

State of Minnesota

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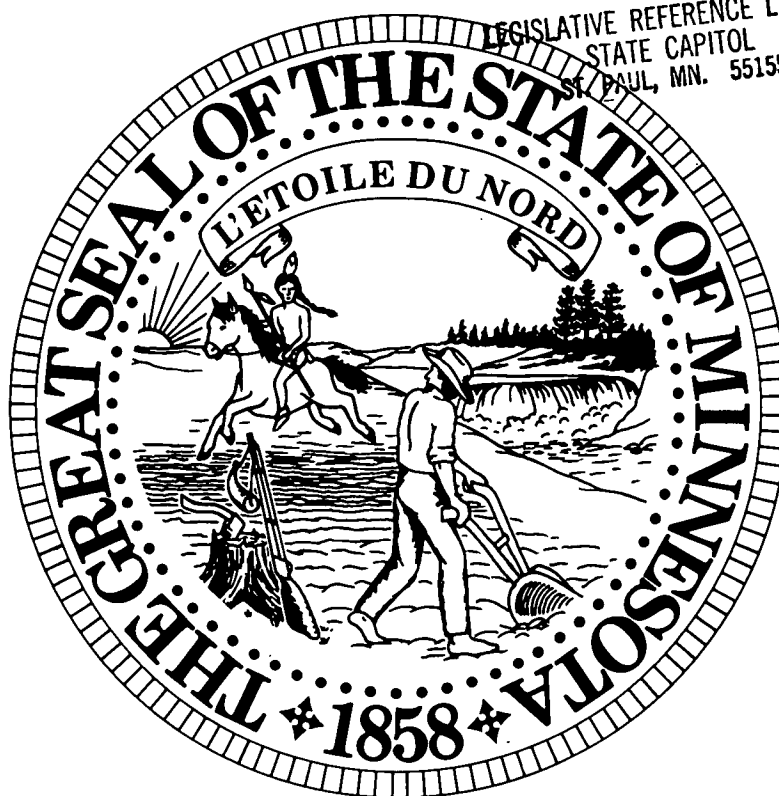
STATE REGISTER

Department of Administration—Documents Division

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State Register

Judicial Notice Shall Be Taken of Material Published in the State Register

The *State Register* is the official publication of the State of Minnesota, containing executive orders of the governor, proposed and adopted rules of state agencies, official notices to the public, state and non-state public contracts, grants, supreme court and tax court decisions, and a monthly calendar of cases to be heard by the state supreme court.

Printing Schedule and Submission Deadlines

Vol. 12 Issue Number	*Submission deadline for Executive Orders, Adopted Rules and **Proposed Rules	*Submission deadline for State Contract Notices and other **Official Notices	Issue Date
6	Monday 27 July	Monday 3 August	Monday 10 August
7	Monday 3 August	Monday 10 August	Monday 17 August
8	Monday 10 August	Monday 17 August	Monday 24 August
9	Monday 17 August	Monday 24 August	Monday 31 August

*Deadline extensions may be possible at the editor's discretion; however, none will be made beyond the second Wednesday (12 calendar days) preceding the issue date for rules, proposed rules and executive orders, or beyond the Wednesday (5 calendar days) preceding the issue date for official notices. Requests for deadline extensions should be made only in valid emergency situations.

**Notices of public hearings on proposed rules and notices of intent to adopt rules without a public hearing are published in the Proposed Rules section and must be submitted two weeks prior to the issue date.

Instructions for submission of documents may be obtained from the State Register editorial offices, 504 Rice Street, St. Paul, Minnesota 55103, (612) 296-4273.

The *State Register* is published by the State of Minnesota, Department of Administration, Documents Division, 117 University Avenue, St. Paul, Minnesota 55155, pursuant to Minn. Stat. § 14.46. Publication is weekly, on Mondays, with an index issue in September. In accordance with expressed legislative intent that the *State Register* be self-supporting, the subscription rate has been established at \$130.00 per year, postpaid to points in the United States. Second class postage paid at St. Paul, Minnesota. Publication Number 326630. (ISSN 0146-7751) No refunds will be made in the event of subscription cancellation. Single issues may be obtained at \$3.50 per copy.

Subscribers who do not receive a copy of an issue should notify the *State Register* Circulation Manager immediately at (612) 296-0931. Copies of back issues may not be available more than two weeks after publication.

Rudy Perpich, Governor

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For Legislative News

Publications containing news and information from the Minnesota Senate and House of Representatives are available free to concerned citizens and the news media. To be placed on the mailing list, write or call the offices listed below:

SENATE

Briefly-Preview—Senate news and committee calendar; published weekly during legislative sessions.

Perspectives—Publication about the Senate.

Session Review—Summarizes actions of the Minnesota Senate.

Contact: Senate Public Information Office
Room 231 State Capitol, St. Paul, MN 55155
(612) 296-0504

HOUSE

Session Weekly—House committees, committee assignments of individual representatives; news on committee meetings and action. House action and bill introductions

This Week—weekly interim bulletin of the House.

Session Summary—Summarizes all bills that both the Minnesota House of Representatives and Minnesota Senate passed during their regular and special sessions.

Contact: House Information Office
Room 175 State Office Building, St. Paul, MN 55155
(612) 296-2146

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NOTICE: How to Follow State Agency Rulemaking in the *State Register*

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 75 state agencies have the authority to issue rules. Each agency is assigned specific *Minnesota Rule* chapter numbers.

If an agency seeks outside opinion before issuing new rules or rule amendments, it must publish a NOTICE OF INTENT TO SOLICIT OUTSIDE OPINION in the *Official Notices* section of the *State Register*.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*.

After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as **Proposed Rules**. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted.

For a more detailed description of the rulemaking process, see the *Minnesota Guidebook to State Agency Services*.

Every odd-numbered year the *Minnesota Rules* are published. This is a ten-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Proposed and adopted emergency rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues 1-13 inclusive; issues 14-25 inclusive; issue 26, cumulative for issues 1-16; issues 27-38 inclusive; issue 39, cumulative for 1-39; issues 40-51 inclusive; and issue 52, cumulative for 1-52. An annual subject matter index for rules appears in August.

For copies of the *State Register*, a subscription, the annual index, the *Minnesota Rules* or the *Minnesota Guidebook to State Agency Services*, contact the Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-652-9747 and ask for "Documents."

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Proposed Rules

Pursuant to Minn. Stat. of 1982, §§ 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 Agriculture

Proposed Permanent Rules Relating to Organic Food

Notice of Intent to Adopt Rules without a Public Hearing

Notice is hereby given that the Minnesota Department of Agriculture intends to adopt the above-entitled rules without a public hearing, following the procedures set forth in the Administrative Procedures Act for adopting rules without a public hearing in *Minnesota Statutes*, Sections 14.22-14.28. The statutory authority to adopt these rules is *Minnesota Statutes*, Section 31.94.

All persons have 30 days in which to submit comment in support of or in opposition to the proposed rules or any part or subpart of the rules. Comment is encouraged. Each comment should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed.

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.

Proposed Rules

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 their name and address, and is encouraged to identify the portion of the proposed rules addressed, the reason for the request, and any proposed change. If a public hearing is required, the department will proceed according to *Minnesota Statutes*, Sections 14.131 to 14.20.

Comments or written requests for a public hearing must be submitted to: Carol Milligan, Minnesota Department of Agriculture, 90 West Plato Boulevard, St. Paul, MN 55107, (612) 296-6906.

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

A copy of the proposed rules is attached to this Notice.

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

The proposed rules would impact processors, manufacturers and retailers of organic food by imposing standards and requiring records to be kept. However, since most businesses impacted are small businesses, any allowances made for small businesses would seriously undermine the effectiveness of the rules.

If no hearing is required, upon adoption of the final rules, the rules and the required supporting documents will be submitted 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 rules must submit a written request to Ms. Milligan.

Dated: 15 July 1987

Jim Nichols, Commissioner
Department of Agriculture

Rules as Proposed (all new material)

1555.0005 DEFINITIONS.

Subpart 1. **Scope.** The definitions in subparts 2 to 13 apply to parts 1555.0005 to 1555.0012.

Subp. 2. **Certification.** "Certification" means the process by which an organization, business, or firm concerned with production, processing, distribution, or general promotion of organic foods verifies that a given farm or processor meets that organization's standards.

Subp. 3. **Department.** "Department" means the Minnesota Department of Agriculture.

Subp. 4. **Drug.** "Drug" means an article intended for use in the diagnosis, cure, mitigation, treatment, or prevention of disease in animals other than man and articles other than feed intended to affect the structure or any function of an animal's body.

Subp. 5. **Fertilizer material.** "Fertilizer material" means a substance containing nitrogen, phosphorus, potassium, or a recognized plant food nutrient, or a compound which is used primarily for its plant nutrient content or for compounding mixed fertilizers except unmanipulated animal and vegetable manures.

Subp. 6. **Horticultural oils.** "Horticultural oils" means a highly refined paraffinic petroleum product made solely for use on plants at specific dosages to act as an insecticide or miticide.

Subp. 7. **Natural organic fertilizer.** "Natural organic fertilizer" means materials derived from either plant or animal products containing one or more elements (other than carbon, hydrogen, and oxygen) which are essential for plant growth. These materials may be subjected to biological degradation processes under normal conditions of aging, rainfall, sun curing, air drying, composting, rotting, enzymatic or anaerobic or aerobic bacterial action, or any combination of these. These materials must not be mixed with synthetic materials or changed in any physical or chemical manner from their initial state except by physical manipulation such as drying, cooking, chopping, grinding, shredding, or pelleting.

Subp. 8. **Pesticide.** "Pesticide" means a substance or mixture of substances intended for preventing, destroying, repelling, or mitigating a pest, and a substance or mixture of substances intended for use as a plant regulator, defoliant, or desiccant.

Subp. 9. **Plant amendment.** "Plant amendment" means a substance applied to plants or seeds which is intended to improve conditions which facilitate germination, growth, yield, product quality, reproduction, flavor, or other desirable characteristics of plants except commercial fertilizers, soil amendments, agricultural liming materials, animal and vegetable manures, and pesticides.

Subp. 10. **Soap.** "Soap" means fatty acids and their salts if the fatty acid occurs in nature.

Subp. 11. **Soil amendment.** "Soil amendment" means (1) an aggregant, additive, or organic chemical substances, (2) a chemically or physically modified natural substance, (3) a naturally occurring substance, or (4) a manufacturing by-product, mixed or unmixed, which is represented as having a primary function of forming or stabilizing soil aggregants in soil to which it is to be applied and thereby improving the resistance of the soil to the slaking action of water, increasing its water and air permeability, improving the resistance of its surface to crusting, improving its ease of cultivation, or otherwise favorably modifying its structural or physical properties.

Subp. 12. **Synthetic.** "Synthetic" means a complex compound artificially produced usually by chemical synthesis of elements or simple compounds.

Subp. 13. **Verification.** "Verification" means a procedure by which a certifying body determines that foods represented as organic are in compliance with their standards through the use of questionnaires, affidavits, farm inspections, residue tests, record audits, or other procedures.

1555.0006 ORGANIC FOOD REQUIREMENTS.

Food for which the terms "organic food," "organically grown food," or a derivative of the word "organic" are used must be food which:

A. was produced, harvested, cleaned, stored, transported, distributed, processed, and packaged without the use of artificial irradiation, synthetic pesticides, synthetic plant or soil amendments, or fertilizer materials except natural organic fertilizers or as specifically allowed in part 1555.0007;

B. contains no added artificial coloring, artificial flavoring, or artificial preservative;

C. in the case of perennial crops, was grown in soil or growth medium free of synthetic pesticides, synthetic soil and plant amendments, and synthetic fertilizer materials, except as specifically allowed in part 1555.0007, for three years before and throughout the entire growing and harvesting season of the crop;

D. in the case of annual crops and two-year crops, was grown in soil free of synthetic pesticides, synthetic soil and plant amendments, and synthetic fertilizer materials, except as allowed in part 1555.0007, for three years before planting or transplanting and throughout the entire growing and harvesting of the crop;

E. in the case of meat, poultry, wild or domesticated game, shell fish, other nonplant life, or fish, was raised for at least the final 60 percent of its sale weight:

(1) on food produced in conformity with item C or D;

(2) without the application of any synthetic pesticides or drugs;

(3) in a habitat for growth or culture that has been free of synthetic fertilizers, pesticides, hormones, antibiotics, growth stimulants, and arsenicals for at least three years, except as allowed in part 1555.0007;

(4) without any drug or synthetic pesticides administered or introduced by any method, except for treatment of a specific disease or malady as diagnosed by a veterinarian not less than 90 days before the slaughter for meat, poultry, wild or domestic game, shell fish, other nonplant life, or fish; and

F. in the case of milk or eggs, was produced by animals raised in accordance with item E, except that no synthetic pesticide or drug was administered or introduced less than 30 days before the production of the milk or eggs.

1555.0007 EXCEPTIONS.

Exceptions to part 1555.0006 include:

A. enzyme sources;

B. cultures of living or killed microorganisms;

C. bordeaux mixtures;

D. elemental sulfur and lime sulfur;

E. gypsum;

F. diatomaceous earth;

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Proposed Rules

G. basic copper sulfate;

H. horticultural oils;

I. fish emulsion that is not synthetically produced;

J. soap;

K. naturally occurring mineral materials that are not chemically modified;

L. botanically derived pesticides containing no other active pesticidal ingredient but which may contain synthetic compounds such as emulsifiers, synergists, and carriers; and

M. pesticide or other toxic chemical residues, not to exceed ten percent of the tolerance established by the United States Food and Drug Administration or Environmental Protection Agency.

1555.0008 TREATED SEED, TRANSPLANTS AND PROPAGATING PARTS.

Subpart 1. **Organic food producers.** If organic food producers wish to purchase and use treated seed, treated transplants, or treated propagating parts, they must submit a written statement to the department that useable untreated seed transplants or propagating parts of the desired kind or variety are not available. A record of the purchase, including the kind and amount of seed, variety if any, the name and address of the seller and the date of purchase, must be maintained by the producer for three years after the crop is harvested.

Subp. 2. **Certified organic food producers.** If certified organic food producers wish to purchase and use treated seed, treated transplants, or treated propagating parts, they must submit a written statement to the certifying agency at the time of certification that useable untreated seed transplants or propagating parts of the desired kind or variety are not available. A record of the purchase, including the kind and amount of seed, variety if any, the name and address of the seller and the date of purchase, must be maintained by the producer for three years after the crop is harvested.

1555.0009 RECORDS.

Subpart 1. **Producer.** A producer who sells food derived from a crop which the producer has grown and which is identified as organic, organically grown, or by a derivative of the word "organic," shall accurately keep the following records: year and type of crop; location of the acreage used for growing that crop; additions made to the soil or applied to that crop; use of any treated seed, treated transplants, or treated propagating parts; and quantity, date, and acreage harvested. These records must be retained for three years after the food is sold and delivered by the producer.

Subp. 2. **Processors and manufacturers.** A person who processes or manufactures a food which is sold or identified as organic, organically grown, or by a derivative of the word "organic," shall keep accurate records of the ingredients of that food, the names and addresses of persons from whom the ingredients were purchased, the date and quantity of ingredients purchased, and copies of invoices. These records must be retained for three years after the food is sold and delivered.

Subp. 3. **Vendors.** A person who sells a food subject to subpart 1 or 2, shall keep accurate records of the names and addresses of persons from whom that food was purchased, the date and quantity of food purchased, and copies of invoices. These records must be retained for three years after the food is sold and delivered.

Subp. 4. **Provision of information.** A producer, processor, manufacturer, or vendor of food subject to subpart 1, 2, or 3 shall provide the department, on demand, relevant information from the records required under this part.

1555.0010 INSPECTION AUTHORITY.

The department may inspect at reasonable times an area where food identified, labeled, or advertised as organic, organically grown, or by a derivative of the word "organic," is grown, processed, manufactured, stored, or sold.

1555.0011 CERTIFICATION OR VERIFICATION.

No food which is identified, labeled, or advertised as organic, organically grown, or by a derivative of the word "organic," may be identified, labeled, or advertised as "certified" or "verified" unless the name of the person or organization that provides that certification or verification is stated on any identification, label, or advertisement.

1555.0012 PROHIBITIONS.

No claim or implication may be made in the identification, labeling, advertising, or promotion of a food product, including processed food products, that the food product is organic, organically grown, or by a derivative of the word "organic," unless the product, including all of its ingredients, conforms to the requirements of parts 1555.0005 to 1555.0012.

Food that contains one or more organic ingredients may contain an information statement on the label, such as: "Contains organic rye flour," in letters not to exceed one-half the height of the letters used in the product identity. The word "organic" also must precede the name of each organic ingredient identified in the list of ingredients.

EFFECTIVE DATE. Parts 1555.0005 to 1555.0010 become effective March 1, 1988. Parts 1555.0011 and 1555.0012 become effective September 1, 1988.

Department of Commerce

Proposed Permanent Rules Relating to the Medical Joint Underwriting Association

Notice of Hearing

Notice is given that a public hearing will be held pursuant to *Minnesota Statutes* Section 14.14, subdivision 1 (1984), in the above-entitled matter in the Large Hearing Room, 500 Metro Square Building, St. Paul, MN 55101 on Sept. 10, 1987 at 9:00 A.M. and continuing until all interested persons and groups have had an opportunity to be heard concerning adoption of these proposed rules by submitting either oral or written data, statements, or arguments. Statements, briefs or written material may be submitted within the comment period described in this notice without appearing at the hearing by sending them to Administrative Law Judge, Jon Lunde, Office of Administrative Hearings, 4th Floor Summit Bank Building, 310 4th Avenue South, Minneapolis, MN 55415 telephone (612) 341-7645. The rule hearing procedure is governed by *Minnesota Statutes* Section 14.14-14.20 and by *Minnesota Rules* Parts 1400.0200-1400.1200. Questions regarding procedure may be directed to the Administrative Law Judge at the above-listed address.

The Commissioner is seeking to determine if there is medical malpractice insurance available in the voluntary market for surgical assistants. If it is determined that such insurance is not available, the Commissioner will issue a rule authorizing the Joint Underwriting Association, established by *Minnesota Statutes* Chapter 62F, to issue medical malpractice insurance on a primary basis to surgical assistants who are unable to obtain the coverage.

The Department has elected to consider the authorization to issue medical malpractice insurance by the Joint Underwriting Association to be a rule and is accordingly proceeding pursuant to Chapter 14 of *Minnesota Statutes* in regard to the rule and proceeding pursuant to its authority in Chapter 62F and *Minnesota Statutes* section 45.023.

Notice is hereby given that a Statement of Need and Reasonableness is now available for review at the Department of Commerce and is available at the Office of Administrative Hearings. This Statement of Need and Reasonableness includes a summary of all of the evidence and arguments which the Department anticipates presenting at the hearing justifying both the need for and the reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the Department of Commerce or the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Pursuant to *Minnesota Statutes* Section 14.155, subdivision 2, the impact on small business has been considered in the promulgation of the rules. Anyone wishing to present evidence or argument as to the rules' effect on small business may do so. The Department's position regarding the impact of the rules on small business is set forth in greater detail in the Statement of Need and Reasonableness.

All interested or affected persons will have an opportunity to participate by presenting oral and/or written evidence at the hearing. Questioning of agency representatives or witnesses, and of interested persons making oral statements will be allowed in order to explain the purpose or intended operation of the proposed rules, or a suggested modification, or for other purposes material to the evaluation or formulation of the proposed rules. As a result of the hearing process, the proposed rule may be modified.

Written material may be submitted to the Administrative Law Judge and recorded in the hearing record for five working days after the public hearing ends. The comment period may be extended for a longer period not to extend 20 calendar days if ordered by the Administrative Law Judge at the hearing. Comments received during the comment period will be available for review at the Office of Administrative Hearings. Following the five to twenty day comment period, there will be a three day period in which the Commissioner and interested persons may respond in writing to any new information submitted. During the three day period, the agency may indicate in writing whether there are any amendments suggested by other persons which the agency is willing to adopt. Additional evidence may not be submitted during the three day period. The written responses will be added to the record of the proceedings.

Notice: Any person may request notification of the date on which the Administrative Law Judge's report will be available after which date the Department of Commerce may not take any final action on the rules for a period of five working days. If you desire to be so notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request

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Proposed Rules

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 the State. The notice must be mailed on the same day that 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 Department of Commerce at any time prior to the filing of the rules with the Secretary of State.

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 an 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 communicating 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, 41 State Office Building, St. Paul, Minnesota, 55155 telephone (612) 296-5615.

One free copy of this Notice and the proposed rules may be obtained by contacting Richard G. Gomsrud, Department Counsel, Department of Commerce, 500 Metro Square Building, St. Paul, MN 55101, (612) 296-5689. Additional copies will be available at the door on the date of the hearing.

Dated: 21 July 1987

Michael A. Hatch
Commissioner of Commerce

Rules as Proposed

2791.0100 AUTHORIZATION TO ISSUE MEDICAL MALPRACTICE INSURANCE.

Pursuant to *Minnesota Statutes*, section 62F04, the joint underwriting association is hereby authorized to issue medical malpractice insurance on a primary basis to physicians, hospitals, and other health care providers who are unable to obtain medical malpractice insurance coverage in the voluntary market. Those classes of physicians, hospitals, and other health care providers who are unable to obtain medical malpractice insurance and whom the joint underwriting association is authorized to issue medical malpractice insurance are:

- A. physicians;
- B. certified nurse-midwives;
- C. licensed psychologists and licensed consulting psychologists;
- D. licensed chemical dependency treatment organizations and licensed half-way houses;
- E. hospitals;
- F. nursing homes; ~~and~~
- G. perfusionists; and
- H. surgical assistants.

Minnesota Housing Finance Agency

Proposed Permanent Rules Relating to American Indian Housing

Notice is hereby given that the Minnesota Housing Finance Agency ("agency") proposes to adopt the above-entitled rules without a public hearing. The agency has determined that the proposed adoption of these rules will be noncontroversial in nature and has elected to follow the procedures set forth in *Minnesota Statutes* Section 14.21 to 14.28.

Persons interested in these rules shall have 30 days to submit comments in support of or in opposition to the proposed rules within the 30-day comment period. Such comments are encouraged, and should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed. The proposed rule may be modified as the result of comments received if the modifications are supported by the data and views submitted to the agency and do not result in a substantial change in the proposed language. Unless twenty-five or more persons submit written requests for a public hearing on the proposed rule within the 30-day comment period, a public hearing will not be held. In the event a public hearing is required, the agency will proceed according to

the provisions of *Minnesota Statutes* Section 14.14 *et. seq.* 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.

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

Kathleen J. Johnson
Legal Division
Minnesota Housing Finance Agency
Suite 300
400 Sibley Street
St. Paul, Minnesota 55101
Telephone: 612/296-9794

Authority for the adoption of these rules is contained in *Minnesota Statute* Section 462A.06, Subd. 4 and 11. Additionally, a Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rules, and that identifies the data and information relied upon to support the proposed rules has been prepared and is available from Kathleen J. Johnson upon request.

Upon adoption of the final rules without a public hearing, the proposed rules, this notice, the Statement of Need and Reasonableness, all written comments received, and the final rules as adopted will be delivered to a designee of the Attorney General for review as to form and legality, including the issue of substantial change, and to determine whether the agency has the authority to adopt the rules and whether the record demonstrates a rational basis for the need for and reasonableness of the proposed rules. Persons who wish to receive notice of the date of submission of these rules to the Attorney General for review, or who wish to receive a free copy of the final rules as adopted, should make such requests to Kathleen J. Johnson.

A copy of the proposed rule is attached to this notice. Additional copies may be obtained by contacting Kathleen J. Johnson.

Please be advised that *Minnesota Statute* Chapter 10A.03 requires each lobbyist to register with the State Ethical Practices Board within five (5) days after he or she commences lobbying. A lobbyist is defined in *Minnesota Statutes* Section 10A.01, Subd. 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 \$250.00, not including his own travel expenses and membership dues, in any year, for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials; or

(b) Who spends more than \$250.00, not including his own traveling expenses and membership dues, in any year for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.

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

Dated: 7 August 1987

James J. Solem
Executive Director

Rules as Proposed

4900.0930 ADJUSTED INCOME.

Adjusted income shall be computed in accordance with part 4900.0010, subparts 3 and 12. To calculate adjusted income for purposes of parts 4900.0900 to 4900.1080, for all lending programs other than the off-reservation demonstration program referred to in *Laws of Minnesota* 1987, chapter 404, section 28, subdivision 1, and those permanent program components that may evolve from the demonstration program, the applicant's gross annual income for the two years immediately prior to the date of application for the loan, adjusted in accordance with part 4900.0010, subparts 3 and 12, shall be added to the applicant's projected gross annual income for the year next following the date of application, also adjusted in accordance with part 4900.0010, subparts 3 and 12, and the total thus obtained shall be divided by three.

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Proposed Rules

4900.0980 RATE OF INTEREST.

The rate of interest charged by the tribe, band, or communities on housing loans made pursuant to the act, the plan, and parts 4900.0900 to 4900.1080, shall be ~~not less than two percent and not more than the highest rate of interest authorized by applicable usury and lending laws negotiated between the tribe, band, or communities, and the MHFA.~~ The prime consideration in establishing rates of interest for eligible loans shall be to make the plan self-supporting by generating sufficient interest income to offset the expenses incurred in the development and operation of the plan, with the exception of the first year's expenses which shall be funded from the appropriation provided in the act upon MHFA's approval of a detailed budget for that first year.

Department of Public Service

Proposed Permanent Rules Relating to Building Energy Audits

Notice of Intent to Adopt a Rule without a Public Hearing

Notice is hereby given that the State Department of Public Service 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 contained in *Minnesota Statutes* section 116J.035, Subdivision 2, as amended by *Laws of Minnesota, 1987*, Chapter 312, Art. 1, Section 8, Subd. 3 and Reorganization Order Number 140 dated December 29, 1986.

All persons 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. 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:

Mary Pat Haney or Jeremy de Fiebre
Department of Public Service
Energy Division
900 American Center
150 E. Kellogg Boulevard
St. Paul, MN 55101
Telephone: (612) 297-2103

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

A copy of the proposed rule follows this notice.

A free copy of the proposed rule is available upon request from Ms. Haney or Mr. de Fiebre at the address given above.

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 Ms. Haney or Mr. de Fiebre upon request.

If no hearing is required, upon adoption of the rule, the rule and the required supporting documents will be submitted 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 Ms. Haney or Mr. de Fiebre at the address given above.

Dated: 24 July 1987

Tony Perpich, Director
Department of Public Service

Rules as Proposed (all new material)**ENERGY AUDITS OF PUBLIC SCHOOL DISTRICTS, CITIES, COUNTIES, AND TOWNS****7680.0100 PURPOSE.**

Parts 7680.0100 to 7680.0200 are adopted under the authority of Minnesota Statutes, section 116J.035, subdivision 2, to establish criteria and procedures for granting financial assistance to Minnesota public school districts, cities, counties, and towns for conducting building energy audits under the state's cost-share maxi-audit program.

7680.0110 DEFINITIONS.

Subpart 1. **Scope.** For the purposes of parts 7680.0100 to 7680.0200, the following terms have the meanings given them.

Subp. 2. **Authorized cost-share maxi-auditor.** "Authorized cost-share maxi-auditor" is a person who has met the requirements of part 7680.0140.

Subp. 3. **Building.** "Building" means any existing, separate, enclosed, heated structure owned and operated by a municipality.

Subp. 4. **Cost-share maxi-audit.** "Cost-share maxi-audit" means a detailed engineering analysis of a building and its energy using systems, including the plumbing, lighting, heating, ventilating, and air conditioning systems. The primary objective of a cost-share maxi-audit is to identify and quantify the economic and engineering feasibility of energy conservation measures for a building and its energy using systems.

Subp. 5. **Cost-share maxi-audit manual or manual.** "Cost-share maxi-audit manual" or "manual" means the manual incorporated by reference in part 7680.0200.

Subp. 6. **Cost-share maxi-audit report.** "Cost-share maxi-audit report" means a written document prepared according to the cost-share maxi-audit manual as the result of a cost-share maxi-audit of a building.

Subp. 7. **Department.** "Department" means the Minnesota Department of Public Service.

Subp. 8. **Designated official.** "Designated official" means a person designated by a municipality or joint power of municipalities to sign a grant for cost-share maxi-audit services.

Subp. 9. **Municipality.** "Municipality" means a public school district, statutory or home rule charter city, county, or town in Minnesota, or joint power of these.

7680.0120 ELIGIBILITY.

All municipalities are eligible for cost-share maxi-audit grants for buildings which they own and operate. A building for which a municipality has received cost-share maxi-audit funds is not eligible for another cost-share maxi-audit grant until five years after the date of the previous cost-share maxi-audit grant payment.

7680.0130 COST-SHARE MAXI-AUDIT REQUIREMENTS.

Cost-share maxi-audit reports shall be prepared in accordance with the manual incorporated by reference in part 7680.0200.

7680.0140 COST-SHARE MAXI-AUDITOR AUTHORIZATION.

An authorized cost-share maxi-auditor is a person who is a professional electrical or mechanical engineer or architect registered in Minnesota and who has:

- A. agreed to abide by the requirements of this part when conducting cost-share maxi-audits;
- B. agreed to attend mandatory cost-share maxi-audit information and training sessions conducted by the department;
- C. signed and submitted to the department, upon completion of the mandatory cost-share maxi-audit training, the Authorization Agreement for Cost-Share Maxi-Auditors which is provided in the manual and is available upon request from the department; and
- D. agreed to make appropriate changes and additions to a cost-share maxi-audit report within 30 days after being sent written notification from the department of the required changes and additions.

These requirements must be adhered to in order for a person to maintain authorized cost-share maxi-auditor status.

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Proposed Rules

7680.0150 APPLICATION.

Subpart 1. **Process.** The municipality must submit to the department an application for cost-share maxi-audit funds on a form provided by the department. This application must include the following:

- A. the municipality's name and address;
- B. the name and address of the building;
- C. the area of the building in square feet;
- D. the building audit status: previously maxi-audited or unaudited;
- E. the date of the application; and
- F. a contact person's name, title, and telephone number.

Subp. 2. **Application period.** The department will process applications in accordance with part 7680.0190, subpart 1, until all funds have been encumbered.

7680.0160 CONTRACT PROCESS.

Subpart 1. **Application review.** Upon receipt of an eligible application from a municipality, the department will determine the funding limits for each building according to part 7680.0190, subpart 2, and will prepare a cost-share maxi-audit grant contract for each building.

Subp. 2. **General.** The department will send the prepared contract to the applicant for signatures by two of the applicant's officials authorized to sign contracts. Grant contracts must be signed and returned to the department within 45 days of the department's mailing date to the applicant. If the grant contract has not been returned within 45 days, the funds may be redistributed to other applicants. After complete execution of the grant contract by the state of Minnesota, the department will send the municipality a copy of the fully executed contract, required scope of work, and a list of authorized cost-share maxi-auditors.

7680.0170 COST-SHARE MAXI-AUDIT REPORT REVIEW.

The department will review cost-share maxi-audit reports to verify that all requirements of the manual have been fulfilled. If the department review identifies any requirements that have not been fulfilled, the department will notify both the grantee and the authorized cost-share maxi-auditor of the necessary changes and additions. The department may conduct an on-site verification of the data contained in the cost-share maxi-audit report. When the cost-share maxi-audit report has been determined to fulfill all requirements, notice of acceptance will be sent to the grantee.

7680.0180 REIMBURSEMENT.

To be reimbursed for the funds approved in part 7680.0190, subpart 2, the following conditions must be met:

- A. The municipality must not have contracted for or begun work before the fully executed grant contract was received by the municipality.
- B. The cost-share maxi-audit must have been conducted by an authorized cost-share maxi-auditor.
- C. The municipality must have submitted to the department no later than 90 days before the expiration date of the contract, the following:
 - (1) one copy of the cost-share maxi-audit report signed by an authorized cost-share maxi-auditor for each building that was awarded a cost-share maxi-audit grant; and
 - (2) one copy of the invoice for the cost-share maxi-audit work, itemized by building.
- D. The cost-share maxi-audit report must have met the requirements of the manual.

7680.0190 FUNDING.

Subpart 1. **Priorities.** The department will process grant applications that comply with parts 7680.0100 to 7680.0190 on a first come, first served basis, based on the day an eligible and complete application is received by the department. If eligible and complete applications received on the same day cannot all be funded due to lack of available funds, the department will first process applications for previously unaudited buildings. If funds are not available for all eligible applications for previously unaudited buildings, the department will process grants so that each affected application receives an equal percentage of the eligible grant amount. If funds are available after processing all eligible applications for previously unaudited buildings, the department will process eligible grant applications for previously audited buildings. If funds are not available for all eligible applications for previously audited buildings, the department will process grants so that each affected application receives an equal percentage of the eligible grant amount. When all available funds have been encumbered, the department will not process any further applications, and affected applicants will be notified.

Adopted Rules

Subp. 2. **Limits.** Grants will be issued by the department for eligible applications up to the funding limits, based on building size, as shown in the following table. The department will reimburse grantees for 50 percent of the actual cost of a cost-share maxi-audit or the approved grant amount, whichever is less, when the requirements of part 7680.0180 have been met.

Funding Limits for Cost-Share Maxi-Audits

<u>Building Size in Square Feet</u>	<u>Formula</u>	<u>Funding Limits</u>
0-5,000	—	\$500
5,001-25,000	—	\$1,000
25,001-50,000	(Area) (\$.04/sq.ft.)	\$1,000-\$2,000
50,001-100,000	(Area) (\$.024/sq.ft.) + \$800	\$2,000-\$3,200
100,001-150,000	(Area) (\$.016/sq.ft.) + \$1,600	\$3,200-\$4,000
150,001-200,000	(Area) (\$.012/sq.ft.) + \$2,200	\$4,000-\$4,600
200,001-250,000	(Area) (\$.008/sq.ft.) + \$3,000	\$4,600-\$5,000
250,001 and up	—	\$5,000

Subp. 3. **Restrictions.** Municipalities awarded cost-share maxi-audit grants with money from alleged violations of federal petroleum pricing regulations cannot use funding from this program for the applicant's share of the cost of their cost-share maxi-audit.

7680.0200 INCORPORATION BY REFERENCE.

The Cost-Share Maxi-Audit Manual (1987), written and published by the Energy Division of the Department of Public Service, is incorporated by reference. The manual is not subject to frequent change and is available from the Department of Public Service, 900 American Center Building, 150 East Kellogg Boulevard, Saint Paul, MN 55101, and on the Minitex interlibrary loan system from the Minnesota State Law Library, Ford Building, 117 University Avenue, Saint Paul, MN 55155.

Adopted Rules

The adoption of a rule becomes effective after the requirements of Minn. Stat. § 14.14-14.28 have been met and five working days after the rule is published in *State Register*, unless a later date is required by statutes or specified in the rule.

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

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

An emergency rule becomes effective five working days after the approval of the Attorney General as specified in Minn. Stat. § 14.33 and upon the approval of the Revisor of Statutes as specified in § 14.36. Notice of approval by the Attorney General will be published as soon as practicable, and the adopted emergency rule will be published in the manner provided for adopted rules under § 14.18.

Department of Health

Adopted Permanent Rules Relating to Review of Care and Classification of Residents in Facilities Participating in the Medical Assistance Program

The rules proposed and published at *State Register*, Volume 11, Number 22, pages 970-975, December 1, 1986 (11 S.R. 970) are adopted with the following modifications:

Rules as Adopted

4656.0010 SCOPE.

Parts 4656.0010 to 4656.0090 establish procedures for the assessment of the appropriateness and quality of care and services furnished to medical assistance sponsored residents of facilities certified for participation in the medical assistance program under

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Adopted Rules

United States Code, title 42, sections 1396-1396p, as amended through December 31, 1984, under *Minnesota Statutes*, section 144.072. Parts 4656.0010 to 4656.0090 also establish procedures for the assessment of private paying residents in certified nursing homes and boarding care homes, under *Minnesota Statutes*, section 144.0721, and for the classification of medicaid sponsored and private paying residents in certified nursing homes and boarding care homes, under *Minnesota Statutes*, section 144.0722. Procedures for determining the operating cost payment rates for all certified nursing homes and boarding care homes are found in rules of the Department of Human Services, parts 9549.0050 to 9549.0059 ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted.~~

4656.0020 DEFINITIONS.

Subp. 7. Private paying resident. "Private paying resident" means a nursing home or boarding care home resident who is not a medical assistance recipient.

~~Subp. 7-~~ 8. Quality assurance and review or QA&R. "Quality assurance and review" or "QA&R" means the program established under *Minnesota Statutes*, sections 144.072 and 144.0721.

~~Subp. 8-~~ 9. Resident. "Resident" means an individual residing in a facility certified for participation in the medical assistance program under *United States Code*, title 42, sections 1396-1396p as amended through July 18, 1984, unless otherwise provided in parts 4656.0010 to 4656.0090.

~~Subp. 9-~~ 10. Resident class. "Resident class" means each of the 11 categories established in part 9549.0058 ~~as proposed at State Register, volume 11, pages 999 to 1001 and as subsequently adopted.~~

~~Subp. 10-~~ 11. Resident plan of care. "Resident plan of care" for residents of nursing homes means the patient care plan specified in part 4655.6000. Resident plan of care for residents in boarding care homes means the overall plan of care as defined in *Code of Federal Regulations*, title 42, section 442.319, as amended through December 31, 1984.

~~Subp. 11-~~ 12. Resident record. "Resident record" means the entire record of a resident compiled by the nursing home or boarding care home. The resident record must include the following:

- A. the admission record;
- B. the medical plan of care;
- C. the resident plan of care;
- D. documentation from services providing care to the resident;
- E. reports of any diagnostic testing, consultation, and other services;
- F a copy of any transfer data provided to another health care facility; and
- G. a discharge summary.

4656.0030 ANNUAL RESIDENT ASSESSMENT.

Subpart 1. **Inspection of care requirements.** The department shall annually assess the appropriateness and quality of care and services provided to medical assistance sponsored residents in every certified facility, and to private paying residents in certified nursing homes and boarding care homes. Assessments must be conducted in accordance with the inspection of care requirements established by *Code of Federal Regulations*, title 42, sections 456.600 to 456.614, ~~as amended through December 31, 1984.~~ However, provisions relating to recommendations for changes in the level of care provided shall not apply to private paying residents.

Subp. 2. **Assessment process.** A registered nurse shall complete an assessment form for each resident, at the time of the inspection undertaken pursuant to subpart 1. The assessment form shall be completed in accordance with procedures established in the Inspection of Care Instruction Manual, with Procedures for Completing Case Mix Requests for Classification published by the Minnesota department of Health. ~~Pages 8 to 29 Part IV C. and D. of the November 1986~~ July 1987 version of the manual are incorporated by reference. This manual is available at the Ford Law Library, 117 University Avenue, Saint Paul, Minnesota 55155. This material is not subject to frequent change. The completed assessment form must reflect the resident's needs at the time of the assessment. The assessment process includes observation of the resident, review of the medical record, and when necessary, staff interviews.

CASE MIX REIMBURSEMENT CLASSIFICATIONS

4656.0040 CLASSIFICATION OF ASSESSMENTS COMPLETED BY REVIEW TEAMS.

Within 15 working days of receiving assessment documents submitted under part 4656.0030, the department shall classify each resident of a certified nursing home or boarding care home into one of the resident classes prescribed by part 9549.0058, ~~subpart 1, item F subparts 1 and 2, as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted,~~ and mail a written notice of the classification to the resident and to the facility. The written notice must specify that the resident or the resident's authorized representative and the facility have the right to review the department's documents supporting the classification and to

request a reconsideration of the classification. This notice must also include the address and telephone number of the area nursing home ombudsman.

4656.0050 REVIEW AND CLASSIFICATION OF FACILITY AND PREADMISSION SCREENING ASSESSMENTS.

Subpart 1. **Assessment instructions.** Assessment forms which are completed in accordance with part 9549.0059, ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~ must be completed by using the procedures established in the Facility Manual for Completing Case Mix Requests for Classification published by the Minnesota Department of Health. ~~Pages 10 to 23 Part IV C. of the November 1986 July 1987~~ version of the manual are incorporated by reference. This manual is available at the Ford Law Library, 117 University Avenue, Saint Paul, Minnesota 55155. This material is not subject to frequent change.

Subp. 2. **Classification or notification of incomplete assessments.** Within 15 working days of receiving a request for classification submitted under part 9549.0059 ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~, the department shall classify the resident into one of the resident classes established under part 9549.0058 ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~, or notify the individual completing the assessment or the facility furnishing the documentation of the need to submit additional information necessary for determining the classification.

Subp. 3. **Requests requiring additional information.** When additional information requested under subpart 2 has been submitted and the department has determined that the request for classification is complete and accurate, the department shall classify the resident into one of the resident classes established under part 9549.0058 ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~, and mail a written notice of the classification to the resident and to the resident's facility within 15 working days.

Subp. 4. **Classification notice.** Classification notices provided under this part must include the resident's classification, as well as a statement which informs the resident, the resident's authorized representative, and the facility of the right to review the department's documents supporting the classification and to request a reconsideration of the classification. This notice must also include the address and telephone number of the area nursing home ombudsman.

4656.0060 FACILITY RESPONSIBLE FOR DISTRIBUTING CLASSIFICATION NOTICES.

Within ~~five~~ three working days of receipt of the notice, the facility must provide the resident ~~or~~, the person responsible for the resident's payment, or another person designated by the resident with every classification notice mailed to the facility by the department under parts 4656.0040 ~~and~~, 4656.0050, and 4656.0080. If the resident's classification has changed, the facility must include the current rate for the new classification with the classification letter. When the private paying resident is not responsible for payment, the classification letter must be sent to the person who is responsible for payment or to the person designated by the resident.

4656.0070 REQUEST FOR RECONSIDERATION OF RESIDENT CLASSIFICATION.

Subpart 1. **Reconsideration permitted.** The facility, the resident, or the resident's authorized representative may request that the department reconsider the classification.

Subp. 2. **Request for reconsideration.** A reconsideration request must be ~~in writing and submitted to the department within ten working days of receiving the notice of the resident's classification.~~ Requests must be accompanied by written documentation to support the claim that the resident's needs at the time of the assessment were different from those needs identified in the assessment, or that the needs identified in the assessment require a different resident classification from the classification assigned by the department. The facility shall provide a resident or the resident's authorized representative with a copy of the assessment form and any other documentation provided to the department in support of the resident's assessment. ~~This documentation must be provided within one working day of receipt of a written or verbal request from the resident or the resident's authorized representative.~~ If a facility requests the reconsideration of a resident's classification, the facility must provide written notice to the resident or the person responsible for the resident's payment on the date the request is submitted to the department. The notice to the resident or the person responsible for the resident's payment must contain the information provided to the department that supports the request for reconsideration submitted in accordance with the provisions of Minnesota Statutes, section 144.0722, subdivisions 3, 3a, and 3b.

4656.0080 AUDITS OF ASSESSMENTS OF NURSING HOME RESIDENTS.

Subpart 1. **Audit types.** The department shall audit the accuracy of resident assessments performed under parts 9549.0050 to

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Adopted Rules

9549.0059 ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~, through desk audits and on-site review of residents and their records. The department shall reclassify a resident it determines to have been incorrectly classified.

Subp. 2. **Unannounced audits.** The department is authorized to conduct ~~unannounced~~ on-site ~~audit reviews~~ audits on an unannounced basis.

Subp. 3. **Access to records.** Facilities shall grant the department access during regular business hours, to examine the medical records relating to the resident assessments selected for audit under this part. For the purpose of clarifying or substantiating these records, the department may also speak to facility staff and physically observe the resident. ~~Refusal to grant the department access to examine and clarify or substantiate the medical records shall be grounds for a correction order.~~

Subp. 4. **Documentation time frame.** The department shall consider the following documentation, as relevant to the audit process:

A. documentation recorded in the resident record up to four days after the date the resident returns from the hospital, but only as the documentation relates to the resident's condition at the time the resident is assessed under part 9549.0059, subpart 4, item A ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~;

B. documentation recorded in the resident record up to nine days after the date the resident is admitted to the nursing home, but only as the documentation relates to the resident's condition at the time the resident is assessed under part 9549.0059, subpart 1 ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~; and

C. documentation recorded in the resident record up to the time the resident is assessed under parts 9549.0059, subpart 2 or subpart 4, item B ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~; and part 4656.0030.

Subp. 5. **Routine audits procedures.** Facilities will be routinely audited at least once per calendar year in accordance with the following procedures:

A. The department shall select for audit either ten percent or ten, whichever is greater, of the assessments submitted in accordance with part 9549.0059, subpart 2, ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~, or ten percent or ten, whichever is greater, of the assessments submitted during the previous four months in accordance with part 9549.0059, subparts 1 and 4 ~~as proposed at State Register, volume 11, pages 988 to 1004 and as subsequently adopted~~.

Subp. 6. **Special audits.** The department may conduct special audits ~~whenever it deems such audits necessary if it determines that circumstances exist that could alter or affect the validity of case mix classifications of residents.~~ Examples of circumstances include the following: frequent changes in the administration or management of the facility; an unusually high percentage of residents in a specific case mix classification; a high frequency in the number of reconsideration requests received from a facility; frequent adjustments of case mix classifications as the result of reconsiderations or audits; a criminal indictment alleging provider fraud; or other similar factors that relate to a facility's ability to conduct accurate assessments.

Subp. 7. **Notice to facility.** No exit interview will be conducted at the facility to discuss the preliminary findings of the department. Within 15 working days of completing the audit process, the department shall mail the written results of the audit to the facility, along with a written notice to the resident and to the facility which contains the resident's classification and a statement informing the resident, the resident's authorized representative, and the facility of their right to review the department's documents supporting the classification and to request a reconsideration of the classification. This notice must also include the address and telephone number of the area nursing home ombudsman.

4656.0090 DEATH, DISCHARGE, AND CHANGE OF PAYMENT SOURCE, AND TRANSFER INFORMATION.

Every month, certified facilities shall provide updated information to the department relating to the deaths, discharges, changes in payment source when the resident payment goes from private pay to medicaid sponsored, ~~and transfers~~ that occurred within the facility the previous month. This information must be provided on forms developed by the department.

Official Notices

Pursuant to the provisions of Minn. Stat. § 15.0412, subd. 6, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

The *State Register* also publishes other official notices of state agencies, notices of meetings, and matters of public interest.

Higher Education Facilities Authority

Notice of Public Hearing on Proposal to Issue Revenue Bonds on Behalf of the College of St. Thomas

NOTICE IS HERBY GIVEN that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue bonds on behalf of the College of St. Thomas, a Minnesota nonprofit corporation and institution of higher education (the "College"), at the Authority's offices at 278 Metro Square Building, 7th and Robert Streets, St. Paul, Minnesota on Wednesday, August 26, 1987 at 2:00 o'clock p.m.

Under the proposal, the Authority would issue its revenue bonds in an aggregate principal amount of up to approximately \$13,600,000, to provide financing for all or part of a Project generally described as the acquisition of land and buildings at 2260 Summit Avenue, St. Paul, Minnesota, from The Saint Paul Seminary; expansion and remodeling of Murray Hall on the main campus of the College at 2155 Summit Avenue, St. Paul, Minnesota; additions to and renovations of Brady Center, renovation of the heating plant, and roof replacement and exterior repair to Grace and Cretin Residences, all on the former campus of the Saint Paul Seminary at 2260 Summit Avenue, Saint Paul, Minnesota; acquisition of certain real property adjacent to the campus of the College, to be used for College purposes; and acquisition of computer hardware and software.

All of the facilities proposed to be financed will be owned and operated by the College, whose street address is 2115 Summit Avenue, St. Paul, Minnesota. At said time and place the Authority shall give all parties who appear an opportunity to express their views with respect to the proposal to undertake and finance the Project. A copy of the Application of the College is on file at the offices of the Authority and is available for inspection during regular business hours, 8:00 a.m. to 4:00 p.m., Monday through Friday.

Dated: 30 July 1987

Joseph E. LaBelle,
Executive Director
Higher Education Facilities Authority

Higher Education Facilities Authority

Notice of Public Hearing on Proposal to Issue Revenue Bonds on Behalf of Macalester College

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue bonds on behalf of Macalester College, a Minnesota nonprofit corporation and institution of higher education (the "College"), at the Authority's offices at 278 Metro Square Building, 7th and Robert Streets, St. Paul, Minnesota on Wednesday, August 26, 1987 at 2:00 o'clock p.m. Under the proposal, the Authority would issue its revenue bonds in an aggregate principal amount of up to approximately \$9,000,000, to provide financing for a Project generally described as the acquisition, construction, furnishing and equipping of an approximately 94,000 square foot library and remodeling related facilities, to be owned and operated by the College on the campus of the College at 1600 Grand Avenue, St. Paul, Minnesota. At said time and place the Authority shall give all parties who appear an opportunity to express their views with respect to the proposal to undertake and finance the Project. A copy of the Application of the College is on file at the offices of the Authority and is available for inspection during regular business hours, 8:00 a.m. to 4:00 p.m., Monday through Friday.

Dated: 30 July 1987

Joseph E. LaBelle,
Executive Director
Higher Education Facilities Authority

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

Metropolitan Council

Public Hearing on 1988 Work Program and Budget

The Metropolitan Council will hold a public hearing on its proposed 1988 work program and budget on Thursday, September 10, 1987, 5 p.m., at the Metropolitan Council offices, 300 Metro Square Bldg., 7th and Robert Sts., St. Paul. All interested persons are encouraged to attend the hearing and offer comments. People may register in advance to speak by calling Jane Larson at 291-6500. A draft of the document for public hearing will be adopted by the Council on August 13, 1987. Copies of the proposed work program and budget will be available for public inspection beginning Monday, August 17 at designated libraries throughout the region. For information on the location of these libraries or a free copy of the budget document, call 291-6464.

Metropolitan Council

Notice of Preliminary Review Schedule for Revision of the Transportation Chapter of the Metropolitan Development Guide

The Transportation Chapter of the Metropolitan Development Guide is the Metropolitan Council's plan and program for transportation. It presents the Council's philosophy, assumptions, goals and policies concerning the metropolitan highway and transit systems.

This transportation policy plan revises the chapter adopted in 1984. It will propose greater support for management, adaptation and reconstruction of the existing highway and transit facilities and services, greater use of traffic-demand management techniques and a strengthened role for transit, both conventional and ridesharing.

The following is the preliminary review schedule for this transportation policy plan revision.

September 29, 1987	Metropolitan Systems Committee of the Council adopts the draft document for transmittal to the Regional Transit Board for its 90-day review.
March 24, 1988	Council adopts draft document for public hearing and sets public hearing date.
April 26, 1988	Public hearing on draft plan.
May 10, 1988	Public record closes.
June 23, 1988	Council adopts the transportation policy plan.

A notice of public hearing will be published. If you have questions regarding the schedule or the draft transportation policy plan, call Carl Ohrn of the Council's staff at 291-6507.

Minnesota Pollution Control Agency

Division of Air Quality

Notice of Intent to Solicit Outside Information Regarding Proposed Rules Governing Standards of Performance for Motor Vehicles, *Minnesota Rules* 7005.1150-7005.1190

Notice is hereby given that the Minnesota Pollution Control Agency (Agency) is seeking information or opinions from outside sources in preparing to propose the amendment of rules governing Standards of Performance for Motor Vehicles, *Minnesota Rules* Parts 7005.1150-7005.1190. The amendment of the rules is authorized by *Minnesota Statutes* § 116.07, subd. 4 (1986), which allows the Agency to adopt, amend, or rescind rules for the prevention or abatement of air pollution.

The Agency requests information and opinions concerning the subject matter of the rule. Interested persons or groups may submit data or views in writing or orally. Written or oral statements or comments should be directed to:

Robert Berg
Minnesota Pollution Control Agency
Division of Air Quality
520 Lafayette Road North
St. Paul, Minnesota 55155
Telephone 612/296-7542

Oral statements will be received during regular business hours, 8:00 a.m. to 4:30 p.m., Monday through Friday.

State Contracts and Advertised Bids

All statements of information will be accepted until October 1, 1987. Any written materials received by the Agency shall become part of the rulemaking record in the event that the rule is amended.

Thomas J. Kalitowski
Commissioner

Teachers Retirement Association

Meeting Notice

The Board of Trustees, Minnesota Teachers Retirement Association will hold a special meeting on Thursday, August 20, 1987 at 10:00 a.m. in Suite 500, Gallery Building, 17 West Exchange Street, St. Paul, MN 55102 to consider recommendations of the Administrative Hearing Judge in a contested case.

State Contracts and Advertised Bids

Pursuant to the provisions of Minn. Stat. § 15.0412, subd. 6, an agency must make reasonable effort to publicize the availability of any services contract or professional and technical services contract which has an estimated cost of over \$2,000.

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute.

Commodities contracts with an estimated value of \$15,000 or more are listed under the Procurement Division, Department of Administration. All bids are open for 7-10 days before bidding deadline. For bid specifics, time lines, and other general information, contact the appropriate buyers whose initials appear in parentheses next to the commodity for bid, by calling (612) 296-6152.

Department of Administration: Procurement Division

Contracts and Requisitions Open for Bid

Call 296-6152 for Referral to Specific Buyers, whose initials are next to each commodity.

Commodity for Bid (and Buyer)	Bid Closing Date at 2 pm	Department or Division	Delivery Point	Requisition #
Ergonomic office chairs (JPK)	August 14	Revenue	Various	Various
PC/AT compatibles (PA)	August 17	State University	Mankato	26 071 17282
Trucks and vans	August 17	Various	Various	26 070 11993-2
Rebid PC/AT compatibles (JPC)	August 17	State University	Mankato	26 071 17225
Urine specimen collection kits (DK)	August 18	Public Safety	St. Paul	Price Contract
Electric chain hoist (DM)	August 18	Transportation	St. Paul	79 000 74617
Sperry equipment (Pat)	August 18	State University	Mankato	26 071 17489
Janitorial service (JS)	August 18	Transportation	Roseville	Price Contract

Department of Administration: Printing & Mailing Services

Printing vendors for the following printing contracts must review contract specifications in printing buyers office at 117 University Avenue, Room 134-B, St. Paul, MN.

Commodity for Bid (and Buyer)	Bid Due Date at 2 pm	Department or Division	Delivery Point	Requisition #
Voter information pamphlets	August 11	Secretary of State	St. Paul	613
Voter Registration cards	August 11	Secretary of State	St. Paul	614
SELF Applications	August 11	Higher Education Coord. Bd.	St. Paul	639
"Lake Country Journal" College newspaper	August 12	Community College	International Falls	866
Certificate of vehicle inspection	August 12	Public Safety	St. Paul	853

State Contracts and Advertised Bids

Commodity for Bid (and Buyer)	Bid Due Date at 2 pm	Department or Division	Delivery Point	Requisition #
1987 Income Tax and Property Tax Envelopes	August 12	Revenue	St. Paul	826
Invoice for grain inspection services	August 12	Agriculture	Minneapolis	787
Expiration notice	August 12	Electricity Bd.	St. Paul	432
Certificate of weight	August 12	Agriculture	St. Paul	454
1987 Deer Registration Station List	August 12	Natural Resources	St. Paul	561
Employees Biweekly Time Report	August 12	Natural Resources	St. Paul	559
Declaration Forms	August 12	Revenue	St. Paul	605
Road Tax Return	August 12	Revenue	St. Paul	606
Minnesota State Park Guide	August 13	Natural Resources	St. Paul	1085
1987 Income Tax Forms & Instructions	August 17	Revenue	St. Paul	1086
Certificate of exemption	August 14	Labor and Industry	St. Paul	952

Minnesota School and Resource Center for the Arts

Notice of Request for Proposals for Graphic Design Services

The Minnesota School and Resource Center for the Arts is seeking qualified individuals or organizations to provide graphic design services in conjunction with the development of public information materials about its purpose and activities.

The specific services which will be provided under contract are outlined in detail in the Request for Proposal (RFP) statement of Project Tasks.

The formal RFP may be requested and inquiries should be directed to:

Barbara Martin, Director, Agency Relations
Minnesota School and Resource Center for the Arts
514 St. Peter Street, Suite 110
St. Paul, MN 55102

It is anticipated that the cost of services, as described in the statement of Project Tasks, to be provided during the contract period from October 1, 1987 through June 30, 1988, will be no more than \$60,000. This is the maximum price to be paid and the School and Resource Center for the Arts does not commit itself to spend this entire amount. The deadline for submission of completed proposals will be the close of working day August 28, 1987.

Department of Education

Request for Proposals for Regional Coordination and Delivery of Planning, Evaluating, and Reporting Services

Proposals are requested from Educational Cooperative Service Units or other regional educational service agencies in the provision of curriculum and related services to local school districts relative to the Planning, Evaluating, and Reporting (PER) legislation. If more than one agency submits a proposal to provide services within an educational cooperative service unit region, the Department encourages the agencies to develop a joint proposal. Successful proposals will be funded via performance contracts.

For further information contact:

Dr. Barry Shaffer
Office of Assessment and Program Evaluation
550 Cedar Street
St. Paul, MN 55101

Proposals must be submitted by September 4, 1987.

Governor's Drug-Free Communities Program

Notice of Request for Proposals for Model Alcohol/Drug Abuse Prevention Programs and Model Training Programs

Proposals are being solicited for development of (1) model community-based alcohol/drug prevention programs and (2) model training programs in the State of Minnesota.

Approximately \$700,000 is available for approximately 30 to 35 competitive grants. The project year is January 1, 1988 through December 31, 1988. Eligible applicants include local governments and other public and private nonprofit agencies.

Copies of the complete Request for Proposals and application forms may be obtained by writing the State Planning Agency, Human Services Division, 200 Capitol Square Building, 550 Cedar Street, St. Paul, Minnesota 55101, or calling 612/296-4852 or 612/296-4854.

Proposals must be submitted by October 15, 1987.

Minnesota Historical Society

Notice of Contract Availability for Cultural Resource Survey and Planning Work

It is anticipated that the Minnesota Historical Society will require the services of qualified contractors to complete the cultural resource surveys and planning projects outlined below.

1. National Register nominations for state owned buildings located in Sauk Center, Anoka, St. Paul, Minneapolis, Moorhead, St. Cloud, Winona, and Lake County; time period approximately 10/1/87-2/29/88; project estimate: \$12,000.00.

2. Revisions to several National Register nomination forms for history/architecture properties; time period approximately 10/1/87-12/31/87; project estimate: \$8,000.00.

3. Revisions to several National Register nomination forms for archaeological properties; time period approximately 10/1/87-12/31/87; project estimate: \$5,000.00.

4. History/architecture intensive level survey of log buildings in and near Embarrass Township, St. Louis County; time period approximately 10/1/87-6/30/88; project estimate: \$13,000.00.

5. Development of information on property types identified as part of the Northern Minnesota Lumbering Context; 11/1/87-3/31/88; project estimate: \$5,000.00.

6. Evaluation of data from historic bridge survey project; time period 10/1/87-6/30/88; project estimate: \$50,000.00.

7. History/architecture reconnaissance level survey of selected municipalities in Hennepin County; time period 1/1/88-6/30/88; project estimate: \$10,000.00.

8. History/architecture intensive level survey of state park buildings constructed by the WPA/CCC; time period 1/1/88-7/31/88; project estimate: \$15,000.00.

Required Qualifications:

1. For all projects:

a. Demonstrated experience in conducting cultural resource planning, identification, evaluation, and/or registration activities in conformance with the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation highly preferred.

b. Preparation of a National Register form for a property that has been placed on the Register within the last five years highly preferred.

2. For all projects except #3:

A graduate degree in history, architectural history, art history, historic preservation, or closely related field; or a bachelor's degree in history, architectural history, art history, historic preservation or closely related field plus one of the following:

a. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historical organization or agency, museum, or other professional institution; or

b. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history or American architectural history.

3. For project #3 only:

State Contracts and Advertised Bids

A graduate degree in archaeology, anthropology, or closely related field plus:

- a. At least one year of full-time professional experience or equivalent specialized training in archaeological research, administration or management.
- b. At least four months of supervised field and analytic experience in general North American archaeology.
- c. Demonstrated ability to carry research to completion.

Contractor qualifications, amount of bid, and quality of proposal will be considered in making the award.

These services will be provided under contract. More detailed written information on each project may be obtained by contacting: Mark Schwartz, Contract Officer, Minnesota Historical Society, 1500 Mississippi St., St. Paul, MN 55101, (612) 296-2155.

Qualified contractors should send proposals (including a dollar bid and a project implementation proposal), not to exceed two pages in length, resume (including any experience in cultural resource work, especially experience conducted in conformance with the Secretary of the Interior's Standards), and a completed National Register nomination to: Mark Schwartz, Contract Officer, Minnesota Historical Society, 1500 Mississippi Street, St. Paul, MN 55101, no later than the close of the business day (5:00 p.m.), August 28, 1987. Late proposals will not be accepted.

Award of these contracts is contingent upon the availability of federal funds. This solicitation for proposals does not obligate the Society to complete these projects, and the Society reserves the right to cancel solicitation if it is considered to be in the Society's best interests. The Society also reserves the right to reject or accept any or all proposals and to waive any irregularities therein.

Department of Human Services

Mental Health Program Division

Request for Proposals to Design and Conduct a Study of Housing Needs of Persons with Mental Illness

I. Introduction

The Minnesota Department of Human Services, Mental Health Division, is soliciting proposals from qualified consultants to:

1. design and conduct a study of housing needs of persons with serious and persistent mental illness in Minnesota;
2. design a continuum of housing programs and residential treatment services for persons with mental illness, based on the results of the housing study and normalization and least restrictive setting principles; and
3. develop recommendations for implementing the services continuum.

This request for proposal does not obligate the State to complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

II. Qualifications of Respondents

Respondents must be able to demonstrate experience and expertise in designing, conducting and analyzing studies on housing. Additionally, respondents must be able to demonstrate experience and expertise in the field of mental illness, and familiarity of services for persons with serious and persistent mental illness.

III. Scope of the Project

A. Duration of the Project

This project will be initiated upon selection of a proposal. The results of this study, services continuum design and recommendations on implementation of the services continuum must be submitted to the Department no later than December 31, 1987.

B. Tasks to be Performed

The Department's objective in this project is to have an independent expert study, evaluate and make recommendations on Minnesota's housing and residential treatment services to persons with serious and persistent mental illness. To this end the consultant will be expected to perform the following tasks:

1. Design and conduct a client survey, based on research and survey techniques, on the housing needs of persons with mental illness in Minnesota. This survey must address at a minimum:
 - (a) What housing and residential treatment services clients would prefer, client's current income, and client's level of functioning.
 - (b) What problems clients report having had with attaining appropriate residential treatment and housing.

2. Design and conduct a survey of local mental health, social service, and housing providers, county mental health workers and local housing agency workers examining the housing needs of clients with mental illness as well as existing housing options.

3. Based on the results of these surveys, the contractor will provide an analysis of the current housing and residential treatment services to persons with mental illness in Minnesota. This should include:

(a) Analysis of housing needs expressed by clients, based on client's age, sex, need of support services, and current type of housing or residential treatment.

(b) Analysis of housing needs identified by mental health service providers and county mental health workers. The analysis will include examining housing needs by population, density of the area, urban, suburban, rural and by the support services needed for persons to live in the least restrictive setting.

(c) Analysis of housing needs identified by local housing providers and housing agency workers. The analysis will include examining housing needs by population, density of the area, urban, suburban and rural and by the support services needed for persons to live in the least restrictive setting.

(d) The appropriateness of existing housing alternatives for persons with serious and persistent mental illness.

(e) Identification of the adequacy of various housing alternatives.

(f) Identification of the availability of various housing alternatives.

4. Work closely with designated members of the Department staff in all stages of the project to assure the provision of a final report that meets requirements of Minnesota Laws 1987, chapter 197, section 4, subdivision 5. Department staff will assist the consultant as necessary, in obtaining required Departmental information. The contractor will provide a progress report every two weeks throughout the duration of the project.

5. Provide a written report of the study including the methods used, the results, and the contractor's analysis of Minnesota's housing and residential treatment services for persons with mental illness. Provide two camera ready copies of the survey data collected in paper form, and one copy on a 5¼" floppy (double or high density) diskette in a format usable by the Mental Health Division's IBM Micro Computer hardware and software.

6. Based on the latest research and knowledge in the fields of mental illness, housing, residential treatment, and utilizing normal, least restrictive setting principles, the consultant will provide a written report conceptualizing a continuum of housing and residential treatment services for persons with severe and persistent mental illness in Minnesota. This report must include thorough documentation of the process, method and rationale used in designing this services continuum.

7. Based on the results of this study and on the continuum of services, the consultant will provide written recommendations for implementing the continuum of services in Minnesota.

8. The consultant must be available to assist Department staff in presenting the recommendations to the legislature in January, 1988.

C. Maximum Expenditure

The Department will not accept any bids that exceed a total cost of \$20,000.

IV. Proposal Contents

The following will be considered minimum contents of the consultant's proposal:

A. An outline of the contractor's background and experience in conducting this type of study, analysis, and service design development.

B. A restatement of the objectives and tasks of the project to illustrate the consultant's understanding of the proposal.

C. Identification of all personnel including subcontractors who will perform each task, their training and experience. No change in personnel assigned to this project will be permitted without approval of the Department's project manager. Responders must assure that they do not employ and will not employ any current State employees for this project.

D. A detailed work plan which identifies in specific terms all the tasks to be performed with timelines and cost estimates for each task.

E. A copy of recently completed studies or presentations regarding the issues described above or similar issues.

V. Evaluation

All proposals received by the deadline will be evaluated. An oral interview may be part of the selection process. Factors upon which the proposals will be judged include:

1. Expressed understanding of the project objectives and scope.

2. Qualifications and experience of both company and personnel.

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3. Proposed survey and continuum design methods and resources.
4. Project management capabilities and experience.
5. Project work plan and timetable.
6. Cost of the project as presented in the itemized budget.

Evaluation and selection will be completed by September 11, 1987. Results will be sent by mail to all responders.

VI. All proposals must be sent to and received by Mary Jo Verschay at the following address by 4 p.m., Monday, August 31, 1987.

Minnesota Department of Human Services
Mental Health Division
4th Floor
Centennial Office Building
St. Paul, Minnesota 55155
(612) 297-2831

Late proposals will not be accepted. Six copies of the proposal must be submitted in a sealed mailing envelope or package with the responder's address clearly written on the outside. The proposal must be signed by an authorized member of the contracting firm. Prices and terms of the proposal as stated must be valid for the length of the project. Prospective responders who have questions concerning this request for proposal may call Mary Jo Verschay.

State University Board

St. Cloud State University

Notice of Availability of Contract for Consultant on Ice Facility Planning

The State University Board, on behalf of St. Cloud State University, requires the services of a qualified consultant experienced in the operational and functional maintenance of an ice arena and to perform as an advisor in the development of plans and specifications for an olympic-level training facility to be constructed on the campus of St. Cloud State University.

Consultant's experience and background will consist of shown expertise in the following areas:

1. Knowledge of operational costs relating to design, HVAC, and ice making equipment.
2. Income generation as it relates to the design of the facility.
3. Knowledge of space and press requirements in a major ice arena.
4. Involved in the management of an ice arena.

Cost Estimate: The estimated fee for consultant's services is approximately \$200 per day for a contract not to exceed \$7,000. Individuals desiring consideration should submit a resume of their experience before August 14, 1987. This is not a request for proposals. Consultant shall be selected on the basis of past experience and knowledge of the project requirements. Consultants based in the State of Minnesota shall be given first consideration. Additional information on the project may be obtained by contacting:

William Radovich
St. Cloud State University
St. Cloud, Minnesota 56301
Telephone: (612) 255-2286

Minnesota Office on Volunteer Services

Request for Proposals of Six Contracts

The Minnesota Office in Volunteer Services (M.O.V.S.) wishes to retain contractors to perform a variety of services.

A. Fundraising

Goal: To develop and implement a plan to raise major contributions (grants) for M.O.V.S. in Fiscal Years 1988 and 1989 and to develop a stable, but diversified, funding base by 7/1/90. Fundraising goals are \$250,000 in FY88 and \$300,000 in FY89. Responsibilities will include:

- investigate community response to M.O.V.S. fundraising;
- conduct feasibility study for fundraising efforts;

- develop comprehensive plan for a wide range of fundraising mechanisms;
- identify appropriate community leaders to assist in fundraising; and
- provide fundraising training to staff and volunteers.

Timeframe: See above.

Estimated Cost: \$25,000 for FY88, \$15,000 for FY89

B. Market Analysis/Feasibility Study

Goal: To analyze the feasibility of M.O.V.S. charging a fee for some services, including:

- an analysis of current and proposed competition;
- determination of the market for M.O.V.S. current and potential services;
- study on the impact charging for services will have on M.O.V.S. current and potential consumers; and
- recommend what M.O.V.S. services should be marketed and at what fee schedule.

Timeframe: Report completed by 12/1/87.

Estimated Cost: \$7,000.

C. Future Structure for M.O.V.S.

Goal: To conduct a study of the various options for the future structure of M.O.V.S. and to make recommendations to the Commissioner of Administration, Director and Chairperson of the M.O.V.S. Advisory Committee as to the best structure and action steps needed to achieve the recommended goal. Options studied should include, but not be limited to:

- remaining primarily state-funded, within the Department of Administration;
- remaining primarily state-funded within another agency;
- remaining primarily state-funded as a separate agency;
- becoming a “quasi-public” agency with substantial state funding and ties;
- becoming a nonprofit agency with substantial state funding and ties; and
- becoming a nonprofit agency with little state funding and ties.

Timeframe: Complete study by 10/15/87.

Estimated Cost: \$2,000

NOTE: This effort could be combined with A or B above.

D. Seed Money for State Study of Volunteer Demographics/Contributions

Goal: To direct a project which will result in the conducting, tabulating, analyzing and dissemination of a poll that measures the financial and volunteer contributions of Minnesotans, including:

- convene interested parties and maintaining communication and relationships
- obtain funding for the poll
- obtain/develop a polling instrument compatible with national studies
- identify and work with a polling company/firm
- review/edit of final poll report
- arrange for distribution of results (i.e. news releases, media coverage, printing, funding).

Timeframe: Convene parties by 10/1/87, Study completed by 4/1/88.

Estimated Cost: \$2,500 seed money, other funds to come from outside sources.

E. Computerize Mail List and Upgrade MIS System

Goal: To computerize the entire M.O.V.S. mail list, using the MIS system in order to increase our ability to identify and serve organizations involved in volunteer program management, including:

- develop systems which will produce materials and data which are marketable;
- upgrade M.O.V.S. equipment to accommodate the new systems;
- revise and streamline current MIS;

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- survey all those currently on mail list to determine if they want to continue;
- code all respondents to correspond to MIS system;
- enter data on MIS system; and
- produce periodic reports on progress.

Timeframe: Complete computerization by 5/1/88.

Estimated Cost: \$15,000 (includes equipment)

F. Taxonomy Project

Goal: To bring the M.O.V.S. MIS system into conformity with the categories and taxonomy agreed to by Independent Sector and IRS, including:

- review other possible taxonomy systems currently being used;
- work with the Minnesota Attorney General, Secretary of State and Department of Revenue to change their record-keeping systems to the same taxonomy; and
- revise M.O.V.S. current MIS system as needed.

Timeframe: Complete by 11/1/87.

Estimated Cost: \$1,000

NOTE: This effort might be completed in combination with E above.

Proposals must be received by 4:30 p.m. August 27, 1987. Copies of the Requests for Proposals are available upon request. Inquiries and requests should be directed to:

Laura Lee M. Geraghty, Director
Minnesota Office on Volunteer Services
Department of Administration
500 Rice Street
St. Paul, Minnesota 55155
612/296-4731

Non-State Public Contracts

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector.

It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

Otter Tail County

Request for Proposals for Comprehensive Recycling Program

Otter Tail County, Minnesota is currently seeking comprehensive proposals for a recycling program to be implemented in the county.

PROPOSAL SHOULD INCLUDE:

1. A discussion of items to be recycled. At a minimum these should include: aluminum, glass, newsprint, corrugated cardboard, computer and office paper, and plastics. Additional items may be included if desired.
2. The discussion should include a per item: method of collection, method of transportation, method of processing, potential marketing and the relative stability of those markets.

3. Facilities and equipment necessary for transportation and processing should be thoroughly discussed including history and success or failure of such collection and processing equipment.

4. Method of financing including: tipping fees, grants, loans and public or private contributions should be thoroughly discussed.

5. Description and discussion regarding how the project developer and the county can cooperatively and adequately present and promote the program to its citizens. Describe the coordination and dispersion of public educational information.

PROPOSALS SHOULD BE ACCOMPANIED BY:

1. Outline of firms' past and present experiences with similar recycling and solid waste projects.
2. Resumes of the individuals primarily involved in the development of the projects.
3. List of references.

PROPOSALS WILL BE EVALUATED BY:

1. Applicability to Otter Tail County's size, diversity and geographic location.
2. Percent of waste stream recycled or proposed to be recycled.
3. Cost effectiveness of this proposal relative to other solid waste activities in the area.
4. Overall approach and scope of the project.

Otter Tail County reserves the right to reject any and all proposals both before and after an interview process.

All proposals should be submitted to the Otter Tail County Department of Solid Waste, Court House, Fergus Falls, MN 56537, on or before 12:00 noon, Friday, September 25, 1987. All proposals shall be accompanied by at least seven copies of the document.

State Grants

In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grant funds available through any agency or branch of state government. Although some grant programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself.

Agencies are encouraged to publish grant notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

Department of Health**Announcement: of Summary of Activities Funded in Application for Preventive Health and Health Services Block Grant for Federal Fiscal 1988**

The Minnesota Department of Health has prepared an application for the Preventive Health and Health Services Block Grant for Federal Fiscal 1988. The following is a financial summary of the activities funded in the application:

Service Area	Amount
I. Disease Prevention and Health Promotion	\$463,100
A. Minnesota Center for Health Promotion and Education	
B. Chronic Disease Epidemiology	
C. Disease Prevention and Health Promotion Management	
D. Disease Prevention and Health Promotion Field Services	
E. Acute Disease Programs	
II. Public Health Laboratories	443,200
A. Clinical Laboratory	
III. Environmental Health	348,800
A. Environmental Field Services	
B. Water Supply and Engineering	
C. Radiation Control	

State Grants

Service Area	Amount
IV. Community Services	\$279,500
A. Community Services Management	
B. Community Development	
C. Public Health Nursing	
V. Emergency Medical Services	279,500
VI. General Support	304,500
A. Rape Prevention	
B. Indirect Cost	
C. Center for Health Statistics	

The Department invites public review and comment. Copies of the application are available upon request. Requests should be sent to David Hovet, Accounting Director, Section of Financial Management, Minnesota Department of Health, P.O. Box 9441, Minneapolis, MN 55440.

Supreme Court Decisions

Decisions Filed Friday, 7 August 1987

C9-87-439 State of Minnesota v. Michael Dale Mavis, petitioner, Appellant. Court of Appeals.

A criminal defendant who unconditionally promises to pay extradition costs as part of a favorable guilty plea agreement resulting in a suspended sentence may not renege on his promise when probation is later revoked.

Reversed and decision of trial court reinstated. Amdahl, C.J.

C6-85-1740 McCarthy Well Company, Inc., petitioner, Appellant v. St. Peter Creamery, Inc. Court of Appeals.

Where the "predominant factor" in an agreement is the performance of services rather than the sale of goods, *Superwood v. Siempelkamp*, 311 N.W.2d 159 (Minn. 1981), does not preclude the recovery of economic losses under tort theory of negligence, or products liability.

An exculpatory clause that is unreadable will not be enforced.

The trial court did not abuse its discretion by asking a single question during its voir dire of the jury as to whether they had "any interest as policyholders, stockholders, officers, agents or otherwise" in an interested insurance company.

It was not error to allow the respondent to proceed at trial under acts of negligence and to allow an expert witness to testify, neither of which was disclosed until five days before trial, because the appellant was not prejudiced thereby.

Affirmed in part and reversed in part. Scott, J.

C9-86-1337, C6-86-1490 Cynthia C. Mech, Appellant v. General Casualty Company of Wisconsin, Larry M. Schmidhuber, et al. Hennepin County.

The insurance policy herein and the proper application of Minnesota and Wisconsin law bar a direct action against the insurer by the plaintiff in Minnesota.

Certified question answered in the affirmative.

Case number C9-86-1337 reversed.

Case number C6-86-1490 reversed. Wahl, J.

Announcements

Department of Agriculture The State Agricultural Stabilization and Conservation Service (ASCS) recommended that eight northern Minnesota counties receive eligibility for the Emergency Feed Program. The counties are Pine, Chisago, Kannabec, Isanti, Sherburne, Mille Lacs, Benton and Morrison. Other counties are completing their disaster assessments. The

program releases feed grains to farmers under a program where the federal government pays 50% of the cost of feed up to a maximum of 5¢ per pound. Farmers may apply at their county ASCS office. If an application is approved by a county committee a farmer will be eligible to buy corn and hay and will be reimbursed when bringing receipts to the county office. Farmers will be paid with PIK certificates and not cash.

When farmers and elevator operators disagree over grain quality and value, the Minnesota Department of Agriculture can now step in to officially resolve the dispute. Local elevators have received pre-addressed sample envelopes to use in settling disputes over the grade, dockage, moisture, and protein content. Envelopes contain instructions for submitting samples and both parties must sign the envelope signifying their agreement on the representativeness of the sample. The law, enacted by the 1987 Minnesota Legislature, requires that payment for the grain be made on the basis of the results certified by the Department. These 300-gram envelopes may be used for protein or factor evaluations. For a full grade, a 1000-gram sample must be submitted using multiple envelopes. New larger envelopes and seals to prevent tampering will be sent to elevators in early September. Cost of the analysis is \$5.70 for protein content and \$10.80 for a grade or factor analysis. These charges include the Federal Grain Inspection Service user fee. Elevators have been notified of the new law by both of the major elevator associations through their membership mailings. The two associations represent more than 95 of the elevators in Minnesota. Questions regarding the implementation of the law may be referred to: Minnesota Department of Agriculture, Grain Inspection Division, 316 Minneapolis Grain Exchange Building, Minneapolis, Minnesota 55415, (612) 341-7190.

Environmental Quality Board EAWs (Environmental Assessment Worksheets), and the regional governing unit requesting them due on August 26, 1987 are: Fountain Place, City of Eden Prairie; Homestead Creek Development, City of Lakeville; St. Louis Co. CSAH 7-101 Relocation, St. Louis County; Deer Run Residential Development, City of Victoria; Lake Virginia/Lake Ann Sewer System, MN Pollution Control Agency (MPCA). The MPCA proposes to issue 5-year certificates which will allow continued use of PCB with various controls, inspections, and removal schedules to: U.S. Dept. of HUD, 1610 S. Sixth St., Minneapolis; Winona State University, Johnson and Sanborn Streets, Winona; and International Bildrite, Inc., 101 E. Hwy 11, International Falls.

The EQB received the following petitions and referred them to their accompanying regional governing unit: Nova Natural Resources Corp., Kaolin Clay Mine, Redwood County; Zenke Limestone Extraction Pit, Winona County. The deadline for comments for the final environmental impact statements for T.H. 77 (Cedar Avenue) and I-494 Interchange project has been extended by the MN Dept. of Transportation to August 10, 1987.

Department of Health The department is seeking information and opinions from interested parties outside the agency, pertaining to the state's fiscal 1988 plan for the federal WIC program, the special supplemental food program for women, infants and children. A draft has been prepared and is available by calling (612) 623-5266. Written presentations can be mailed to Pati Maier, Minnesota Department of Health, 717 Delaware Street S.E., Box 9441, Minneapolis, MN 55440. Any written materials submitted to the department will become part of the official record for the fiscal 1988 WIC plan, subject to review by the U.S. Dept. of Agriculture. No information or opinions will be accepted, orally or in writing, after 4:30 p.m. on August 12, 1987.

The following appointments have been proposed for the Emergency Medical Services Advisory Task Force, which advises the department regarding development of the state's emergency medical services system: Donald C. Latch, Hastings; Julia Silvrants, Luverne; O.J. Doyle, Apple Valley; Marlene B. Jezierski, Blaine; Dr. Daniel G. Hankins, Minneapolis; Dr. Bruce E. Adams, Coon Rapids; Gregory S. McDonald, Duluth; John R. Perkins, Rochester; Jennifer Peterson, Minneapolis; Gene Kinkel, Park Rapids; Randall S. Fischer, Morris; Diana L. Van Wormer, White Bear Lake; Arlun B. Nelson, Buffalo; Lester L. Kachinske, Aitkin; and David Hagen, Roseau.

Department of Jobs and Training Minnesota employers have earned tax credits totaling more than \$10 million in 1987 to date by hiring some 4,300 workers certified eligible under the federal Targeted Jobs Tax Credit (TJTC) program. This program provides employers with a tax credit of up to \$2,400 for wages earned in the first 12 months for each newly hired targeted full-time worker, and as much as \$2,550 for each summer worker. Job Service offices provide employers with certification forms in order to receive tax credits. Additional information on the TJTC program may be obtained from any local Job Service office in 60 locations statewide.

Minnesota's seasonally adjusted unemployment rate edged up for the second consecutive month in June, to 5.2% from 4.8% in May. The jobless measure has remained within a range of 4.6% to 5.4% over the past 14 months. The national unemployment rate in June dropped to 6.1% down 0.2% of a point in May. Wage and salary jobs in the state, on a seasonally adjusted basis, rose 3,200, an increase seen entirely in nonmanufacturing jobs as manufacturing employment was down 200 jobs from May. Service and government sectors each added 1,100 jobs in June while construction had a decline of 600 jobs.

The Minneapolis-St. Paul metropolitan area's jobless rate increased to 4.1% in June, up from 3.6% in May, but the same as the June 1986 reading. The comparable national unemployment rate for June was 6.3%.

Announcements

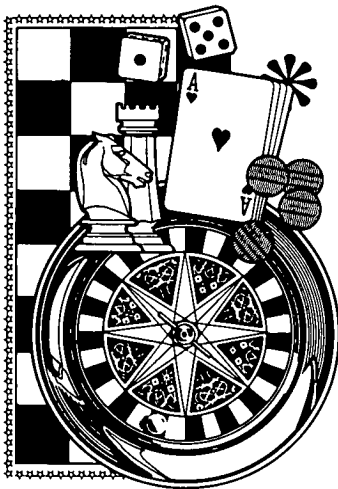
Department of Natural Resources (DNR) Boaters are warned to be on the lookout for scuba divers' warning flags in Minnesota lakes and rivers during the boating season. Warning flags consist of a rectangular piece of plastic or other material that is at least 12×15 inches in size and has a white stripe running diagonally through a red background. The flags are often attached to inner tubes or other types of floats, but they may also be displayed from a watercraft or anchored to the bottom. Scuba divers are required by law to display the warning flag and must stay within 50 surface-measured feet of it. Boats must stay a minimum of 150 feet away from the flags.

The campground at Sakatah Lake State Park, located near Waterville in south central Minnesota, will close on August 1 for a major rehabilitation project lasting 6-8 weeks. Other facilities at the park will remain open during the work.

All sailboards used in Minnesota must be registered with the Minnesota Department of Natural Resources. The law requires that the current registration decal be displayed somewhere on the forward half of the hull, but if the craft's design makes this impossible the decal may be placed on the stern. Sailboards, as well as other watercraft, may be registered at any deputy registrar of motor vehicles or at the DNR License Bureau in St. Paul. The registration fee is \$7 for three years. Persons registering a sailboard for the first time must know its length, manufacturer, type of hull material, model, year and serial or hull identification number (HIN). For more information on boating laws, contact the Minnesota DNR Boating Safety Section at (612) 296-3310. Outside the Twin Cities Metro Area, call 1-800-652-9747 (statewide toll-free).

The Department of Natural Resources (DNR) Land Bureau will be conducting a sale of up to 30 lots with improvements on Devils Track Lake, on Wednesday, Aug. 26 at 10:00 a.m. at the Cook County High School Cafeteria in Grand Marais. The lots, currently under lease, include improvements such as cabin, outhouse and garage which are owned by the lessees. Appraised lot values will run from \$8,000 to \$17,300 and appraised improvement values from \$6,400 to \$66,600. No land or improvements may be sold for less than the appraised price. Anyone wishing to be on the mailing list for this sale and future sales should send their name and address to the DNR Land Bureau, 500 Lafayette Road, St. Paul, MN 55155. For more information, contact Stephanie Warne, Lakeshore Sales Coordinator (612) 296-0639.

An archery deer hunt has been scheduled by the DNR for Camp Ripley. The hunt will take place on two weekends, October 10-11 and October 24-25 at the Camp Ripley Military Reservation and Statutory Game Refuge near Little Falls in Central Minnesota. A drawing will be held to select 5,000 participants. A total of 2,500 archers will be selected for each weekend hunt. To obtain applications for the hunt, write: Archery Hunt, RR4, Box 19A, Little Falls, MN 56345. Those requesting applications for a hunting party should indicate the number in the party. Requests for application forms must be accompanied by a business size stamped and self-addressed envelope that the DNR will use to mail the official application forms and instructions. Requests not submitted in accordance with the above instructions will not be honored. All completed official application forms must be received at the above address on or before August 21, 1987 to be entered in the drawing. Applications received after that date will be discarded, regardless of postmark or postage meter date. Individuals and parties selected in the drawing will be notified about Sept. 10 and told at that time to submit \$5 per archer to cover the special costs incurred in the Camp Ripley Hunt. For more information, contact: Gary Johnson, Area Wildlife Manager (612) 632-6677.



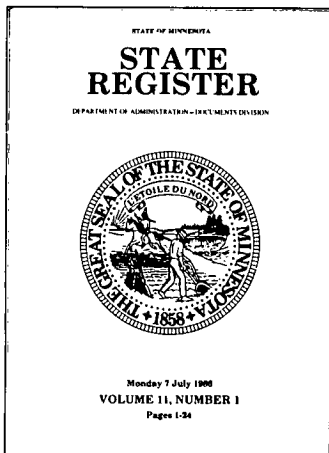
Charitable Gambling Directory

A complete listing in alphabetical order of organizations licensed for charitable gambling in the state. Includes the name, address, zip code and name of contact person. 64 pages. Code #1-11. \$20.00.

CHARITABLE GAMBLING RULES, governing the conduct of charitable gambling events like bingo. Code #3-3, \$5.00.

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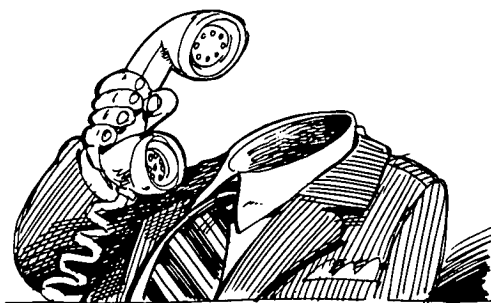
An annual subscription is \$130 and a 13-week trial subscription is \$40. MasterCard/VISA orders can be taken over the phone, otherwise prepayment is required. Send your orders to the Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155.

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Ever called and been transferred to this guy?

1987 & 1988 State of Minnesota Telephone Directory. Get a direct line to the persons you want to speak to. Contains names, numbers, and agencies in the executive, legislative and judicial branches of state government. Four sections give listings alphabetically name, agency, Minnesota region, plus an index for cross referencing. Over 250 pages, paperback, 8½"x11". Code #1-87, \$10.95

U.S. Government Manual 1986-87. Contains comprehensive information on federal agencies of the legislative, judicial and executive branches of government. Each agency description includes address, phone number, a list of principal officials, a summary of each agency's purpose and programs and activities. Paperback 940 pages with appendices and index. Code #16-46. \$19.00



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Department of Commerce Regulated Profession Publications

Banking Laws 1986. Complete text of state law governing banks, trust companies and other financial institutions. Code #2-76 \$29.95

Business and Nonprofit Corporation Act 1986. Laws governing establishment and conduct of for-profit and non-profit corporations in Minnesota. Chapters 80B, 302A, 317. Code #2-87 \$10.00

Fair Labor Standards Act 1985. Minimum wage and overtime compensation standards for employers. Chapter 177. Code #2-75 \$3.50

Insurance Laws 1986. A compendium of laws applicable to the insurance business. Includes chapters on company and individual agents licensing requirements. Code #2-1 \$14.95

Insurance Rules 1986. Essential licensing information for businesses and agents. Includes standards on policies, practices, marketing and continuing education. Code #3-1 \$14.00

Notary Public Laws 1986. Statutory requirements regarding the oath of office, necessary bond, and taking of depositions. Includes an explanation of the term of the office and procedures for removal from office. Code #2-13 \$4.00

Real Estate Laws 1986. Complete and up-to-date extract from the 1986 Minnesota Statutes. Code #2-92 \$5.00

Real Estate Rules 1986. Contains all education and licensing requirements for agents. Chapters 2800, 2805, and 2810. Code #3-99 \$7.00

Securities Laws 1985. Governs the activities of broker/dealers, agents or investment advisors. Chapter 80A. Code #2-12 \$4.00

Securities Rules 1985. Subjects include standards of conduct, equity securities, investment companies and more. Chapter 2875. Code #3-5 \$11.00

Banking Rules 1987. New rules are expected in early fall '87. Call then for more information.

Uniform Commercial Code 1986. Chapter 336, U.S. laws governing trade, including contracts, title, payment, warranties, performance and liability. Code #2-2 \$10.00

Mailing Lists. All kinds available. A catalog will be available in late summer '87. Call to receive a copy. (612) 297-2552 or 296-0930.

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Pheasants in Minnesota

Pheasants in Minnesota, focusing exclusively on the ringneck pheasant, this DNR booklet tells of this popular game bird's origin, introduction and development in Minnesota. Through many full-color photos the book shows the pheasant in various settings, tells how to maintain wildlife habitat and explains the wise management of the hunt. A great gift for each member of your hunting party, or as a memento to a special Minnesota hunting vacation. Quantity discounts available. Code #9-13, \$5.95.

Woodworking for Wildlife, delightfully written and carefully illustrated with a variety of game bird and mammal box designs. Includes important information on the placement of nests in proper habitat areas and maintenance requirements. Diagrams, 48 pp. Code #9-14, \$6.00.



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Minnesota: national leader in education

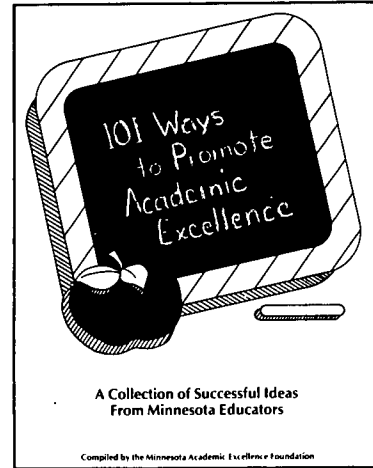
101 Ways to Promote Academic Excellence

A collection of nuts-and-bolts methods educators have successfully used to foster academic achievement. These are techniques that directly help students, can be replicated easily, are cost-effective, and that work in meeting public education's great challenge: helping every single child learn. Code #5-1, \$4.50.

Education Directory, 1986-87

This popular comprehensive directory contains Minnesota school districts, superintendents, principals, addresses, phone numbers, and enrollment. 128 pages, paperbound. Code #1-93, \$5.00.

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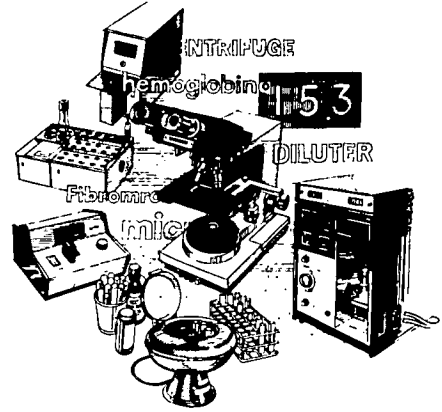
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Entries include major products and/or services, company background, special interests, trade name(s), major activities, and addresses and phone numbers. Code # 40-7, \$49.95.

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Successful business means successful sales

The Minnesota Documents Division has a variety of mailing lists of licensed professionals and permit holders that will enable you to focus your marketing efforts on a targeted audience.

Types of lists available are: registered nurses, real estate agents, physicians, insurance agents, boatowners, hunters, cosmetologists, teachers, and many more! And you can get them on printouts, cheshire/pressure sensitive labels, as well as 9-track magnetic tapes.

What's more, you can choose from several selection capabilities. You will find our selections most helpful and beneficial to your business when you learn that you can acquire names and addresses of individuals in the areas you need to target most.

Find out more about our mailing lists by writing for our free mailing list catalog. In a hurry? Call (612) 297-2552 for more information. Requests can be sent to: Minnesota Documents Division, Mailing List Operation, 117 University Avenue, St. Paul, MN 55155.

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Minnesota Manufacturer's Directory 1986-87

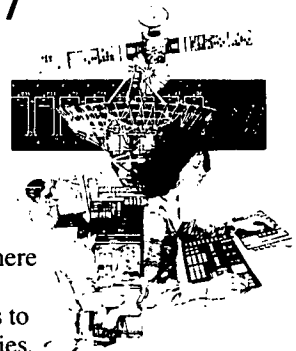


UPDATED: Name, address, phone number, staff size, sales volume, market area, year of establishment, type of firm, C.E.O., Sales or Marketing Manager, Purchasing Manager and four major manufactured products. Code #40-2, \$68.50.

NEW: In the directory this year are two titles (where applicable) Chief Engineer and Data Processing Manager.



REVISED: There are more than 7,000 changes to the 7,068 entries.



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Its voice severs the bonds to the world of cities, traffic, crowds, lights and noise. The lyrical magic of the loon, sometimes hauntingly eerie, makes the skin tingle, and the hair on the back of the neck stand on edge, awakening a primitive response. Its solitary wail turns the shadowy wilderness into a mysterious path into eternity.

Voices of the Loon, cassette tape, includes introduction and loon call identification, chorus from a distant lake, tremolo duet, wail duet, border confrontation, wails with morning songbird chorus, tremolos while running, wails during a thunderstorm, and coyotes calling with loons. Code #19-73, \$12.00.

The Loon: Voice of the Wilderness, hardbound with color plates and illustrations, 143 pages. Code #19-54, \$15.95.

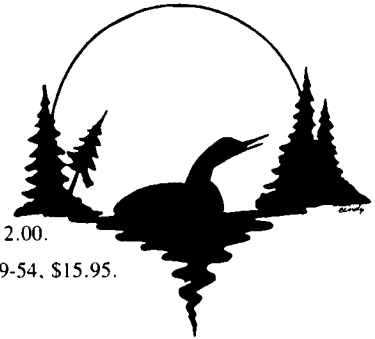
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The issue of environmental protection is of continuing interest to both Minnesota business and the general public. Stay abreast of changes in state government regulations with these publications.

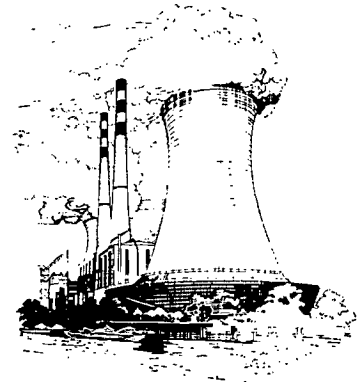
1986 Pollution Control Laws

Laws dealing with water pollution, disposal facilities, solid waste management, the MN Environmental Rights Act, recycling, and more. Code No. 2-21. \$15.00.

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Discount on case lots of the 1987-88 Official Minnesota Hiway Map

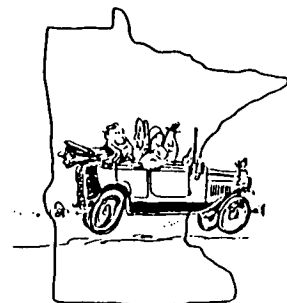
Equip your sales force. Drive off with your Minnesota Highway maps at more than 50% off regular retail price of 60¢ each. Discount applies to case lots only, with a minimum order of 1 case (200 maps) at \$57.00 plus tax. Great for workshop folders, conventions and programs. Code #12-49.

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Names and addresses of licensed chiropractors, doctors of medicine, and osteopaths, optometrists, podiatrists and registered physical therapists in alphabetical order by discipline. Includes members of all the state medical profession boards. Code #1-1, \$15.00.

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Chapters 2800, 2805, and 2810 from the Minnesota Rules. *Essential* for both students and established brokers and salespersons. It contains all education and licensing requirements. Code No. 3-99. \$7.00.

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Jane Smith

NOTARY PUBLIC-MINNESOTA

RAMSEY COUNTY

My Commission Expires January 1, 1994

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