

1 Department of Human Services

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3 Adopted Permanent Rules Relating to Merit System

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5 Rules as Adopted

6 9575.0350 SALARY ADJUSTMENTS AND INCREASES.

7 [For text of subps 1 and 2, see M.R.]

8 Subp. 3. Recommended adjustment. The merit system general

9 adjustment recommended for incumbents is 2-1/2 percent for

10 employees on the professional, support, clerical, and

11 maintenance and trades salary schedules.

12 [For text of subps 4 and 5, see M.R.]

13 9575.1500 COMPENSATION PLAN; HUMAN SERVICES, 1993.

14 Subpart 1. Professional. The following minimum and

15 maximum salary steps in monthly salary amounts shall be

16 applicable to the specified classes of positions:

	Minimum	Maximum
17		
18		
19 Accountant	1920	2996
20 Accounting Supervisor	2291	3742
21 Administrative Assistant I	2396	4096
22 Administrative Assistant II	2801	4380
23 Administrative Assistant III	3198	4771
24 Adult Day Care Center Supervisor	1835	2996
25 Assistant Welfare Director	4283	6360
26 Chemical Dependency Coordinator	1920	2996
27 Collections and Accounting Unit		
28 Supervisor	2010	3272
29 Collection Services Supervisor II	2010	3272
30 Community Health Services Supervisor	2291	3742
31 Computer Programmer	1835	2996
32 Contract Services Representative	2098	3425
33 County Agency Social Worker		
34 (Licensing Specialist)	1835	2996
35 County Agency Social Worker	1920	3272
36 County Agency Social Worker		
37 (Child Protection Specialist)	1920	3272
38 County Agency Social Worker (MSW)	2010	3272
39 County Agency Social Worker (MSW)		
40 (Child Protection Specialist)	2010	3272
41 Director of Business Management I	2801	4380
42 Director of Business Management II	3350	4982
43 Director of Financial Assistance	3350	4982
44 Director of Planning	3350	4982
45 Director of Public Health Nursing	2291	3742
46 Director of Social Services	3350	4982
47 Employment Guidance Counselor	1756	2630
48 Family Based Services Supervisor	1920	2996
49 Family Service Coordinator II	1756	2630
50 Financial Assistance Supervisor I	2010	3272
51 Financial Assistance Supervisor II	2291	3742
52 Financial Assistance Supervisor III	2396	4096
53 Fiscal Manager	2396	4096

1	Fiscal Officer	1756	2630
2	Fiscal Supervisor I	1835	2996
3	Fiscal Supervisor II	2291	3742
4	Gerontology Counselor	2010	3272
5	Human Services Director III	3659	5440
6	Human Services Supervisor I	2396	4096
7	Human Services Supervisor II	3128	4674
8	Mental Health Program Manager	2801	4380
9	Mental Health Worker	2098	3425
10	Nutrition Project Assistant Director	1835	2996
11	Nutrition Project Director	2291	3742
12	Office Services Supervisor	1756	2630
13	Planner (Human Services)	2098	3425
14	Psychologist I	2010	3272
15	Psychologist II	2291	3742
16	Psychologist III	3058	4380
17	Public Health Educator	1920	3272
18	Public Health Nurse	2010	3128
19	Public Health Nurse (Team Leader)	2098	3272
20	Public Health Nursing Supervisor	2196	3425
21	Registered Dietician	1835	2996
22	Registered Nurse (A.A. Degree,		
23	3 year Diploma, or B.S. Degree)	1920	2996
24	Sanitarian	1835	2996
25	Senior Staff Development Specialist	2291	3742
26	Social Services Supervisor I	2396	4096
27	Social Services Supervisor II	2742	4477
28	Social Services Supervisor III	3128	4674
29	Staff Development Specialist	1835	2996
30	Student Social		
31	Worker (Intern) Rate proposed by appointing authority.		
32	Support Services and		
33	Accounting Supervisor	2098	3425
34	Support Services Supervisor	1920	2996
35	Trainee		
36	Rate proposed by appointing authority and		
37	approved by the merit system supervisor		
38	and the commissioner of human services.		
39	Volunteer Services Coordinator	1835	2996
40	Welfare Director I	2801	4380
41	Welfare Director II	3128	4674
42	Welfare Director III	3350	4982
43	Welfare Director IV	3659	5440
44	Welfare Director V	3909	5814
45	Welfare Director VI	4877	6930

45 Subp. 4. Support personnel. The following minimum and
46 maximum salary steps in monthly salary amounts shall be
47 applicable to the specified classes of positions:

	Minimum	Maximum
48		
49		
50	Account Clerk	1255 1876
51	Accounting Technician	1344 2010
52	Adult Day Care Center Program Coordinator	1473 2196
53	Case Aide	1344 2196
54	Chemical Dependency Counselor	1640 2339
55	Child Health Aide	1075 1756
56	Child Support Officer	1756 2630
57	(Administrative Process)	
58	Child Support Officer I	1640 2339
59	Child Support Officer II	1756 2630
60	Collections Officer	1473 2196
61	Collection Services Supervisor I	1920 2996
62	Community Service Aide	1075 1756
63	Community Support Technician	1640 2339
64	Computer Operations Specialist	1255 1876
65	Coordinator of Aging	1756 2630
66	Crisis Center Resource Aide	1344 2010
67	Executive Assistant	1640 2339
68	Family Based Services Provider	1640 2339

1	Family Service Aide I	1255	1876
2	Family Service Aide II	1344	2010
3	Family Service Coordinator I	1473	2196
4	Family Service/Home Health Aide	1255	1876
5	Financial Assistance Specialist	1756	2630
6	Financial Worker	1440	2339
7	Home Health Aide	1255	1876
8	Home Health Aide Coordinator	1473	2196
9	Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.	
10			
11			
12	Housing Coordinator	1920	2996
13	Housing Rehabilitation Specialist	1473	2196
14	Licensed Practical Nurse	1473	2196
15	Methods and Procedures Technician	1640	2339
16	Monitoring and Review Specialist	1473	2196
17	Public Health Aide	1075	1756
18	Senior Citizen's Aide	1255	1876
19	SILS Program Coordinator	1640	2339
20	Support and Collections Specialist	1756	2630
21	Support Enforcement Aide	1255	1876
22	Welfare Fraud Investigator	1756	2630
23	Subp. 7. Clerical. The following minimum and maximum		

24 salary steps in monthly salary amounts shall be applicable to
 25 the specified classes of positions:

26		Minimum	Maximum
27			
28	Administrative Secretary	1344	2010
29	Clerk I	925	1504
30	Clerk II	1075	1756
31	Clerk III	1255	1876
32	Clerk-Typist I	1010	1640
33	Clerk-Typist II	1075	1756
34	Clerk-Typist III	1344	2010
35	Clerk-Steno	1075	1756
36	Data Entry Operator	1010	1640
37	Information Systems Specialist	1075	1756
38	Legal Secretary	1255	1876
39	Switchboard Operator	1010	1640

40 Subp. 10. Maintenance and trades. The following minimum
 41 and maximum salary steps in monthly salary amounts shall be
 42 applicable to the specified classes of positions. Janitors who
 43 are required to work for a period of at least five hours after 6
 44 p.m. on a regularly scheduled basis may be paid a shift
 45 differential in the amount of one salary step above their normal
 46 day-work rate.

47		Minimum	Maximum
48			
49	Automobile/Van Driver	1010	1640
50	Bus Driver	1075	1756
51	Janitor	1075	1756
52	Maintenance Worker	1255	1876