

1 Department of Health

2

3 Adopted Permanent Rules Relating to Merit System

4

5 Rules as Adopted

6 4670.1200 ADJUSTMENT OF THE OFFICIAL SALARY SCHEDULE OF THE
7 MINNESOTA MERIT SYSTEM.

8 Subpart 1. **Annual adjustments.** The compensation plan
9 provided in parts 4670.4200 to 4670.4240 shall be adjusted
10 annually to reflect changes in the level of salary rates in
11 business and government for similar and competing types of
12 employment and to achieve equitable compensation relationships
13 between classes of positions based on their comparable work
14 value.

15 Subp. 2. [See Repealer.]

16 Subp. 3. **Plan amendments.** After a review of changes in
17 the level of salary rates and consideration of available
18 information regarding trends in the Twin City consumer price
19 index, the supervisor shall propose amendments to the
20 compensation plan in accordance with Minnesota Statutes, chapter
21 14, the Administrative Procedure Act, and as outlined in part
22 4670.1000. Amendments shall include a proposed general
23 adjustment to all rates of pay in the professional, health
24 services support, clerical, and building maintenance salary
25 schedules and specific comparability adjustments to all rates of
26 pay for certain classes, as necessary, to correct compensation
27 inequities based on comparable work value. The amended
28 compensation plan shall be effective on the following January 1
29 or, for those agencies on a biweekly or four-week payroll
30 period, on the beginning date of the first payroll period after
31 the following January 1.

32 Subp. 3a. **Employee salary adjustments.** Based on an annual
33 review of adjustments to salary levels by employees with similar
34 and competing types of employment and trends in the Twin City
35 consumer price index, the supervisor shall recommend a general

1 salary adjustment for all employees on the professional, health
 2 services support, clerical, and building maintenance salary
 3 schedules whose positions are not covered by the terms and
 4 conditions of a collective bargaining agreement. The
 5 recommended general salary adjustment shall be proposed in
 6 accordance with Minnesota Statutes, chapter 14, the
 7 Administrative Procedure Act, in an amount as provided in part
 8 4670.1320. The adopted salary adjustment shall be effective on
 9 the following January 1 or, for those agencies on a biweekly or
 10 four-week payroll period, on the beginning date of the first
 11 payroll period after the following January 1.

12 Subp. 4. [See Repealer.]

13 Subp. 5. [Unchanged.]

14 Subp. 6. [See Repealer.]

15 4670.1320 RECOMMENDED ADJUSTMENTS.

16 The merit system general adjustment recommended for
 17 incumbents is three percent for employees on the professional
 18 and administrative, health services support, clerical, and
 19 building maintenance salary schedules.

20 4670.4200 PUBLIC HEALTH COMPENSATION PLAN, 1988.

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

24 4670.4210 PROFESSIONAL AND ADMINISTRATIVE COMPENSATION PLAN.

25 Subpart 1. Plan A.

	Minimum	Maximum
26		
27		
28 Assistant Director of Environmental Health	2052	2932
29 Director of Environmental Health	2348	3349
30 Director of Public Health Nursing I	1919	2869
31 Public Health Educator	1645	2348
32 Public Health Nurse	1645	2348
33 Public Health Nurse (Team Leader)	1721	2566
34 Registered Nurse (A.A. Degree, 3 year		
35 Diploma, or B.S. Degree)	1572	2252
36 Sanitarian	1504	2252
37 Senior Public Health Nurse	1881	2680
38		

39 Subp. 2. Plan B.

	Minimum	Maximum
40		
41		
42 Assistant Director of Environmental Health	2148	3064

1	Director of Environmental Health	2457	3508
2	Director of Public Health Nursing I	2003	2996
3	Public Health Educator	1721	2457
4	Public Health Nurse	1721	2457
5	Public Health Nurse (Team Leader)	1797	2680
6	Registered Nurse (A.A. Degree, 3 year		
7	Diploma, or B.S. Degree)	1645	2348
8	Sanitarian	1572	2348
9	Senior Public Health Nurse	1962	2803

10
11 Subp. 3. Plan C.

12		Minimum	Maximum
13			
14	Assistant Director of Environmental Health	2252	3206
15	Director of Environmental Health	2566	3669
16	Director of Public Health Nursing I	2196	3134
17	Public Health Educator	1797	2566
18	Public Health Nurse	1881	2566
19	Public Health Nurse (Team Leader)	2052	2803
20	Registered Nurse (A.A. Degree, 3 year		
21	Diploma, or B.S. Degree	1797	2457
22	Sanitarian	1645	2457
23	Senior Public Health Nurse	2052	2932

24 4670.4220 HEALTH SERVICES SUPPORT PERSONNEL COMPENSATION PLAN.

25 Subpart 1. Plan A.

26		Minimum	Maximum
27			
28	Bookkeeper	1124	1607
29	Home Health Aide	961	1439
30	Home Health Aide Coordinator	1261	1721
31	Inspector	1261	1721
32	Licensed Practical Nurse	1261	1721
33	Public Health Aide	883	1261

34
35 Subp. 2. Plan B.

36		Minimum	Maximum
37			
38	Bookkeeper	1175	1680
39	Home Health Aide	1005	1504
40	Home Health Aide Coordinator	1316	1797
41	Inspector	1316	1797
42	Licensed Practical Nurse	1316	1797
43	Public Health Aide	921	1374

44
45 Subp. 3. Plan C.

46		Minimum	Maximum
47			
48	Bookkeeper	1233	1756
49	Home Health Aide	1151	1572
50	Home Health Aide Coordinator	1374	1881
51	Inspector	1374	1881
52	Licensed Practical Nurse	1374	1881
53	Public Health Aide	1101	1504

54 4670.4230 CLERICAL COMPENSATION PLAN.

55 Subpart 1. Plan A.

56		Minimum	Maximum
57			
58	Clerk I	781	1061
59	Clerk II	892	1271
60	Clerk III	1061	1452
61	Clerk-Typist I	856	1162
62	Clerk-Typist II	892	1271

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1	Clerk-Typist III	1085	1548
2	Clerk-Steno	892	1271
3	Switchboard Operator	856	1162
4			
5	Subp. 2. Plan B.		
6		Minimum	Maximum
7			
8	Clerk I	892	1162
9	Clerk II	1016	1384
10	Clerk III	1186	1548
11	Clerk-Typist I	970	1271
12	Clerk-Typist II	1016	1384
13	Clerk-Typist III	1214	1660
14	Clerk-Steno	1016	1384
15	Switchboard Operator	970	1271
16			
17	Subp. 3. Plan C.		
18		Minimum	Maximum
19			
20	Clerk I	970	1271
21	Clerk II	1110	1517
22	Clerk III	1243	1622
23	Clerk-Typist I	1061	1384
24	Clerk-Typist II	1110	1517
25	Clerk-Typist III	1271	1736
26	Clerk-Steno	1110	1517
27	Switchboard Operator	1061	1384
28	4670.4240 BUILDING MAINTENANCE COMPENSATION PLAN.		
29	Subpart 1. [Unchanged.]		
30	Subp. 2. Plan A.		
31		Minimum	Maximum
32			
33	Janitor	975	1250
34			
35	Subp. 3. Plan B.		
36		Minimum	Maximum
37			
38	Janitor	1154	1483
39			
40	REPEALER. Minnesota Rules, part 4670.1200, subparts 2, 4,		
41	and 6 are repealed.		