other public jurisdictions to which the Merit System has traditionally compared its salaries as well as to other measures of general wage increases in the economy.

The State of Minnesota granted a general salary adjustment of 3% effective July 1, 1988, to some 17,819 state employees represented by AFSCME Council 6. In addition, the state granted a general salary adjustment of 3% to approximately 5,412 professional employees represented by MAPE and another 2,541 employees represented by the Middle Management Association in July 1988.

Hennepin County granted a general salary adjustment of 3% to all contract and non-contract employees effective January 1, 1988 and will be granting a general salary adjustment of 3.25% to all contract employees to be effective January 1, 1989. Ramsey County granted a general salary adjustment of 3% to its contract and non-contract employees effective January 1, 1988, but has not settled on an adjustment for 1989. Dakota County granted a general salary adjustment of 4% to all contract and non-contract employees effective January 1, 1988, and has not settled on an adjustment for 1989 as yet. Washington County granted a general salary adjustment of 3% to all contract and non-contract employees effective January 1, 1988, and also has not settled on an adjustment for 1989. Anoka County granted all contract and non-contract employees a 2.5% general salary adjustment effective January 1, 1988 plus a 3% money pool to be used to grant salary increases to individual employees. For 1989, Anoka County has agreed to a 3.5% general salary adjustment for one group of contract employees. Scott County granted a 3% general salary adjustment for all contract and non-contract employees effective January 1, 1988, and will be granting a 3% general salary adjustment to all contract employees effective January 1, 1989. Blue Earth County granted a 3% general salary adjustment to all contract and non-contract employees effective January 1, 1988, and has agreed to a 3% general salary adjustment for 3 out of 5 groups of contract employees to be effective January 1, 1989. Olmsted County provided all employees with a 0-6% performance-based increase pool for 1988 which resulted in individual salary increases for employees of 3.5%-4.5%. Olmsted County has not decided on salary adjustments for 1989. Itasca County granted a general salary adjustment of 2.5% to all contract and non-contract employees effective January 1, 1988 and has agreed to a similar increase for contract and non-contract employees to be effective January 1, 1989. In St. Louis County, management has

offered general salary adjustments to contract employees of 2% effective January 1, 1988 and 4% effective January 1, 1989, but no final vote has been taken on the offer as yet. The City of St. Paul granted, effective January 1, 1988, adjustments of 2.85% to its professional employees and 2% plus a 1% lump sum payment to its clerical and technical employees. They have also agreed to identical adjustments to be effective January 1, 1989.

The Department of Labor Bureau of Labor Statistics has calculated the increase in the consumer price index for all urban consumers in the North Central Region (which includes Minnesota) to be 3.5% for the period June 1987 to June 1988. The Bureau of Labor Statistics also calculates an Employment Cost Index which, among other things, measures the increase in wages and salaries for various groups of employees. On a nationwide basis, wages and salaries for state and local government workers increased 4.4% between June 1987 and June 1988.

Given the magnitude of general salary adjustments granted to contract and non-contract employees by other public jurisdictions for 1988 and 1989 as well as other measures of salary progression and increases in consumer costs as indicated above, it is reasonable to recommend that salaries of Merit System employees not covered by the terms and conditions of a collective bargaining agreement be increased by 3% effective January 1, 1989, or on the beginning date of the first payroll period following January 1, 1989, for those agencies on a biweekly or four-week payroll period.

It should be emphasized that the recommended general salary adjustment of 3% is simply that, a recommendation. It lacks the binding effect of a negotiated collective bargaining agreement. Agencies, even those where there is no collective bargaining agreement, are not required to adopt the Merit System recommended general salary adjustment but have the flexibility, under the Merit System rules, to adopt a different salary adjustment (or no adjustment at all) for agency employees. Under whatever salary adjustment is finally adopted by an agency, the only salary increases that agencies are required to make are those necessary to bring the salaries of individual employees up to the new minimum salary rate for their classification on the Merit System compensation plan adopted by the agency for that classification.

Another important point to mention is that, under Merit System rules, Merit System compensation plans do not apply to employees in a formally recognized bargaining unit. There are 39 Merit System agencies where most of the agency employees are covered by a collective bargaining agreement and employee compensation is the product of negotiation between the appointing authority and the exclusive representative. In these agencies, the only employees subject to Merit System compensation plans are those in positions that are excluded from the bargaining unit by virtue of being supervisory or confidential in nature.

Some of the proposed amendments to 9575.1500, 4670.4200-4670.4240 and 7520.1000-7520.1100 do not propose a 3% adjustment to the minimum and maximum salaries for certain classes of positions. These amendments apply to classes of positions where a 3% adjustment is not appropriate because of a need to establish equitable compensation relationships between classes of positions based on their comparable work value or where labor market data does not support a 3% adjustment. Subsequent to passage of Minn. Stat. Sections 471.991-471.999, the Merit System conducted a formal job evaluation study and determined the comparable work value of all Merit System classes of positions. Classes with identical or similar comparable work values should have identical or similar salary ranges. The results of the study revealed a number of situations where classes of positions with similar comparable work values had quite disparate salary ranges. These situations represented compensation inequities and, in 1986, 1987 and 1988, the Merit System proposed a significant number of comparability adjustments to either equalize or reduce the differences between salary ranges for classes with similar comparable work values. It is necessary to continue this process in 1989 to attain the statutorily-mandated requirement to establish equitable compensation relationships between all classes of positions. Practically all of these varying adjustments are based on attaining the objective of having an internally consistent Merit System compensation plan with reasonable compensation relationships existing between classes of positions based on their comparable work value which is obviously consistent with the objective of the Local Government Pay Equity Act (Minn. Stat. Sections 471.991-471.999).

Minnesota Rules, part 9575.1500 includes the Department of Human Services Merit System compensation plan. The plan contains three separate salary schedules (designated as Plan A, B and C) for professional, support and clerical classes of positions and two separate salary schedules (designated as Plan A and B) for

maintenance and trades classes of positions. It is important this be noted since the proposed adjustments for some classes are not the same on all plans.

Adjustments proposed to minimum and maximum salaries for Human Services Merit System professional classifications are 3% with the following exceptions:

1. Collections Services Supervisor II, Community Health Services Supervisor, Methods and Procedures Analyst, Psychologist III, Staff Development Specialist, Systems Programmer Analyst and Work Experience and Training Specialist minimum and maximum salaries are adjusted by 1.5% on all salary schedules.

2. Employment Guidance Counselor, Human Services Supervisor II and Welfare Director I minimum and maximum salaries are adjusted 5% on all salary schedules.

3. Assistant Human Services Director, Assistant Welfare Director, Director of Business Management II, Director of Financial Assistance, Director of Planning, Director of Social Services, Human Services Director III, Welfare Director II, Welfare Director III and Welfare Director IV minimum salaries are adjusted 3% and maximum salaries are adjusted 7% on all salary schedules.

4. Public Health Nurse and Registered Nurse minimum and maximum salaries are adjusted 7% on all salary schedules.

5. Director of Business Management I minimum and maximum salaries are adjusted approximately 10% on all salary schedules.

6. Adult Day Care Center Supervisor minimum salaries are reduced by 21% and maximum salaries are reduced by 16% on all salary schedules.

In the case of the Adult Day Care Center Supervisor classification, the county agency using that class made substantial changes in the duties and responsibilities assigned to the position at a time when it was vacant. The county then requested the Merit System to again review the position to determine its comparable work value in light of those changes. In the case of the Director of Business Management I, the agency with the position added some significant responsibilities to it and also requested the Merit System to review and redetermine the comparable work value of the position.

Adjustments proposed to minimum and maximum salaries for Human Services Merit System support classifications are 3% with the following exceptions:

1. Child Support Officer I, Collections Officer, Collections Services Supervisor I, Computer Operations Specialist and Welfare Fraud Investigator minimum and maximum salaries are adjusted by 1.5% on all salary schedules.

2. Family Service Aide I, Family Service Aide II, Family Service/Home Health Aide, Home Health Aide and Senior Citizen's Aide minimum and maximum salaries are adjusted 5% on all salary schedules.

3. Coordinator of Aging minimum and maximum salaries are adjusted by 5% on the A plan. On the B and C plans, minimum salaries for this class are adjusted 10% and maximum salaries are adjusted 5%.

4. Community Service Aide and Public Health Aide minimum salaries are adjusted 7% and maximum salaries are adjusted 3% on the A and B plans.

Adjustments proposed to minimum and maximum salaries for Human Services Merit System clerical classifications are 3% with the following exception:

1. Clerk Typist III minimum and maximum salaries are adjusted 5% on the A plan only.

Adjustments proposed to minimum and maximum salaries for Human Services Merit System maintenance and trades classifications are 3% with the following exception:

1. Auto Driver minimum and maximum salaries are adjusted 1.5% on the B plan only.

Minnesota Rules, parts 4670.4200-4670.4240 includes the Department of Health Merit System compensation plan. It also contains three separate salary schedules (designated as Plan A, B and C) for professional, support and clerical classes of positions and two separate salary schedules (designated as Plan A and B) for building maintenance classes of positions. As with proposed amendments to the Human Services Merit System compensation plan, proposed amendments for certain classes are not the same on all plans.

Adjustments proposed to minimum and maximum salaries for Health Merit System professional classes are 3% with the following exception:

1. Public Health Nurse and Registered Nurse minimum and maximum salaries are adjusted 7% on all salary schedules.

Adjustments proposed to minimum and maximum salaries for Health Merit System support classifications are 3% with the following exceptions:

1. Home Health Aide minimum and maximum salaries are adjusted 5% on all salary schedules.

2. Public Health Aide minimum salaries are adjusted 7% and maximum salaries are adjusted 3% on the A and B plans.

Adjustments proposed to minimum and maximum salaries for Health Merit System clerical classifications are 3% with the following exception:

1. Clerk Typist III minimum and maximum salaries are adjusted 5% on the A plan only.

Minnesota Rules, parts 7520.1000-7520.1100 includes the Emergency Services Merit System compensation plan. It contains three separate salary schedules (designated as Plan A, B and C) for professional and clerical classes of positions.

Adjustments proposed to minimum and maximum salaries for Emergency Services Merit System professional classifications are 3% for all classes. Adjustments proposed to minimum and maximum salaries for Emergency Services Merit System clerical classifications are 3% with the following exception:

1. Clerk Typist III minimum and maximum salaries are adjusted 5% on the A plan only.

An amendment is proposed to Minnesota Rules, part 9575.1500 providing a class title and minimum and maximum salaries for the following new classes established in response to a legitimate need for such new classifications in one or more Merit System agencies: Contract Services Representative, Family Based Services Provider, Family Based Services Supervisor, Maintenance Worker, Monitoring and Review Specialist, Registered Dietitian, Social Services Supervisor III and Support

Services Supervisor. This amendment is both necessary and reasonable to ensure that the Merit System compensation plan reflects appropriate class titles and salary ranges that are current.

Amendments are proposed to Minnesota Rules, parts 9575.1500 and 4670.4210 deleting the class titles and minimum and maximum salaries for the following classes that have been abolished because there are no employees in them and the employing agencies no longer intend to use the classes: Fiscal Manager, Medical Assistance Prepayment Project Manager, Public Health Nurse (Team Leader) and Student Social Worker (SWEP). These amendments are necessary and reasonable to ensure that Merit System salary schedules properly reflect current class titles that are reflective of functions actually being performed by Merit System employees.

Finally, an amendment is proposed to Minnesota Rules, part 9575.1500 retitling and re-alphabetizing all Merit System Social Worker classes to "County Agency" Social Worker classes. This amendment is not only reasonable but highly desirable in light of language contained in Minn. Stat. Section 148B.27 Subd. 2 suggesting use of the title "county agency social worker" for social workers employed in a county.

It is anticipated that there will be no expert witnesses called to testify on behalf of the agency.

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

Ralph W. Corey

Ralph W. Corey
Merit System Supervisor

Dated: Sept. 26, 1988

the taxing powers of the State of Minnesota or any political subdivision thereof to pay the Bonds or the interest thereon nor to enforce payment against any property of said State or said political subdivision.

A copy of the Applications to the Board for approval of the Project, together with all attachments and exhibits thereto and a copy of the Board's resolution accepting the Applications and accepting the Project is available for public inspection at the offices of the Board at 900 American Center Building, 150 East Kellogg Boulevard, Saint Paul, Minnesota from the date of this notice to the date of the public hearing hereinabove identified, during normal business hours.

Dated: 1 July 1988

BY ORDER OF THE MEMBERS OF THE
MINNESOTA AGRICULTURAL AND
ECONOMIC DEVELOPMENT BOARD

Dave Mocol, Executive Director,
Minnesota Agricultural and
Economic Development Board

Departments of Human Services, Health and Public Safety

Notice of Intent to Solicit Outside Information or Opinions Regarding Proposed Merit System Rules Governing Compensation Plans

NOTICE IS HEREBY GIVEN that the State Department of Human Services, Health, and Public Safety are seeking information or opinions from sources outside the agencies in preparing to propose amendments to the rules governing the Minnesota Merit System's compensation plans. The amendments to the rules are authorized by *Minnesota Statutes*, sections 256.012, 144.071 and 12.22, subd. 3, which permits the Merit System to establish compensation plans for non-union employees in some local and county welfare, human services, health and emergency management agencies. The amendments would provide for salary adjustments for incumbents and adjustments to the various salary ranges for purposes of continued implementation of comparable worth.

The State Departments of Human Services, Health and Public Safety request information and opinions concerning the subject matter of the rules. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements of information and comment should be addressed to:

Ralph W. Corey
Minnesota Merit System
Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Oral statements will be received during regular business hours over the telephone by Ralph Corey at (612) 296-3996 and in person at the above address.

All statements of information and opinions shall be accepted until further notice is published in the *State Register* or the Notice of Hearing or Notice of Intent to Adopt Rules Without a Hearing is published in the *State Register*. Any written material received by the Minnesota Merit System shall become part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event that the rule is adopted.

Dated: 18 July 1988

Ralph W. Corey
Merit System Supervisor

Minnesota Job Skills Partnership

Notice of Cancellation of Meeting

The August 15, 1988 meeting of the Minnesota Job Skills Partnership Board has been canceled.

The Minnesota Job Skills Partnership Board solicits grant proposals from educational and other non-profit organizations for training programs designed for specific businesses. Please contact the Partnership at 612/296-0388 for details regarding grant applications. Please Note: Grantees must provide a Certificate of Compliance from the State Commissioner of Human Rights with the submission of proposals to the MJSP Board.

STATE OF MINNESOTA
DEPARTMENT OF HUMAN SERVICES

In the Matter of the Proposed Adoption of Department of Human Services Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, part 9575.1500)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612)341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendments are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 256.012. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822. This rule is also available for viewing at each of the county welfare or human service agencies in the State of Minnesota.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

SANDRA S. GARDEBRING
Commissioner

Dated: 9/30/88

STATE OF MINNESOTA
DEPARTMENT OF HUMAN SERVICES

In the Matter of the Proposed Adoption of Rules of the State Department of Human Services Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, part 9575.1500)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Human Services proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 256.012.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd Floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone (612) 296-3996.

A copy of the proposed rule may be viewed at any of the county welfare or human service agencies in the State of Minnesota.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to part 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendents are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996. 13

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey. 1

State of Minnesota

Dana S. Deth

SANDRA S. GARDEBRING
Commissioner

Dated: 9/30/88

STATE OF MINNESOTA
DEPARTMENT OF HEALTH

In the Matter of the Proposed Adoption of Department of Health Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules parts 4670.4200-4240)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 144.071. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Minnesota Merit System, 2nd floor, Human Services Building, 444 Lafayette Road , St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

SISTER MARY MADONNA ASHTON
Commissioner

Dated: 12-4-85

STATE OF MINNESOTA
DEPARTMENT OF HEALTH

In the Matter of the Proposed Adoption of Rules of the State Department of Health Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, parts 4670.4200-4240)	NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Health proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 144.071.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota, 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

State of Minnesota

SISTER MARY MADONNA ASHTON
Commissioner

Dated:

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed Adoption of Department of Public Safety Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, parts 7520.1000-1100)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 12.22, subd. 3. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

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Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

RUDY PERPICH
Governor

Dated: 10/3/88

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 Compensation Plan and Salary Adjustments (Minnesota Rules, parts 7520.1000-1100)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Public Safety proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 12.22, subd. 3.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to part 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

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State of Minnesota



RUDY PERPICH
Governor

Dated: 10/3/88

Department of Human Services

Proposed Permanent Rules Relating to Merit System

Rules as Proposed

9575.1500 COMPENSATION PLAN; HUMAN SERVICES, ~~1988~~ 1989.

Subpart 1. **Professional: plan A.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum	Maximum
Accountant	~~1645~~ 1694	~~2348~~ 2418
Accounting Supervisor	~~1919~~ 1977	~~2869~~ 2955
Administrative Assistant I	~~2052~~ 2114	~~3206~~ 3302
Administrative Assistant II	~~2196~~ 2262	~~3430~~ 3533
Administrative Assistant III	~~2618~~ 2697	~~3750~~ 3863
Adult Day Care Center Supervisor	~~1881~~ 1549	~~2680~~ 2320
Assistant Human Services Director	~~2869~~ 2955	~~4087~~ 4394
Assistant Welfare Director	~~3349~~ 3449	~~4766~~ 5129
Auditor	~~1919~~ 1977	~~2869~~ 2955
Chemical Dependency Coordinator	~~1645~~ 1694	~~2457~~ 2531
Collection Services Supervisor II	~~1721~~ 1730	~~2566~~ 2585
Community Health Services Supervisor	~~2003~~ 2021	~~3134~~ 3156
Computer Programmer	~~1572~~ 1619	~~2252~~ 2320
Contract Services Representative	1937	2760
County Agency Social Worker (Licensing Specialist)	1549	2320
County Agency Social Worker	1619	2531
County Agency Social Worker (Child Protection Specialist)	1619	2531
County Agency Social Worker (MSW)	1773	2643
County Agency Social Worker (MSW) (Child Protection Specialist)	1773	2643
Day Care Center Teacher	~~1504~~ 1549	~~2252~~ 2320
Developmental Achievement Center Director	~~1881~~ 1937	~~2680~~ 2760
Developmental Achievement Center Teacher	~~1504~~ 1549	~~2252~~ 2320
Director of Business Management I	~~2052~~ 2262	~~3064~~ 3369
Director of Business Management II	~~2618~~ 2697	~~3750~~ 4031
Director of Financial Assistance	~~2618~~ 2697	~~3750~~ 4031
Director of Planning	~~2618~~ 2697	~~3750~~ 4031
Director of Public Health Nursing I	~~1919~~ 1977	~~2869~~ 2955
Director of Social Services	~~2618~~ 2697	~~3750~~ 4031
Employment Guidance Counselor	~~1439~~ 1549	~~2052~~ 2212
Family Based Services Supervisor	1694	2418
Family Service Coordinator II	~~1572~~ 1619	~~2052~~ 2114
Financial Assistance Supervisor I	~~1721~~ 1773	~~2566~~ 2643
Financial Assistance Supervisor II	~~2052~~ 2114	~~3064~~ 3156
~~Fiscal Manager~~	~~2348~~	~~3349~~
Fiscal Officer	~~1504~~ 1549	~~2252~~ 2320
Fiscal Supervisor I	~~1504~~ 1549	~~2252~~ 2320
Fiscal Supervisor II	~~1919~~ 1977	~~2869~~ 2955
Gerontology Counselor	~~1721~~ 1773	~~2566~~ 2643
Human Services Director III	~~3134~~ 3228	~~4457~~ 4798
Human Services Supervisor I	~~2052~~ 2114	~~3206~~ 3302
Human Services Supervisor II	~~2457~~ 2585	~~3508~~ 3693
Jobs and Training Supervisor	~~1721~~ 1773	~~2566~~ 2643
~~Medical Assistance Prepayment Project Manager~~	~~2052~~	~~3064~~
Mental Health Program Manager	~~2196~~ 2262	~~3271~~ 3369
Mental Health Worker	~~1797~~ 1851	~~2680~~ 2760
Methods & Procedures Analyst	~~1607~~ 1619	~~2399~~ 2418

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Nutrition Project Assistant Director	~~1504~~ 1549	~~2252~~ 2320
Nutrition Project Director	~~1919~~ 1977	~~2869~~ 2955
Office Services Supervisor II	~~1439~~ 1482	~~2052~~ 2114
Planner (Human Services)	~~1881~~ 1937	~~2680~~ 2760
Psychologist I	~~1721~~ 1773	~~2566~~ 2643
Psychologist II	~~2003~~ 2063	~~2869~~ 2955
Psychologist III	~~2680~~ 2697	~~3669~~ 3693
Public Health Educator	~~1645~~ 1694	~~2348~~ 2418
Public Health Nurse	~~1645~~ 1773	~~2348~~ 2531
~~Public Health Nurse (Team Leader)~~	~~1721~~	~~2566~~
Registered Dietician	1549	2320
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1572~~ 1694	~~2252~~ 2418
Resident Activity Coordinator	~~1504~~ 1549	~~2252~~ 2320
Sanitarian	~~1504~~ 1549	~~2252~~ 2320
Senior Public Health Nurse	~~1881~~ 1937	~~2680~~ 2760
Senior Staff Development Specialist	~~1919~~ 1977	~~2869~~ 2955
~~Social Worker (Licensing Specialist)~~	~~1504~~	~~2252~~
~~Social Worker~~	~~1572~~	~~2457~~
~~Social Worker (Child Protection Specialist)~~	~~1572~~	~~2457~~
~~Social Worker (MSW)~~	~~1721~~	~~2566~~
~~Social Worker (Child Protection Specialist) (MSW)~~	~~1721~~	~~2566~~
Social Services Supervisor I	~~2052~~ 2114	~~3206~~ 3302
Social Services Supervisor II	~~2252~~ 2320	~~3508~~ 3613
Social Services Supervisor III	2585	3693
Staff Development Specialist	~~1607~~ 1619	~~2399~~ 2418
Student Social Worker (Intern)	Rate proposed by appointing authority.	
~~Student Social Worker (SWEP)~~	~~Rate proposed by appointing authority.~~	
Support Services Supervisor	1694	2418
Systems Programmer Analyst	~~1919~~ 1937	~~2618~~ 2643
Telecommunications Analyst	~~1919~~ 1977	~~2739~~ 2821
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Volunteer Services Coordinator I	~~1504~~ 1549	~~2252~~ 2320
Welfare Director I	~~2399~~ 2531	~~3585~~ 3779
Welfare Director II	~~2680~~ 2760	~~3835~~ 4123
Welfare Director III	~~2869~~ 2955	~~4087~~ 4394
Welfare Director IV	~~3134~~ 3228	~~4457~~ 4798
Welfare Director V	~~4177~~ 4302	~~5935~~ 6113
Work Experience & Training Specialist	~~1721~~ 1730	~~2566~~ 2585

Subp. 2. **Professional: plan B.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum	Maximum
Accountant	~~1721~~ 1773	~~2457~~ 2531
Accounting Supervisor	~~2003~~ 2063	~~2996~~ 3086
Administrative Assistant I	~~2148~~ 2212	~~3349~~ 3449
Administrative Assistant II	~~2296~~ 2365	~~3585~~ 3693
Administrative Assistant III	~~2739~~ 2821	~~3914~~ 4031
Adult Day Care Center Supervisor	~~1962~~ 1619	~~2803~~ 2418
Assistant Human Services Director	~~2869~~ 2955	~~4087~~ 4394
Assistant Welfare Director	~~3349~~ 3449	~~4766~~ 5129
Auditor	~~2003~~ 2063	~~2996~~ 3086
Chemical Dependency Coordinator	~~1721~~ 1773	~~2566~~ 2643
Collections Services Supervisor II	~~1797~~ 1809	~~2680~~ 2697
Community Health Services Supervisor	~~2097~~ 2114	~~3271~~ 3302
Computer Programmer	~~1645~~ 1694	~~2348~~ 2418
Contract Services Representative	2021	2887
County Agency Social Worker (Licensing Specialist)	1619	2418

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County Agency Social Worker	1694		2643	
County Agency Social Worker (Child Protection Specialist)	1694		2643	
County Agency Social Worker (MSW)	1851		2760	
County Agency Social Worker (MSW) (Child Protection Specialist)	1851		2760	
Day Care Center Teacher	~~1572~~	1619	~~2348~~	2418
Developmental Achievement Center Director	~~1962~~	2021	~~2803~~	2887
Developmental Achievement Center Teacher	~~1572~~	1619	~~2348~~	2418
Director of Business Management I	~~2148~~	2365	~~3206~~	3533
Director of Business Management II	~~2739~~	2821	~~3914~~	4210
Director of Financial Assistance	~~2739~~	2821	~~3914~~	4210
Director of Planning	~~2739~~	2821	~~3914~~	4210
Director of Public Health Nursing I	~~2003~~	2063	~~2996~~	3086
Director of Social Services	~~2739~~	2821	~~3914~~	4210
Employment Guidance Counselor	~~1504~~	1619	~~2148~~	2320
Family Based Services Supervisor	1773		2531	
Family Service Coordinator II	~~1645~~	1694	~~2148~~	2212
Financial Assistance Supervisor I	~~1797~~	1851	~~2680~~	2760
Financial Assistance Supervisor II	~~2148~~	2212	~~3206~~	3302
~~Fiscal Manager~~	~~2457~~		~~3508~~	
Fiscal Officer	~~1572~~	1619	~~2348~~	2418
Fiscal Supervisor I	~~1572~~	1619	~~2348~~	2418
Fiscal Supervisor II	~~2003~~	2063	~~2996~~	3086
Gerontology Counselor	~~1797~~	1851	~~2680~~	2760
Human Services Director III	~~3134~~	3228	~~4457~~	4798
Human Services Supervisor I	~~2148~~	2212	~~3349~~	3449
Human Services Supervisor II	~~2566~~	2697	~~3669~~	3863
Jobs and Training Supervisor	~~1797~~	1851	~~2680~~	2760
~~Medical Assistance Prepayment Project Manager~~	~~2148~~		~~3206~~	
Mental Health Program Manager	~~2296~~	2365	~~3430~~	3533
Mental Health Worker	~~1881~~	1937	~~2803~~	2887
Methods & Procedures Analyst	~~1680~~	1694	~~2510~~	2531
Nutrition Project Assistant Director	~~1572~~	1619	~~2348~~	2418
Nutrition Project Director	~~2003~~	2063	~~2996~~	3086
Office Services Supervisor II	~~1504~~	1549	~~2148~~	2212
Planner (Human Services)	~~1962~~	2021	~~2803~~	2887
Psychologist I	~~1797~~	1851	~~2680~~	2760
Psychologist II	~~2097~~	2160	~~2996~~	3086
Psychologist III	~~2803~~	2821	~~3835~~	3863
Public Health Educator	~~1721~~	1773	~~2457~~	2531
Public Health Nurse	~~1721~~	1851	~~2457~~	2643
~~Public Health Nurse (Team Leader)~~	~~1797~~		~~2680~~	
Registered Dietician	1619		2418	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1645~~	1773	~~2348~~	2531
Resident Activity Coordinator	~~1572~~	1619	~~2348~~	2418
Sanitarian	~~1572~~	1619	~~2348~~	2418
Senior Public Health Nurse	~~1962~~	2021	~~2803~~	2887
Senior Staff Development Specialist	~~2003~~	2063	~~2996~~	3086
~~Social Worker (Licensing Specialist)~~	~~1572~~		~~2348~~	
~~Social Worker~~	~~1645~~		~~2566~~	
~~Social Worker (Child Protection Specialist)~~	~~1645~~		~~2566~~	
~~Social Worker (MSW)~~	~~1797~~		~~2680~~	
~~Social Worker (Child Protection Specialist) (MSW)~~	~~1797~~		~~2680~~	
Social Services Supervisor I	~~2148~~	2212	~~3349~~	3449
Social Services Supervisor II	~~2348~~	2418	~~3669~~	3779
Social Services Supervisor III	2697		3863	
Staff Development Specialist	~~1680~~	1694	~~2510~~	2531
Student Social Worker (Intern)	Rate proposed by appointing authority.			
~~Student Social Worker (SWEP)~~	~~Rate proposed by appointing authority.~~			
Support Services Supervisor	1773		2531	
Systems Programmer Analyst	~~2003~~	2021	~~2739~~	2760
Telecommunications Analyst	~~2003~~	2063	~~2869~~	2955
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor			

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and the commissioner of human services.

	Minimum	Maximum
Volunteer Services Coordinator I	~~1572~~ 1619	~~2348~~ 2418
Welfare Director I	~~2399~~ 2531	~~3585~~ 3779
Welfare Director II	~~2680~~ 2760	~~3835~~ 4123
Welfare Director III	~~2869~~ 2955	~~4087~~ 4394
Welfare Director IV	~~3134~~ 3228	~~4457~~ 4798
Welfare Director V	~~4177~~ 4302	~~5935~~ 6113
Work Experience & Training Specialist	~~1797~~ 1809	~~2680~~ 2697

Subp. 3. **Professional: plan C.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum	Maximum
Accountant	~~1797~~ 1851	~~2566~~ 2643
Accounting Supervisor	~~2097~~ 2160	~~3134~~ 3228
Administrative Assistant I	~~2252~~ 2320	~~3508~~ 3613
Administrative Assistant II	~~2399~~ 2471	~~3750~~ 3863
Administrative Assistant III	~~2869~~ 2955	~~4087~~ 4210
Adult Day Care Center Supervisor	~~2052~~ 1694	~~2932~~ 2531
Assistant Human Services Director	~~2869~~ 2955	~~4087~~ 4394
Assistant Welfare Director	~~3349~~ 3449	~~4766~~ 5129
Auditor	~~2097~~ 2160	~~3134~~ 3228
Chemical Dependency Coordinator	~~1797~~ 1851	~~2680~~ 2760
Collections Services Supervisor II	~~1881~~ 1895	~~2803~~ 2821
Community Health Services Supervisor	~~2196~~ 2212	~~3430~~ 3449
Computer Programmer	~~1721~~ 1773	~~2457~~ 2531
Contract Services Representative	2114	3020
County Agency Social Worker (Licensing Specialist)	1694	2531
County Agency Social Worker	1773	2760
County Agency Social Worker (Child Protection Specialist)	1773	2760
County Agency Social Worker (MSW)	1937	2887
County Agency Social Worker (MSW) (Child Protection Specialist)	1937	2887
Day Care Center Teacher	~~1645~~ 1694	~~2457~~ 2531
Developmental Achievement Center Director	~~2052~~ 2114	~~2932~~ 3020
Developmental Achievement Center Teacher	~~1645~~ 1694	~~2457~~ 2531
Director of Business Management I	~~2252~~ 2471	~~3349~~ 3693
Director of Business Management II	~~2869~~ 2955	~~4087~~ 4394
Director of Financial Assistance	~~2869~~ 2955	~~4087~~ 4394
Director of Planning	~~2869~~ 2955	~~4087~~ 4394
Director of Public Health Nursing I	~~2097~~ 2160	~~3134~~ 3228
Director of Social Services	~~2869~~ 2955	~~4087~~ 4394
Employment Guidance Counselor	~~1572~~ 1694	~~2252~~ 2418
Family Based Services Supervisor	1851	2643
Family Service Coordinator II	~~1721~~ 1773	~~2252~~ 2320
Financial Assistance Supervisor I	~~1881~~ 1937	~~2803~~ 2887
Financial Assistance Supervisor II	~~2252~~ 2320	~~3349~~ 3449
~~Fiscal Manager~~	~~2566~~	~~3669~~
Fiscal Officer	~~1645~~ 1694	~~2457~~ 2531
Fiscal Supervisor I	~~1645~~ 1694	~~2457~~ 2531
Fiscal Supervisor II	~~2097~~ 2160	~~3134~~ 3228
Gerontology Counselor	~~1881~~ 1937	~~2803~~ 2887
Human Services Director III	~~3134~~ 3228	~~4457~~ 4798
Human Services Supervisor I	~~2252~~ 2320	~~3508~~ 3613
Human Services Supervisor II	~~2680~~ 2821	~~3835~~ 4031
Jobs and Training Supervisor	~~1881~~ 1937	~~2803~~ 2887
~~Medical Assistant Prepayment Project Manager~~	~~2252~~	~~3349~~
Mental Health Program Manager	~~2399~~ 2471	~~3585~~ 3693
Mental Health Worker	~~1962~~ 2021	~~2932~~ 3020
Methods & Procedures Analyst	~~1756~~ 1773	~~2618~~ 2643
Nutrition Project Assistant Director	~~1645~~ 1694	~~2457~~ 2531
Nutrition Project Director	~~2097~~ 2160	~~3134~~ 3228
Office Services Supervisor II	~~1572~~ 1619	~~2252~~ 2320

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Planner (Human Services)	~~2052~~ 2114	~~2932~~ 3020
Psychologist I	~~1881~~ 1937	~~2803~~ 2887
Psychologist II	~~2196~~ 2262	~~3134~~ 3228
Psychologist III	~~2932~~ 2955	~~4003~~ 4031
Public Health Educator	~~1797~~ 1851	~~2566~~ 2643
Public Health Nurse	~~1881~~ 2021	~~2566~~ 2760
~~Public Health Nurse (Team Leader)~~	~~2052~~	~~2803~~
Registered Dietician	1694	2531
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1797~~ 1937	~~2457~~ 2643
Resident Activity Coordinator	~~1645~~ 1694	~~2457~~ 2531
Sanitarian	~~1645~~ 1694	~~2457~~ 2531
Senior Public Health Nurse	~~2052~~ 2114	~~2932~~ 3020
Senior Staff Development Specialist	~~2097~~ 2160	~~3134~~ 3228
~~Social Worker (Licensing Specialist)~~	~~1645~~	~~2457~~
~~Social Worker~~	~~1721~~	~~2680~~
~~Social Worker (Child Protection Specialist)~~	~~1721~~	~~2680~~
~~Social Worker (MSW)~~	~~1881~~	~~2803~~
~~Social Worker (Child Protection Specialist) (MSW)~~	~~1881~~	~~2803~~
Social Services Supervisor I	~~2252~~ 2320	~~3508~~ 3613
Social Services Supervisor II	~~2457~~ 2531	~~3835~~ 3950
Social Services Supervisor III	2821	4031
Staff Development Specialist	~~1756~~ 1773	~~2618~~ 2643
Student Social Worker (Intern)	Rate proposed by appointing authority.	
~~Student Social Worker (SWEP)~~	~~Rate proposed by appointing authority.~~	
Support Services Supervisor	1851	2643
Systems Programmer Analyst	~~2097~~ 2114	~~2869~~ 2887
Telecommunications Analyst	~~2097~~ 2160	~~2996~~ 3086
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Volunteer Services Coordinator I	~~1645~~ 1694	~~2457~~ 2531
Welfare Director I	~~2399~~ 2531	~~3585~~ 3779
Welfare Director II	~~2680~~ 2760	~~3835~~ 4123
Welfare Director III	~~2869~~ 2955	~~4087~~ 4394
Welfare Director IV	~~3134~~ 3228	~~4457~~ 4798
Welfare Director V	~~4177~~ 4302	~~5935~~ 6113
Work Experience & Training Specialist	~~1881~~ 1895	~~2803~~ 2821

Subp. 4. **Support personnel: 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	~~1075~~ 1107	~~1470~~ 1514
Accounting Technician	~~1124~~ 1158	~~1607~~ 1655
Adult Day Care Center Program Coordinator	~~1151~~ 1186	~~1721~~ 1773
Case Aide	~~1151~~ 1186	~~1721~~ 1773
Chemical Dependency Counselor	~~1405~~ 1447	~~1840~~ 1895
Child Health Aide	~~921~~ 949	~~1261~~ 1299
Child Support Officer I	~~1288~~ 1299	~~1840~~ 1851
Child Support Officer II	~~1504~~ 1549	~~2052~~ 2114
Collections Officer	~~1288~~ 1299	~~1840~~ 1851
Collection Services Supervisor I	~~1607~~ 1619	~~2196~~ 2212
Community Service Aide	~~883~~ 949	~~1261~~ 1299
Computer Operations Specialist	~~1175~~ 1186	~~1536~~ 1549
Coordinator of Aging	~~1346~~ 1415	~~2003~~ 2114
Developmental Achievement Center Instructor	~~1261~~ 1299	~~1721~~ 1773
Employment Technician	~~1151~~ 1186	~~1721~~ 1773
Family Based Services Provider	1447	1895
Family Service Aide I	~~961~~ 1014	~~1439~~ 1514
Family Service Aide II	~~1101~~ 1158	~~1572~~ 1655
Family Service Coordinator I	~~1261~~ 1299	~~1721~~ 1773

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Family Service/Home Health Aide	~~961~~ 1014	~~1439~~ 1514
Financial Assistance Specialist	~~1439~~ 1482	~~2052~~ 2114
Financial Worker	~~1151~~ 1186	~~1721~~ 1773
Food Stamp Corrective Action Specialist I	~~1572~~ 1619	~~2252~~ 2320
Food Stamp Corrective Action Specialist II	~~1721~~ 1773	~~2457~~ 2531
Home Health Aide	~~961~~ 1014	~~1439~~ 1514
Home Health Aide Coordinator	~~1261~~ 1299	~~1721~~ 1773
Housekeeper — Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.		
Housing Coordinator	~~1645~~ 1694	~~2348~~ 2418
Housing Rehabilitation Specialist	~~1261~~ 1299	~~1721~~ 1773
Licensed Practical Nurse	~~1261~~ 1299	~~1721~~ 1773
Methods and Procedures Technician	~~1405~~ 1447	~~1840~~ 1895
Monitoring and Review Specialist	1186	1773
Office Services Supervisor I	~~1261~~ 1299	~~1721~~ 1773
Public Health Aide	~~883~~ 949	~~1261~~ 1299
Senior Citizen's Aide	~~961~~ 1014	~~1439~~ 1514
Support and Collections Specialist	~~1504~~ 1549	~~2052~~ 2114
Support Enforcement Aide	~~1075~~ 1107	~~1470~~ 1514
Welfare Fraud Investigator	~~1607~~ 1619	~~2097~~ 2114

Subp. 5. **Support personnel: 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	~~1124~~ 1158	~~1536~~ 1582
Accounting Technician	~~1175~~ 1210	~~1680~~ 1730
Adult Day Care Center Program Coordinator	~~1203~~ 1239	~~1797~~ 1851
Case Aide	~~1203~~ 1239	~~1797~~ 1851
Chemical Dependency Counselor	~~1470~~ 1514	~~1919~~ 1977
Child Health Aide	~~1005~~ 1035	~~1374~~ 1415
Child Support Officer I	~~1346~~ 1355	~~1919~~ 1937
Child Support Officer II	~~1572~~ 1619	~~2148~~ 2212
Collections Officer	~~1346~~ 1355	~~1919~~ 1937
Collection Services Supervisor I	~~1680~~ 1694	~~2296~~ 2320
Community Service Aide	~~921~~ 990	~~1374~~ 1415
Computer Operations Specialist	~~1233~~ 1239	~~1607~~ 1619
Coordinator of Aging	~~1405~~ 1549	~~2097~~ 2212
Developmental Achievement Center Instructor	~~1316~~ 1355	~~1797~~ 1851
Employment Technician	~~1203~~ 1239	~~1797~~ 1851
Family Based Services Provider	1514	1977
Family Service Aide I	~~1005~~ 1060	~~1504~~ 1582
Family Service Aide II	~~1151~~ 1210	~~1645~~ 1730
Family Service Coordinator I	~~1316~~ 1355	~~1797~~ 1851
Family Service/Home Health Aide	~~1005~~ 1060	~~1504~~ 1582
Financial Assistance Specialist	~~1504~~ 1549	~~2148~~ 2212
Financial Worker	~~1203~~ 1239	~~1797~~ 1851
Food Stamp Corrective Action Specialist I	~~1572~~ 1619	~~2252~~ 2320
Food Stamp Corrective Action Specialist II	~~1721~~ 1773	~~2457~~ 2531
Home Health Aide	~~1005~~ 1060	~~1504~~ 1582
Home Health Aide Coordinator	~~1316~~ 1355	~~1797~~ 1851
Housekeeper — Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.		
Housing Coordinator	~~1721~~ 1773	~~2457~~ 2531
Housing Rehabilitation Specialist	~~1316~~ 1355	~~1797~~ 1851
Licensed Practical Nurse	~~1316~~ 1355	~~1797~~ 1851
Methods and Procedures Technician	~~1470~~ 1514	~~1919~~ 1977
Monitoring and Review Specialist	1239	1851
Office Services Supervisor I	~~1316~~ 1355	~~1797~~ 1851
Public Health Aide	~~921~~ 990	~~1374~~ 1415
Senior Citizen's Aide	~~1005~~ 1060	~~1504~~ 1582
Support and Collections Specialist	~~1572~~ 1619	~~2148~~ 2212
Support Enforcement Aide	~~1124~~ 1158	~~1536~~ 1582
Welfare Fraud Investigator	~~1680~~ 1694	~~2196~~ 2212

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Subp. 6. **Support personnel: 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	~~1175~~ 1210	~~1607~~ 1655
Accounting Technician	~~1233~~ 1270	~~1756~~ 1809
Adult Day Care Center Program Coordinator	~~1261~~ 1299	~~1881~~ 1937
Case Aide	~~1261~~ 1299	~~1881~~ 1937
Chemical Dependency Counselor	~~1536~~ 1582	~~2003~~ 2063
Child Health Aide	~~1101~~ 1134	~~1504~~ 1549
Child Support Officer I	~~1405~~ 1415	~~2003~~ 2021
Child Support Officer II	~~1645~~ 1694	~~2252~~ 2320
Collections Officer	~~1405~~ 1415	~~2003~~ 2021
Collection Services Supervisor I	~~1756~~ 1773	~~2399~~ 2418
Community Service Aide	~~1101~~ 1134	~~1504~~ 1549
Computer Operations Specialist	~~1288~~ 1299	~~1680~~ 1694
Coordinator of Aging	~~1470~~ 1619	~~2196~~ 2320
Developmental Achievement Center Instructor	~~1374~~ 1415	~~1881~~ 1937
Employment Technician	~~1261~~ 1299	~~1881~~ 1937
Family Based Services Provider	1582	2063
Family Service Aide I	~~1151~~ 1210	~~1572~~ 1655
Family Service Aide II	~~1203~~ 1270	~~1721~~ 1809
Family Service Coordinator I	~~1374~~ 1415	~~1881~~ 1937
Family Service/Home Health Aide	~~1151~~ 1210	~~1572~~ 1655
Financial Assistance Specialist	~~1572~~ 1619	~~2252~~ 2320
Financial Worker	~~1261~~ 1299	~~1881~~ 1937
Food Stamp Corrective Action Specialist I	~~1572~~ 1619	~~2252~~ 2320
Food Stamp Corrective Action Specialist II	~~1721~~ 1773	~~2457~~ 2531
Home Health Aide	~~1151~~ 1210	~~1572~~ 1655
Home Health Aide Coordinator	~~1374~~ 1415	~~1881~~ 1937
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
Housing Coordinator	~~1797~~ 1851	~~2566~~ 2643
Housing Rehabilitation Specialist	~~1374~~ 1415	~~1881~~ 1937
Licensed Practical Nurse	~~1374~~ 1415	~~1881~~ 1937
Methods and Procedures Technician	~~1536~~ 1582	~~2003~~ 2063
Monitoring and Review Specialist	1299	1937
Office Services Supervisor I	~~1374~~ 1415	~~1881~~ 1937
Public Health Aide	~~1101~~ 1134	~~1504~~ 1549
Senior Citizen's Aide	~~1054~~ 1107	~~1572~~ 1655
Support and Collections Specialist	~~1645~~ 1694	~~2252~~ 2320
Support Enforcement Aide	~~1175~~ 1210	~~1607~~ 1655
Welfare Fraud Investigator	~~1756~~ 1773	~~2296~~ 2320

Subp. 7. **Clerical: 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 Secretary	~~1110~~ 1143	~~1586~~ 1634
Clerk I	~~781~~ 804	~~1061~~ 1093
Clerk II	~~892~~ 919	~~1271~~ 1309
Clerk III	~~1061~~ 1093	~~1452~~ 1496
Clerk-Typist I	~~856~~ 882	~~1162~~ 1197
Clerk-Typist II	~~892~~ 919	~~1271~~ 1309
Clerk-Typist III	~~1085~~ 1143	~~1548~~ 1634
Clerk-Steno	~~892~~ 919	~~1271~~ 1309
Data Entry Operator	~~856~~ 882	~~1162~~ 1197
Information Systems Specialist	~~892~~ 919	~~1271~~ 1309
Legal Secretary	~~1061~~ 1093	~~1452~~ 1496

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Switchboard Operator	~~856~~ 882	~~1162~~ 1197

~~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.~~

Subp. 8. **Clerical: 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 Secretary	~~1214~~ 1250	~~1660~~ 1710
Clerk I	~~892~~ 919	~~1162~~ 1197
Clerk II	~~1016~~ 1046	~~1384~~ 1426
Clerk III	~~1186~~ 1222	~~1548~~ 1594
Clerk-Typist I	~~970~~ 999	~~1271~~ 1309
Clerk-Typist II	~~1016~~ 1046	~~1384~~ 1426
Clerk-Typist III	~~1214~~ 1250	~~1660~~ 1710
Clerk-Steno	~~1016~~ 1046	~~1384~~ 1426
Data Entry Operator	~~970~~ 999	~~1271~~ 1309
Information Systems Specialist	~~1016~~ 1046	~~1384~~ 1426
Legal Secretary	~~1186~~ 1222	~~1548~~ 1594
Switchboard Operator	~~970~~ 999	~~1271~~ 1309

~~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.~~

Subp. 9. **Clerical: 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 Secretary	~~1271~~ 1309	~~1736~~ 1788
Clerk I	~~970~~ 999	~~1271~~ 1309
Clerk II	~~1110~~ 1143	~~1517~~ 1563
Clerk III	~~1243~~ 1280	~~1622~~ 1671
Clerk-Typist I	~~1061~~ 1093	~~1384~~ 1426
Clerk-Typist II	~~1110~~ 1143	~~1517~~ 1563
Clerk-Typist III	~~1271~~ 1309	~~1736~~ 1788
Clerk-Steno	~~1110~~ 1143	~~1517~~ 1563
Data Entry Operator	~~1061~~ 1093	~~1384~~ 1426
Information Systems Specialist	~~1110~~ 1143	~~1517~~ 1563
Legal Secretary	~~1243~~ 1280	~~1622~~ 1671
Switchboard Operator	~~1061~~ 1093	~~1384~~ 1426

~~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.~~

Subp. 10. **Maintenance and trades: plan A.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. Janitors

Approved by Revisor _____

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	~~895~~ 922	~~1154~~ 1189
Bus Driver	~~955~~ 984	~~1278~~ 1316
Janitor	~~975~~ 1004	~~1250~~ 1288
Maintenance Worker	1092	1463

Subp. 11. **Maintenance and trades: 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	~~1130~~ 1138	~~1451~~ 1463
Bus Driver	~~1176~~ 1211	~~1514~~ 1559
Janitor	~~1154~~ 1189	~~1483~~ 1527
Maintenance Worker	1288	1661

Approved by Revisor _____

Office of the Revisor of Statutes

Administrative Rules

TITLE: Proposed Permanent Rules Relating to Merit System

AGENCY: Department of Human Services

MINNESOTA RULES: Chapter 9575

The attached rules are approved for publication
in the State Register

Kathleen M. Traxler
Assistant Revisor

Department of Health

Proposed Permanent Rules Relating to Merit System

Rules as Proposed

4670.4200 PUBLIC HEALTH COMPENSATION PLAN, ~~1988~~ 1989.

The tables in parts 4670.4210 to 4670.4240 list minimum and maximum salary steps in monthly salary amounts for the specified classes of positions.

4670.4210 PROFESSIONAL AND ADMINISTRATIVE COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Assistant Director of Environmental Health	~~2052~~	2114	~~2932~~	3020
Director of Environmental Health	~~2348~~	2418	~~3349~~	3449
Director of Public Health Nursing I	~~1919~~	1977	~~2869~~	2955
Public Health Educator	~~1645~~	1694	~~2348~~	2418
Public Health Nurse	~~1645~~	1773	~~2348~~	2531
~~Public Health Nurse (Team Leader)~~	~~1721~~		~~2566~~	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1572~~	1694	~~2252~~	2418
Sanitarian	~~1504~~	1549	~~2252~~	2320
Senior Public Health Nurse	~~1881~~	1937	~~2680~~	2760

Subp. 2. **Plan B.**

	Minimum		Maximum	
Assistant Director of Environmental Health	~~2148~~	2212	~~3064~~	3156
Director of Environmental Health	~~2457~~	2531	~~3508~~	3613
Director of Public Health Nursing I	~~2003~~	2063	~~2996~~	3086
Public Health Educator	~~1721~~	1773	~~2457~~	2531
Public Health Nurse	~~1721~~	1851	~~2457~~	2643
~~Public Health Nurse (Team Leader)~~	~~1797~~		~~2680~~	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1645~~	1773	~~2348~~	2531
Sanitarian	~~1572~~	1619	~~2348~~	2418
Senior Public Health Nurse	~~1962~~	2021	~~2803~~	2887

Subp. 3. **Plan C.**

	Minimum		Maximum	
Assistant Director of Environmental Health	~~2252~~	2320	~~3206~~	3302
Director of Environmental Health	~~2566~~	2643	~~3669~~	3779
Director of Public Health Nursing I	~~2196~~	2262	~~3134~~	3228
Public Health Educator	~~1797~~	1851	~~2566~~	2643
Public Health Nurse	~~1881~~	2021	~~2566~~	2760
~~Public Health Nurse (Team Leader)~~	~~2052~~		~~2803~~	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree	~~1797~~	1937	~~2457~~	2643
Sanitarian	~~1645~~	1694	~~2457~~	2531
Senior Public Health Nurse	~~2052~~	2114	~~2932~~	3020

4670.4220 HEALTH SERVICES SUPPORT PERSONNEL COMPENSATION PLAN.

Subpart 1. **Plan A.**

Approved by Revisor

	Minimum		Maximum	
Bookkeeper	~~1124~~	1158	~~1607~~	1655
Home Health Aide	~~961~~	1014	~~1439~~	1514
Home Health Aide Coordinator	~~1261~~	1299	~~1721~~	1773
Inspector	~~1261~~	1299	~~1721~~	1773
Licensed Practical Nurse	~~1261~~	1299	~~1721~~	1773
Public Health Aide	~~883~~	949	~~1261~~	1299

Subp. 2. **Plan B.**

	Minimum		Maximum	
Bookkeeper	~~1175~~	1210	~~1680~~	1730
Home Health Aide	~~1005~~	1060	~~1504~~	1582
Home Health Aide Coordinator	~~1316~~	1355	~~1797~~	1851
Inspector	~~1316~~	1355	~~1797~~	1851
Licensed Practical Nurse	~~1316~~	1355	~~1797~~	1851
Public Health Aide	~~921~~	990	~~1374~~	1415

Subp. 3. **Plan C.**

	Minimum		Maximum	
Bookkeeper	~~1233~~	1270	~~1756~~	1809
Home Health Aide	~~1151~~	1210	~~1572~~	1655
Home Health Aide Coordinator	~~1374~~	1415	~~1881~~	1937
Inspector	~~1374~~	1415	~~1881~~	1937
Licensed Practical Nurse	~~1374~~	1415	~~1881~~	1937
Public Health Aide	~~1101~~	1134	~~1504~~	1549

4670.4230 CLERICAL COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Clerk I	~~781~~	804	~~1061~~	1093
Clerk II	~~892~~	919	~~1271~~	1309
Clerk III	~~1061~~	1093	~~1452~~	1496
Clerk-Typist I	~~856~~	882	~~1162~~	1197
Clerk-Typist II	~~892~~	919	~~1271~~	1309
Clerk-Typist III	~~1085~~	1143	~~1548~~	1634
Clerk-Steno	~~892~~	919	~~1271~~	1309
Switchboard Operator	~~856~~	882	~~1162~~	1197

Subp. 2. **Plan B.**

	Minimum		Maximum	
Clerk I	~~892~~	919	~~1162~~	1197
Clerk II	~~1016~~	1046	~~1384~~	1426
Clerk III	~~1186~~	1222	~~1548~~	1594
Clerk-Typist I	~~970~~	999	~~1271~~	1309
Clerk-Typist II	~~1016~~	1046	~~1384~~	1426
Clerk-Typist III	~~1214~~	1250	~~1660~~	1710
Clerk-Steno	~~1016~~	1046	~~1384~~	1426
Switchboard Operator	~~970~~	999	~~1271~~	1309

Subp. 3. **Plan C.**

	Minimum		Maximum	
Clerk I	~~970~~	999	~~1271~~	1309
Clerk II	~~1110~~	1143	~~1517~~	1563
Clerk III	~~1243~~	1280	~~1622~~	1671
Clerk-Typist I	~~1061~~	1093	~~1384~~	1426
Clerk-Typist II	~~1110~~	1143	~~1517~~	1563
Clerk-Typist III	~~1271~~	1309	~~1736~~	1788
Clerk-Steno	~~1110~~	1143	~~1517~~	1563
Switchboard Operator	~~1061~~	1093	~~1384~~	1426

Approved
by Revisor _____

4670.4240 BUILDING MAINTENANCE COMPENSATION PLAN.

Subpart 1. **Shift Differential.** Employees in the classes specified in subparts 2 and 3 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.

Subp. 2. **Plan A.**

	Minimum	Maximum
Janitor	~~975~~ 1004	~~1250~~ 1288

Subp. 3. **Plan B.**

	Minimum	Maximum
Janitor	~~1154~~ 1189	~~1483~~ 1527

Approved
by Revisor _____

Office of the Revisor of Statutes

Administrative Rules

TITLE: Proposed Permanent Rules Relating to Merit System

AGENCY: Department of Health

MINNESOTA RULES: Chapter 4670

The attached rules are approved for publication
in the State Register

Kathleen M. Traxler
Assistant Revisor

Department of Public Safety

Proposed Permanent Rules Relating to the Merit System

Rules as Proposed

7520.1000 COMPENSATION PLAN (EMERGENCY ~~SERVICES~~ MANAGEMENT), ~~1988~~ 1989; PROFESSIONAL.

Subpart 1. **Plan A.**

	Minimum	Maximum
Administrative Officer Assistant	~~1645~~ 1694	~~2252~~ 2320
Emergency Management Director	~~1439~~ 1482	~~2052~~ 2114
Communications Officer	~~1439~~ 1482	~~1962~~ 2021
Operations Officer	~~1645~~ 1694	~~2252~~ 2320
Public Information Officer	~~1645~~ 1694	~~2252~~ 2320
Radiological Officer	~~1439~~ 1482	~~1962~~ 2021
Safety Services Coordinator	~~1645~~ 1694	~~2252~~ 2320

Subp. 2. **Plan B.**

	Minimum	Maximum
Administrative Officer Assistant	~~1721~~ 1773	~~2348~~ 2418
Emergency Management Director	~~1504~~ 1549	~~2148~~ 2212
Communications Officer	~~1504~~ 1549	~~2052~~ 2114
Operations Officer	~~1721~~ 1773	~~2348~~ 2418
Public Information Officer	~~1721~~ 1773	~~2348~~ 2418
Radiological Officer	~~1504~~ 1549	~~2052~~ 2114
Safety Services Coordinator	~~1721~~ 1773	~~2348~~ 2418

Subp. 3. **Plan C.**

	Minimum	Maximum
Administrative Officer Assistant	~~1797~~ 1851	~~2457~~ 2531
Emergency Management Director	~~1572~~ 1619	~~2252~~ 2320
Communications Officer	~~1572~~ 1619	~~2148~~ 2212
Operations Officer	~~1797~~ 1851	~~2457~~ 2531
Public Information Officer	~~1797~~ 1851	~~2457~~ 2531
Radiological Officer	~~1572~~ 1619	~~2148~~ 2212
Safety Services Coordinator	~~1797~~ 1851	~~2457~~ 2531

7520.1100 COMPENSATION PLAN (EMERGENCY ~~SERVICES~~ MANAGEMENT), ~~1988~~ 1989; CLERICAL.

Subpart 1. **Plan A.**

	Minimum	Maximum
Clerk I	~~781~~ 804	~~1061~~ 1093
Clerk II	~~892~~ 919	~~1271~~ 1309
Clerk III	~~1061~~ 1093	~~1452~~ 1496
Clerk-Typist I	~~856~~ 882	~~1162~~ 1197
Clerk-Typist II	~~892~~ 919	~~1271~~ 1309
Clerk-Typist III	~~1085~~ 1143	~~1548~~ 1634
Clerk-Steno	~~892~~ 919	~~1271~~ 1309

Subp. 2. **Plan B.**

Approved by Revisor

	Minimum	Maximum
Clerk I	~~892~~ 919	~~1162~~ 1197
Clerk II	~~1016~~ 1046	~~1384~~ 1426
Clerk III	~~1186~~ 1222	~~1548~~ 1594
Clerk-Typist I	~~970~~ 999	~~1271~~ 1309
Clerk-Typist II	~~1016~~ 1046	~~1384~~ 1426
Clerk-Typist III	~~1214~~ 1250	~~1660~~ 1710
Clerk-Steno	~~1016~~ 1046	~~1384~~ 1426

Subp. 3. **Plan C.**

	Minimum	Maximum
Clerk I	~~970~~ 999	~~1271~~ 1309
Clerk II	~~1110~~ 1143	~~1517~~ 1563
Clerk III	~~1243~~ 1280	~~1622~~ 1671
Clerk-Typist I	~~1061~~ 1093	~~1384~~ 1426
Clerk-Typist II	~~1110~~ 1143	~~1517~~ 1563
Clerk-Typist III	~~1271~~ 1309	~~1736~~ 1788
Clerk-Steno	~~1110~~ 1143	~~1517~~ 1563

Approved
by Revisor _____

Office of the Revisor of Statutes

Administrative Rules

TITLE: Proposed Permanent Rules Relating to the Merit System

AGENCY: Department of Public Safety

MINNESOTA RULES: Chapter 7520

The attached rules are approved for publication
in the State Register

Kathleen M. Traxler
Assistant Revisor

STATE OF MINNESOTA

DEPARTMENT OF HUMAN SERVICES

IN THE MATTER OF THE PROPOSED ADOPTION OF RULES OF THE STATE DEPARTMENT OF HUMAN SERVICES GOVERNING THE COMPENSATION PLAN AND SALARY ADJUSTMENTS

AFFIDAVIT OF MAILING

Nancy Storelee, being first duly sworn, deposes and says:

That on the 19th day of October, 1988, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notices by depositing in the State of Minnesota Central Mail System for first class mailing, a copy thereof, properly enveloped, with postage prepaid, to all persons and associations who have requested that their names be placed on file with the Department of Human Services for the purpose of receiving notice of hearing by this Department.

Nancy Storelee

Subscribed and sworn to before me

this 19 day of October, 1988

Louise J. Breidel



STATE OF MINNESOTA
DEPARTMENT OF HUMAN SERVICES

In the Matter of the Proposed Adoption of Department of Human Services Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, part 9575.1500)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612)341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendments are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 256.012. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822. This rule is also available for viewing at each of the county welfare or human service agencies in the State of Minnesota.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

SANDRA S. GARDEBRING
Commissioner

Dated: 9/30/88

STATE OF MINNESOTA
DEPARTMENT OF HUMAN SERVICES

In the Matter of the Proposed Adoption of Rules of the State Department of Human Services Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, part 9575.1500)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Human Services proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 256.012.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd Floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone (612) 296-3996.

A copy of the proposed rule may be viewed at any of the county welfare or human service agencies in the State of Minnesota.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to part 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendents are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

State of Minnesota

Dana S. Deth

SANDRA S. GARDEBRING
Commissioner

Dated: 9/30/88

STATE OF MINNESOTA

DEPARTMENT OF HEALTH

IN THE MATTER OF THE PROPOSED AMENDMENTS TO EXISTING RULES CONCERNING THE COMPENSATION PLAN AND SALARY ADJUSTMENTS (MINNESOTA RULES, PARTS 4670.4200-4240)

AFFIDAVIT OF MAILING

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

That on the 19th day of October, 1988, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notices by depositing in the State of Minnesota Central Mail System for first class mailing, a copy thereof, properly enveloped, with postage prepaid, to all persons and associations who have requested that their names be placed on file with the Department of Health for the purpose of receiving notice of hearing by this Department.

Rose Ann Bauer

Subscribed and sworn to before me

this 19 day of October, 1988

Louise J. Biedel



STATE OF MINNESOTA
DEPARTMENT OF HEALTH

In the Matter of the Proposed Adoption of Department of Health Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules parts 4670.4200-4240)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 144.071. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Minnesota Merit System, 2nd floor, Human Services Building, 444 Lafayette Road , St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

SISTER MARY MADONNA ASHTON
Commissioner

Dated: 12-4-85

STATE OF MINNESOTA
DEPARTMENT OF HEALTH

In the Matter of the Proposed Adoption of Rules of the State Department of Health Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, parts 4670.4200-4240)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Health proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 144.071.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota, 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

State of Minnesota

SISTER MARY MADONNA ASHTON
Commissioner

Dated:

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

IN THE MATTER OF THE PROPOSED AMENDMENTS TO EXISTING RULES CONCERNING THE COMPENSATION PLAN AND SALARY ADJUSTMENTS (MINNESOTA RULES PARTS 7520.1000-1100)

AFFIDAVIT OF MAILING

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

That on the 19th day of October, 1988, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notices by depositing in the State of Minnesota Central Mail System for first class mailing, a copy thereof, properly enveloped, with postage prepaid, to all persons and associations who have requested that their names be placed on file with the Department of Public Safety for the purpose of receiving notice of hearing by this Department.

Rose Ann Bauer

Subscribed and sworn to before me

this 19 day of October, 1988

Louise J. Breidel



STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed Adoption of Department of Public Safety Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, parts 7520.1000-1100)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 12.22, subd. 3. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

RUDY PERPICH
Governor

Dated: 10/3/88

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 Compensation Plan and Salary Adjustments (Minnesota Rules, parts 7520.1000-1100)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Public Safety proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 12.22, subd. 3.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to part 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

State of Minnesota

RUDY PERPICH
Governor

Dated: 10/3/88

STATE OF MINNESOTA

DEPARTMENT OF HUMAN SERVICES

IN THE MATTER OF THE PROPOSED ADOPTION OF THE RULE OF THE STATE DEPARTMENT OF HUMAN SERVICES GOVERNING LITERACY TRAINING REQUIREMENTS FOR GENERAL ASSISTANCE RECIPIENTS

AFFIDAVIT OF ADDITIONAL MAILING

Nancy Storelee, being first duly sworn, deposes and says:

That on the 19th day of October, 1988, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notice of Intent to Adopt a Rule Without A Public Hearing 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 parties:

-The 87 Minnesota County Human Services Agencies
-Rule Advisory Committee

Nancy Storelee

Subscribed and sworn to before me

this 19 day of October, 1988

Louise J. Breidel



STATE OF MINNESOTA
DEPARTMENT OF HUMAN SERVICES

In the Matter of the Proposed Adoption of Department of Human Services Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, part 9575.1500)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612)341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendments are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 256.012. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822. This rule is also available for viewing at each of the county welfare or human service agencies in the State of Minnesota.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

David Speath

SANDRA S. GARDEBRING
Commissioner

Dated: 9/30/88

STATE OF MINNESOTA
DEPARTMENT OF HUMAN SERVICES

In the Matter of the Proposed Adoption of Rules of the State Department of Human Services Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, part 9575.1500)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Human Services proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 256.012.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd Floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone (612) 296-3996.

A copy of the proposed rule may be viewed at any of the county welfare or human service agencies in the State of Minnesota.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to part 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendents are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

State of Minnesota

Dana S. Deth

SANDRA S. GARDEBRING
Commissioner

Dated: 9/30/88

STATE OF MINNESOTA

DEPARTMENT OF HEALTH

IN THE MATTER OF THE PROPOSED AMENDMENTS TO EXISTING RULES GOVERNING COMPENSATION PLAN AND SALARY ADJUSTMENTS (MINNESOTA RULES PARTS 4670.4200-4240)

AFFIDAVIT OF ADDITIONAL MAILING

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

That on the 19th day of October, 1988, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notices, 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 parties:

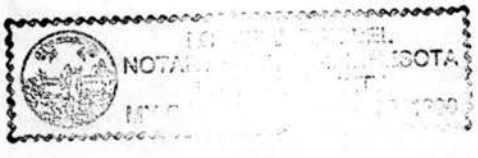
Merit System Council - 3
Commissioner of Health
Personnel Director, Department of Health
Affirmative Action Director, Department of Human Services

Rose Ann Bauer

Subscribed and sworn to before me

this 19 day of October, 1988

Louise J. Breidel



STATE OF MINNESOTA
DEPARTMENT OF HEALTH

In the Matter of the Proposed Adoption of Department of Health Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules parts 4670.4200-4240)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 144.071. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Minnesota Merit System, 2nd floor, Human Services Building, 444 Lafayette Road , St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

SISTER MARY MADONNA ASHTON
Commissioner

Dated: 12-4-85

STATE OF MINNESOTA
DEPARTMENT OF HEALTH

In the Matter of the Proposed Adoption of Rules of the State Department of Health Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, parts 4670.4200-4240)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Health proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 144.071.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota, 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

State of Minnesota

SISTER MARY MADONNA ASHTON
Commissioner

Dated:

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

IN THE MATTER OF THE PROPOSED AMENDMENTS TO EXISTING RULES GOVERNING THE COMPENSATION PLAN AND SALARY ADJUSTMENTS (MINNESOTA RULES, PARTS 7520.1000-1100)

AFFIDAVIT OF ADDITIONAL MAILING

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

That on the 19th day of October, 1988, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notices, 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 parties:

Merit System Council - 3
Local and County Emergency Management Agencies - 23
Affirmative Action Director, Department of Human Services

Rose Ann Bauer

Subscribed and sworn to before me

this 19 day of October, 1988

Louise J. Briedel



STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed Adoption of Department of Public Safety Rules Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, parts 7520.1000-1100)

NOTICE OF HEARING AND NOTICE OF INTENT TO CANCEL HEARING IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law

Judge will write a report as provided for in Minnesota Statutes, sections 14.15 and 14.50. The rule hearing is governed by Minnesota Statutes, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

The agency's authority to adopt the proposed rules is contained in Minnesota Statutes, section 12.22, subd. 3. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 Minnesota Statutes, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

RUDY PERPICH
Governor

Dated: 10/3/88

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 Compensation Plan and Salary Adjustments (Minnesota Rules, parts 7520.1000-1100)

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND NOTICE OF INTENT TO ADOPT A RULE WITH A PUBLIC HEARING IF TWENTY-FIVE OR MORE PERSONS REQUEST A HEARING

Notice is hereby given that the State Department of Public Safety proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in Minnesota Statutes, section 14.22 to 14.28. The specific statutory authority to adopt the rule is Minnesota Statutes, section 12.22, subd. 3.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to part 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of Minnesota Statutes, section 14.11. A fiscal note prepared according to the requirements of Minnesota Statutes, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

State of Minnesota



RUDY PERPICH
Governor

Dated: 10/3/88

Subp. 8. **Reassessment.** If a recipient has been determined to be eligible for general assistance under part 9500.1258, subpart 1, item P, the local agency shall assess the recipient's eligibility under part 9500.1258, subpart 1, items A to O, when:

A. the local agency determines under part 9500.1258, subpart 1, item P, that the recipient is no longer functionally illiterate; or

B. the recipient is disqualified under part 9500.1262, subpart 1, item C, for failure to comply with literacy training requirements.

Subp. 9. **Referral to work readiness program.** If the local agency determines, after reassessment under subpart 8, that a recipient is ineligible for general assistance, the local agency shall determine the recipient's eligibility for the work readiness program under part 9500.1306.

Subp. 10. **Explanation of rights and duties.** At the time a person is determined eligible for general assistance under part 9500.1258, subpart 1, item P, and at the time a person is assigned to a literacy program, the local agency shall provide an oral explanation of:

A. the requirements of part 9500.1262, subpart 1, item C, and the penalties for failure to comply with these requirements;

B. the local agency's responsibilities under subparts 2 to 9; and

C. the person's right to appeal any adverse decision.

9500.1262 REQUIREMENTS FOR CONTINUED ELIGIBILITY.

Subpart 1. **Requirements for continued eligibility for specific categories of ongoing eligibility.** A recipient of general assistance whose eligibility is based on part 9500.1258, subpart 1, item G ~~or~~, L, or P, and who is not eligible under another category of eligibility under part 9500.1258, must comply with the following requirements as conditions for continued eligibility.

A. and B. [Unchanged.]

C. A recipient who is eligible for general assistance under part 9500.1258, subpart 1, item P, shall participate in a literacy program assigned under part 9500.1257. If a recipient fails to participate in an assigned literacy program, the recipient must be disqualified from receiving general assistance under part 9500.1258, subpart 1, item G, L, or P, unless the recipient is not participating for one of the reasons identified in part 9500.1257, subpart 6.

Subp. 2. [Unchanged.]

9500.1266 DISQUALIFICATION.

A recipient who fails, without good cause, to comply with the requirements of part 9500.1262, is disqualified from receiving general assistance as provided in items A to D.

A. and B. [Unchanged.]

C. If an individual who is disqualified applies for general assistance during the period of disqualification, the individual is considered a recipient and the application shall be denied unless the individual is eligible for general assistance on the basis of a category of eligibility other than the categories in part 9500.1258, subpart 1, item G ~~or~~, L, or P.

D. [Unchanged.]

Department of Human Services

Proposed Permanent Rules Relating to Merit System

Notice of Hearing and Notice of Intent to Cancel Hearing If Fewer Than Twenty-Five Persons Request a Hearing in Response to Notice of Intent to Adopt Rules Without a Public Hearing

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing

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.

until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS *STATE REGISTER* AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law Judge will write a report as provided for the *Minnesota Statutes*, sections 14.15 and 14.50. The rule hearing is governed by *Minnesota Statutes*, section 14.14 to 14.20 and by Minnesota Rules, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 9575.1500 (the compensation plan) provide for adjustments of varying amounts of the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendments are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

The agency's authority to adopt the proposed rules is contained in *Minnesota Statutes*, section 256.012. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11. A fiscal note prepared according to the requirements of *Minnesota Statutes*, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822. This rule is also available for viewing at each of the county welfare or human service agencies in the State of Minnesota.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies

of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 *Minnesota Statutes*, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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.

The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

Dated: 30 September 1988

Sandra S. Gardebring
Commissioner

Notice of Intent to Adopt a Rule Without a Public Hearing and Notice of Intent to Adopt a Rule With a Public Hearing If Twenty-five or More Persons Request a Hearing

NOTICE IS HEREBY GIVEN that the State Department of Human Services proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in *Minnesota Statutes*, section 14.22 to 14.28. The specific statutory authority to adopt the rule is *Minnesota Statutes*, section 256.012.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS *STATE REGISTER* AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES. To verify whether a hearing will be held, please call the Department of Human Services between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota, 55155-3822, telephone (612) 296-3996.

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A copy of the proposed rule may be viewed at any of the county welfare or human service agencies in the State of Minnesota.

The Minnesota Merit System rules provide for a system of personnel administration for 74 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to part 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

Amendments are also proposed to part 9575.1500 providing class titles and minimum and maximum salaries for newly established classes, and deleting class titles and minimum and maximum salaries for abolished classes.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11. A fiscal note prepared according to the requirements of *Minnesota Statutes*, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

Dated: 30 September 1988

Sandra S. Gardebring
Commissioner

Rules as Proposed

9575.1500 COMPENSATION PLAN; HUMAN SERVICES, ~~1988~~ 1989.

Subpart 1. **Professional: plan A.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum		Maximum	
Accountant	~~1645~~	1694	~~2348~~	2418
Accounting Supervisor	~~1919~~	1977	~~2869~~	2955
Administrative Assistant I	~~2052~~	2114	~~3206~~	3302
Administrative Assistant II	~~2196~~	2262	~~3430~~	3533
Administrative Assistant III	~~2618~~	2697	~~3750~~	3863
Adult Day Care Center Supervisor	~~1881~~	1549	~~2680~~	2320
Assistant Human Services Director	~~2869~~	2955	~~4087~~	4394
Assistant Welfare Director	~~3349~~	3449	~~4766~~	5129
Auditor	~~1919~~	1977	~~2869~~	2955
Chemical Dependency Coordinator	~~1645~~	1694	~~2457~~	2531
Collection Services Supervisor II	~~1721~~	1730	~~2566~~	2585
Community Health Services Supervisor	~~2003~~	2021	~~3134~~	3156
Computer Programmer	~~1572~~	1619	~~2252~~	2320
Contract Services Representative	1937		2760	
County Agency Social Worker (Licensing Specialist)	1549		2320	
County Agency Social Worker	1619		2531	
County Agency Social Worker (Child Protection Specialist)	1619		2531	
County Agency Social Worker (MSW)	1773		2643	

	Minimum		Maximum	
County Agency Social Worker (MSW) (Child Protection Specialist)	1773		2643	
Day Care Center Teacher	~~1504~~	1549	~~2252~~	2320
Developmental Achievement Center Director	~~1881~~	1937	~~2680~~	2760
Developmental Achievement Center Teacher	~~1504~~	1549	~~2252~~	2320
Director of Business Management I	~~2052~~	2262	~~3064~~	3369
Director of Business Management II	~~2618~~	2697	~~3750~~	4031
Director of Financial Assistance	~~2618~~	2697	~~3750~~	4031
Director of Planning	~~2618~~	2697	~~3750~~	4031
Director of Public Health Nursing I	~~1919~~	1977	~~2869~~	2955
Director of Social Services	~~2618~~	2697	~~3750~~	4031
Employment Guidance Counselor	~~1439~~	1549	~~2052~~	2212
Family Based Services Supervisor	1694		2418	
Family Service Coordinator II	~~1572~~	1619	~~2052~~	2114
Financial Assistance Supervisor I	~~1721~~	1773	~~2566~~	2643
Financial Assistance Supervisor II	~~2052~~	2114	~~3064~~	3156
~~Fiscal Manager~~	~~2348~~		~~3349~~	
Fiscal Officer	~~1504~~	1549	~~2252~~	2320
Fiscal Supervisor I	~~1504~~	1549	~~2252~~	2320
Fiscal Supervisor II	~~1919~~	1977	~~2869~~	2955
Gerontolog Counselor	~~1721~~	1773	~~2566~~	2643
Human Services Director III	~~3134~~	3228	~~4457~~	4798
Human Services Supervisor I	~~2052~~	2114	~~3206~~	3302
Human Services Supervisor II	~~2457~~	2585	~~3508~~	3693
Jobs and Training Supervisor	~~1721~~	1773	~~2566~~	2643
~~Medical Assistance Prepayment Project Manager~~	~~2052~~		~~3064~~	
Mental Health Program Manager	~~2196~~	2262	~~3271~~	3369
Mental Health Worker	~~1797~~	1851	~~2680~~	2760
Methods & Procedures Analyst	~~1607~~	1619	~~2399~~	2418
Nutrition Project Assistant Director	~~1504~~	1549	~~2252~~	2320
Nutrition Project Director	~~1919~~	1977	~~2869~~	2955
Office Services Supervisor II	~~1439~~	1482	~~2052~~	2114
Planner (Human Services)	~~1881~~	1937	~~2680~~	2760
Psychologist I	~~1721~~	1773	~~2566~~	2643
Psychologist II	~~2003~~	2063	~~2869~~	2955
Psychologist III	~~2680~~	2697	~~3669~~	3693
Public Health Educator	~~1645~~	1694	~~2348~~	2418
Public Health Nurse	~~1645~~	1773	~~2348~~	2531
~~Public Health Nurse (Team Leader)~~	~~1721~~		~~2566~~	
Registered Dietician	1549		2320	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1572~~	1694	~~2252~~	2418
Resident Activity Coordinator	~~1504~~	1549	~~2252~~	2320
Sanitarian	~~1504~~	1549	~~2252~~	2320
Senior Public Health Nurse	~~1881~~	1937	~~2680~~	2760
Senior Staff Development Specialist	~~1919~~	1977	~~2869~~	2955
~~Social Worker (Licensing Specialist)~~	~~1504~~		~~2252~~	
~~Social Worker~~	~~1572~~		~~2457~~	

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		Minimum		Maximum	
~~Social Worker (Child Protection Specialist)~~		~~1572~~		~~2457~~	
~~Social Worker (MSW)~~		~~1721~~		~~2566~~	
~~Social Worker (Child Protection Specialist) (MSW)~~		~~1721~~		~~2566~~	
Social Services Supervisor I		~~2052~~	2114	~~3206~~	3302
Social Services Supervisor II		~~2252~~	2320	~~3508~~	3613
Social Services Supervisor III		2585		3693	
Staff Development Specialist		~~1607~~	1619	~~2399~~	2418
Student Social Worker (Intern)	Rate proposed by appointing authority.				
~~Student Social Worker (SWEP)~~	~~Rate proposed by appointing authority.~~				
Support Services Supervisor		1694		2418	
Systems Programmer Analyst		~~1919~~	1937	~~2618~~	2643
Telecommunications Analyst		~~1919~~	1977	~~2739~~	2821
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.				
Volunteer Services Coordinator I		~~1504~~	1549	~~2252~~	2320
Welfare Director I		~~2399~~	2531	~~3585~~	3779
Welfare Director II		~~2680~~	2760	~~3835~~	4123
Welfare Director III		~~2869~~	2955	~~4087~~	4394
Welfare Director IV		~~3134~~	3228	~~4457~~	4798
Welfare Director V		~~4177~~	4302	~~5935~~	6113
Work Experience & Training Specialist		~~1721~~	1730	~~2566~~	2585

Subp. 2. **Professional: plan B.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum		Maximum	
Accountant	~~1721~~	1773	~~2457~~	2531
Accounting Supervisor	~~2003~~	2063	~~2996~~	3086
Administrative Assistant I	~~2148~~	2212	~~3349~~	3449
Administrative Assistant II	~~2296~~	2365	~~3585~~	3693
Administrative Assistant III	~~2739~~	2821	~~3914~~	4031
Adult Day Care Center Supervisor	~~1962~~	1619	~~2803~~	2418
Assistant Human Services Director	~~2869~~	2955	~~4087~~	4394
Assistant Welfare Director	~~3349~~	3449	~~4766~~	5129
Auditor	~~2003~~	2063	~~2996~~	3086
Chemical Dependency Coordinator	~~1721~~	1773	~~2566~~	2643
Collections Services Supervisor II	~~1797~~	1809	~~2680~~	2697
Community Health Services Supervisor	~~2097~~	2114	~~3271~~	3302
Computer Programmer	~~1645~~	1694	~~2348~~	2418
Contract Services Representative	2021		2887	
County Agency Social Worker (Licensing Specialist)	1619		2418	
County Agency Social Worker	1694		2643	
County Agency Social Worker (Child Protection Specialist)	1694		2643	
County Agency Social Worker (MSW)	1851		2760	
County Agency Social Worker (MSW) (Child Protection Specialist)	1851		2760	
Day Care Center Teacher	~~1572~~	1619	~~2348~~	2418
Developmental Achievement Center Director	~~1962~~	2021	~~2803~~	2887
Developmental Achievement Center Teacher	~~1572~~	1619	~~2348~~	2418
Director of Business Management I	~~2148~~	2365	~~3206~~	3533

	Minimum		Maximum	
Director of Business Management II	~~2739~~	2821	~~3914~~	4210
Director of Financial Assistance	~~2739~~	2821	~~3914~~	4210
Director of Planning	~~2739~~	2821	~~3914~~	4210
Director of Public Health Nursing I	~~2003~~	2063	~~2996~~	3086
Director of Social Services	~~2739~~	2821	~~3914~~	4210
Employment Guidance Counselor	~~1504~~	1619	~~2148~~	2320
Family Based Services Supervisor	1773		2531	
Family Service Coordinator II	~~1645~~	1694	~~2148~~	2212
Financial Assistance Supervisor I	~~1797~~	1851	~~2680~~	2760
Financial Assistance Supervisor II	~~2148~~	2212	~~3206~~	3302
~~Fiscal Manager~~	~~2457~~		~~3508~~	
Fiscal Officer	~~1572~~	1619	~~2348~~	2418
Fiscal Supervisor I	~~1572~~	1619	~~2348~~	2418
Fiscal Supervisor II	~~2003~~	2063	~~2996~~	3086
Gerontology Counselor	~~1797~~	1851	~~2680~~	2760
Human Services Director III	~~3134~~	3228	~~4457~~	4798
Human Services Supervisor I	~~2148~~	2212	~~3349~~	3449
Human Services Supervisor II	~~2566~~	2697	~~3669~~	3863
Jobs and Training Supervisor	~~1797~~	1851	~~2680~~	2760
~~Medical Assistance Prepayment Project Manager~~	~~2148~~		~~3206~~	
Mental Health Program Manager	~~2296~~	2365	~~3430~~	3533
Mental Health Worker	~~1881~~	1937	~~2803~~	2887
Methods & Procedures Analyst	~~1680~~	1694	~~2510~~	2531
Nutrition Project Assistant Director	~~1572~~	1619	~~2348~~	2418
Nutrition Project Director	~~2003~~	2063	~~2996~~	3086
Office Services Supervisor II	~~1504~~	1549	~~2148~~	2212
Planner (Human Services)	~~1962~~	2021	~~2803~~	2887
Psychologist I	~~1797~~	1851	~~2680~~	2760
Psychologist II	~~2097~~	2160	~~2996~~	3086
Psychologist III	~~2803~~	2821	~~3835~~	3863
Public Health Educator	~~1721~~	1773	~~2457~~	2531
Public Health Nurse	~~1721~~	1851	~~2457~~	2643
~~Public Health Nurse (Team Leader)~~	~~1797~~		~~2680~~	
Registered Dietician	1619		2418	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1645~~	1773	~~2348~~	2531
Resident Activity Coordinator	~~1572~~	1619	~~2348~~	2418
Sanitarian	~~1572~~	1619	~~2348~~	2418
Senior Public Health Nurse	~~1962~~	2021	~~2803~~	2887
Senior Staff Development Specialist	~~2003~~	2063	~~2996~~	3086
~~Social Worker (Licensing Specialist)~~	~~1572~~	~~2348~~		
~~Social Worker~~	~~1645~~		~~2566~~	
~~Social Worker (Child Protection Specialist)~~	~~1645~~		~~2566~~	
~~Social Worker (MSW)~~	~~1797~~		~~2680~~	
~~Social Worker (Child Protection Specialist) (MSW)~~	~~1797~~		~~2680~~	
Social Services Supervisor I	~~2148~~	2212	~~3349~~	3449
Social Services Supervisor II	~~2348~~	2418	~~3669~~	3779

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	Minimum		Maximum	
Social Services Supervisor III	2697		3863	
Staff Development Specialist	~~1680~~	1694	~~2510~~	2531
Student Social Worker (Intern) Rate proposed by appointing authority.				
~~Student Social Worker (SWEP) Rate proposed by appointing authority.~~				
Support Services Supervisor	1773		2531	
Systems Programmer Analyst	~~2003~~	2021	~~2739~~	2760
Telecommunications Analyst	~~2003~~	2063	~~2869~~	2955
Trainee Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.				
Volunteer Services Coordinator I	~~1572~~	1619	~~2348~~	2418
Welfare Director I	~~2399~~	2531	~~3585~~	3779
Welfare Director II	~~2680~~	2760	~~3835~~	4123
Welfare Director III	~~2869~~	2955	~~4087~~	4394
Welfare Director IV	~~3134~~	3228	~~4457~~	4798
Welfare Director V	~~4177~~	4302	~~5935~~	6113
Work Experience & Training Specialist	~~1797~~	1809	~~2680~~	2697

Subp. 3. **Professional: plan C.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum		Maximum	
Accountant	~~1797~~	1851	~~2566~~	2643
Accounting Supervisor	~~2097~~	2160	~~3134~~	3228
Administrative Assistant I	~~2252~~	2320	~~3508~~	3613
Administrative Assistant II	~~2399~~	2471	~~3750~~	3863
Administrative Assistant III	~~2869~~	2955	~~4087~~	4210
Adult Day Care Center Supervisor	~~2052~~	1694	~~2932~~	2531
Assistant Human Services Director	~~2869~~	2955	~~4087~~	4394
Assistant Welfare Director	~~3349~~	3449	~~4766~~	5129
Auditor	~~2097~~	2160	~~3134~~	3228
Chemical Dependency Coordinator	~~1797~~	1851	~~2680~~	2760
Collections Services Supervisor II	~~1881~~	1895	~~2803~~	2821
Community Health Services Supervisor	~~2196~~	2212	~~3430~~	3449
Computer Programmer	~~1721~~	1773	~~2457~~	2531
Contract Services Representative	2114		3020	
County Agency Social Worker (Licensing Specialist)	1694		2531	
County Agency Social Worker	1773		2760	
County Agency Social Worker (Child Protection Specialist)	1773		2760	
County Agency Social Worker (MSW)	1937		2887	
County Agency Social Worker (MSW) (Child Protection Specialist)	1937		2887	
Day Care Center Teacher	~~1645~~	1694	~~2457~~	2531
Developmental Achievement Center Director	~~2052~~	2114	~~2932~~	3020
Developmental Achievement Center Teacher	~~1645~~	1694	~~2457~~	2531
Director of Business Management I	~~2252~~	2471	~~3349~~	3693
Director of Business Management II	~~2869~~	2955	~~4087~~	4394
Director of Financial Assistance	~~2869~~	2955	~~4087~~	4394
Director of Planning	~~2869~~	2955	~~4087~~	4394
Director of Public Health Nursing I	~~2097~~	2160	~~3134~~	3228
Director of Social Services	~~2869~~	2955	~~4087~~	4394
Employment Guidance Counselor	~~1572~~	1694	~~2252~~	2418
Family Based Services Supervisor	1851		2643	
Family Service Coordinator II	~~1721~~	1773	~~2252~~	2320

	Minimum		Maximum	
Financial Assistance Supervisor I	~~1881~~	1937	~~2803~~	2887
Financial Assistance Supervisor II	~~2252~~	2320	~~3349~~	3449
~~Fiscal Manager~~	~~2566~~		~~3669~~	
Fiscal Officer	~~1645~~	1694	~~2457~~	2531
Fiscal Supervisor I	~~1645~~	1694	~~2457~~	2531
Fiscal Supervisor II	~~2097~~	2160	~~3134~~	3228
Gerontology Counselor	~~1881~~	1937	~~2803~~	2887
Human Services Director III	~~3134~~	3228	~~4457~~	4798
Human Services Supervisor I	~~2252~~	2320	~~3508~~	3613
Human Services Supervisor II	~~2680~~	2821	~~3835~~	4031
Jobs and Training Supervisor	~~1881~~	1937	~~2803~~	2887
~~Medical Assistant Prepayment Project Manager~~	~~2252~~		~~3349~~	
Mental Health Program Manager	~~2399~~	2471	~~3585~~	3693
Mental Health Worker	~~1962~~	2021	~~2932~~	3020
Methods & Procedures Analyst	~~1756~~	1773	~~2618~~	2643
Nutrition Project Assistant Director	~~1645~~	1694	~~2457~~	2531
Nutrition Project Director	~~2097~~	2160	~~3134~~	3228
Office Services Supervisor II	~~1572~~	1619	~~2252~~	2320
Planner (Human Services)	~~2052~~	2114	~~2932~~	3020
Psychologist I	~~1881~~	1937	~~2803~~	2887
Psychologist II	~~2196~~	2262	~~3134~~	3228
Psychologist III	~~2932~~	2955	~~4003~~	4031
Public Health Educator	~~1797~~	1851	~~2566~~	2643
Public Health Nurse	~~1881~~	2021	~~2566~~	2760
~~Public Health Nurse (Team Leader)~~	~~2052~~		~~2803~~	
Registered Dietician	1694		2531	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1797~~	1937	~~2457~~	2643
Resident Activity Coordinator	~~1645~~	1694	~~2457~~	2531
Sanitarian	~~1645~~	1694	~~2457~~	2531
Senior Public Health Nurse	~~2052~~	2114	~~2932~~	3020
Senior Staff Development Specialist	~~2097~~	2160	~~3134~~	3228
~~Social Worker (Licensing Specialist)~~	~~1645~~		~~2457~~	
~~Social Worker~~	~~1721~~		~~2680~~	
~~Social Worker (Child Protection Specialist)~~	~~1721~~		~~2680~~	
~~Social Worker (MSW)~~	~~1881~~		~~2803~~	
~~Social Worker (Child Protection Specialist) (MSW)~~	~~1881~~		~~2803~~	
Social Services Supervisor I	~~2252~~	2320	~~3508~~	3613
Social Services Supervisor II	~~2457~~	2531	~~3835~~	3950
Social Services Supervisor III	2821		4031	
Staff Development Specialist	~~1756~~	1773	~~2618~~	2643
Student Social Worker (Intern)	Rate proposed by appointing authority.			
~~Student Social Worker (SWEP)~~	~~Rate proposed by appointing authority.~~			
Support Services Supervisor	1851		2643	
Systems Programmer Analyst	~~2097~~	2114	~~2869~~	2887

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	Minimum		Maximum	
Telecommunications Analyst	~~2097~~	2160	~~2996~~	3086
Trainee — Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.				
Volunteer Services Coordinator I	~~1645~~	1694	~~2457~~	2531
Welfare Director I	~~2399~~	2531	~~3585~~	3779
Welfare Director II	~~2680~~	2760	~~3835~~	4123
Welfare Director III	~~2869~~	2955	~~4087~~	4394
Welfare Director IV	~~3134~~	3228	~~4457~~	4798
Welfare Director V	~~4177~~	4302	~~5935~~	6113
Work Experience & Training Specialist	~~1881~~	1895	~~2803~~	2821

Subp. 4. **Support personnel: 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	~~1075~~	1107	~~1470~~	1514
Accounting Technician	~~1124~~	1158	~~1607~~	1655
Adult Day Care Center Program Coordinator	~~1151~~	1186	~~1721~~	1773
Case Aide	~~1151~~	1186	~~1721~~	1773
Chemical Dependency Counselor	~~1405~~	1447	~~1840~~	1895
Child Health Aide	~~921~~	949	~~1261~~	1299
Child Support Officer I	~~1288~~	1299	~~1840~~	1851
Child Support Officer II	~~1504~~	1549	~~2052~~	2114
Collections Officer	~~1288~~	1299	~~1840~~	1851
Collection Services Supervisor I	~~1607~~	1619	~~2196~~	2212
Community Service Aide	~~883~~	949	~~1261~~	1299
Computer Operations Specialist	~~1175~~	1186	~~1536~~	1549
Coordinator of Aging	~~1346~~	1415	~~2003~~	2114
Developmental Achievement Center Instructor	~~1261~~	1299	~~1721~~	1773
Employment Technician	~~1151~~	1186	~~1721~~	1773
Family Based Services Provider	1447		1895	
Family Service Aide I	~~961~~	1014	~~1439~~	1514
Family Service Aide II	~~1101~~	1158	~~1572~~	1655
Family Service Coordinator I	~~1261~~	1299	~~1721~~	1773
Family Service/Home Health Aide	~~961~~	1014	~~1439~~	1514
Financial Assistance Specialist	~~1439~~	1482	~~2052~~	2114
Financial Worker	~~1151~~	1186	~~1721~~	1773
Food Stamp Corrective Action Specialist I	~~1572~~	1619	~~2252~~	2320
Food Stamp Corrective Action Specialist II	~~1721~~	1773	~~2457~~	2531
Home Health Aide	~~961~~	1014	~~1439~~	1514
Home Health Aide Coordinator	~~1261~~	1299	~~1721~~	1773
Housekeeper — Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.				
Housing Coordinator	~~1645~~	1694	~~2348~~	2418
Housing Rehabilitation Specialist	~~1261~~	1299	~~1721~~	1773
Licensed Practical Nurse	~~1261~~	1299	~~1721~~	1773
Methods and Procedures Technician	~~1405~~	1447	~~1840~~	1895
Monitoring and Review Specialist	1186		1773	
Office Services Supervisor I	~~1261~~	1299	~~1721~~	1773
Public Health Aide	~~883~~	949	~~1261~~	1299
Senior Citizen's Aide	~~961~~	1014	~~1439~~	1514
Support and Collections Specialist	~~1504~~	1549	~~2052~~	2114
Support Enforcement Aide	~~1075~~	1107	~~1470~~	1514
Welfare Fraud Investigator	~~1607~~	1619	~~2097~~	2114

Subp. 5. **Support personnel: 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	~~1124~~	1158	~~1536~~	1582
Accounting Technician	~~1175~~	1210	~~1680~~	1730
Adult Day Care Center Program Coordinator	~~1203~~	1239	~~1797~~	1851
Case Aide	~~1203~~	1239	~~1797~~	1851
Chemical Dependency Counselor	~~1470~~	1514	~~1919~~	1977
Child Health Aide	~~1005~~	1035	~~1374~~	1415
Child Support Officer I	~~1346~~	1355	~~1919~~	1937
Child Support Officer II	~~1572~~	1619	~~2148~~	2212
Collections Officer	~~1346~~	1355	~~1919~~	1937
Collection Services Supervisor I	~~1680~~	1694	~~2296~~	2320
Community Service Aide	~~921~~	990	~~1374~~	1415
Computer Operations Specialist	~~1233~~	1239	~~1607~~	1619
Coordinator of Aging	~~1405~~	1549	~~2097~~	2212
Developmental Achievement Center Instructor	~~1316~~	1355	~~1797~~	1851
Employment Technician	~~1203~~	1239	~~1797~~	1851
Family Based Services Provider	1514		1977	
Family Service Aide I	~~1005~~	1060	~~1504~~	1582
Family Service Aide II	~~1151~~	1210	~~1645~~	1730
Family Service Coordinator I	~~1316~~	1355	~~1797~~	1851
Family Service/Home Health Aide	~~1005~~	1060	~~1504~~	1582
Financial Assistance Specialist	~~1504~~	1549	~~2148~~	2212
Financial Worker	~~1203~~	1239	~~1797~~	1851
Food Stamp Corrective Action Specialist I	~~1572~~	1619	~~2252~~	2320
Food Stamp Corrective Action Specialist II	~~1721~~	1773	~~2457~~	2531
Home Health Aide	~~1005~~	1060	~~1504~~	1582
Home Health Aide Coordinator	~~1316~~	1355	~~1797~~	1851
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.			
Housing Coordinator	~~1721~~	1773	~~2457~~	2531
Housing Rehabilitation Specialist	~~1316~~	1355	~~1797~~	1851
Licensed Practical Nurse	~~1316~~	1355	~~1797~~	1851
Methods and Procedures Technician	~~1470~~	1514	~~1919~~	1977
Monitoring and Review Specialist	1239		1851	
Office Services Supervisor I	~~1316~~	1355	~~1797~~	1851
Public Health Aide	~~921~~	990	~~1374~~	1415
Senior Citizen's Aide	~~1005~~	1060	~~1504~~	1582
Support and Collections Specialist	~~1572~~	1619	~~2148~~	2212
Support Enforcement Aide	~~1124~~	1158	~~1536~~	1582
Welfare Fraud Investigator	~~1680~~	1694	~~2196~~	2212

Subp. 6. **Support personnel: 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	~~1175~~	1210	~~1607~~	1655
Accounting Technician	~~1233~~	1270	~~1756~~	1809
Adult Day Care Center Program Coordinator	~~1261~~	1299	~~1881~~	1937
Case Aide	~~1261~~	1299	~~1881~~	1937
Chemical Dependency Counselor	~~1536~~	1582	~~2003~~	2063

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	Minimum		Maximum	
Child Health Aide	~~1101~~	1134	~~1504~~	1549
Child Support Officer I	~~1405~~	1415	~~2003~~	2021
Child Support Officer II	~~1645~~	1694	~~2252~~	2320
Collections Officer	~~1405~~	1415	~~2003~~	2021
Collection Services Supervisor I	~~1756~~	1773	~~2399~~	2418
Community Service Aide	~~1101~~	1134	~~1504~~	1549
Computer Operations Specialist	~~1288~~	1299	~~1680~~	1694
Coordinator of Aging	~~1470~~	1619	~~2196~~	2320
Developmental Achievement Center Instructor	~~1374~~	1415	~~1881~~	1937
Employment Technician	~~1261~~	1299	~~1881~~	1937
Family Based Services Provider	1582		2063	
Family Service Aide I	~~1151~~	1210	~~1572~~	1655
Family Service Aide II	~~1203~~	1270	~~1721~~	1809
Family Service Coordinator I	~~1374~~	1415	~~1881~~	1937
Family Service/Home Health Aide	~~1151~~	1210	~~1572~~	1655
Financial Assistance Specialist	~~1572~~	1619	~~2252~~	2320
Financial Worker	~~1261~~	1299	~~1881~~	1937
Food Stamp Corrective Action Specialist I	~~1572~~	1619	~~2252~~	2320
Food Stamp Corrective Action Specialist II	~~1721~~	1773	~~2457~~	2531
Home Health Aide	~~1151~~	1210	~~1572~~	1655
Home Health Aide Coordinator	~~1374~~	1415	~~1881~~	1937
Housekeeper — Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.				
Housing Coordinator	~~1797~~	1851	~~2566~~	2643
Housing Rehabilitation Specialist	~~1374~~	1415	~~1881~~	1937
Licensed Practical Nurse	~~1374~~	1415	~~1881~~	1937
Methods and Procedures Technician	~~1536~~	1582	~~2003~~	2063
Monitoring and Review Specialist	1299		1937	
Office Services Supervisor I	~~1374~~	1415	~~1881~~	1937
Public Health Aide	~~1101~~	1134	~~1504~~	1549
Senior Citizen's Aide	~~1054~~	1107	~~1572~~	1655
Support and Collections Specialist	~~1645~~	1694	~~2252~~	2320
Support Enforcement Aide	~~1175~~	1210	~~1607~~	1655
Welfare Fraud Investigator	~~1756~~	1773	~~2296~~	2320

Subp. 7. **Clerical: 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 Secretary	~~1110~~	1143	~~1586~~	1634
Clerk I	~~781~~	804	~~1061~~	1093
Clerk II	~~892~~	919	~~1271~~	1309
Clerk III	~~1061~~	1093	~~1452~~	1496
Clerk-Typist I	~~856~~	882	~~1162~~	1197
Clerk-Typist II	~~892~~	919	~~1271~~	1309
Clerk-Typist III	~~1085~~	1143	~~1548~~	1634
Clerk-Steno	~~892~~	919	~~1271~~	1309
Data Entry Operator	~~856~~	882	~~1162~~	1197
Information Systems Specialist	~~892~~	919	~~1271~~	1309
Legal Secretary	~~1061~~	1093	~~1452~~	1496
Switchboard Operator	~~856~~	882	~~1162~~	1197

~~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.~~

Subp. 8. **Clerical: 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 Secretary	~~1214~~	1250	~~1660~~	1710
Clerk I	~~892~~	919	~~1162~~	1197
Clerk II	~~1016~~	1046	~~1384~~	1426
Clerk III	~~1186~~	1222	~~1548~~	1594
Clerk-Typist I	~~970~~	999	~~1271~~	1309
Clerk-Typist II	~~1016~~	1046	~~1384~~	1426
Clerk-Typist III	~~1214~~	1250	~~1660~~	1710
Clerk-Steno	~~1016~~	1046	~~1384~~	1426
Data Entry Operator	~~970~~	999	~~1271~~	1309
Information Systems Specialist	~~1016~~	1046	~~1384~~	1426
Legal Secretary	~~1186~~	1222	~~1548~~	1594
Switchboard Operator	~~970~~	999	~~1271~~	1309

~~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.~~

Subp. 9. **Clerical: 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 Secretary	~~1271~~	1309	~~1736~~	1788
Clerk I	~~970~~	999	~~1271~~	1309
Clerk II	~~1110~~	1143	~~1517~~	1563
Clerk III	~~1243~~	1280	~~1622~~	1671
Clerk-Typist I	~~1061~~	1093	~~1384~~	1426
Clerk-Typist II	~~1110~~	1143	~~1517~~	1563
Clerk-Typist III	~~1271~~	1309	~~1736~~	1788
Clerk-Steno	~~1110~~	1143	~~1517~~	1563
Data Entry Operator	~~1061~~	1093	~~1384~~	1426
Information Systems Specialist	~~1110~~	1143	~~1517~~	1563
Legal Secretary	~~1243~~	1280	~~1622~~	1671
Switchboard Operator	~~1061~~	1093	~~1384~~	1426

~~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.~~

Subp. 10. **Maintenance and trades: 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	~~895~~	922	~~1154~~	1189
Bus Driver	~~955~~	984	~~1278~~	1316
Janitor	~~975~~	1004	~~1250~~	1288
Maintenance Worker	1092		1463	

Subp. 11. **Maintenance and trades: 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	~~1130~~	1138	~~1451~~	1463
Bus Driver	~~1176~~	1211	~~1514~~	1559
Janitor	~~1154~~	1189	~~1483~~	1527
Maintenance Worker	1288		1661	

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Human Services Department

REVISOR INSTRUCTIONS 911
9500.1090; .1095; .1100; .1130 (proposed) 859
9500.1100 s .21a (proposed repealer) 859
9500.1206; .1232; .1257; .1262; .1266 (proposed) 1028
9505.0500; .0510; .0520; .0521; .0522; .0530; .0540 (proposed) 864
9505.5000; .5005; .5010; .5015; .5035; .5040; .5050; .5055; .5060; .5065; .5070; .5075; .5080; .5090; .5096; .5100; .5105 (proposed) 855
9505.5095 (proposed repealer) 855
9525.0215-.0355 (proposed) 836
9525.0210; .0220; .0230; .0240; .0250; .0260; .0270; .0280; .0290; .0300; .0310; .0320; .0330; .0340; .0350; .0360; .0370; .0380; .0390; .0400; .0410; .0420; .0430 (proposed repealer) 836
9525.2000-.2140 (proposed) 824
9575.0620 (adopted) 1057
9575.1500 (proposed) 1031

Workers' Compensation Court of Appeals

9800.0100; .0300; .0400; .0500; .0510; .0900; .1000; .1100; .1400; .1500; .1600; .1710; .1720; .1800 (adopted) 981
9800.0500 s.2; .0600; .0900 s.4; .1300 (repealed) 981

Proposed Rules

u. Pursuant to Minn. Stat. §§ 14.22, 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 25 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 the modifications are supported by the data and views submitted.

If, during the 30-day comment period, 25 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 §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

Pursuant to Minn. Stat. §§ 14.29 and 14.30, agencies may propose emergency rules under certain circumstances. Proposed emergency rules are published in the *State Register* and, for at least 25 days thereafter, interested persons may submit data and views in writing to the proposing agency.

Department of Health

Proposed Permanent Rules Relating to Merit System

Notice of Hearing and Notice of Intent to Cancel Hearing if Fewer than Twenty-five Persons Request a Hearing in Response to Notice of Intent to Adopt Rules Without a Public Hearing

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS *STATE REGISTER* AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such

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persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law Judge will write a report as provided for in *Minnesota Statutes*, sections 14.15 and 14.50. The rule hearing is governed by *Minnesota Statutes*, section 14.14 to 14.20 and by *Minnesota Rules*, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-.4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-.4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

The agency's authority to adopt the proposed rules is contained in *Minnesota Statutes*, section 144.071. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11. A fiscal note prepared according to the requirements of *Minnesota Statutes*, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/ 296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Minnesota Merit System, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 *Minnesota Statutes*, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

Dated: 4 October 1988

Sister Mary Madonna Ashton
Commissioner

Notice of Intent to Adopt a Rule Without a Public Hearing and Notice of Intent to Adopt a Rule With a Public Hearing if Twenty-Five or More Persons Request a Hearing

NOTICE IS HEREBY GIVEN that the State Department of Health proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in *Minnesota Statutes*, section 14.22 to 14.28. The specific statutory authority to adopt the rule is *Minnesota Statutes*, section 144.071.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS *STATE REGISTER* AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota, 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for local and county health and human services agencies. The rules apply to all positions funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 4670.4200-.4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-.4240 have been adjusted 3%, which is the general salary adjustment recommended for all incumbents effective January 1, 1989.

An amendment is also proposed to part 4670.4210 deleting class titles and minimum and maximum salaries for an abolished class.

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.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11. A fiscal note prepared according to the requirements of *Minnesota Statutes*, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

Dated: 4 October 1988

Sister Mary Madonna Ashton
Commissioner

Rules as Proposed

4670.4200 PUBLIC HEALTH COMPENSATION PLAN, ~~1988~~ 1989.

The tables in parts 4670.4210 to 4670.4240 list minimum and maximum salary steps in monthly salary amounts for the specified classes of positions.

4670.4210 PROFESSIONAL AND ADMINISTRATIVE COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Assistant Director of Environmental Health	~~2052~~	2114	~~2932~~	3020
Director of Environmental Health	~~2348~~	2418	~~3349~~	3449
Director of Public Health Nursing I	~~1919~~	1977	~~2869~~	2955
Public Health Educator	~~1645~~	1694	~~2348~~	2418
Public Health Nurse	~~1645~~	1773	~~2348~~	2531
~~Public Health Nurse (Team Leader)~~	~~1721~~		~~2566~~	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1572~~	1694	~~2252~~	2418
Sanitarian	~~1504~~	1549	~~2252~~	2320
Senior Public Health Nurse	~~1881~~	1937	~~2680~~	2760

Subp. 2. **Plan B.**

	Minimum		Maximum	
Assistant Director of Environmental Health	~~2148~~	2212	~~3064~~	3156
Director of Environmental Health	~~2457~~	2531	~~3508~~	3613
Director of Public Health Nursing I	~~2003~~	2063	~~2996~~	3086
Public Health Educator	~~1721~~	1773	~~2457~~	2531
Public Health Nurse	~~1721~~	1851	~~2457~~	2643
~~Public Health Nurse (Team Leader)~~	~~1797~~		~~2680~~	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	~~1645~~	1773	~~2348~~	2531
Sanitarian	~~1572~~	1619	~~2348~~	2418
Senior Public Health Nurse	~~1962~~	2021	~~2803~~	2887

Subp. 3. **Plan C.**

	Minimum		Maximum	
Assistant Director of Environmental Health	~~2252~~	2320	~~3206~~	3302
Director of Environmental Health	~~2566~~	2643	~~3669~~	3779
Director of Public Health Nursing I	~~2196~~	2262	~~3134~~	3228
Public Health Educator	~~1797~~	1851	~~2566~~	2643
Public Health Nurse	~~1881~~	2021	~~2566~~	2760
~~Public Health Nurse (Team Leader)~~	~~2052~~		~~2803~~	
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree	~~1797~~	1937	~~2457~~	2643
Sanitarian	~~1645~~	1694	~~2457~~	2531
Senior Public Health Nurse	~~2052~~	2114	~~2932~~	3020

4670.4220 HEALTH SERVICES SUPPORT PERSONNEL COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Bookkeeper	~~1124~~	1158	~~1607~~	1655
Home Health Aide	~~961~~	1014	~~1439~~	1514
Home Health Aide Coordinator	~~1261~~	1299	~~1721~~	1773
Inspector	~~1261~~	1299	~~1721~~	1773
Licensed Practical Nurse	~~1261~~	1299	~~1721~~	1773
Public Health Aide	~~883~~	949	~~1261~~	1299

Subp. 2. **Plan B.**

	Minimum		Maximum	
Bookkeeper	~~1175~~	1210	~~1680~~	1730
Home Health Aide	~~1005~~	1060	~~1504~~	1582
Home Health Aide Coordinator	~~1316~~	1355	~~1797~~	1851
Inspector	~~1316~~	1355	~~1797~~	1851
Licensed Practical Nurse	~~1316~~	1355	~~1797~~	1851
Public Health Aide	~~921~~	990	~~1374~~	1415

Subp. 3. **Plan C.**

	Minimum	Maximum		
Bookkeeper	~~1233~~	1270	~~1756~~	1809
Home Health Aide	~~1151~~	1210	~~1572~~	1655
Home Health Aide Coordinator	~~1374~~	1415	~~1881~~	1937
Inspector	~~1374~~	1415	~~1881~~	1937
Licensed Practical Nurse	~~1374~~	1415	~~1881~~	1937
Public Health Aide	~~1101~~	1134	~~1504~~	1549

4670.4230 CLERICAL COMPENSATION PLAN.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Clerk I	~~781~~	804	~~1061~~	1093
Clerk II	~~892~~	919	~~1271~~	1309
Clerk III	~~1061~~	1093	~~1452~~	1496
Clerk-Typist I	~~856~~	882	~~1162~~	1197
Clerk-Typist II	~~892~~	919	~~1271~~	1309
Clerk-Typist III	~~1085~~	1143	~~1548~~	1634
Clerk-Steno	~~892~~	919	~~1271~~	1309
Switchboard Operator	~~856~~	882	~~1162~~	1197

Subp. 2. **Plan B.**

	Minimum		Maximum	
Clerk I	~~892~~	919	~~1162~~	1197
Clerk II	~~1016~~	1046	~~1384~~	1426
Clerk III	~~1186~~	1222	~~1548~~	1594
Clerk-Typist I	~~970~~	999	~~1271~~	1309
Clerk-Typist II	~~1016~~	1046	~~1384~~	1426
Clerk-Typist III	~~1214~~	1250	~~1660~~	1710
Clerk-Steno	~~1016~~	1046	~~1384~~	1426
Switchboard Operator	~~970~~	999	~~1271~~	1309

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Subp. 3. **Plan C.**

Clerk I	~~970~~	999	~~1271~~	1309
Clerk II	~~1110~~	1143	~~1517~~	1563
Clerk III	~~1243~~	1280	~~1622~~	1671
Clerk-Typist I	~~1061~~	1093	~~1384~~	1426
Clerk-Typist II	~~1110~~	1143	~~1517~~	1563
Clerk-Typist III	~~1271~~	1309	~~1736~~	1788
Clerk-Steno	~~1110~~	1143	~~1517~~	1563
Switchboard Operator	~~1061~~	1093	~~1384~~	1426

4670.4240 BUILDING MAINTENANCE COMPENSATION PLAN.

Subpart 1. **Shift Differential.** Employees in the classes specified in subparts 2 and 3 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.

Subp. 2. **Plan A.**

	Minimum		Maximum	
Janitor	~~975~~	1004	~~1250~~	1288

Subp. 3. **Plan B.**

	Minimum		Maximum	
Janitor	~~1154~~	1189	~~1483~~	1527

Department of Human Services

Proposed Permanent Rules Relating to General Assistance Literacy Training Requirements

Notice of Intent to Adopt a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the State Department of Human Services intends to adopt the above-entitled rule without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes*, sections 14.22 to 14.28. The statutory authority to adopt the rule is *Minnesota Statutes*, sections 256.05, subdivision 1, paragraph (a), clause (15) and 256D.052.

All persons have 30 days or until 4:30 p.m. on November 23, 1988 in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule. Comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, sections 14.131 to 14.20.

Comments or written requests for a public hearing must be submitted to:

Dan Lipschultz
Minnesota Department of Human Services
444 Lafayette Rd.
St. Paul, Minnesota 55155-3832
Telephone (612) 297-4302

The proposed rule implements the statutory requirement that recipients eligible for general assistance because they are functionally illiterate participate in literacy training programs. It affects general assistance recipients, county human service agencies and literacy training providers.

The rule defines "occupational or vocational literacy program," "participation in a literacy program," and "suitable recipient," adding these definitions to part 9500.1206. The rule also adds failure to participate in an assigned literacy program as a basis for

Department of Public Safety

Proposed Permanent Rules Relating to the Merit System

Notice of Hearing and Notice of Intent to Cancel Hearing If Fewer Than Twenty-five Persons Request a Hearing in Response to Notice of Intent to Adopt Rules Without a Public Hearing

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, ~~444~~ Lafayette Road, St. Paul, Minnesota 55155 on December 2, 1988 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS *STATE REGISTER* AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Peter C. Erickson, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7606, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law Judge will write a report as provided for in *Minnesota Statutes*, sections 14.15 and 14.50. The rule hearing is governed by *Minnesota Statutes*, section 14.14 to 14.20 and by *Minnesota Rules*, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

The agency's authority to adopt the proposed rules is contained in *Minnesota Statutes*, section 12.22, subd. 3. Adoption of these rules will not result in additional spending by local public bodies in excess of $100,000 per year for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11. A fiscal note prepared according to the requirements of *Minnesota Statutes*, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Ralph W. Corey, Minnesota Merit System, 2nd floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822.

Additional copies will be available at the hearing. If you have any questions on the content of the rule contact Ralph W. Corey.

NOTICE: Any person may request notification of the date on which the Administrative Law Judge'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. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State.

The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

NOTICE IS HEREBY GIVEN that a Statement of Need and Reasonableness is now available for review at the agency and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the agency anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the agency or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Minnesota Statutes, chapter 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 *Minnesota Statutes*, section 10A.01, subdivision 11, 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 travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communication or urging others to communicate with public officials; or

(b) who spends more than $250, not including 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, 625 North Robert Street, St. Paul, Minnesota 55101-2520, telephone (612) 296-5148.

Dated: 3 October 1988

Rudy Perpich
Governor

Notice of Intent to Adopt a Rule Without a Public Hearing and Notice of Intent to Adopt a Rule With a Public Hearing If Twenty-five or More Persons Request a Hearing

NOTICE IS HEREBY GIVEN that the State Department of Public Safety proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in *Minnesota Statutes*, section 14.22 to 14.28. The specific statutory authority to adopt the rule is *Minnesota Statutes*, section 12.22, subd. 3.

Persons interested in this rule shall have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule and comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, section 14.131 to 14.20. PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 2, 1988, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 a.m., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS *STATE REGISTER* AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY. To verify whether a hearing will be held, please call the Minnesota Merit System between November 24, 1988 and December 1, 1988 at (612) 296-3996.

Persons who wish to submit comments or a written request for a public hearing must submit such comments or requests to:

Ralph W. Corey
Minnesota Merit System
2nd floor, Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3822

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 23, 1988.

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.

The proposed rule may be modified if the modifications are supported by data and views and do not result in a substantial change in the proposed rule as noticed.

A free copy of this rule is available upon request for your review from: Ralph W. Corey, Minnesota Merit System, 2nd Floor, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155-3822, telephone (612) 296-3996.

The Minnesota Merit System rules provide for a system of personnel administration for 23 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

Proposed revisions to 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-1100 have been adjusted 3%, which is the salary adjustment recommended for all incumbents effective January 1, 1989.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Ralph W. Corey upon request.

Adoption of these rules will not result in additional spending by local public bodies in the excess of $100,000 per year for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11. A fiscal note prepared according to the requirements of *Minnesota Statutes*, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available upon request from Ralph W. Corey, Department of Human Services, 2nd floor, Human Services Building, St. Paul, Minnesota 55155-3822, telephone 612/296-3996.

If no hearing is required upon adoption of the rule, the rule and the required supporting documents will be delivered to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Ralph W. Corey.

Dated: 3 October 1988

Rudy Perpich
Governor

Rules as Proposed

7520.1000 COMPENSATION PLAN (EMERGENCY ~~SERVICES~~ MANAGEMENT), ~~1988~~ 1989; PROFESSIONAL.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Administrative Officer	~~1645~~	1694	~~2252~~	2320
Assistant Emergency Management Director	~~1439~~	1482	~~2052~~	2114
Communications Officer	~~1439~~	1482	~~1962~~	2021
Operations Officer	~~1645~~	1694	~~2252~~	2320
Public Information Officer	~~1645~~	1694	~~2252~~	2320
Radiological Officer	~~1439~~	1482	~~1962~~	2021
Safety Services Coordinator	~~1645~~	1694	~~2252~~	2320

Subp. 2. **Plan B.**

	Minimum		Maximum	
Administrative Officer	~~1721~~	1773	~~2348~~	2418
Assistant Emergency Management Director	~~1504~~	1549	~~2148~~	2212
Communications Officer	~~1504~~	1549	~~2052~~	2114
Operations Officer	~~1721~~	1773	~~2348~~	2418
Public Information Officer	~~1721~~	1773	~~2348~~	2418
Radiological Officer	~~1504~~	1549	~~2052~~	2114
Safety Services Coordinator	~~1721~~	1773	~~2348~~	2418

Subp. 3. **Plan C.**

	Minimum		Maximum	
Administrative Officer Assistant	~~1797~~	1851	~~2457~~	2531
Emergency Management Director	~~1572~~	1619	~~2252~~	2320
Communications Officer	~~1572~~	1619	~~2148~~	2212
Operations Officer	~~1797~~	1851	~~2457~~	2531
Public Information Officer	~~1797~~	1851	~~2457~~	2531
Radiological Officer	~~1572~~	1619	~~2148~~	2212
Safety Services Coordinator	~~1797~~	1851	~~2457~~	2531

7520.1100 COMPENSATION PLAN (EMERGENCY ~~SERVICES~~ MANAGEMENT), ~~1988~~ 1989; CLERICAL.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Clerk I	~~781~~	804	~~1061~~	1093
Clerk II	~~892~~	919	~~1271~~	1309
Clerk III	~~1061~~	1093	~~1452~~	1496
Clerk-Typist I	~~856~~	882	~~1162~~	1197
Clerk-Typist II	~~892~~	919	~~1271~~	1309
Clerk-Typist III	~~1085~~	1143	~~1548~~	1634
Clerk-Steno	~~892~~	919	~~1271~~	1309

Subp. 2. **Plan B.**

	Minimum		Maximum	
Clerk I	~~892~~	919	~~1162~~	1197
Clerk II	~~1016~~	1046	~~1384~~	1426
Clerk III	~~1186~~	1222	~~1548~~	1594
Clerk-Typist I	~~970~~	999	~~1271~~	1309
Clerk-Typist II	~~1016~~	1046	~~1384~~	1426
Clerk-Typist III	~~1214~~	1250	~~1660~~	1710
Clerk-Steno	~~1016~~	1046	~~1384~~	1426

Subp. 3. **Plan C.**

	Minimum		/Maximum	
Clerk I	~~970~~	999	~~1271~~	1309
Clerk II	~~1110~~	1143	~~1517~~	1563
Clerk III	~~1243~~	1280	~~1622~~	1671
Clerk-Typist I	~~1061~~	1093	~~1384~~	1426
Clerk-Typist II	~~1110~~	1143	~~1517~~	1563
Clerk-Typist III	~~1271~~	1309	~~1736~~	1788
Clerk-Steno	~~1110~~	1143	~~1517~~	1563

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STATE OF MINNESOTA
DEPARTMENT OF HUMAN SERVICES

In the Matter of the Proposed Adoption of the Rule of the State Department of Human Services Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, part 9575.1500)

FINDINGS OF FACT, CONCLUSIONS, AND ORDER ADOPTING RULE WITHOUT PUBLIC HEARING

Notice of the Commissioner's intent to adopt the above-entitled rule was published in the State Register on October 24, 1988 and was sent by United States mail to all persons on the list maintained by the agency pursuant to Minnesota Statutes, sections 14.14, subdivision 1a and 14.22, on October 19, 1988. The statement of need and reasonableness was prepared before the notice of intent to adopt a rule without a public hearing was mailed to all persons on the rulemaking mailing list and published in the State Register and was available to the public.

All persons were given the opportunity to submit comment on the rule for 30 days after notice of proposed rulemaking. No requests for a public hearing on the rule were received by the agency.

No submissions or comments on the rule were received by the agency. No requests for notice of submission to the Attorney General were received by the agency.

Based on the comments and evidence in the record before the agency, I find the following:

The above-captioned rule is needed and reasonable.

NOW, THEREFORE, IT IS ORDERED that the rule identified as Minnesota Rules, part 9575.1500 (as modified) is adopted this 28th day of November, 1988, pursuant to authority vested in me by Minnesota Statutes, section 256.012.

/s/ SANDRA S. GARDEBRING
Commissioner

STATE OF MINNESOTA
DEPARTMENT OF HEALTH

In the Matter of the Proposed Adoption of the Rule of the State Department of Health Governing the Compensation Plan and Salary Adjustments (Minnesota Rules, parts 4670.4200-4240)

FINDINGS OF FACT, CONCLUSIONS, AND ORDER ADOPTING RULE WITHOUT PUBLIC HEARING

Notice of the Commissioner's intent to adopt the above-entitled rule was published in the State Register on October 24, 1988 and was sent by United States mail to all persons on the list maintained by the agency pursuant to Minnesota Statutes, sections 14.14, subdivision 1a and 14.22, on October 19, 1988. The statement of need and reasonableness was prepared before the notice of intent to adopt a rule without a public hearing was mailed to all persons on the rulemaking mailing list and published in the State Register and was available to the public.

All persons were given the opportunity to submit comment on the rule for 30 days after notice of proposed rulemaking. No requests for a public hearing on the rule were received by the agency.

No submissions or comments on the rule were received by the agency. No requests for notice of submission to the Attorney General were received by the agency.

Based on the comments and evidence in the record before the agency, I find the following:

The above-captioned rule is needed and reasonable.

NOW, THEREFORE, IT IS ORDERED that the rule identified as Minnesota Rules, part 4670.4200-4240 (as modified) is adopted this 29 day of November, 1988, pursuant to authority vested in me by Minnesota Statutes, section 144.071.

SISTER MARY MADONNA ASHTON
Commissioner

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

In the Matter of the Proposed Adoption of the Rule of the State Department of Public Safety Governing the Compensation Plan and Salary Adjustments (Minnesota Rules parts 7520.1000-1100)

FINDINGS OF FACT, CONCLUSIONS, AND ORDER ADOPTING RULE WITHOUT PUBLIC HEARING

Notice of the Governor's intent to adopt the above-entitled rule was published in the State Register on October 24, 1988 and was sent by United States mail to all persons on the list maintained by the agency pursuant to Minnesota Statutes, sections 14.14, subdivision 1a and 14.22, on October 19, 1988. The statement of need and reasonableness was prepared before the notice of intent to adopt a rule without a public hearing was mailed to all persons on the rulemaking mailing list and published in the State Register and was available to the public.

All persons were given the opportunity to submit comment on the rule for 30 days after notice of proposed rulemaking. No requests for a public hearing on the rule were received by the agency.

No submissions or comments on the rule were received by the agency. No requests for notice of submission to the Attorney General were received by the agency.

Based on the comments and evidence in the record before the agency, I find the following:

The above-captioned rule is needed and reasonable.

NOW, THEREFORE, IT IS ORDERED that the rule identified as Minnesota Rules, parts 7520.1000-1100 (as modified) is adopted this 29th day of November, 1988, pursuant to authority vested in me by Minnesota Statutes, section 12.22, subd. 3.

Rudy Perpich

RUDY PERPICH
Governor

In the Matter of the Adoption
of the Rule of the State Departments
of Human Services, Health and Public
Safety Governing the Compensation
Plan and Salary Adjustments,
Minnesota Rules, parts 9575.1500,
4670.4200-4240 and 7520.1000-1100

DECLARATION OF
COUNSEL

I, James Alexander, Special Assistant Attorney General, do hereby declare that I have examined the above-captioned rule, and the supporting rulemaking record, and that, based on my examination, the Administrative Procedure Act and Minnesota Rules, chapter 2010 have been followed. Any exceptions are listed below. For Attorney General billing purposes, the four-digit docket client code is 0859.

James Alexander
Special Assistant Attorney
General

Dated: 11-28-88

STATE OF MINNESOTA

DEPARTMENT OF HUMAN SERVICES

IN THE MATTER OF THE PROPOSED ADOPTION OF RULES OF THE STATE DEPARTMENT OF HUMAN SERVICES GOVERNING THE COMPENSATION PLAN AND SALARY ADJUSTMENTS

CERTIFICATE

I hereby certify that the list of persons, associations and other interested groups who have requested, pursuant to Minnesota Statutes, section 14.14, subdivision 1a, and 14.22 or 14.30, that their names be placed on the State Department of Human Services rulemaking mailing list is accurate, complete, and current as of this 19th day of October, 1988.

Nancy Stoelee

STATE OF MINNESOTA

DEPARTMENT OF HEALTH

IN THE MATTER OF THE PROPOSED AMENDMENTS
TO EXISTING RULES CONCERNING
COMPENSATION PLAN AND SALARY ADJUSTMENTS
(MINNESOTA RULES, PARTS 4670.4200-4240)

CERTIFICATE

I hereby certify that the list of persons, associations and interested groups who have requested, pursuant to Minnesota Statutes, section 14.14, subdivision 1a, and 14.22 or 14.30, that their names be placed on the State Department of Health rulemaking mailing list is accurate, complete, and current as of this 18 day of October, 1988.

L. D. Woodard

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

IN THE MATTER OF THE PROPOSED AMENDMENTS
TO EXISTING RULES CONCERNING
COMPENSATION PLAN AND SALARY
ADJUSTMENTS (MINNESOTA RULES, PARTS 7520.1000-1100)

CERTIFICATE

I hereby certify that the list of persons, associations and interested groups who have requested, pursuant to Minnesota Statutes, section 14.14, subdivision 1a, and 14.22 or 14.30, that their names be placed on the State Department of Public Safety rulemaking mailing list is accurate, complete, and current as of this 18 day of October, 1988.

Joan Lundberg