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State of Minnesota

# STATE REGISTER

Department of Administration—Print Communications 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 and commissioners' orders, proposed and adopted rules, official notices, state and non-state contracts, contract awards, grants, supreme court and tax court decisions, and a monthly calendar of cases to be heard by the state supreme court.

A *Contracts Supplement* is published every Thursday and contains additional state contracts and advertised bids, and the most complete source of state contract awards available in one source.

### Printing Schedule and Submission Deadlines

Vol. 14 Issue Number	*Submission deadline for Adopted and Proposed Rules, Commissioners' Orders**	*Submission deadline for Executive Orders, Contracts, and Official Notices**	Issue Date
17	Monday 9 October	Monday 16 October	Monday 23 October
18	Monday 16 October	Monday 23 October	Monday 30 October
19	Monday 23 October	Monday 30 October	Monday 6 November
20	Monday 30 October	Monday 6 November	Monday 13 November

\*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 every Monday (Tuesday when Monday is a holiday) by the State of Minnesota, Department of Administration, Print Communications Division, 117 University Avenue, St. Paul, Minnesota 55155, pursuant to *Minnesota Statutes* § 14.46. A *STATE REGISTER Contracts Supplement* is published every Thursday. The Monday edition is the vehicle for conveying all information about state agency rulemaking, including official notices; hearing notices; proposed, adopted and emergency rules. It also contains executive orders of the governor; commissioners' orders; state contracts and advertised bids; professional, technical and consulting contracts; non-state public contracts; state grants; decisions of the supreme and tax courts; a monthly calendar of scheduled cases before the supreme court; and other announcements. The Thursday edition contains additional state contracts and advertised bids, and the most complete listing of contract awards available in one source.

In accordance with expressed legislative intent that the *STATE REGISTER* be self-supporting, the following subscription rates have been established: the Monday edition costs \$130.00 per year and includes an index issue published in August (single issues are available at the address listed above for \$3.50 per copy); the combined Monday and Thursday editions cost \$195.00 (subscriptions are not available for just the *Contracts Supplement*); trial subscriptions are available for \$60.00, include both the Monday and Thursday edition, last for 13 weeks, and may be converted to a full subscription anytime by making up the price difference. No refunds will be made in the event of subscription cancellation.

Both editions are delivered postpaid to points in the United States, second class postage paid for the Monday edition at St. Paul, MN, first class for the Thursday edition. Publication Number 326630 (ISSN 0146-7751).

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.

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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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# Minnesota Rules: Amendments and Additions

## 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. 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*.

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*.

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 1-26; 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 Print Communications Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-9747.

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# Proposed Rules

Pursuant to Minn. Stat. §§ 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing, as long as the agency determines that the rules will be noncontroversial in nature. The agency must first publish a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. The notice must advise the public:

1. that they have 30 days in which to submit comment on the proposed rules;
2. that no public hearing will be held unless 25 or more persons make a written request for a hearing within the 30-day comment period;
3. of the manner in which persons shall request a hearing on the proposed rules; and
4. that the rule may be modified if the modifications are supported by the data and views submitted.

If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

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

## Department of Health

### Proposed Permanent Rules Relating to Merit System

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

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

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

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, section 14.131 to 14.20. **PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 5, 1989, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH.** To verify whether a hearing will be held, please call the Minnesota Merit System between November 23, 1989 and December 4, 1989 at (612) 296-3996.

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

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

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 22, 1989.

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

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

**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

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

A proposed revision to 4670.1320 provides for a recommended salary adjustment of 4% for all incumbents on the professional and administrative, health services support, clerical and building maintenance salary schedules who are covered by Merit System compensation plans.

Proposed revisions to 4670.4200-.4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 4670.4200-.4240 have been adjusted 4%, which is the general salary adjustment recommended for all incumbents effective January 1, 1990.

An amendment is also proposed to repeal parts 4670.3400-.3460, which includes outdated language on Appeals and Hearings. The language in parts 4670.3500-.3550 is more current and has replaced parts 4670.3400-.3460.

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

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

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

Dated: 29 September 1989

Sister Mary Madonna Ashton  
Commissioner

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

**NOTICE IS HEREBY GIVEN** that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 5, 1989 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

**PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HEALTH.** To verify whether a hearing will be held, please call the Minnesota Merit System between November 23, 1989 and December 4, 1989 at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Allen E. Giles, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 349-2543, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking period. Upon the close of the record the Administrative Law Judge will write a report as provided for in *Minnesota Statutes*, sections 14.15 and 14.50. The rule hearing is governed by *Minnesota Statutes*, section 14.14 to 14.20 and by *Minnesota Rules*, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

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

A proposed revision to 4670.1320 provides for a recommended salary adjustment of 4% for all incumbents on the professional and administrative, health services support, clerical and building maintenance salary schedules who are covered by Merit System compensation plans.

Proposed revisions to 4670.4200-.4240 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 4670.4200-.4240 have been adjusted 4%, which is the general salary adjustment recommended for all incumbents effective January 1, 1990.

An amendment is also proposed to repeal parts 4670.3400-.3460, which includes outdated language on Appeals and Hearings. The language in parts 4670.3500-.3550 is more current and has replaced parts 4670.3400-.3460.

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

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

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

**NOTICE:** Any person may request notification of the date on which the Administrative Law Judge's report will be available, after which date the agency may not take any final action on the rules for a period of five working days. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

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

*Minnesota Statutes*, chapter 10a, requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in *Minnesota Statutes*, section 10A.01, subdivision 11, as any individual:

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

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

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

Dated: 29 September 1989

Sister Mary Madonna Ashton  
Commissioner

**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

## Rules as Proposed

### 4670.1320 RECOMMENDED ADJUSTMENTS.

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

### 4670.4200 PUBLIC HEALTH COMPENSATION PLAN, ~~1989~~ 1990.

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

#### 4670.4210 PROFESSIONAL AND ADMINISTRATIVE COMPENSATION PLAN.

##### Subpart 1. Plan A.

	Minimum		Maximum	
Assistant Director of Environmental Health	2114	<u>2199</u>	3020	<u>3141</u>
Director of Environmental Health	2418	<u>2515</u>	3449	<u>3587</u>
Director of Public Health Nursing †	1977	<u>2102</u>	2955	<u>3141</u>
Public Health Educator	1694	<u>1762</u>	2418	<u>2515</u>
Public Health Nurse	1773	<u>1844</u>	2531	<u>2632</u>
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1694	<u>1762</u>	2418	<u>2515</u>
Sanitarian	1549	<u>1611</u>	2320	<u>2413</u>
Senior Public Health Nurse	1937	<u>2014</u>	2760	<u>2870</u>

##### Subp. 2. Plan B.

	Minimum		Maximum	
Assistant Director of Environmental Health	2212	<u>2300</u>	3156	<u>3282</u>
Director of Environmental Health	2531	<u>2632</u>	3613	<u>3758</u>
Director of Public Health Nursing †	2063	<u>2199</u>	3086	<u>3282</u>
Public Health Educator	1773	<u>1844</u>	2531	<u>2632</u>
Public Health Nurse	1851	<u>1925</u>	2643	<u>2749</u>
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1773	<u>1844</u>	2531	<u>2632</u>
Sanitarian	1619	<u>1684</u>	2418	<u>2515</u>
Senior Public Health Nurse	2021	<u>2102</u>	2887	<u>3002</u>

##### Subp. 3. Plan C.

	Minimum		Maximum	
Assistant Director of Environmental Health	2320	<u>2413</u>	3302	<u>3434</u>
Director of Environmental Health	2643	<u>2749</u>	3779	<u>3930</u>
Director of Public Health Nursing †	2262	<u>2300</u>	3228	<u>3434</u>
Public Health Educator	1851	<u>1925</u>	2643	<u>2749</u>
Public Health Nurse	2021	<u>2102</u>	2760	<u>2870</u>
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1937	<u>2014</u>	2643	<u>2749</u>
Sanitarian	1694	<u>1762</u>	2531	<u>2632</u>
Senior Public Health Nurse	2114	<u>2199</u>	3020	<u>3141</u>

### 4670.4220 HEALTH SERVICES SUPPORT PERSONNEL COMPENSATION PLAN.

##### Subpart 1. Plan A.

	Minimum		Maximum	
Bookkeeper	1158	<u>1204</u>	1655	<u>1721</u>
Home Health Aide	1014	<u>1102</u>	1514	<u>1575</u>
Home Health Aide Coordinator	1299	<u>1351</u>	1773	<u>1844</u>
Inspector	1299	<u>1351</u>	1773	<u>1844</u>
Licensed Practical Nurse	1299	<u>1351</u>	1773	<u>1844</u>
Public Health Aide	949	<u>987</u>	1299	<u>1351</u>

##### Subp. 2. Plan B.

	Minimum		Maximum	
Bookkeeper	1210	<u>1258</u>	1730	<u>1799</u>
Home Health Aide	1060	<u>1151</u>	1582	<u>1645</u>

## Proposed Rules

Home Health Aide Coordinator	<del>1355</del>	<u>1409</u>	<del>1851</del>	<u>1925</u>
Inspector	<del>1355</del>	<u>1409</u>	<del>1851</del>	<u>1925</u>
Licensed Practical Nurse	<del>1355</del>	<u>1409</u>	<del>1851</del>	<u>1925</u>
Public Health Aide	<del>990</del>	<u>1076</u>	<del>1415</del>	<u>1472</u>

Subp. 3. **Plan C.**

	Minimum		Maximum	
Bookkeeper	<del>1270</del>	<u>1321</u>	<del>1809</del>	<u>1881</u>
Home Health Aide	<del>1210</del>	<u>1258</u>	<del>1655</del>	<u>1721</u>
Home Health Aide Coordinator	<del>1415</del>	<u>1472</u>	<del>1937</del>	<u>2014</u>
Inspector	<del>1415</del>	<u>1472</u>	<del>1937</del>	<u>2014</u>
Licensed Practical Nurse	<del>1415</del>	<u>1472</u>	<del>1937</del>	<u>2014</u>
Public Health Aide	<del>1134</del>	<u>1179</u>	<del>1549</del>	<u>1611</u>

**4670.4230 CLERICAL COMPENSATION PLAN.**

Subpart 1. **Plan A.**

	Minimum		Maximum	
Clerk I	<del>804</del>	<u>836</u>	<del>1093</del>	<u>1137</u>
Clerk II	<del>919</del>	<u>956</u>	<del>1309</del>	<u>1361</u>
Clerk III	<del>1093</del>	<u>1137</u>	<del>1496</del>	<u>1556</u>
Clerk-Typist I	<del>882</del>	<u>917</u>	<del>1197</del>	<u>1245</u>
Clerk-Typist II	<del>919</del>	<u>956</u>	<del>1309</del>	<u>1361</u>
Clerk-Typist III	<del>1143</del>	<u>1215</u>	<del>1634</del>	<u>1738</u>
Clerk-Steno	<del>919</del>	<u>956</u>	<del>1309</del>	<u>1361</u>
Switchboard Operator	<del>882</del>	<u>917</u>	<del>1197</del>	<u>1245</u>

Subp. 2. **Plan B.**

	Minimum		Maximum	
Clerk I	<del>919</del>	<u>956</u>	<del>1197</del>	<u>1245</u>
Clerk II	<del>1046</del>	<u>1088</u>	<del>1426</del>	<u>1483</u>
Clerk III	<del>1222</del>	<u>1271</u>	<del>1594</del>	<u>1658</u>
Clerk-Typist I	<del>999</del>	<u>1039</u>	<del>1309</del>	<u>1361</u>
Clerk-Typist II	<del>1046</del>	<u>1088</u>	<del>1426</del>	<u>1483</u>
Clerk-Typist III	<del>1250</del>	<u>1271</u>	<del>1710</del>	<u>1818</u>
Clerk-Steno	<del>1046</del>	<u>1088</u>	<del>1426</del>	<u>1483</u>
Switchboard Operator	<del>999</del>	<u>1039</u>	<del>1309</del>	<u>1361</u>

Subp. 3. **Plan C.**

	Minimum		Maximum	
Clerk I	<del>999</del>	<u>1039</u>	<del>1309</del>	<u>1361</u>
Clerk II	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Clerk III	<del>1280</del>	<u>1331</u>	<del>1671</del>	<u>1738</u>
Clerk-Typist I	<del>1093</del>	<u>1137</u>	<del>1426</del>	<u>1483</u>
Clerk-Typist II	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Clerk-Typist III	<del>1309</del>	<u>1331</u>	<del>1788</del>	<u>1899</u>
Clerk-Steno	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Switchboard Operator	<del>1093</del>	<u>1137</u>	<del>1426</del>	<u>1483</u>

**4670.4240 BUILDING MAINTENANCE COMPENSATION PLAN.**

Subpart 1. **Shift Differential.** Employees in the classes specified in subparts 2 and 3 who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day work rate.

**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

## Subp. 2. Plan A.

	Minimum	Maximum
Janitor	<del>1004</del> 1044	<del>1288</del> 1340

## Subp. 3. Plan B.

	Minimum	Maximum
Janitor	<del>1189</del> 1237	<del>1527</del> 1588

**REPEALER.** *Minnesota Rules*, parts 4670.3400; 4670.3410; 4670.3420; 4670.3430; 4670.3440; 4670.3450; and 4670.3460 are repealed.

**REVISOR'S INSTRUCTION.** In the next publication of *Minnesota Rules* or its supplement, the revisor of statutes shall delete the notes that follow *Minnesota Rules*, parts 4670.3500 to 4670.3550. In the part of *Minnesota Rules* referred to in column A, the revisor of statutes shall delete the reference in column B and insert the reference in column C:

<u>A</u>	<u>B</u>	<u>C</u>
<u>4670.1800, subpart 2</u>	<u>4670.3400</u>	<u>4670.3510</u>
<u>4670.2810</u>	<u>4670.3440, subpart 2</u>	<u>4670.3530</u>

## Department of Human Services

### Proposed Permanent Rules Relating to Merit System

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

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

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

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, section 14.131 to 14.20. **PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 5, 1989, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES.** To verify whether a hearing will be held, please call the Department of Human Services between November 23, 1989 and December 4, 1989 at (612) 296-3996.

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

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

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 22, 1989.

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

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

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

The Minnesota Merit System rules provide for a system of personnel administration for 73 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

A proposed revision to part 9575.0350 provides for a recommended salary adjustment of 4% for all incumbents on the professional, support, clerical, and maintenance and trades salary schedules who are covered by Merit System compensation plans.

Proposed revisions to part 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 4%, which is the general salary adjustment recommended for all incumbents effective January 1, 1990.

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

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

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

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

Ann Wynia  
Commissioner

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

**NOTICE IS HEREBY GIVEN** that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 5, 1989 commencing at 9:00 a.m. and continuing until all interested or affected persons have an opportunity to participate. The proposed rules may be modified as a result of the hearing process. Therefore, if you are affected in any manner by the proposed rules, you are urged to participate in the rule hearing process.

**PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF HUMAN SERVICES.** To verify whether a hearing will be held, please call the Department of Human Services between November 23, 1989 and December 4, 1989, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Allen E. Giles, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 349-2543, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available

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## Proposed Rules

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for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law Judge will write a report as provided for in *Minnesota Statutes*, sections 14.15 and 14.50. The rule hearing is governed by *Minnesota Statutes*, section 14.14 to 14.20 and by *Minnesota Rules*, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 73 county welfare and human services agencies. The rules apply to all positions and employees engaged in the administration of community social services or income maintenance programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

A proposed revision to 9575.0350 provides for a recommended salary adjustment of 4% for all incumbents on the professional, supports, clerical, and maintenance and trades salary schedules who are covered by Merit System compensation plans.

Proposed revisions to 9575.1500 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 9575.1500 have been adjusted 4%, which is the general salary adjustment recommended for all incumbents effective January 1, 1990.

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

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

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

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

**NOTICE:** Any person may request notification of the date on which the Administrative Law Judge's report will be available, after which date the agency may not take any final action on the rules for a period of five working days. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

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

*Minnesota Statutes*, chapter 10a, requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in *Minnesota Statutes*, section 10A.01, subdivision 11, as 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 communication or urging others to communicate with public officials; or

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

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

Ann Wynia  
Commissioner

**Rules as Proposed**

**9575.0350 SALARY ADJUSTMENTS AND INCREASES.**

Subpart 1. and 2. [Unchanged.]

Subp. 3. **Recommended adjustment.** The merit system general adjustment recommended for incumbents is ~~three~~ four percent for employees on the professional, support, clerical, and maintenance and trades salary schedules.

Subp. 4. and 5. [Unchanged.]

**9575.1500 COMPENSATION PLAN; HUMAN SERVICES, 1989 1990.**

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

	Minimum		Maximum	
Accountant	<del>1694</del>	<u>1762</u>	2418	<u>2515</u>
Accounting Supervisor	<del>1977</del>	<u>2102</u>	2955	<u>3141</u>
Administrative Assistant I	2114	<u>2199</u>	3302	<u>3434</u>
Administrative Assistant II	<del>2262</del>	<u>2352</u>	3533	<u>3674</u>
Administrative Assistant III	<del>2697</del>	<u>2805</u>	3863	<u>4018</u>
Adult Day Care Center Supervisor	<del>1549</del>	<u>1611</u>	2320	<u>2413</u>
Assistant Human Services Director	2955	<u>3073</u>	4394	<u>4570</u>
Assistant Welfare Director	3449	<u>3841</u>	5129	<u>5694</u>
Auditor	<del>1977</del>	<u>2102</u>	2955	<u>3141</u>
Chemical Dependency Coordinator	<del>1694</del>	<u>1762</u>	2531	<u>2632</u>
<u>Collections and Accounting Unit Supervisor</u>	<u>1844</u>		<u>2749</u>	
Collection Services Supervisor II	<del>1730</del>	<u>1799</u>	2585	<u>2688</u>
Community Health Services Supervisor	<del>2021</del>	<u>2102</u>	3156	<u>3282</u>
Computer Programmer	<del>1619</del>	<u>1684</u>	2320	<u>2413</u>
Contract Services Representative	<del>1937</del>	<u>2014</u>	2760	<u>2870</u>
County Agency Social Worker (Licensing Specialist)	<del>1549</del>	<u>1611</u>	2320	<u>2413</u>
County Agency Social Worker	<del>1619</del>	<u>1684</u>	2531	<u>2749</u>
County Agency Social Worker (Child Protection Specialist)	<del>1619</del>	<u>1684</u>	2531	<u>2749</u>
County Agency Social Worker (MSW)	<del>1773</del>	<u>1844</u>	2643	<u>2749</u>
County Agency Social Worker (MSW) (Child Protection Specialist)	<del>1773</del>	<u>1844</u>	2643	<u>2749</u>
Day Care Center Teacher	<del>1549</del>	<u>1611</u>	2320	<u>2413</u>
<del>Developmental Achievement Center Director</del>	<del>1937</del>		2760	
<del>Developmental Achievement Center Teacher</del>	<del>1549</del>		2320	
Director of Business Management I	<del>2262</del>	<u>2352</u>	3369	<u>3674</u>
Director of Business Management II	<del>2697</del>	<u>2805</u>	4031	<u>4192</u>
Director of Financial Assistance	<del>2697</del>	<u>2805</u>	4031	<u>4192</u>
Director of Planning	<del>2697</del>	<u>2805</u>	4031	<u>4192</u>
Director of Public Health Nursing I	<del>1977</del>	<u>2102</u>	2955	<u>3141</u>
Director of Social Services	<del>2697</del>	<u>2805</u>	4031	<u>4192</u>
Employment Guidance Counselor	<del>1549</del>	<u>1611</u>	2212	<u>2199</u>
Family Based Services Supervisor	<del>1694</del>	<u>1762</u>	2418	<u>2515</u>
Family Service Coordinator II	<del>1619</del>	<u>1611</u>	2114	<u>2199</u>
Financial Assistance Supervisor I	<del>1773</del>	<u>1844</u>	2643	<u>2749</u>
Financial Assistance Supervisor II	2114	<u>2199</u>	3156	<u>3282</u>
<u>Fiscal Manager</u>	<u>2199</u>		<u>3282</u>	
Fiscal Officer	<del>1549</del>	<u>1611</u>	2320	<u>2413</u>
Fiscal Supervisor I	<del>1549</del>	<u>1611</u>	2320	<u>2515</u>
Fiscal Supervisor II	<del>1977</del>	<u>2102</u>	2955	<u>3141</u>
Gerontology Counselor	<del>1773</del>	<u>1844</u>	2643	<u>2749</u>

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# Proposed Rules

Human Services Director III	3228	3357	4798	4990
Human Services Supervisor I	2114	2199	3302	3434
Human Services Supervisor II	2585	2749	3693	3930
Jobs and Training Supervisor	1773	1844	2643	2749
Mental Health Program Manager	2262	2352	3369	3674
Mental Health Worker	1851	2014	2760	2870
Methods & Procedures Analyst	1619	1611	2418	2413
Nutrition Project Assistant Director	1549	1611	2320	2413
Nutrition Project Director	1977	2102	2955	3141
Office Services Supervisor II	1482	1541	2114	2199
Planner (Human Services)	1937	2014	2760	2870
Psychologist I	1773	1844	2643	2749
Psychologist II	2063	2102	2955	3141
Psychologist III	2697	2805	3693	3841
Public Health Educator	1694	1762	2418	2515
Public Health Nurse	1773	1844	2531	2632
<u>Public Health Nurse (Team Leader)</u>	1925		2749	
Registered Dietician	1549	1611	2320	2413
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	1694	1762	2418	2515
Resident Activity Coordinator	1549	1611	2320	2413
Sanitarian	1549	1611	2320	2413
Senior Public Health Nurse	1937	2014	2760	2870
Senior Staff Development Specialist	1977	2102	2955	3141
Social Services Supervisor I	2114	2199	3302	3434
Social Services Supervisor II	2320	2413	3613	3758
Social Services Supervisor III	2585	2749	3693	3930
Staff Development Specialist	1619	1611	2418	2413
Student Social Worker (Intern)				
Rate proposed by appointing authority.				
<u>Support Services and Accounting Supervisor</u>	2014		2870	
Support Services Supervisor	1694	1762	2418	2515
<del>Systems Programmer Analyst</del>	1937		2643	
<del>Telecommunications Analyst</del>	1977		2821	
Trainee				
Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.				
Volunteer Services Coordinator †	1549	1611	2320	2413
Welfare Director I	2531	2632	3779	3930
Welfare Director II	2760	2870	4123	4288
Welfare Director III	2955	3073	4394	4570
Welfare Director IV	3228	3357	4798	4990
<u>Welfare Director V</u>	3504		5218	
Welfare Director ‡ VI	4302	4474	6113	6358
<del>Work Experience &amp; Training Specialist</del>	1730		2585	

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

	Minimum		Maximum	
Accountant	1773	1844	2531	2632
Accounting Supervisor	2063	2199	3086	3282
Administrative Assistant I	2212	2300	3449	3587
Administrative Assistant II	2365	2460	3693	3841
Administrative Assistant III	2821	2934	4031	4192
Adult Day Care Center Supervisor	1619	1684	2418	2515
Assistant Human Services Director	2955	3073	4394	4570
Assistant Welfare Director	3449	3841	5129	5694
Auditor	2063	2199	3086	3282
Chemical Dependency Coordinator	1773	1844	2643	2749

## Proposed Rules

<u>Collections and Accounting Unit Supervisor</u>	<u>1925</u>		<u>2870</u>	
Collections Services Supervisor II	<del>1809</del>	<u>1881</u>	<del>2697</del>	<u>2805</u>
Community Health Services Supervisor	<del>2114</del>	<u>2199</u>	<del>3302</del>	<u>3434</u>
Computer Programmer	<del>1694</del>	<u>1762</u>	<del>2418</del>	<u>2515</u>
Contract Services Representative	<del>2021</del>	<u>2102</u>	<del>2887</del>	<u>3002</u>
County Agency Social Worker (Licensing Specialist)	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2515</u>
County Agency Social Worker	<del>1694</del>	<u>1762</u>	<del>2643</del>	<u>2870</u>
County Agency Social Worker (Child Protection Specialist)	<del>1694</del>	<u>1762</u>	<del>2643</del>	<u>2870</u>
County Agency Social Worker (MSW)	<del>1851</del>	<u>1925</u>	<del>2760</del>	<u>2870</u>
County Agency Social Worker (MSW) (Child Protection Specialist)	<del>1851</del>	<u>1925</u>	<del>2760</del>	<u>2870</u>
Day Care Center Teacher	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2515</u>
<del>Developmental Achievement Center Director</del>	<del>2021</del>		<del>2887</del>	
<del>Developmental Achievement Center Teacher</del>	<del>1619</del>		<del>2418</del>	
Director of Business Management I	<del>2365</del>	<u>2460</u>	<del>3533</del>	<u>3841</u>
Director of Business Management II	<del>2821</del>	<u>2934</u>	<del>4210</del>	<u>4378</u>
Director of Financial Assistance	<del>2821</del>	<u>2934</u>	<del>4210</del>	<u>4378</u>
Director of Planning	<del>2821</del>	<u>2934</u>	<del>4210</del>	<u>4378</u>
Director of Public Health Nursing I	<del>2063</del>	<u>2199</u>	<del>3086</del>	<u>3282</u>
Director of Social Services	<del>2821</del>	<u>2934</u>	<del>4210</del>	<u>4378</u>
Employment Guidance Counselor	<del>1619</del>	<u>1684</u>	<del>2320</del>	<u>2300</u>
Family Based Services Supervisor	<del>1773</del>	<u>1844</u>	<del>2531</del>	<u>2632</u>
Family Service Coordinator II	<del>1694</del>	<u>1684</u>	<del>2212</del>	<u>2300</u>
Financial Assistance Supervisor I	<del>1851</del>	<u>1925</u>	<del>2760</del>	<u>2870</u>
Financial Assistance Supervisor II	<del>2212</del>	<u>2300</u>	<del>3302</del>	<u>3434</u>
<u>Fiscal Manager</u>	<u>2300</u>		<u>3434</u>	
Fiscal Officer	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2515</u>
Fiscal Supervisor I	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2632</u>
Fiscal Supervisor II	<del>2063</del>	<u>2199</u>	<del>3086</del>	<u>3282</u>
Gerontology Counselor	<del>1851</del>	<u>1925</u>	<del>2760</del>	<u>2870</u>
Human Services Director III	<del>3228</del>	<u>3357</u>	<del>4798</del>	<u>4990</u>
Human Services Supervisor I	<del>2212</del>	<u>2300</u>	<del>3449</del>	<u>3587</u>
Human Services Supervisor II	<del>2697</del>	<u>2870</u>	<del>3863</del>	<u>4108</u>
Jobs and Training Supervisor	<del>1851</del>	<u>1925</u>	<del>2760</del>	<u>2870</u>
Mental Health Program Manager	<del>2365</del>	<u>2460</u>	<del>3533</del>	<u>3841</u>
Mental Health Worker	<del>1937</del>	<u>2102</u>	<del>2887</del>	<u>3002</u>
Methods & Procedures Analyst	<del>1694</del>	<u>1684</u>	<del>2531</del>	<u>2515</u>
Nutrition Project Assistant Director	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2515</u>
Nutrition Project Director	<del>2063</del>	<u>2199</u>	<del>3086</del>	<u>3282</u>
Office Services Supervisor II	<del>1549</del>	<u>1611</u>	<del>2212</del>	<u>2300</u>
Planner (Human Services)	<del>2021</del>	<u>2102</u>	<del>2887</del>	<u>3002</u>
Psychologist I	<del>1851</del>	<u>1925</u>	<del>2760</del>	<u>2870</u>
Psychologist II	<del>2160</del>	<u>2199</u>	<del>3086</del>	<u>3282</u>
Psychologist III	<del>2821</del>	<u>2934</u>	<del>3863</del>	<u>4018</u>
Public Health Educator	<del>1773</del>	<u>1844</u>	<del>2531</del>	<u>2632</u>
Public Health Nurse	<del>1851</del>	<u>1925</u>	<del>2643</del>	<u>2749</u>
<u>Public Health Nurse (Team Leader)</u>	<u>2014</u>		<u>2870</u>	
Registered Dietician	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2515</u>
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	<del>1773</del>	<u>1844</u>	<del>2531</del>	<u>2632</u>
Resident Activity Coordinator	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2515</u>
Sanitarian	<del>1619</del>	<u>1684</u>	<del>2418</del>	<u>2515</u>
Senior Public Health Nurse	<del>2021</del>	<u>2102</u>	<del>2887</del>	<u>3002</u>
Senior Staff Development Specialist	<del>2063</del>	<u>2199</u>	<del>3086</del>	<u>3282</u>

**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

Social Services Supervisor I	2212	2300	3449	3587
Social Services Supervisor II	2418	2515	3779	3930
Social Services Supervisor III	2697	2870	3863	4108
Staff Development Specialist	1694	1684	2531	2515
Student Social Worker (Intern)	Rate proposed by appointing authority.			
<u>Support Services and Accounting Supervisor</u>	2102		3002	
Support Services Supervisor	1773	1844	2531	2632
<del>Systems Programmer Analyst</del>	2021		2760	
<del>Telecommunications Analyst</del>	2063		2955	
Trainee	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.			
Volunteer Services Coordinator I	1619	1684	2418	2515
Welfare Director I	2531	2632	3779	3930
Welfare Director II	2760	2870	4123	4288
Welfare Director III	2955	3073	4394	4570
Welfare Director IV	3228	3357	4798	4990
<u>Welfare Director V</u>	3504		5218	
<del>Welfare Director V VI</del>	4302	4474	6113	6358
<del>Work Experience &amp; Training Specialist</del>	1809		2697	

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

	Minimum		Maximum	
Accountant	1851	1925	2643	2749
Accounting Supervisor	2160	2300	3228	3434
Administrative Assistant I	2320	2413	3613	3758
Administrative Assistant II	2471	2570	3863	4018
Administrative Assistant III	2955	3073	4210	4378
Adult Day Care Center Supervisor	1694	1762	2531	2632
Assistant Human Services Director	2955	3073	4394	4570
Assistant Welfare Director	3449	3841	5129	5694
Auditor	2160	2300	3228	3434
Chemical Dependency Coordinator	1851	1925	2760	2870
<u>Collections and Accounting Unit Supervisor</u>	2014		3002	
Collections Services Supervisor II	1895	1971	2821	2934
Community Health Services Supervisor	2212	2300	3449	3587
Computer Programmer	1773	1844	2531	2632
Contract Services Representative	2114	2199	3020	3141
County Agency Social Worker (Licensing Specialist)	1694	1762	2531	2632
County Agency Social Worker	1773	1844	2760	3002
County Agency Social Worker (Child Protection Specialist)	1773	1844	2760	3002
County Agency Social Worker (MSW)	1937	2014	2887	3002
County Agency Social Worker (MSW) (Child Protection Specialist)	1937	2014	2887	3002
Day Care Center Teacher	1694	1762	2531	2632
<del>Developmental Achievement Center Director</del>	2114		3020	
<del>Developmental Achievement Center Teacher</del>	1694		2531	
Director of Business Management I	2471	2570	3693	4018
Director of Business Management II	2955	3073	4394	4570
Director of Financial Assistance	2955	3073	4394	4570
Director of Planning	2955	3073	4394	4570
Director of Public Health Nursing I	2160	2300	3228	3434
Director of Social Services	2955	3073	4394	4570
Employment Guidance Counselor	1694	1762	2418	2413
Family Based Services Supervisor	1851	1925	2643	2749
Family Service Coordinator II	1773	1762	2320	2413
Financial Assistance Supervisor I	1937	2014	2887	3002

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Financial Assistance Supervisor II	<del>2320</del>	<u>2413</u>	3449	<u>3587</u>
<u>Fiscal Manager</u>	<u>2413</u>		<u>3587</u>	
Fiscal Officer	<del>1694</del>	<u>1762</u>	<del>2531</del>	<u>2632</u>
Fiscal Supervisor I	<del>1694</del>	<u>1762</u>	<del>2531</del>	<u>2749</u>
Fiscal Supervisor II	<del>2160</del>	<u>2300</u>	<del>3228</del>	<u>3434</u>
Gerontology Counselor	<del>1937</del>	<u>2014</u>	<del>2887</del>	<u>3002</u>
Human Services Director III	<del>3228</del>	<u>3357</u>	<del>4798</del>	<u>4990</u>
Human Services Supervisor I	<del>2320</del>	<u>2413</u>	<del>3613</del>	<u>3758</u>
Human Services Supervisor II	<del>2821</del>	<u>3002</u>	<del>4031</del>	<u>4288</u>
Jobs and Training Supervisor	<del>1937</del>	<u>2014</u>	<del>2887</del>	<u>3002</u>
Mental Health Program Manager	<del>2471</del>	<u>2570</u>	<del>3693</del>	<u>4018</u>
Mental Health Worker	<del>2021</del>	<u>2199</u>	<del>3020</del>	<u>3141</u>
Methods & Procedures Analyst	<del>1773</del>	<u>1762</u>	<del>2643</del>	<u>2632</u>
Nutrition Project Assistant Director	<del>1694</del>	<u>1762</u>	<del>2531</del>	<u>2632</u>
Nutrition Project Director	<del>2160</del>	<u>2300</u>	<del>3228</del>	<u>3434</u>
Office Services Supervisor II	<del>1619</del>	<u>1684</u>	<del>2320</del>	<u>2413</u>
Planner (Human Services)	<del>2114</del>	<u>2199</u>	<del>3020</del>	<u>3141</u>
Psychologist I	<del>1937</del>	<u>2014</u>	<del>2887</del>	<u>3002</u>
Psychologist II	<del>2262</del>	<u>2300</u>	<del>3228</del>	<u>3434</u>
Psychologist III	<del>2955</del>	<u>3073</u>	<del>4031</del>	<u>4192</u>
Public Health Educator	<del>1851</del>	<u>1925</u>	<del>2643</del>	<u>2749</u>
Public Health Nurse	<del>2021</del>	<u>2102</u>	<del>2760</del>	<u>2870</u>
<u>Public Health Nurse (Team Leader)</u>	<u>2102</u>		<u>3002</u>	
Registered Dietician	<del>1694</del>	<u>1762</u>	<del>2531</del>	<u>2632</u>
Registered Nurse (A.A. Degree, 3 year Diploma, or B.S. Degree)	<del>1937</del>	<u>2014</u>	<del>2643</del>	<u>2749</u>
Resident Activity Coordinator	<del>1694</del>	<u>1762</u>	<del>2531</del>	<u>2632</u>
Sanitarian	<del>1694</del>	<u>1762</u>	<del>2531</del>	<u>2632</u>
Senior Public Health Nurse	<del>2114</del>	<u>2199</u>	<del>3020</del>	<u>3141</u>
Senior Staff Development Specialist	<del>2160</del>	<u>2300</u>	<del>3228</del>	<u>3434</u>
Social Services Supervisor I	<del>2320</del>	<u>2413</u>	<del>3613</del>	<u>3758</u>
Social Services Supervisor II	<del>2531</del>	<u>2632</u>	<del>3950</del>	<u>4108</u>
Social Services Supervisor III	<del>2821</del>	<u>3002</u>	<del>4031</del>	<u>4288</u>
Staff Development Specialist	<del>1773</del>	<u>1762</u>	<del>2643</del>	<u>2632</u>
Student Social Worker (Intern)				
		Rate proposed by appointing authority.		
<u>Support Services and Accounting Supervisor</u>	<u>2199</u>		<u>3141</u>	
Support Services Supervisor	<del>1851</del>	<u>1925</u>	<del>2643</del>	<u>2749</u>
<del>Systems Programmer Analyst</del>	<del>2114</del>		<del>2887</del>	
<del>Telecommunications Analyst</del>	<del>2160</del>		<del>3086</del>	
Trainee				
		Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.		
Volunteer Services Coordinator †	<del>1694</del>	<u>1762</u>	<del>2531</del>	<u>2632</u>
Welfare Director I	<del>2531</del>	<u>2632</u>	<del>3779</del>	<u>3930</u>
Welfare Director II	<del>2760</del>	<u>2870</u>	<del>4123</del>	<u>4288</u>
Welfare Director III	<del>2955</del>	<u>3073</u>	<del>4394</del>	<u>4570</u>
Welfare Director IV	<del>3228</del>	<u>3357</u>	<del>4798</del>	<u>4990</u>
<u>Welfare Director V</u>	<u>3504</u>		<u>5218</u>	
Welfare Director † <u>VI</u>	<del>4302</del>	<u>4474</u>	<del>6113</del>	<u>6358</u>
<del>Work Experience &amp; Training Specialist</del>	<del>1895</del>		<del>2821</del>	

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# Proposed Rules

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

	Minimum		Maximum	
Account Clerk	1107	1151	1514	1575
Accounting Technician	1158	1204	1655	1721
Adult Day Care Center Program Coordinator	1186	1233	1773	1844
Case Aide	1186	1233	1773	1844
Chemical Dependency Counselor	1447	1505	1895	1971
Child Health Aide	949	987	1299	1351
Child Support Officer I	1299	1351	1851	1925
Child Support Officer II	1549	1611	2114	2199
Collections Officer	1299	1351	1851	1925
Collection Services Supervisor I	1619	1684	2212	2300
Community Service Aide	949	987	1299	1351
<u>Community Support Technician</u>	1505		1971	
Computer Operations Specialist	1186	1204	1549	1575
Coordinator of Aging	1415	1541	2114	2199
Developmental Achievement Center Instructor	1299		1773	
Employment Technician	1186	1233	1773	1844
Family Based Services Provider	1447	1505	1895	1971
Family Service Aide I	1014	1102	1514	1575
Family Service Aide II	1158	1204	1655	1721
Family Service Coordinator I	1299	1351	1773	1844
Family Service/Home Health Aide	1014	1102	1514	1575
Financial Assistance Specialist	1482	1541	2114	2199
Financial Worker	1186	1233	1773	1844
<del>Food Stamp Corrective Action Specialist I</del>	1619		2320	
<del>Food Stamp Corrective Action Specialist II</del>	1773		2531	
Home Health Aide	1014	1102	1514	1575
Home Health Aide Coordinator	1299	1351	1773	1844
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.			
Housing Coordinator	1694	1762	2418	2515
Housing Rehabilitation Specialist	1299	1351	1773	1844
Licensed Practical Nurse	1299	1351	1773	1844
Methods and Procedures Technician	1447	1505	1895	1971
Monitoring and Review Specialist	1186	1233	1773	1844
Office Services Supervisor I	1299	1351	1773	1844
Public Health Aide	949	987	1299	1351
Senior Citizen's Aide	1014	1151	1514	1575
Support and Collections Specialist	1549	1611	2114	2199
Support Enforcement Aide	1107	1151	1514	1575
Welfare Fraud Investigator	1619	1684	2114	2199

Subp. 5. **Support personnel: plan B.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum		Maximum	
Account Clerk	1158	1204	1582	1645
Accounting Technician	1210	1258	1730	1799
Adult Day Care Center Program Coordinator	1239	1289	1851	1925
Case Aide	1239	1289	1851	1925
Chemical Dependency Counselor	1514	1575	1977	2056
Child Health Aide	1035	1076	1415	1472
Child Support Officer I	1355	1409	1937	2014
Child Support Officer II	1619	1684	2212	2300
Collections Officer	1355	1409	1937	2014

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Collection Services Supervisor I		<del>1694</del> <u>1762</u>	<del>2320</del> <u>2413</u>
Community Service Aide		<del>990</del> <u>1076</u>	<del>1415</del> <u>1472</u>
<u>Community Support Technician</u>		<u>1575</u>	<u>2056</u>
Computer Operations Specialist		<del>1239</del> <u>1258</u>	<del>1619</del> <u>1645</u>
Coordinator of Aging		<del>1549</del> <u>1611</u>	<del>2212</del> <u>2300</u>
<del>Developmental Achievement Center Instructor</del>		<del>1355</del>	<del>1851</del>
Employment Technician		<del>1239</del> <u>1289</u>	<del>1851</del> <u>1925</u>
Family Based Services Provider		<del>1514</del> <u>1575</u>	<del>1977</del> <u>2056</u>
Family Service Aide I		<del>1060</del> <u>1151</u>	<del>1582</del> <u>1645</u>
Family Service Aide II		<del>1210</del> <u>1258</u>	<del>1730</del> <u>1799</u>
Family Service Coordinator I		<del>1355</del> <u>1409</u>	<del>1851</del> <u>1925</u>
Family Service/Home Health Aide		<del>1060</del> <u>1151</u>	<del>1582</del> <u>1645</u>
Financial Assistance Specialist		<del>1549</del> <u>1611</u>	<del>2212</del> <u>2300</u>
Financial Worker		<del>1239</del> <u>1289</u>	<del>1851</del> <u>1925</u>
<del>Food Stamp Corrective Action Specialist I</del>		<del>1619</del>	<del>2320</del>
<del>Food Stamp Corrective Action Specialist II</del>		<del>1773</del>	<del>2531</del>
Home Health Aide		<del>1060</del> <u>1151</u>	<del>1582</del> <u>1645</u>
Home Health Aide Coordinator		<del>1355</del> <u>1409</u>	<del>1851</del> <u>1925</u>
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.		
Housing Coordinator		<del>1773</del> <u>1844</u>	<del>2531</del> <u>2632</u>
Housing Rehabilitation Specialist		<del>1355</del> <u>1409</u>	<del>1851</del> <u>1925</u>
Licensed Practical Nurse		<del>1355</del> <u>1409</u>	<del>1851</del> <u>1925</u>
Methods and Procedures Technician		<del>1514</del> <u>1575</u>	<del>1977</del> <u>2056</u>
Monitoring and Review Specialist		<del>1239</del> <u>1289</u>	<del>1851</del> <u>1925</u>
Office Services Supervisor I		<del>1355</del> <u>1409</u>	<del>1851</del> <u>1925</u>
Public Health Aide		<del>990</del> <u>1076</u>	<del>1415</del> <u>1472</u>
Senior Citizen's Aide		<del>1060</del> <u>1204</u>	<del>1582</del> <u>1645</u>
Support and Collections Specialist		<del>1619</del> <u>1684</u>	<del>2212</del> <u>2300</u>
Support Enforcement Aide		<del>1158</del> <u>1204</u>	<del>1582</del> <u>1645</u>
Welfare Fraud Investigator		<del>1694</del> <u>1762</u>	<del>2212</del> <u>2300</u>

Subp. 6. **Support personnel: plan C.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum	Maximum
Account Clerk	<del>1210</del> <u>1258</u>	<del>1655</del> <u>1721</u>
Accounting Technician	<del>1270</del> <u>1321</u>	<del>1809</del> <u>1881</u>
Adult Day Care Center Program Coordinator	<del>1299</del> <u>1351</u>	<del>1937</del> <u>2014</u>
Case Aide	<del>1299</del> <u>1351</u>	<del>1937</del> <u>2014</u>
Chemical Dependency Counselor	<del>1582</del> <u>1645</u>	<del>2063</del> <u>2146</u>
Child Health Aide	<del>1134</del> <u>1179</u>	<del>1549</del> <u>1611</u>
Child Support Officer I	<del>1415</del> <u>1472</u>	<del>2021</del> <u>2102</u>
Child Support Officer II	<del>1694</del> <u>1762</u>	<del>2320</del> <u>2413</u>
Collections Officer	<del>1415</del> <u>1472</u>	<del>2021</del> <u>2102</u>
Collection Services Supervisor I	<del>1773</del> <u>1844</u>	<del>2418</del> <u>2515</u>
Community Service Aide	<del>1134</del> <u>1179</u>	<del>1549</del> <u>1611</u>
<u>Community Support Technician</u>	<u>1645</u>	<u>2146</u>
Computer Operations Specialist	<del>1299</del> <u>1321</u>	<del>1694</del> <u>1721</u>
Coordinator of Aging	<del>1619</del> <u>1684</u>	<del>2320</del> <u>2413</u>
<del>Developmental Achievement Center Instructor</del>	<del>1415</del>	<del>1937</del>
Employment Technician	<del>1299</del> <u>1351</u>	<del>1937</del> <u>2014</u>

**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

Family Based Services Provider	+582	<u>1645</u>	2063	<u>2146</u>
Family Service Aide I	+210	<u>1258</u>	+655	<u>1721</u>
Family Service Aide II	+270	<u>1321</u>	+809	<u>1881</u>
Family Service Coordinator I	+415	<u>1472</u>	+937	<u>2014</u>
Family Service/Home Health Aide	+210	<u>1258</u>	+655	<u>1721</u>
Financial Assistance Specialist	+619	<u>1684</u>	2320	<u>2413</u>
Financial Worker	+299	<u>1351</u>	+937	<u>2014</u>
Food Stamp Corrective Action Specialist I	+619		2320	
Food Stamp Corrective Action Specialist II	+773		2531	
Home Health Aide	+210	<u>1258</u>	+655	<u>1721</u>
Home Health Aide Coordinator	+415	<u>1472</u>	+937	<u>2014</u>
Housekeeper	Rate proposed by appointing authority and approved by the merit system supervisor and the commissioner of human services.			
Housing Coordinator	+851	<u>1925</u>	2643	<u>2749</u>
Housing Rehabilitation Specialist	+415	<u>1472</u>	+937	<u>2014</u>
Licensed Practical Nurse	+415	<u>1472</u>	+937	<u>2014</u>
Methods and Procedures Technician	+582	<u>1645</u>	2063	<u>2146</u>
Monitoring and Review Specialist	+299	<u>1351</u>	+937	<u>2014</u>
Office Services Supervisor I	+415	<u>1472</u>	+937	<u>2014</u>
Public Health Aide	+134	<u>1179</u>	+549	<u>1611</u>
Senior Citizen's Aide	+107	<u>1258</u>	+655	<u>1721</u>
Support and Collections Specialist	+694	<u>1762</u>	2320	<u>2413</u>
Support Enforcement Aide	+210	<u>1258</u>	+655	<u>1721</u>
Welfare Fraud Investigator	+773	<u>1844</u>	2320	<u>2413</u>

Subp. 7. **Clerical: plan A.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum		Maximum	
Administrative Secretary	+143	<u>1215</u>	+634	<u>1738</u>
Clerk I	804	<u>836</u>	+093	<u>1137</u>
Clerk II	919	<u>956</u>	+309	<u>1361</u>
Clerk III	+093	<u>1137</u>	+496	<u>1556</u>
Clerk-Typist I	882	<u>917</u>	+197	<u>1245</u>
Clerk-Typist II	919	<u>956</u>	+309	<u>1361</u>
Clerk-Typist III	+143	<u>1215</u>	+634	<u>1738</u>
Clerk-Steno	919	<u>956</u>	+309	<u>1361</u>
Data Entry Operator	882	<u>917</u>	+197	<u>1245</u>
Information Systems Specialist	919	<u>956</u>	+309	<u>1361</u>
Legal Secretary	+093	<u>1137</u>	+496	<u>1556</u>
Switchboard Operator	882	<u>917</u>	+197	<u>1245</u>

Subp. 8. **Clerical: plan B.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum		Maximum	
Administrative Secretary	+250	<u>1271</u>	+710	<u>1818</u>
Clerk I	919	<u>956</u>	+197	<u>1245</u>
Clerk II	+046	<u>1088</u>	+426	<u>1483</u>
Clerk III	+222	<u>1271</u>	+594	<u>1658</u>
Clerk-Typist I	999	<u>1039</u>	+309	<u>1361</u>
Clerk-Typist II	+046	<u>1088</u>	+426	<u>1483</u>
Clerk-Typist III	+250	<u>1271</u>	+710	<u>1818</u>
Clerk-Steno	+046	<u>1088</u>	+426	<u>1483</u>
Data Entry Operator	999	<u>1039</u>	+309	<u>1361</u>
Information Systems Specialist	+046	<u>1088</u>	+426	<u>1483</u>
Legal Secretary	+222	<u>1271</u>	+594	<u>1658</u>
Switchboard Operator	999	<u>1039</u>	+309	<u>1361</u>

## Proposed Rules

Subp. 9. **Clerical: plan C.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions:

	Minimum		Maximum	
Administrative Secretary	<del>1309</del>	<u>1331</u>	<del>1788</del>	<u>1899</u>
Clerk I	<del>999</del>	<u>1039</u>	<del>1309</del>	<u>1361</u>
Clerk II	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Clerk III	<del>1280</del>	<u>1331</u>	<del>1671</del>	<u>1738</u>
Clerk-Typist I	<del>1093</del>	<u>1137</u>	<del>1426</del>	<u>1483</u>
Clerk-Typist II	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Clerk-Typist III	<del>1309</del>	<u>1331</u>	<del>1788</del>	<u>1899</u>
Clerk-Steno	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Data Entry Operator	<del>1093</del>	<u>1137</u>	<del>1426</del>	<u>1483</u>
Information Systems Specialist	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Legal Secretary	<del>1280</del>	<u>1331</u>	<del>1671</del>	<u>1738</u>
Switchboard Operator	<del>1093</del>	<u>1137</u>	<del>1426</del>	<u>1483</u>

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

	Minimum		Maximum	
Auto Driver	<del>922</del>	<u>959</u>	<del>1189</del>	<u>1237</u>
Bus Driver	<del>984</del>	<u>1023</u>	<del>1316</del>	<u>1369</u>
Janitor	<del>1004</del>	<u>1044</u>	<del>1288</del>	<u>1340</u>
Maintenance Worker	<del>1092</del>	<u>1136</u>	<del>1463</del>	<u>1522</u>

Subp. 11. **Maintenance and trades: plan B.** The following minimum and maximum salary steps in monthly salary amounts shall be applicable to the specified classes of positions. Janitors who are required to work for a period of at least five hours after 6 p.m. on a regularly scheduled basis may be paid a shift differential in the amount of one salary step above their normal day-work rate.

	Minimum		Maximum	
Auto Driver	<del>1138</del>	<u>1156</u>	<del>1463</del>	<u>1486</u>
Bus Driver	<del>1211</del>	<u>1259</u>	<del>1559</del>	<u>1621</u>
Janitor	<del>1189</del>	<u>1237</u>	<del>1527</del>	<u>1588</u>
Maintenance Worker	<del>1288</del>	<u>1340</u>	<del>1661</del>	<u>1727</u>

## Department of Public Safety

### Proposed Permanent Rules Relating to Merit System

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

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

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

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is

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## Proposed Rules

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encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, section 14.131 to 14.20. **PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON DECEMBER 5, 1989, IN CONFERENCE ROOM 1B, HUMAN SERVICES BUILDING, 444 LAFAYETTE ROAD, ST. PAUL, MINNESOTA 55155, AT 9:00 A.M., UNLESS A SUFFICIENT NUMBER WITHDRAW THEIR REQUEST, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING ON THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY.** To verify whether a hearing will be held, please call the Minnesota Merit System between November 23, 1989 and December 4, 1989 at (612) 296-3996.

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

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

Comments or requests for a public hearing must be received by the Department by 4:30 p.m. on November 22, 1989.

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

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

The Minnesota Merit System rules provide for a system of personnel administration for 22 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

A proposed revision to part 7520.0650 provides for a recommended salary adjustment of 4% for all incumbents on the professional and clerical salary schedules who are covered by Merit System compensation plans.

Proposed revisions to part 7520.1000-1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in parts 7520.1000-.1100 have been adjusted 4%, which is the salary adjustment recommended for all incumbents effective January 1, 1990.

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

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

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

Dated: 28 September 1989

Rudy Perpich  
Governor

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

**NOTICE IS HEREBY GIVEN** that a public hearing on the above-entitled matter will be held in Conference Room 1B, Human Services Building, 444 Lafayette Road, St. Paul, Minnesota 55155 on December 5, 1989 commencing at 9:00 a.m. and continuing

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

**PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS *STATE REGISTER* AND MAILED TO PERSONS REGISTERED WITH THE DEPARTMENT OF PUBLIC SAFETY.** To verify whether a hearing will be held, please call the Minnesota Merit System between November 23, 1989 and December 4, 1989, at (612) 296-3996.

Following the agency's presentation at the hearing, all interested or affected persons will have an opportunity to participate. Such persons may present their views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should be pertinent to the matter at hand. Written material not submitted at the time of the hearing which is to be included in the hearing record may be mailed to Allen E. Giles, Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 349-2543, either before the hearing or within five working days after the public hearing ends. The Administrative Law Judge may at the hearing, order the record be kept open for a longer period not to exceed 20 calendar days. The comments received during the comment period shall be available for review at the Office of Administrative Hearings. Following the close of the comment period the agency and all interested persons have three business days to respond in writing to any new information submitted during the comment period. During the three-day period, the agency may indicate in writing whether there are amendments suggested by other persons which the agency is willing to adopt. No additional evidence may be submitted during the three-day period. The written responses shall be added to the rulemaking record. Upon the close of the record the Administrative Law Judge will write a report as provided for in *Minnesota Statutes*, sections 14.15 and 14.50. The rule hearing is governed by *Minnesota Statutes*, section 14.14 to 14.20 and by *Minnesota Rules*, parts 1400.0200 to 1400.1200. Questions about procedure may be directed to the Administrative Law Judge.

The Minnesota Merit System rules provide for a system of personnel administration for 22 local and county emergency management agencies. The rules apply to all positions and employees engaged in the administration of emergency management programs funded in whole or in part by federal grants-in-aid requiring a merit system of personnel administration. The rules cover such areas as classification of positions, compensation, recruitment and examination, certification and appointment, leaves of absence, separation, tenure and reinstatement, and, in general, provide standards for agencies to follow to ensure compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900).

A proposed revision to part 7520.0650 provides for a recommended salary adjustment of 4% for all incumbents on the professional and clerical salary schedules who are covered by Merit System compensation plans.

Proposed revisions to 7520.1000-.1100 (the compensation plan) provide for adjustments of varying amounts to the minimum and maximum salaries for classes covered by the Merit System. These adjustments have been proposed to correct compensation inequities based upon comparable work value. Most of the salary ranges in part 7520.1000-.1100 have been adjusted 4%, which is the salary adjustment recommended for all incumbents effective January 1, 1990.

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

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

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

**NOTICE:** Any person may request notification of the date on which the Administrative Law Judge's report will be available, after which date the agency may not take any final action on the rules for a period of five working days. If you desire to be notified, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules were adopted and filed with the Secretary of State. The notice must be mailed on the same day the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the agency at any time prior to the filing of the rules with the Secretary of State.

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# Proposed Rules

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

*Minnesota Statutes*, chapter 10a, requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in *Minnesota Statutes*, section 10A.01, subdivision 11, as any individual:

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

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

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

Dated: 28 September 1989

Rudy Perpich  
Governor

## Rules as Proposed

### 7520.0650 SALARY ADJUSTMENTS AND INCREASES.

Subpart 1. and 2. [Unchanged.]

Subp. 3. **Recommended adjustment.** The merit system general adjustment recommended for incumbents is ~~three~~ four percent for employees on the professional and clerical salary schedules.

Subp. 4. and 5. [Unchanged.]

### 7520.1000 COMPENSATION PLAN (EMERGENCY MANAGEMENT), ~~1989~~ 1990; PROFESSIONAL.

Subpart 1. **Plan A.**

	Minimum		Maximum	
Administrative Officer	<del>1694</del>	<u>1762</u>	2320	<u>2413</u>
Assistant Emergency Management Director	<del>1482</del>	<u>1541</u>	2114	<u>2199</u>
Communications Officer	<del>1482</del>	<u>1541</u>	2021	<u>2102</u>
Operations Officer	<del>1694</del>	<u>1762</u>	2320	<u>2413</u>
Public Information Officer	<del>1694</del>	<u>1762</u>	2320	<u>2413</u>
Radiological Officer	<del>1482</del>	<u>1541</u>	2021	<u>2102</u>
Safety Services Coordinator	<del>1694</del>	<u>1762</u>	2320	<u>2413</u>

Subp. 2. **Plan B.**

	Minimum		Maximum	
Administrative Officer	<del>1773</del>	<u>1844</u>	2418	<u>2515</u>
Assistant Emergency Management Director	<del>1549</del>	<u>1611</u>	2212	<u>2300</u>
Communications Officer	<del>1549</del>	<u>1611</u>	2114	<u>2199</u>
Operations Officer	<del>1773</del>	<u>1844</u>	2418	<u>2515</u>
Public Information Officer	<del>1773</del>	<u>1844</u>	2418	<u>2515</u>
Radiological Officer	<del>1549</del>	<u>1611</u>	2114	<u>2199</u>
Safety Services Coordinator	<del>1773</del>	<u>1844</u>	2418	<u>2515</u>

Subp. 3. **Plan C.**

	Minimum		Maximum	
Administrative Officer	<del>1851</del>	<u>1925</u>	2531	<u>2632</u>
Assistant Emergency Management Director	<del>1619</del>	<u>1684</u>	2320	<u>2413</u>
Communications Officer	<del>1619</del>	<u>1684</u>	2212	<u>2300</u>
Operations Officer	<del>1851</del>	<u>1925</u>	2531	<u>2632</u>
Public Information Officer	<del>1851</del>	<u>1925</u>	2531	<u>2632</u>
Radiological Officer	<del>1619</del>	<u>1684</u>	2212	<u>2300</u>
Safety Services Coordinator	<del>1851</del>	<u>1925</u>	2531	<u>2632</u>

**7520.1100 COMPENSATION PLAN (EMERGENCY MANAGEMENT), 1989 1990; CLERICAL.**

Subpart 1. **Plan A.**

	Minimum		Maximum	
Clerk I	804	<u>836</u>	<del>1093</del>	<u>1137</u>
Clerk II	919	<u>956</u>	<del>1309</del>	<u>1361</u>
Clerk III	<del>1093</del>	<u>1137</u>	<del>1496</del>	<u>1556</u>
Clerk-Typist I	882	<u>917</u>	<del>1197</del>	<u>1245</u>
Clerk-Typist II	919	<u>956</u>	<del>1309</del>	<u>1361</u>
Clerk-Typist III	<del>1143</del>	<u>1215</u>	<del>1634</del>	<u>1738</u>
Clerk-Steno	919	<u>956</u>	<del>1309</del>	<u>1361</u>

Subp. 2. **Plan B.**

	Minimum		Maximum	
Clerk I	919	<u>956</u>	<del>1197</del>	<u>1245</u>
Clerk II	<del>1046</del>	<u>1088</u>	<del>1426</del>	<u>1483</u>
Clerk III	<del>1222</del>	<u>1271</u>	<del>1594</del>	<u>1658</u>
Clerk-Typist I	999	<u>1039</u>	<del>1309</del>	<u>1361</u>
Clerk-Typist II	<del>1046</del>	<u>1088</u>	<del>1426</del>	<u>1483</u>
Clerk-Typist III	<del>1250</del>	<u>1271</u>	<del>1710</del>	<u>1818</u>
Clerk-Steno	<del>1046</del>	<u>1088</u>	<del>1426</del>	<u>1483</u>

Subp. 3. **Plan C.**

	Minimum		Maximum	
Clerk I	999	<u>1039</u>	<del>1309</del>	<u>1361</u>
Clerk II	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Clerk III	<del>1280</del>	<u>1331</u>	<del>1671</del>	<u>1738</u>
Clerk-Typist I	<del>1093</del>	<u>1137</u>	<del>1426</del>	<u>1483</u>
Clerk-Typist II	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>
Clerk-Typist III	<del>1309</del>	<u>1331</u>	<del>1788</del>	<u>1899</u>
Clerk-Steno	<del>1143</del>	<u>1189</u>	<del>1563</del>	<u>1626</u>

**Minnesota Racing Commission**

**Proposed Permanent Rules Relating to Pari-Mutuel Betting on Horse Racing**

**Notice of Proposed Adoption of a Rule Without a Public Hearing**

NOTICE IS HEREBY GIVEN that the Minnesota Racing Commission proposes to adopt the above-entitled rule without a public hearing following the procedures set forth in *Minnesota Statutes*, sections 14.22 to 14.28. The statutory authority to adopt the rule is *Minnesota Statutes*, section 240.23 (1988).

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. 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:

**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

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Richard Krueger  
Minnesota Racing Commission  
11000 West 78th Street, Suite 201  
Eden Prairie, MN 55344  
Telephone: (612) 341-7555

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

A copy of the proposed rule is attached to this notice.

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 the Minnesota Racing Commission upon request.

Promulgation of the proposed rule will not result in the expenditure of public monies by local public bodies, fix or adjust any fees, or have an impact on agricultural land. The effect, if any, that the proposed rule may have on small businesses is discussed in the Statement of Need and Reasonableness.

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 the Minnesota Racing Commission at the address listed above.

Dated: 20 September 1989

Richard Krueger  
Acting Director  
Minnesota Racing Commission

### Rules as Proposed

#### 7869.0100 DEFINITIONS.

[For text of subs 1 to 50, see M.R. 1989]

Subp. 51. **Race.** "Race" means a contest among horses for purse, stakes, premium, or wager for money, run in the presence of racing officials of the association and the commission. The following are categories of races:

[For text of items A to N, see M.R. 1989]

O. "Mixed race" means a race conducted between two or more different breeds of horses.

[For text of subs 52 to 69, see M.R. 1989]

#### PARI-MUTUEL RULES ON LIVE RACING DAYS

#### 7873.0110 APPROVAL OF PARI-MUTUEL POOLS.

[For text of subs 1 and 2, see M.R. 1989]

Subp. 3. ~~Limitation on pari-mutuel pools. Live racing days; director of pari-mutuel racing authority. The commission shall not approve a pari-mutuel pool in which a participant is required to select more than two horses in any race. The director of pari-mutuel racing is delegated the authority to approve variation and changes in pari-mutuel pools previously approved by the commission, placement of pools in the program, and simulcasts requested by the licensee that meet the criteria in subpart 2.~~

#### 7873.0120 PARI-MUTUEL BETTING.

Subpart 1. **Deficiencies.** In the event there is insufficient money available in a net pari-mutuel pool to return \$2.10 on each winning \$2 wager, the association conducting the pari-mutuel betting shall pay the deficiency from its share of the pool.

Subp. 2. **Telecasts.** A licensee may, with the approval of the commission, transmit telecasts of races the licensee conducts for wagering purposes to a location outside the state. The commission may allow the licensee to commingle its wagering pools with the wagering pools at a facility located outside of this state that is regulated by a state racing commission, when it transmits telecasts under this subpart.

#### 7873.0140 FAILURE TO START.

After wagering has commenced on a race and prior to the race being run, should a horse or horses be scratched resulting in a field of less than six different betting interests, the following shall apply:

A. if five horses of different betting interests ~~will leave the stalls~~ are declared starters, the association may refund the entire amount wagered in the show pool;

B. if four or fewer horses of different betting interests ~~will leave the stalls~~ are declared starters, the association may refund the entire amount wagered in the show pool, the place pool, ~~or both the exacta pool, the quinella pool;~~ and

C. if fewer than two horses ~~leave the stalls~~ are declared starters, the race must be canceled and the entire amount wagered in the win, place, ~~and show,~~ exacta, and quinella pools must be promptly refunded.

In all cases, the association must, prior to the race being run, announce to the public its decision to cancel any pools.

#### **7873.0150 SCRATCHES.**

For all wagers other than the daily double ~~or~~ pick six, or pick three, a refund at face value shall be made to all holders of pari-mutuel tickets on horses that have been withdrawn, dismissed, or have participated in a race in which no horse finished. No refund shall be made if the scratched, withdrawn, or dismissed horse is part of a coupled entry or field.

#### **7873.0190 PICK SIX.**

[For text of subps 1 to 6, see M.R. 1989]

Subp. 7. **Actual favorite substituted for scratched horse.** In the event a pick six pari-mutuel ticket designates a selection in any one or more of the races comprising the pick six and that selection is scratched, excused, or determined by the stewards to be a nonstarter in the race, the actual favorite, as evidenced by the amounts wagered in the win pool at the time of the start of the race, will be substituted for the nonstarting selection for all purposes, including pool calculations and payoffs.

The association may refund pick six tickets that include the scratched selection prior to the beginning of wagering for the first race comprising the pick six races.

[For text of subps 8 to 10, see M.R. 1989]

#### **7873.0191 PICK THREE.**

[For text of subps 1 to 7, see M.R. 1989]

Subp. 8. **Actual favorite substituted for scratched horse.** In the event a pick three ticket designates a selection in any one or more of the races comprising the pick three and that selection is scratched, excused, or determined by the stewards to be a nonstarter in the race, the actual favorite, as evidenced by the amounts wagered in the win pool at the time of the start of the race, will be substituted for the nonstarting selection for all purposes, including pool calculations and payoffs.

The association may refund pick three tickets that include the scratched selection prior to the beginning of wagering for the first race comprising the pick three races.

[For text of subp 9, see M.R. 1989]

Subp. 10. **No pick three ticket to be exchanged or canceled.** No pari-mutuel ticket for the pick three pool shall be sold, exchanged, or canceled after the time of the closing of wagering in the first of the three races comprising the pick three, except for refunds on pick three tickets as required by subpart 7, ~~item B,~~ and no person shall disclose the number of tickets sold in the pick three pool or the number or amount of tickets selecting winners of pick three races until the stewards have determined the last race comprising the pick three to be official.

[For text of subp 11, see M.R. 1989]

#### **7873.0300 SIMULCAST WAGERING.**

Subpart 1. **Request.** Upon written request of a Class B or Class D licensee, the commission shall approve wagering on races televised to Minnesota from another licensed racing jurisdiction. ~~The request must be made not less than seven days prior to the race to be televised. The request must be accompanied by~~ A signed reciprocal agreement among the racetrack originating (hosting) the broadcast, the association representing the horsepersons at the host track, the Minnesota racetrack receiving the broadcast, and the association representing the horsepersons at the Minnesota racetrack receiving the broadcast.

[For text of subps 2 to 5, see M.R. 1989]

#### **7876.0110 OFF-TRACK STABLING.**

[For text of subps 1 and 2, see M.R. 1989]

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## Proposed Rules

Subp. 3. **Horses must be at racetrack by scratch time.** All horses shipped from another racetrack or off-track stabling facility to a racetrack for a race must be at the racetrack ~~before scratch time for that race~~ no later than 9:00 a.m. on the day on which the horse is scheduled to race.

### 7877.0120 FEES.

Subpart 1. **License fees.** Each application for a Class C license, or its renewal, shall be accompanied by the payment of an annual fee according to the following schedule:

[For text of items A to M, see M.R. 1989]

- N. owner, multiple, ~~\$100~~ \$25;
- O. ~~owner/trainer/driver,~~ \$25;
- P. pari-mutuel clerk, \$10;
- ~~Q. P.~~ pony rider, \$10;
- ~~R. Q.~~ racing official, \$25;
- ~~S. R.~~ stable foreman, \$5;
- ~~T. S.~~ trainer, \$25;
- ~~U. T.~~ trainer, assistant, \$15;
- ~~V. U.~~ valet, \$5;
- ~~W. V.~~ veterinarian, \$100;
- ~~X. W.~~ veterinary assistant, \$25; and
- ~~Y. X.~~ others, \$10.

[For text of subps 2 to 4, see M.R. 1989]

### 7877.0170 DUTIES AND RESPONSIBILITIES OF CLASS C LICENSEES.

[For text of subpart 1, see M.R. 1989]

Subp. 2. **Trainers.** Trainers shall have the following responsibilities.

[For text of items A to N, see M.R. 1989]

O. A trainer is responsible for having each horse in his or her charge that is racing in Minnesota or stabled on the grounds of an association tested for equine infectious anemia (EIA) once every 12 months. The tests shall be performed by a laboratory approved by the United States Department of Agriculture. A copy of each horse's negative EIA test results (~~Coggins Certificate~~) must be attached to the horse's foal registration certificate on or before the time of entry into a race or the entry must not be accepted. The Coggins EIA test Certificates must be dated within a 12-month period prior to the date of entry, and must be renewed or replaced on foal registration certificate no later than ten days following the date of expiration.

P. A trainer must ensure that at the time of arrival at a licensed racetrack, each horse in his or her care that will be entered and remain in the stable area for more than 24 hours is accompanied by a health certificate issued not more than ten days prior to the arrival. The health certificate must be completed by an accredited veterinarian and must contain complete Equine Infectious Anemia (EIA) test results, including the date, laboratory, and accession number of the most recent negative EIA test. The health certificates must be surrendered to stable gate personnel for immediate transmittal to the commission veterinarian.

[For text of items Q to S, see M.R. 1989]

[For text of subps 2a to 9, see M.R. 1989]

### 7877.0175 DUTIES AND RESPONSIBILITIES OF RACING OFFICIALS.

[For text of subps 1 to 3, see M.R. 1989]

Subp. 4. **Paddock judge.** The paddock judge shall have the following responsibilities.

[For text of items A to G, see M.R. 1989]

H. The paddock judge shall immediately report to the commission veterinarian or the association veterinarian the suspected infirmity or unsoundness of any horse.

[For text of items I to L, see M.R. 1989]

[For text of subps 5 to 15, see M.R. 1989]

**7877.0185 APPLICABILITY OF RULES AND RULINGS.**

Rules pertaining to Class C licensees and rulings or orders against them shall apply equally to other persons if:

A. ~~continued~~ participation in an activity by the other person would circumvent the intent of a rule ~~or~~ ruling, or order by permitting the person to serve, in essence, as a substitute for the ineligible licensee ~~because;~~ or

A B. the other person is legally liable for the conduct that violated the rule or is the subject of the ruling; or

B C. the other person benefited financially from ~~that~~ the conduct that violated the rule.

The ~~fraudulent~~ transfer of a horse in an effort to avoid application of a commission rule or ruling is prohibited.

**7878.0120 LICENSING OF SECURITY OFFICERS.**

[For text of subs 1 and 2, see M.R. 1989]

Subp. 4. **License fee.** The license fee for a Class C security officer's license is ~~\$25~~ \$10.

**7883.0130 PENALTIES AND ALLOWANCES.**

Subpart 1. **Determining penalties and allowances.** Penalties and allowances shall be determined as follows.

[For text of items A to D, see M.R. 1989]

E. Eligibility, penalties, and allowances of weight for all races will be determined from the reports, records, and statistics published by the Daily Racing Form, and from information contained on Jockey Club (~~New York Lexington~~) foal certificates; ~~but~~ and from certificates issued by the American Quarter Horse Association (AQHA). Information contained on these certificates that is not published by the Daily Racing Form, or certified by the AQHA, will not be considered. Responsibility for weight carried and eligibility still ~~remain~~ remains with the owner and trainer as provided in part 7883.0100, subpart 15.

[For text of items F and G, see M.R. 1989]

[For text of subs 2 to 4, see M.R. 1989]

**7883.0140 CLAIMING RACES.**

[For text of subs 1 to 15, see M.R. 1989]

Subp. 16. **Title to claimed horse.** Title to a horse which is claimed shall be vested in the successful claimant from the time the field horse has ~~entered the course~~ become a starter for the race in which the horse is scheduled to run, unless the race is canceled or the horse is excused by the stewards. The claimant shall then become the owner of the horse whether it be alive or dead, sound or unsound, or injured during the race or after it.

[For text of subs 17 to 30, see M.R. 1989]

**7883.0150 PADDOCK TO POST.**

[For text of subpart 1, see M.R. 1989]

Subp. 2. **Trainer to have horse in paddock.** A trainer shall have his or her horses in the paddock not less than ~~45~~ 20 minutes before post time. The trainer shall also attend his or her horse in the paddock and be present to supervise its saddling, unless he or she has obtained permission of a steward to send an assistant trainer or another trainer as a substitute. Every horse must be saddled in the paddock unless permission has been granted by the stewards to saddle elsewhere.

[For text of subs 3 to 12, see M.R. 1989]

**7890.0140 BLEEDERS.**

[For text of subs 1 to 4, see M.R. 1989]

Subp. 5. **Restrictions on confirmed bleeders.** Confirmed bleeders shall be subject to the following restrictions:

[For text of items A to C, see M.R. 1989]

D. When a horse is observed bleeding a fourth time in Minnesota, the horse shall be barred from further pari-mutuel racing in Minnesota: unless the horse has not been observed bleeding in Minnesota for a period of at least one year immediately preceding the observation of a fourth bleeding. In such event, the horse shall be placed on the veterinarian's list and shall not be removed from the list for at least six months, and not until the commission veterinarian has approved its removal.

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## Proposed Rules

E. When a horse is observed bleeding a fifth time in Minnesota, the horse shall be barred from further pari-mutuel racing in Minnesota.

[For text of subs 6 to 10, see M.R. 1989]

### 7892.0120 TAKING OF SAMPLES.

[For text of subs 1 to 4, see M.R. 1989]

Subp. 5. **Split samples.** A portion of the sample from each horse tested, after a sufficient amount has been sent to the official laboratory, must be preserved by the ~~association~~ commission. It must be available for testing at the request of a person accused of a violation of chapter 7890. A person so accused may request that the portion of the test sample retained by the ~~association~~ commission be sent to a laboratory ~~other than the commission's official laboratory~~ selected from a list of laboratories approved by the commission for testing. A person making a request must bear the cost of shipment and additional testing. The cost of additional testing shall be paid in the form of a check or money order payable to the Minnesota Racing Commission or in cash at the commission's administrative offices.

[For text of subp 6, see M.R. 1989]

### 7895.0110 THOROUGHBRED BREEDERS' FUND.

Subpart 1. **Definitions.** For purposes of this part, the following terms have the meaning given them unless another intention clearly appears.

A. "Minnesota-foaled" or "Minnesota-bred" means a horse foaled in Minnesota.

B. "Minnesota-sire" means a stallion owned at least 50 percent by residents of Minnesota or leased entirely by Minnesota residents, and which has stood the entire breeding season, between ~~January 31~~ February 15 and July 31, in Minnesota.

[For text of subs 2 to 8, see M.R. 1989]

### 7895.0125 THOROUGHBRED REGISTRATION.

Subpart 1. **Broodmare registration.** To be eligible to receive any breeders' award payments, the following requirements must be met:

A. Prior to foaling, a broodmare must be in Minnesota and registered or the registration renewed with the racing commission or official registering agency on or before ~~January 31~~ February 15 of the year in which the broodmare will foal. The broodmare's original jockey club certificate must be received by the racing commission or official registering agency.

B. In the event an unregistered broodmare should foal in Minnesota before ~~January 31~~ February 15, the owner must submit a sworn affidavit to the racing commission or the official registering agency attesting that the foal was born in Minnesota. The affidavit will be considered evidence that the foal is a Minnesota-bred or Minnesota-foaled horse and the owner of the broodmare or his or her agent must register the broodmare in accordance with item A. The attending veterinarian, licensed by the state of Minnesota, must certify on information and belief that the information provided from the owner or agent is true and correct.

C. Late fees for late broodmare registration will be imposed as follows:

(1) A late fee of \$50 will be imposed for broodmare registrations received February 16 to March 16 (excluding Saturday and Sunday) of the foaling year.

(2) A late fee of \$100 will be imposed for broodmare registrations received March 17 to May 15 (excluding Saturday and Sunday) of the foaling year.

D. Failure to submit broodmare registration forms on or before the ~~January 31~~ cutoff date May 15 of the foaling year (excluding Saturday and Sunday) will disqualify any subsequent claims for breeders' award payments or for the foal to be registered as Minnesota-bred.

E. The commission may, at its discretion, request written documentation from any persons seeking late registration that the broodmare was standing in Minnesota as of February 15 of the foaling year.

Subp. 2. **Stallion registration.** To be eligible to receive any stallion award payments, the following requirements must be met:

A. Stallions must be in Minnesota and registered or the registration renewed with the racing commission or official registering agency by ~~January 31~~ February 15 of the current breeding year. The stallion's original jockey club certificate must be received by the racing commission or official registering agency. If the stallion is leased, a copy of the lease must accompany the registration application. The lease must include a statement that the lessee is authorized to sign the breeding certificate.

B. Stallions must remain in Minnesota for the entire breeding season from ~~January 31~~ February 15 to July 31.

A newly acquired stallion which has not been in Minnesota for breeding purposes before ~~January 31~~ February 15 of the current breeding season may be eligible for stallion awards if the stallion has been properly registered with the commission prior to servicing any mare and the stallion has not serviced any mare after December 31 of the preceding year.

C. Late fees for late stallion registration will be imposed as follows:

(1) A late fee of \$50 will be imposed for stallion registrations received February 16 to March 16 (excluding Saturday and Sunday) of the breeding year.

(2) A late fee of \$100 will be imposed for stallion registrations received March 17 to May 15 (excluding Saturday and Sunday) of the breeding year.

D. Failure to submit stallion registration forms on or before May 15 of the breeding year (excluding Saturday and Sunday) will disqualify any subsequent claims for stallion award payments.

E. The commission may, at its discretion, request written documentation from any persons seeking late registration that the stallion was standing in Minnesota as of February 15 of the breeding year.

Subp. 3. **Foal registration and certification.** For a horse foaled in Minnesota to be registered and subsequently certified as a Minnesota-bred or Minnesota-foaled horse, the following requirements must be met:

A. Within ~~30~~ 45 days of the date a horse is foaled in Minnesota, the foal must be registered with the racing commission or official registering agency. The registration must include the following information: the date, the name of the owner or lessee of the dam at time of conception, the date that the foal was born, an owner's or lessee's statement that the foal was born in Minnesota, and the signature and veterinary license number of the attending veterinarian. Failure to submit the veterinarian's report will disqualify any subsequent claim to register the foal as a Minnesota-bred or Minnesota-foaled horse.

B. Late fees for late foal registration will be imposed as follows:

(1) A late fee of \$50 will be imposed for foal registrations received up to 30 days late (excluding Saturday and Sunday).

(2) A late fee of \$100 will be imposed for foal registrations received 31 to 90 days late (excluding Saturday and Sunday).

C. Failure to submit foal registration forms on or before 135 days of the date of foaling will disqualify any subsequent claims to enter the horse in a restricted race or to earn any breeders' fund payments.

D. The original foal certificate must be embossed by the racing commission or official registering agency prior to entry into any restricted race.

~~E.~~ Failure to have foal certificate embossed shall disqualify any claim to enter the horse in a restricted race or to earn breeders' fund payments.

#### **7895.0250 STANDARD BRED BREEDERS' FUND.**

Subpart 1. **Definitions.** For purposes of this part, the following terms have the meaning given them unless another intention clearly appears.

[For text of items A to C, see M.R. 1989]

D. "Minnesota sire" means a stallion owned at least 50 percent by residents of Minnesota or leased entirely by Minnesota residents, and which has stood the entire breeding season, from ~~January 31~~ February 15 to July 31 in Minnesota.

[For text of subs 2 to 8, see M.R. 1989]

#### **7895.0275 STANDARD BRED REGISTRATION.**

Subpart 1. **Stallion registration.** To be eligible to participate in the standardbred breeders' fund program, the following requirements must be met:

A. Stallions must be in Minnesota and registered or the registration renewed with the racing commission or official registering agency by ~~January 31~~ February 15 of the current breeding year. The stallion's original United States Trotting Association (USTA) certificate must be received by the racing commission or official registering agency. If the stallion is leased, a copy of the lease must accompany the registration application or renewal. The lease agreement must contain a statement that the lessee is authorized to sign the breeding certificate.

B. Stallions must remain in Minnesota for the entire breeding season from ~~January 31~~ February 15 to July 31.

A newly acquired stallion which has not been in Minnesota for breeding purposes before ~~January 31~~ February 15 of the current breeding season may be eligible for stallion awards if the stallion has been properly registered with the commission prior to servicing any mare and the stallion has not serviced any mare after December 31 of the preceding year.

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## Proposed Rules

C. Late fees for late stallion registration will be imposed as follows:

(1) A late fee of \$50 will be imposed for stallion registrations received February 16 to March 16 (excluding Saturday and Sunday) of the breeding year.

(2) A late fee of \$100 will be imposed for stallion registrations received March 17 to May 15 (excluding Saturday and Sunday) of the breeding year.

D. Failure to submit stallion registration forms on or before May 15 of the breeding year (excluding Saturday and Sunday) will disqualify any subsequent claims for stallion award payments.

E. The commission may, at its discretion, request written documentation from any persons seeking late registration that the stallion was standing in Minnesota as of February 15 of the breeding year.

[For text of subp 2, see M.R. 1989]

### 7895.0300 QUARTER HORSE BREEDERS' FUND.

Subpart 1. **Definitions.** For purposes of this part, the following terms have the meaning given them unless another intention clearly appears:

[For text of items A to C, see M.R. 1989]

D. "Minnesota-sire" means a stallion owned at least 50 percent by residents of Minnesota or leased entirely by Minnesota residents, and which has stood the entire breeding season, from ~~January 31~~ February 15 through July 31, in Minnesota.

[For text of subs 2 to 6, see M.R. 1989]

### 7895.0350 QUARTER HORSE REGISTRATION.

Subpart 1. **Broodmare registration.** To be eligible to receive any breeders' award payments, the following requirements must be met:

A. Prior to foaling, a broodmare must be in Minnesota and registered or the registration renewed with the racing commission or official registering agency on or before ~~January 31~~ February 15 of the year in which the broodmare will foal. The broodmare's original American Quarter Horse Association (AQHA) certificate must be received by the racing commission or official registering agency. The broodmare must be in foal to a Minnesota registered stallion which means a stallion owned at least 50 percent by residents of Minnesota or leased entirely by Minnesota residents, and which has stood the entire breeding season from February 15 to July 31 in Minnesota.

B. In the event an unregistered broodmare should foal in Minnesota before ~~January 31~~ February 15, the owner or lessee must submit a sworn affidavit to the racing commission or the official registering agency attesting that the foal was born in Minnesota. The affidavit will be considered evidence that the foal is a Minnesota-bred or Minnesota-foaled horse and the owner of the broodmare or his or her agent must register the broodmare in accordance with item A. The attending veterinarian, licensed by the state of Minnesota, must certify on information and belief that the information provided by the owner, lessee, or agent is true and correct.

C. Late fees for late broodmare registration will be imposed as follows:

(1) A late fee of \$50 will be imposed for broodmare registrations received February 16 to March 16 (excluding Saturday and Sunday) of the foaling year.

(2) A late fee of \$100 will be imposed for broodmare registrations received March 17 to May 15 (excluding Saturday and Sunday) of the foaling year.

D. Failure to submit broodmare registration forms on or before ~~the January 31 cutoff date~~ May 15 of the foaling year (excluding Saturday and Sunday) will disqualify any subsequent claims for breeders' award payments or for the foal to be registered as a Minnesota-bred or Minnesota-foaled horse.

E. The commission may, at its discretion, request written documentation from any persons seeking late registration that the broodmare was standing in Minnesota as of February 15 of the foaling year.

Subp. 2. **Stallion registration.** To be eligible to receive any stallion award payments, the following requirements must be met:

A. Stallions must be in Minnesota and registered or the initial registration renewed with the racing commission or official registering agency by ~~January 31~~ February 15 of the current breeding year. The stallion's original American Quarter Horse Association (AQHA) certificate must be received by the racing commission or official registering agency. If the stallion is leased, a copy of the lease must accompany the registration application. The lease must include a statement that the lessee is authorized to sign the breeding certificate.

B. Stallions must remain in Minnesota for the entire breeding season from ~~January 31~~ February 15 through July 31.

A newly acquired stallion which has not been in Minnesota for breeding purposes before ~~January 31~~ February 15 of the current

breeding season may be eligible for stallion awards if the stallion has been properly registered with the commission prior to servicing any mare and the stallion has not serviced any mare after December 31 of the preceding year.

C. Late fees for late stallion registration will be imposed as follows:

(1) A late fee of \$50 will be imposed for stallion registrations received February 16 to March 16 (excluding Saturday and Sunday) of the breeding year.

(2) A late fee of \$100 will be imposed for stallion registrations received March 17 to May 15 (excluding Saturday and Sunday) of the breeding year.

D. Failure to submit stallion registration forms on or before May 15 of the breeding year (excluding Saturday and Sunday) will disqualify any subsequent claims for stallion award payments.

E. The commission may, at its discretion, request written documentation from any persons seeking late registration that the stallion was standing in Minnesota as of February 15 of the breeding year.

Subp. 3. **Foal registration and certification.** For a horse foaled in Minnesota to be registered and subsequently certified as a Minnesota-bred or Minnesota-foaled horse, the following requirements must be met:

A. Within ~~30~~ 45 days of the date a horse is foaled in Minnesota, the foal must be registered with the racing commission or official registering agency. The registration must include the following information: the date, the name of the owner or lessee of the dam at time of conception, the date that the foal was born, an owner's or lessee's statement that the foal was born in Minnesota, and the signature and veterinary license number of the attending veterinarian. Failure to submit the veterinarian's report will disqualify any subsequent claim to register the foal as a Minnesota-bred or Minnesota-foaled horse.

B. Late fees for late foal registration will be imposed as follows:

(1) A late fee of \$50 will be imposed for foal registrations received up to 30 days late (excluding Saturday and Sunday).

(2) A late fee of \$100 will be imposed for foal registrations received 31 to 90 days late (excluding Saturday and Sunday).

C. Failure to submit foal registration forms on or before 135 days of the date of foaling will disqualify any subsequent claims to enter the horse in a restricted race or to earn any breeders' fund payments.

D. The original foal certificate must be embossed by the racing commission or official registering agency prior to entry into any restricted race.

E. Failure to have foal certificate embossed shall disqualify any claim to enter the horse in a restricted race or to earn breeders' fund payments.

#### **7897.0150 DISCIPLINARY AND APPEAL PROCEDURES.**

[For text of subps 1 and 2, see M.R. 1989]

Subp. 3. **Appeal to commission.** A stewards' decision regarding a class C licensee may be appealed to the commission by:

~~A. The stewards or any person affected by the decision if such person believes that a greater sanction than that ordered by the stewards is warranted.~~

~~B. The licensee asking the commission to reverse the stewards' decision in whole or part or to lessen the sanction ordered by the stewards.~~

~~C. All B.~~ Appeals to the commission ~~will be heard de novo and~~ are not subject to the contested case procedures.

Subp. 4. **Review or complaint by ~~executive secretary~~ director or motion of commission.** Nothing in this chapter precludes the commission from instituting proceedings to review a stewards' decision on its own motion or complaint of the ~~executive secretary~~ director.

Subp. 5. **Stays of stewards' decisions.** An appeal of a stewards' decision will not automatically stay the decision. A party may request the ~~executive~~ director to stay the decision. The ~~executive~~ director may order a stay unless he or she determines that a stay would adversely affect the public welfare.

Subp. 6. **Procedure for appeal of decision of stewards.** Any affected party A licensee may appeal a decision of the stewards by filing with the ~~executive~~ director a written request for an appeal within three days, ~~excluding Saturday, Sunday, and holidays.~~

**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

after the stewards have orally advised the affected party the licensee of the decision. The written request shall contain the following information:

[For text of items A to E, see M.R. 1989]

Subp. 7. **Deposit shall be required.** The appellant shall deposit with the commission at the time of filing his or her written request for an appeal the sum of \$50 an amount equal to ten times the appellant's occupational license fee in part 7877.0120, subpart 1, but not to exceed \$250. The sum deposit will be refunded by the commission upon the conclusion of the appeal unless the commission finds that the appeal was frivolous, in which case the \$50 deposit will be forfeited. In addition, if the commission determines that the appeal was commenced in bad faith for purposes of delay or was unreasonable and without substance or merit, the commission may impose a fine of not more than \$450.

Subp. 8. **Commission shall set date for hearing.** Within ~~five~~ three days, ~~excluding Saturday, Sunday, and holidays,~~ of receipt of a written request for an appeal and the \$50 deposit, the commission chair, director, or the deputy director shall set a date, time, and place for the hearing, and shall give at least ten days' notice of the hearing to the appellant and any other party affected by the appeal. ~~Such~~ The hearing must be held within eight days of the receipt of the request for the appeal and the deposit. Notice shall be given to the appellant in writing and shall set out the date, time, and place of the hearing, and shall be served personally or sent by mail to the last known address of the appellant and any other party affected by the appeal. If the appellant objects to the date of the hearing, the appellant may obtain a continuance, but the continuance shall not automatically stay imposition of the sanction or prolong a stay issued by the director.

Subp. 9. **Appeal by commission.** When the commission institutes an appeal on its own motion or at the request of the stewards or executive secretary director, a notice of appeal shall be served personally or sent by mail to each person who may be affected by the appeal the licensee, addressed to his or her last known place of residence, at least ten days prior to the hearing of the appeal. This notice of appeal shall contain the following:

[For text of items A to D, see M.R. 1989]

### 7897.0160 COMPOSITION OF HEARING PANEL.

[For text of subpart 1, see M.R. 1989]

Subp. 2. **Hearing panel's decision.** All decisions of the hearing panel must be made by majority vote. In the event the hearing panel is unable to arrive at a decision by a majority vote, the commission will consider the appeal based on the record before the hearing panel. The hearing panel shall issue its written decision within ten days, excluding Saturday, Sunday, and holidays, based on the record and must include the hearing panel's findings of fact and conclusions on all material issues. A copy of the hearing panel's decision shall be served upon all parties by first class mail. The decision of the hearing panel may not be appealed to the commission.

### 7897.0170 CONDUCT OF APPEAL HEARING.

[For text of subps 1 to 6, see M.R. 1989]

Subp. 7. **Burden of proof.** The party proposing that certain action be taken appellant must prove the facts at issue by a preponderance of the evidence, unless the substantive law provides a different burden or standard that the stewards' ruling is clearly erroneous or not supported by applicable law.

[For text of subps 8 and 9, see M.R. 1989]

## Department of Human Services

### Notice of Withdrawal of Proposed Rules Governing the Aid to Families with Dependent Children Program, Parts 9500.2060 to 9500.2880

NOTICE IS HEREBY GIVEN that, pursuant to *Minnesota Statutes*, section 14.05, subdivision 3, the State Department of Human Services withdraws the above entitled rules proposed and published at *State Register*, Volume 14, Number 9, pages 445-461, August 28, 1989 (14 S.R. 445).

## 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 Services for Children with Handicaps; Consolidation of Benefits

The rule proposed and published at *State Register*, Volume 14, Number 1, pages 4-6, July 3, 1989 (14 S.R. 4) is adopted as proposed.

## Executive Orders

### Emergency Executive Order 89-13 Providing for the Transportation of Search Dogs and Handlers to Search for a Lost Individual in Cook County, Minnesota

I, RUDY PERPICH, GOVERNOR OF THE STATE OF MINNESOTA, by virtue of the authority vested in me by the Constitution and applicable statutes, do hereby issue this Executive Order:

WHEREAS, the Sheriff of Cook County, Minnesota has requested assistance in providing an aircraft to transport search dogs and handlers from Anoka County to assist the search teams in Cook County to search for a lost individual in the Grand Portage Area; and

WHEREAS, the Sheriff of Cook County has exhausted all other resources in his efforts to find the lost individual in the Grand Portage Area;

NOW, THEREFORE, I hereby order that:

1. The Adjutant General of Minnesota order to active duty on or after October 6, 1989, in the service of the State, such personnel and aircraft of the military forces of the State as required to transport the search dogs and handlers to Cook County to assist the Sheriff in the search for the lost individual and to return the handlers and dogs back to Anoka County upon conclusion of the search.

2. The cost of subsistence, transportation, fuel, and pay and allowances of said individuals shall be defrayed from the general fund of the State as provided for in *Minnesota Statutes* 1988, Sections 192.49, subdivision 1; 192.51 (as amended by Laws 1989, Chapter 335, Article 1, Section 183) and 192.52.

Pursuant to *Minnesota Statutes* 1988, Section 4.035, this Order shall be effective October 6, 1989

**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.

## Executive Orders

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and shall remain in effect until such date as elements of the military forces of the State are no longer required.

IN TESTIMONY WHEREOF, I have set my hand this sixth day of October, 1989.



Rudy Perpich  
Governor

## Official Notices

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Pursuant to the provisions of Minnesota Statutes §14.10, 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.

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## Department of Commerce

### Notice of Extension of Comment Period in the Matter of the Proposed Permanent Rules Relating to Medicare Supplement

The above captioned rules were published in the *State Register* on July 31, 1989 at 14 S.R. 195.

The comment period for these rules is extended until November 22, 1989.

Michael A. Hatch  
Commissioner of Commerce

## Department of Finance

### Maximum Interest Rate for Municipal Obligations for the Month of October

Pursuant to *Minnesota Statutes*, Section 475.55, Subdivision 4, Commissioner of Finance, Tom Triplett, announced today that the maximum interest rate for municipal obligations in the month of October, 1989 would be nine (9) percent per annum. Obligations which are payable wholly or in part from the proceeds of special assessments or which are not secured by General Obligations of the municipality may bear an interest rate of up to ten (10) percent per annum.

Dated: 9 October 1989

Peter Sausen  
Assistant Commissioner  
Cash & Debt Management

## Department of Health

### Notice of Informal Public Meetings of Home Care/Hospice Regulation

The Health Resources Division of the Minnesota Department of Health will conduct four informal meetings to receive public comment on the preliminary proposed rules governing licensure of home care providers. The rules include requirements for training, classes of licensure, and criminal disqualifications.

The informal meetings will be held from 9 a.m. to 3 p.m. with a one hour break at noon. Comments will be received and questions answered informally during the sessions. The meetings will be held at the following locations:

- **October 26, 1989**  
Government Services Center, Conference Room,  
320 West Second Street, Duluth, MN 55802
- **October 30, 1989**  
Minnesota Department of Health, Chesley Room,  
717 Delaware St. S.E., Minneapolis, MN 55440
- **October 31, 1989**  
Mankato Technical College, Conference Center,  
1920 Lee Boulevard, Mankato, MN 56001
- **November 6, 1989**  
Wadena Technical College, Conference Center,  
405 Colfax Avenue S.W., Wadena 56482

Recipients of home care, home care providers, and all interested individuals and organizations are encouraged to attend the meetings.

Following these meetings, the Department will make appropriate changes and publish a proposed rule in the *State Register*. Persons will have an opportunity to submit comments on the proposed rule and to testify at a formal public hearing.

Written comments on the proposed rule may be submitted to: Julianne Johnston, Home Care Project Director, Minnesota Department of Health, Health Resources Division, P.O. Box 64900, St. Paul, Minnesota 55164-0900. Comments must be received by the Department by November 10, 1989.

## **Department of Health**

### **Office of Health Systems Development**

#### **Notice of Intent to Solicit Outside Opinions Concerning a Request for a Waiver of HMO Statutes and Rules by Group Health, Inc. and GroupCare, Inc.**

**NOTICE IS HEREBY GIVEN** that the Department of Health is seeking opinions and comments pertaining to a request by Group Health, Inc. and GroupCare, Inc. for a waiver of HMO statutes and rules regarding full financial risk provisions of *Minnesota Statutes* 62D.04 pertaining to group contracts that include retirees covered under Medicare Parts A & B. Such waivers are authorized for demonstration projects by *Minnesota Statutes* Section 62D.30.

The request submitted by Group Health, Inc. and GroupCare Inc. is available for inspection during normal business hours at the following location:

Alternative Delivery Systems  
Room 472  
Minnesota Department of Health  
Minneapolis, Minnesota 55440  
(612) 623-5365

Comments on the request must be received by October 30, 1989.

## **Department of Labor and Industry**

### **Workers' Compensation Division**

#### **Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rules Governing Permanent Partial Disability**

**NOTICE IS HEREBY GIVEN** that the State Department of Labor and Industry is seeking information or opinions from sources outside the agency in preparing to propose amendments to the rules governing permanent partial disability contained in *Minnesota Rules* Chapter 5223. The adoption of the rule is authorized by *Minnesota Statutes*, section 176.105, subdivision 4 which requires the agency to adopt rules assigning specific percentages of disability of the whole body for specific permanent partial disabilities.

## Official Notices

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The State Department of Labor and Industry requests information and opinions concerning the subject matter of the rule. Interested persons or groups may submit data or views on the subject matter of concern in writing. Written statements should be addressed to:

Gloria Gebhard  
Department of Labor and Industry  
443 Lafayette Road  
St. Paul, Minnesota 55155

All statements of information and opinions shall be accepted until February 1, 1990. Any written material received by the State Department of Labor and Industry shall become part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event that the rule is adopted.

Dated: 6 October 1989

Kenneth B. Peterson  
Commissioner

## Metropolitan Council

### Notice of Public Hearing on Amendment to the Transportation Development Guide/ Policy Plan Light Rail Transit Element

The Metropolitan Council will hold a public hearing (as part of a Metropolitan Systems Committee meeting) to receive comments on an amendment to the *Transportation Development Guide/Policy Plan*. The amendment has been prepared in response to regional transit legislation passed by the Minnesota Legislature which requires the Council to revise, by January 1, 1990, the light rail transit element of its transportation plan, taking into consideration all the comprehensive plans and studies of corridors and preliminary design plans of the regional railroad authorities. The public hearing will be held on Tuesday, November 21, 1989, as part of the Metropolitan Systems Committee meeting. The meeting will begin at 11 a.m. in the Council Chambers of the Metropolitan Council, Mears Park Centre, 230 East Fifth St., St. Paul. All interested persons are encouraged to attend the hearing and offer comments. People may register in advance to speak by calling the Council's Community Outreach Division at 291-6500. Written comments will also be accepted, but must be received by 5 p.m., December 1, 1989. Copies of the plan amendment are available from the Council Data Center at 291-8140. Questions about the amendment should be directed to Steven Wilson at 291-6344.

## Metropolitan Council

### Public Hearing on a Revised Capital Improvement Program for Regional Recreation Open Space (Regional Parks) for 1990 and Beyond

The Metropolitan Council will hold a public hearing on a proposed revised Capital Improvement Program (CIP) for the Regional Recreation Open Space System, the "regional parks," on Tuesday, November 21, 1989 at 11:30 a.m. in the Council Chambers, Mears Park Centre, 230 E. Fifth St., St. Paul.

All interested persons are encouraged to attend the hearing and offer comments. People may register in advance to speak by calling the Community Outreach Division at 291-6500. Copies of the revised CIP are available for public inspection at designated libraries throughout the region. For information on the location of these libraries or a free copy of the document, call 291-8140.

## Department of Public Service

### Energy Division

### Correction of Notice of Solicitation of Outside Information or Opinions

All statements of information and opinions in preparation to propose the amendment of *Minnesota Rules* Chapter 7640 governing Residential Thermal Insulation Standards shall be accepted by the Department of Public Service until January 2, 1990 (not January 2, 1989).

## Minnesota State Retirement System

### Board of Directors, Regular Meeting

A meeting of the Board of Directors, Minnesota State Retirement System, will be held on Friday, October 27, 1989 at 8:30 a.m. in the office of the System, 529 Jackson Street, St. Paul, Minnesota.

## **Department of Trade & Economic Development**

### **Minnesota Agricultural and Economic Development Board**

#### **Notice of Public Hearing on Proposed Project and the Issuance of Bonds Under Minnesota Statutes 1986, Chapter 116M and Minnesota Statutes, Chapter 41A**

**NOTICE IS HEREBY GIVEN** that the Minnesota Agricultural and Economic Development Board (the "Board") or its designated representative, shall meet on November 8, 1989, at 9:30 a.m. o'clock, at 900 American Center Building, 150 East Kellogg Boulevard, Saint Paul, Minnesota, for the purpose of conducting a public hearing on a proposed issue of bonds (the "Bonds") and the provision of other financial assistance under *Minnesota Statutes* 1986, Chapter 116M, and *Minnesota Statutes*, Chapter 41A, as amended (the "Act"), to undertake and finance a project on behalf of APA Optics, Inc., a Minnesota corporation (the "Applicant"). Such persons as desire to be heard with reference to said issue of Bonds will be heard at this public hearing.

The project to be financed consists of the equipping of an existing manufacturing facility in the City of Blaine, Minnesota [general description of the location being at 2950 North East 84th Lane, Blaine, Minnesota (the "Project")]. The initial owner of the Project will be the Applicant and the Project is expected to be operated and managed by the Applicant. It is contemplated that the Project will be used for manufacturing of optoelectronic products. The estimated amount of the Board's proposed bond issue is an amount not to exceed \$1,750,000. The Bonds shall be limited obligations of the Board, the Bonds and the interest thereon shall be payable solely from the revenue pledged to the payment thereof; and a mortgage or security interest or other security arrangements to be established by or on behalf of the Applicant. In addition, the Bonds and the Project may be subsequently considered by the Board for financial assistance to be provided by the Economic Development Fund created and established under *Minnesota Statutes* 1986, Chapter 116M or other financial or special assistance from the Board. Notwithstanding the foregoing, no holders of any such Bonds shall ever have the right to compel any exercise of the taxing powers of the State of Minnesota or any political subdivision thereof to pay the Bonds or the interest thereon nor to enforce payment against any property of said State or said political subdivision.

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

Dated: 6 October 1989

BY ORDER OF THE MEMBERS OF THE  
MINNESOTA AGRICULTURAL AND  
ECONOMIC DEVELOPMENT BOARD  
David J. Speer, Administrator  
Minnesota Agricultural and  
Economic Development Board

## **Department of Trade and Economic Development**

### **Business Promotion Division**

#### **Request for Information on the Alternative Methods and Costs of Conducting a Statewide Labor Survey**

The Development Resources Office of the Minnesota Department of Trade and Economic Development is soliciting information for the development and implementation of a statewide labor survey. The survey project consists of the following:

The development and implementation of a tested survey instrument.

The implementation of a survey to provide reliable and detailed information on the availability and skill levels of the state's labor force.

A reporting system which will result in detailed and attractive reports at the county level.

The deadline for submitting information is December 1, 1989.

The formal request for information may be requested from and inquiries should be directed to:

Mr. Bill Coleman  
Development Resources Office  
900 American Center

150 East Kellogg Boulevard  
St. Paul, MN 55101  
612-297-1169

## Official Notices

### Board of Water and Soil Resources

#### Notice of Change in Location of Meeting

The Board of Water and Soil Resources will hold their October 25th meeting at the Golden Steer in South St. Paul, Minnesota, starting at 9:00 a.m.

## State Contracts and Advertised Bids

Pursuant to the provisions of Minn. Stat. §14.10, 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.

**Awards of contracts and advertised bids for commodities and printing, as well as awards of professional, technical and consulting contracts, appear in the midweek STATE REGISTER Contracts Supplement, published every Thursday. Call (612) 296-0931 for subscription information. Thank you.**

### Department of Administration: Materials Management Division

#### Contracts and Requisitions Open for Bid

Call 296-2600 for information on a specific bid, or to request a specific bid.

**Commodity:** Infectious waste disposal  
**Contact:** Joyce Dehn 297-3830  
**Bid due date at 2pm:** October 26  
**Agency:** Various  
**Deliver to:** Various  
**Requisition #:** Price Contract

**Commodity:** Econolite electronic parts  
**Contact:** Pam Anderson 296-1053  
**Bid due date at 2pm:** October 26  
**Agency:** Transportation  
**Deliver to:** Fort Snelling Central Shop  
**Requisition #:** 79050 03227

**Commodity:** Cassette duplicator  
**Contact:** Pam Anderson 296-1053  
**Bid due date at 2pm:** October 26  
**Agency:** State University  
**Deliver to:** Moorhead  
**Requisition #:** 26072 02067

**Commodity:** Awning replacement—  
rebid  
**Contact:** Pam Anderson 296-1053  
**Bid due date at 2pm:** October 30  
**Agency:** Thistledeew Camp  
**Deliver to:** Toga  
**Requisition #:** 78780 04346

**Commodity:** Econolite-traffic electronic  
component parts  
**Contact:** Pam Anderson 296-1053  
**Bid due date at 2pm:** October 25  
**Agency:** Transportation Department  
**Deliver to:** Fort Snelling  
**Requisition #:** 79000 03228

**Commodity:** Answering console  
**Contact:** Joseph Gibbs 296-3750  
**Bid due date at 2pm:** October 31  
**Agency:** Commerce Department  
**Deliver to:** St. Paul  
**Requisition #:** 02310 17300

**Commodity:** Micro systems trouble  
shooter  
**Contact:** Joseph Gibbs 296-3750  
**Bid due date at 2pm:** October 30  
**Agency:** Transportation Electrical  
Service  
**Deliver to:** St. Paul  
**Requisition #:** 79000 03198

**Commodity:** Sound console—rebid  
**Contact:** Pam Anderson 296-1053  
**Bid due date at 2pm:** October 30  
**Agency:** State University  
**Deliver to:** St. Cloud  
**Requisition #:** 26073 21374

**Commodity:** Diazo printer—rebid  
**Contact:** John Bauer 296-2621  
**Bid due date at 2pm:** October 30  
**Agency:** Transportation Department  
**Deliver to:** Mankato  
**Requisition #:** 79000 02950

## State Contracts and Advertised Bids

**Commodity:** 90 Dodge Ram van B-150—rebid  
**Contact:** Brenda Thielen 296-9075  
**Bid due date at 2pm:** October 30  
**Agency:** Jobs & Training Department  
**Deliver to:** Mankato  
**Requisition #:** 21604 62614

**Commodity:** Fish culture tank  
**Contact:** Mary Jo Bruski 296-3772  
**Bid due date at 2pm:** October 27  
**Agency:** Natural Resources Department  
**Deliver to:** Peterson  
**Requisition #:** 29005 13580

**Commodity:** Nursery covers—Weatherport  
**Contact:** Mary Jo Bruski 296-3772  
**Bid due date at 2pm:** October 27  
**Agency:** Natural Resources Department  
**Deliver to:** Peterson  
**Requisition #:** 29005 13579

**Commodity:** Laboratory supplies  
**Contact:** Joseph Gibbs 296-3750  
**Bid due date at 2pm:** October 31  
**Agency:** State University  
**Deliver to:** Mankato  
**Requisition #:** 26071 19263

**Commodity:** Hydraulic excavator  
**Contact:** Mary Jo Bruski 296-3772  
**Bid due date at 2pm:** October 31  
**Agency:** Transportation Department  
**Deliver to:** St. Paul  
**Requisition #:** 79382 01827

**Commodity:** Software for Sun Workstation  
**Contact:** Joan Breisler 296-9071  
**Bid due date at 2pm:** October 31  
**Agency:** State University  
**Deliver to:** Mankato  
**Requisition #:** 26071 19291

### Minnesota's North Shore

**Historic Sites and Place Names of Minnesota North Shore.** Stories recounted by a retired DNR Forester about the North Shore's timbermen, pioneer settlers, commercial fishermen, and others who knew the area first hand. Stock #9-11. 35pp. \$3.50 + tax.

**Up North.** A memorable collection of essays and stories that capture the mystic moods, seasonal subtleties and colorful characters that fill the landscape up north. Stock #19-16. \$14.95 + tax.

**A Family Guide to Minnesota's North Shore.** The 150 miles from Duluth to the Canadian border offer travelers wilderness experiences, places of historic significance, and visions of astonishing beauty. Stock #19-84. \$3.95 + tax.

**Boundary Waters.** Almost 100 pages of beautiful color photographs of Minnesota's canoe country, by Jerry Stebbins with rich text by Greg Breining. Stock #19-69. \$24.99 + tax.

**Minnesota II.** Colorful photographs showing the lyrical balance between country and city, land and water, inhabited by 4.2 million people across 84,000 square miles. A delight for the eyes, with photos by Richard Hamilton Smith and text by Richard A. Coffey. Stock #19-30. \$32.50 + tax.

**TO ORDER:** Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747. Minnesota residents please include 6% sales tax. On all orders, add \$1.50 per order for postage and handling. Prepayment is required. Please include daytime phone. VISA/MasterCard orders accepted over phone and through mail. *Prices are subject to change.*



Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

## Department of Administration: Print Communications Division

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:** 1990 fish law charts, 12M 24"x12", type to set, 1-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 25  
**Agency:** Natural Resources Department  
**Deliver to:** St. Paul  
**Requisition #:** 2361

**Commodity:** AFDC household report envelopes, 200M #9 37/8"x87/8", type to set, 2-sided, with window  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 25  
**Agency:** Human Services Department  
**Deliver to:** New Brighton  
**Requisition #:** 2404

**Commodity:** State university program notice, 30M 1-part sets, 1-way heat sealed, 2-sided, die cut window, 17<sup>25</sup>/<sub>32</sub>"x5<sup>1</sup>/<sub>2</sub>"  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 25  
**Agency:** State University  
**Deliver to:** Mankato  
**Requisition #:** 2402

## State Contracts and Advertised Bids

**Commodity:** Prepayment envelope, 8M #9 8 $\frac{7}{8}$ "x3 $\frac{3}{8}$ ", type to set, 1-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 25  
**Agency:** Revenue Department  
**Deliver to:** St. Paul  
**Requisition #:** 2429

**Commodity:** Pesticide license card, 30M 9"x4" carrier sheet, negs furnished, 1-sided, fanfold at 12"  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 25  
**Agency:** Agriculture Department  
**Deliver to:** 2438

**Commodity:** DRS overview 1989, 2M envelopes, 9"x10", union label required; 8M folders 17 $\frac{1}{8}$ "x9" folded to 8 $\frac{1}{2}$ "x9" with one glued pocket; 8M inserts various sizes  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Jobs & Training Department—Rehabilitation Services  
**Deliver to:** St. Paul  
**Requisition #:** 2550

**Commodity:** Vehicle accident report folder, 70M folders, camera ready, 2-sided, 8 $\frac{3}{4}$ "x11 $\frac{3}{4}$ ", die cut on back  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Public Safety Department  
**Deliver to:** St. Paul  
**Requisition #:** 2531

**Commodity:** Temporary drivers license, 100M, 4 $\frac{1}{4}$ "x5 $\frac{1}{2}$ ", type to set, 1-sided, preprinted numbering  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Public Safety Department  
**Deliver to:** St. Paul  
**Requisition #:** 2528

**Commodity:** Drivers license envelope, 50M, 8 $\frac{9}{16}$ "x4 $\frac{1}{4}$ ", with window, camera ready, 1-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Public Safety Department  
**Deliver to:** St. Paul  
**Requisition #:** 2527

**Commodity:** Area office envelope, 25M 12"x9" plus flap, union label required, 1-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Jobs & Training Department  
**Deliver to:** St. Paul  
**Requisition #:** 2512

**Commodity:** Standard printed envelopes, 40M, 9 $\frac{1}{2}$ "x4 $\frac{1}{8}$ " #10, type to set, 1-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Bureau of Criminal Apprehension  
**Deliver to:** St. Paul  
**Requisition #:** 2529

**Commodity:** Standard printed window envelopes, 30M, #10 9 $\frac{1}{2}$ "x4 $\frac{1}{8}$ ", type to set, 1-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Bureau of Criminal Apprehension  
**Deliver to:** St. Paul  
**Requisition #:** 2530

**Commodity:** "It's Never too Early/Late" books, 7M 49 pages + cover, 11"x8 $\frac{1}{2}$ ", 6-colors, camera ready + negs, 2-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 26  
**Agency:** Developmental Disabilities Council  
**Deliver to:** Minneapolis  
**Requisition #:** 2378

**Commodity:** 1990 MN fishing regulations, 1,250M, 36 pages, type to set, 3 $\frac{1}{2}$ "x7", 4-color process, 2-sided, 1 fold  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 30  
**Agency:** Natural Resources Department  
**Deliver to:** St. Paul  
**Requisition #:** 2360

**Commodity:** Minnesota Sales and Use Tax Return (450M 1-part continuous form), Consolidated MN Sales Tax Return (45M - 8 $\frac{1}{2}$ "x11" incl 1 $\frac{1}{2}$ " pinfeed, 2-part sets), MN Sales Tax Return (950M 7 $\frac{3}{8}$ "x3 $\frac{1}{32}$ "), type to set, 2-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 27  
**Agency:** Revenue Department  
**Deliver to:** St. Paul  
**Requisition #:** 2406 8 9

**Commodity:** Rochester Sales and Use Tax Return (15M 1-part continuous), Rochester Sales and Use Tax copy (30M 7 $\frac{3}{8}$ "x3 $\frac{1}{32}$ "), Rochester Notice of Delinquency (1M 1-part continuous, fanfold 3-up, 15 $\frac{3}{4}$ "x3 $\frac{1}{32}$ ") type to set, 2-sided  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 27  
**Agency:** Revenue Department  
**Deliver to:** St. Paul  
**Requisition #:** 2556 7 8

**Commodity:** Motor Carrier Trip permit, 25M 3-part carbonless sets, 3 $\frac{5}{8}$ "x9 $\frac{1}{4}$ " incl 3 $\frac{1}{8}$ " stub, 1-sided, type to set + negs  
**Contact:** Printing Buyer's Office  
**Bids are due:** October 31  
**Agency:** Revenue Department  
**Deliver to:** St. Paul  
**Requisition #:** 1872

**Printing vendors NOTE: Other printing contracts can be found in the Materials Management Division listing above, and in the Professional, Technical & Consulting Contracts section immediately following this section.**

# Professional, Technical & Consulting Contracts

## Minnesota State Arts Board

### Notice of Request for Proposals for Museum Technician Services

**Budget:** \$1,000-1,300 to include labor, materials and travel expenses.

**Closing Date for Applications:** November 13, 1989

**Completion Date for Work:** January 15, 1990.

**Project:** Design and fabrication of installation for folk art works to be placed in display case at the **Brainerd Regional Services Center, Brainerd, MN**. Artwork has been acquired for permanent display by the Minnesota Percent for Art in Public Places Program, which is administered by the Minnesota State Arts Board. Ten objects include rosemaled bowls, fish decoys, Norwegian wood carvings, and Ojibway baskets and a pipe set.

Oak display case is located in one of two lobby/reception areas of the building. Location receives predominantly daylight with some incandescent light. Display case overall dimensions are approximately 100" (H) × 55" (W) × 16" (D). Twelve openings in case include nine with interior dimensions measuring 22" (H) × 17" (W) × 16" (D) and three measuring 30¼" (H) × 17" (W) × 16" (D). Objects will be displayed in ten of the openings and typeset didactic boards (produced by the program) will be located in two of the openings.

The installation must include, 1) the design and production of glass doors for the display case to protect the work from dust and environmental contaminants as well as to secure the work from theft or vandalism and 2) exhibition design to present the work in a visually attractive and intelligible manner. It is not expected that additional lighting for the case will be supplied under this contract.

**Application Materials:** To apply, submit 1) a resume including job description showing your qualifications and 2) photographs, printed materials or slides showing past installation work and/or exhibition design.

**Deadline** for receipt of materials is **Monday, November 13, 1989, 4:30 p.m.** Mail to: Minnesota Percent for Art in Public Places Program, (Museum Technician), Minnesota State Arts Board, 432 Summit Avenue, Saint Paul, MN 55102. For additional information, contact Regina Flanagan, Program Associate, at (612) 297-3007.

## Capitol Area Architectural and Planning Board

### Request for Qualifications for Design Competition Advisor

The Capitol Area Architectural and Planning Board (CAAPB) in conjunction with the Minnesota Vietnam Veterans Memorial Board (MVVM) is seeking an experienced, professional competition advisor to plan, organize and manage a design competition. MVVM and CAAPB are co-sponsors of a competition to select a design for a Minnesota Vietnam veterans memorial to be sited on the Capitol Mall.

Interested parties are invited to submit their qualifications to:

Capitol Area Architectural & Planning Board  
Attention: RFQ  
B-46 State Capitol Building  
St. Paul, Minnesota 55155

Qualifications must be received by 4:30 p.m. October 13, 1989.

# Professional, Technical & Consulting Contracts

## Department of Corrections

### Health Care Unit

### Notice of Request for Proposals for an Optometrist, a Psychiatrist and a Psychologist

#### OPTOMETRIST

The Minnesota Department of Corrections is seeking proposals for an Optometrist at Minnesota Correctional Facility, Faribault. Vender is expected to supply equipment necessary to perform refractions and glaucoma screening to this population. Proposals should indicate the cost per refraction. The actual hours worked are to be mutually agreed upon between Superintendent and consultant.

#### PSYCHIATRIST

The Minnesota Department of Corrections is seeking proposals for a Psychiatrist at Minnesota Correctional Facility, Faribault. Services include initial psychiatric evaluation, prescription of psychotropic medications, evaluate/certify mental illness for emergency holds and judicial commitment. Services will be provided at times that are mutually agreed upon between Superintendent and consultant, not to exceed 2 hours per week for the remainder of this fiscal year.

#### PSYCHOLOGIST

The Minnesota Department of Corrections is seeking proposals for a Psychologist at Minnesota Correctional Facility, Faribault. Services include psychological testing, evaluation, treatment and referral. Actual hours worked are to be mutually agreed upon between Superintendent and consultant not to exceed 4 hours per week for the remainder of this fiscal year.

Proposals should cover the period of December 1, 1989 through June 30, 1991.

For additional information, contact:

Dana P. Baumgartner  
Health Care Administrator  
Department of Corrections  
450 N. Syndicate Street  
St. Paul, MN 55104  
(612) 642-0248

or Lou Stender  
MCF-Faribault  
Box 936  
Faribault, MN 55021-0936  
(507) 334-0703

**Proposals must be received by 4:30 p.m. Friday November 3, 1989.**

## Minnesota Historical Society

### Advertisement for Bids for Manufacturing a Book

#### BIDS

Sealed bids for manufacturing a book for the Minnesota Historical Society Press entitled *Dining Car Line to the Pacific*, in accordance with specifications prepared by the Minnesota Historical Society, will be received in the office of the Contract Officer, Minnesota Historical Society, 1500 Mississippi Street, St. Paul, MN 55101 until 2:00 p.m., on November 2, 1989, at which time the bids will be publicly opened and read aloud. Bids received after 2:00 p.m., November 2, 1989, will be returned unopened.

#### BID SECURITY

Each proposal must be accompanied by a cash deposit, cashier's check, certified check, or corporate surety bond of a surety company duly authorized to do business in Minnesota, in the sum of not less than 5% of the total bid, payable without condition to the Minnesota Historical Society, which is submitted as bid security.

#### SPECIFICATIONS

Copies of bidding documents for preparation of bids may be obtained by contacting Mark Schwartz, Contract Officer, Minnesota Historical Society, 1500 Mississippi St., St. Paul, MN 55101, (612) 296-2155.

#### CONDITIONS OF BIDS

The Minnesota Historical Society reserves the right to accept or reject any or all bids and to waive any irregularities therein. No bid may be withdrawn within thirty (30) days after the scheduled closing time for the receipt of bids.

## Minnesota Historical Society

### Notice of Availability of Contract for Research Project Director

The Minnesota Historical Society seeks independent contractor to direct project on history of women in MN and Upper Midwest, 1 year, half time, begin immed., \$14.50/hr. Project will survey published works to identify gaps in sources on regional women's history; help plan grants program; promote multicultural approach to women's history. Requires advanced degree in American history or related field; experience in organizing and conducting research projects; oral and written communication skills. Prefer knowledge of women's history and MHS collections. Letter of application and resume must be received by Mark Schwartz, 1500 Mississippi St., St. Paul, MN 55101, 612/296-2155, by November 1, 1989.

## Department of Jobs and Training

### State Job Training Office

### Notice of Availability of Contract for Debt Collection Agency

The Minnesota Department of Jobs and Training requires the services of a qualified debt collection agency to recover state funds due from various employers under the Minnesota Employment and Economic Development (MEED) Wage Subsidy Program.

1. Funds were paid as wage subsidies for hiring eligible workers. These funds were to be repaid to the state if the employer failed to keep the worker as an unsubsidized employee after completion of the contract term. (The payback declines over time to nothing if employment continues for one year after the subsidy ends.)

2. The state will pay a contractor a commission on funds recovered up to a maximum of thirty-three percent (33%).

3. Under *Minnesota Statutes* §16B.19, Subdivision 6, the contractor must subcontract at least ten percent (10%) of the total contract to firms owned by socially and economically deprived persons.

4. The estimated amount of funds to be recovered under this contract is forty thousand dollars (\$40,000). The term of this agreement will run until June 30, 1991.

5. Proposals will be rated by an Inter-agency panel based on the following criteria:

- A. Licensing
- B. Years of Experience
- C. Percentage of debt charged as fee
- D. Litigation charges
- E. Interstate capability
- F. Provisions for 10% subcontract to disadvantaged firms

The two highest rated proposals will be invited to give an oral presentation which will be used in making the final selection.

6. Interested parties must submit their qualifications and proposals by 4:30 p.m., November 22, 1989 to:

Peggy Jackson  
Minnesota Department of Jobs and Training  
State Job Training Office  
690 American Center Building  
150 E. Kellogg Boulevard  
St. Paul, Minnesota 55101

Questions can be directed to Peggy Jackson at (612) 297-2437.

## Professional, Technical & Consulting Contracts

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### Pollution Control Agency

#### Notice of Request for Proposals for Consultant Services

The Minnesota Pollution Control Agency (MPCA) wishes to retain one or more consultant(s) in the preparation of an environmental impact statement (EIS) for the proposed expansion of the Potlatch Corporations new pulp production and support facilities within its existing pulp and paper mill complex in Cloquet, Minnesota. The consultant contractor(s) will be reviewing the Technical Work Papers (TWP) submitted to the MPCA by the project proposer, preparing TWPs for submission to the MPCA, and then utilize the TWPs in the preparation of the draft and final EIS documents.

It is estimated that the consultant services for the review, and preparation of the TWPs and the preparation of the draft and final EIS documents on the Potlatch expansion may cost up to \$186,500.

Copies of the Request for Proposals for the project are available from:

Craig Affeldt, EIS Project Manager  
Office of Environmental Analysis  
Minnesota Pollution Control Agency  
520 Lafayette Road  
St. Paul, Minnesota 55155  
(612) 296-7796

Proposals must be submitted to the MPCA by November 12, 1989, or three weeks from the date of the first publication of this notice, whichever is later.

## Non-State Public Contracts

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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.

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### Metropolitan Waste Control Commission

#### Advertisement for the Furnishing of Cash Management and Banking Services

Sealed proposals will be received in the office of the Metropolitan Waste Control Commission, Mears Park Centre, 6th Floor, 230 East Fifth Street, St. Paul, Minnesota 55101 until FRIDAY, OCTOBER 27, 1989 at 2:00 p.m., at which time and place bids will be publicly opened and read aloud for CASH MANAGEMENT AND BANKING SERVICES, all in accordance with the specifications and bid forms available at the Commission's office in St. Paul, Minnesota.

Copy of the specification may be obtained from the MWCC offices at the address given above.

Questions regarding bidder procedures should be directed to George Kaczor, Purchasing Manager, (612) 229-2035.

Questions regarding the technical portion of specification should be directed to Teresa Willey, Fiscal Treasurer Manager, (612) 229-2196.

The contract will be awarded to the lowest responsible bidder but the right is reserved to reject any and all bids.

BY ORDER OF THE METROPOLITAN WASTE CONTROL COMMISSION  
Gordon O. Voss, Chief Administrator

# State Grants

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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.

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## Department of Human Services

### Notice of Request for Proposal for Occupational Literacy for General Assistance Recipients

**NOTICE IS HEREBY GIVEN** that the Assistance Payments Division, Department of Human Services, is seeking proposals concerning the establishment of pilot grant programs for occupational literacy in order to test out a specific approach to improving retention and success ratios in literacy programs for General Assistance recipients with basic skills below the 8th grade level.

This approach is distinguished by several characteristics:

- A context-based learning approach, integrating the learning of basic skills with occupational goals and job-readiness.
- A client-centered approach that integrates a continuum of activities coordinated among the human service agency, education agency, employment and training agency, support services providers and employers.
- Instructional staff with training and experience in occupational literacy.

Approximately \$100,000 will be available for communities or regions with qualifying multi-agency teams. Any governmental or non-profit agency may serve as the lead agency and fiscal agent for the team. There is a strong possibility that additional funds will be made available through the federal government.

Proposals must be received by January 15, 1990.

A letter of intent must be received by November 21, 1989.

The Department of Human Services will notify grantees of their selection no later than February 12, 1990, and reserves the right to negotiate final funding conditions.

Bidders workshops will be held on:

Monday, November 6, 1989 2:30-4:00 p.m.

Best Western—Garden Inn  
Highway 169 North  
North Mankato, Minnesota

Thursday, November 9, 1989

9:00-10:30 a.m.

Breezy Point Conference Center  
Breezy Point, Minnesota

Thursday, November 16, 1989

2:30-4:00 p.m.

State Planning Agency Main Conference Room  
300 Centennial Office Building  
658 Cedar Street  
St. Paul, Minnesota

For a copy of the full Request for Proposal (RFP) or other information, contact:

Cindy Westbrook  
Department of Human Services  
444 Lafayette Road  
St. Paul, Minnesota 55155-3834  
(612) 297-2776  
FAX #(612) 297-5840

# State Planning Agency

## Interagency Adult Learning Advisory Council

### Request for Proposals for Interagency Team-Building Projects to Build Capacity and Innovation in Local Adult Literacy and Diploma/GED Programs: Stage One

The Minnesota State Planning Agency is seeking to fund multi-agency teams from up to 20 communities or regions to develop plans for coordination, improvement and innovation in the delivery of their local adult literacy, diploma/GED, and related services for public assistance recipients and unemployed and underemployed persons. The request for proposal (RFP) was developed under the guidance of the Interagency Adult Learning Advisory Council, consisting of thirteen state agencies and councils and five public representatives. This request is authorized by *Minnesota Statutes* 1989, section 129.13.

For stage one grants, a total of up to \$145,000 will be available, in amounts from \$1,000 to \$10,000, for the period from February 1 to June 30, 1990. Grant funds will be used to support teams in doing cooperative needs assessments, staff development, team-building, and planning for program improvement, focusing on use of current resources. Within this context, funds may also be used for limited implementation activities directly related to the approved grant and the goals of the RFP.

All teams will participate in a series of joint workshops that will support the local team-building process.

In a stage two request to be issued in the spring of 1990, approximately \$245,000 will be available for communities or regions with qualifying multi-agency teams for proposals that implement capacity-building improvements or innovations in local adult learning systems. Stage two funds are expected to be available for the period from July 1, 1990 to June 30, 1991. A substantial share of stage two funds will be reserved for grantees that are funded in stage one. The Planning Agency will expect all stage two grantees to have in place a multi-agency team process comparable to that developed by stage one grantees.

Stage one proposals will be accepted only from teams from a defined geographic area that include the following agencies:

1. The major education agencies delivering adult literacy, diploma/GED, and post-secondary developmental services.
2. Employment and training.
3. County human services, or local corrections agency.
4. If there is a significant minority population(s) in the area, an organization(s) representing that population.

Inclusion of employers, economic development bodies, community and volunteer organizations, labor organizations, students, and other agencies working with the target population is recommended. Any governmental or non-profit agency may serve as the lead agency and fiscal agent for the team. The Planning Agency will fund a mix of grantees that has a degree of geographic balance, including rural areas; has significant minority representation; reaches areas with high concentrations of the unemployed and public assistance recipients; and includes teams at varying stages of development.

**Proposals must be received by Decemer 5, 1989. A letter of intent must be received by November 21, 1989.** The Planning Agency will notify grantees of their selection no later than January 3, 1990, and reserves the right to negotiate final funding conditions.

Informational workshops for potential grantees will be held back-to-back with workshops for the Department of Human Services (DHS) RFP for pilot projects for occupational literacy for general assistance (GA) recipients, as follows:

- Monday, November 6, Best Western Garden Inn, Highway 169, North Mankato  
1:00-2:30 p.m. Interagency Grants  
2:30-4:00 p.m. DHS GA Occupational Literacy Grants
- Thursday, November 9, Breezy Point Conference Center, Breezy Point  
9:00-10:30 a.m. DHS GA Occupational Literacy Grants  
10:30-Noon Interagency Grants
- Thursday, November 16, State Planning Agency, Main Conference Room, 300 Centennial Bldg., 658 Cedar St., St. Paul  
1:00-2:30 p.m. Interagency Grants  
2:30-4:00 p.m. DHS GA Occupational Literacy Grants

For a copy of the full Request for Proposal (RFP) or other information, contact:

Mark Larson, Director,  
or Sandy Henry, Administrative Secretary  
Interagency Adult Learning Council  
Minnesota State Planning Agency  
300 Centennial Bldg.

658 Cedar St.  
St. Paul, MN 55155  
(612) 297-4026 or 296-4852      FAX (612) 296-3698

# Supreme Court Decisions

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## Decisions Filed 20 October 1989

**C0-88-1456** Dean E. Johnson, et al. v. Verne Jensen, et al., Appellants. Court of Appeals.

Treble damages pursuant to *Minnesota Statutes* § 561.04 (1988) and punitive damages pursuant to *Minnesota Statutes* § 549.20 (1988) are alternative, not cumulative, damage awards.

Affirmed in part, reversed in part and remanded. Coyne, J.

## Orders

**C3-88-26** In Re Petition for Disciplinary Action against Roger T. Sahr, an Attorney at Law of the State of Minnesota. Supreme Court.

Reinstated. Kelley, J.

**C3-89-974** In Re Reinstatement of Rolin L. Cargill, III, an Attorney at Law of the State of Minnesota. Supreme Court.

Reinstated. Kelley, J.

# Announcements

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**Environmental Quality Board (EQB):** Environmental Assessment Worksheets (EAWs) comments are due Nov. 15 on the following projects at their listed regional governing unit: **Nicollet County CSAH 2**, Nicollet County (507) 931-1760; **North Oaks Subdivision**, Crow Wing County (218) 828-3964; **Columbia Heights Multi-Use Redevelopment Plan**, City of Columbia Heights (612) 788-3417. • A draft environmental impact statement (EIS) on the **Hennepin County Landfill Siting Project** is available for review. Contact Hennepin County (612) 348-2822 for list of public meetings and where copies may be reviewed. Comment period ends Dec. 8. • A public scoping meeting on **TH 101/Grays Bay Bridge Replacement** will be held Nov. 8, 7 p.m., Minnetonka City Hall, 14600 Minnetonka Blvd., (612) 593-8535.

**Crop Insurance Forms:** The Minnesota Department of Agriculture has started mailing application forms to more than 25,000 Minnesota farmers eligible for partial reimbursement of crop insurance premiums under a new law passed by the Minnesota Legislature. Upon receipt, farmers will have until November 1, 1989, to return the completed forms along with a copy of their insurance premiums to the Commissioner of Agriculture to be eligible for the partial reimbursement. To qualify for partial reimbursement, farmers must have suffered a yield loss of greater than 65 percent on eligible 1988 crops, received a federal crop disaster payment and purchased federal crop insurance to participate in 1989 federal crop programs. Crops eligible for the program are last year's barley, corn, flax, oats, soybeans, sugar beets, wheat and canning crops grown under contract.

**Employment Outlook Report Available:** The number of jobs in Greater Minnesota is estimated to increase by seven percent between 1986 and 1993, according to Commissioner Joe Samargia of the Minnesota Department of Jobs and Training. The employment outlook to 1993 for Greater Minnesota is now available, giving projections for 17 industries and between 275 and 310 occupations in each of the five outstate regions, according to Sue Borgfelt, department analyst. Projected employment growth rates range from 13 percent in Central Minnesota, propelled by growth in retail trade and services, to three percent in Southwest Minnesota. *Greater Minnesota Employment Outlook to 1993* describes these and other employment trends in more detail. It can be obtained by contacting the Research and Statistics Office, Minnesota Department of Jobs and Training, (612) 296-6545. It is the last in a series of three publications that present the outlook for jobs in Minnesota between 1986 and 1993. The statewide and Twin Cities area reports are available from the same source.

**New, Toll-free Business Tax Information Line:** A new, nationwide, toll-free telephone help line for businesses is available through the Minnesota Department of Revenue. The new help line, 1-800-657-3777, will assist businesses with questions regarding sales, withholding and corporate income tax. The toll-free line for individual income tax information remains the same: 1-800-652-9094.

**Governor's Appointments:** Governor Rudy Perpich has appointed Moorhead Police Chief Les Sharrock to the Peace Officer Standards and Training (POST) Board, replacing Tom Brownell of Shakopee, who resigned. Sharrock, chief of police in Moorhead since 1979, is past president of the Minnesota Chiefs of Police Association and a former assistant chief of police in New Brighton. The POST Board is responsible for: licensing part-time officers, peace officers and constables; establishing minimum qualifications and standards of conduct; and regulating police training.

## Announcements

**Lake of the Woods Fishing Regulations:** Fishing regulations on Lake of the Woods in northwestern Minnesota will be the subject of two public meetings scheduled in that area Oct. 26 and 27 by the Minnesota Department of Natural Resources (DNR). The DNR is specifically interested in hearing public comments concerning walleye, sauger and northern pike harvest regulations. The Canadian provinces of Ontario and Manitoba are currently considering regulation changes. Interest among local officials and sportsmen has generated some initiative for Minnesota to consider similar regulation changes. Meetings have been scheduled in Baudette on Thursday, Oct. 26, and in Warroad on Friday, Oct. 27. Both public meetings will be held at the city community centers from 7 p.m. to 10 p.m. The DNR is proposing to establish regulations similar to those of the adjacent provinces of Manitoba and Ontario. The proposed new regulations include reducing the limit for walleye and sauger to 12, with no more than six being walleye and no more than one walleye being over 22 inches in length. The northern pike limit would remain at six under the proposed new regulations, but only one northern pike could be over 28 inches long. Officials from the Minnesota DNR Fisheries Section will be present at the meetings to receive public comment and to answer questions regarding fishing regulations for Lake of the Woods. Call (612) 296-0792 for more information.

**Metropolitan Council News:** **Metro Vendor Day** will be held Friday 3 Nov., 8:30 a.m. to noon at the Hubert H. Humphrey Terminal, 7100 34th Ave. S., Minneapolis. Held annually since 1986, the event encourages socially and economically disadvantaged entrepreneurs to do business with metropolitan agencies, especially women, minorities or people with disabilities. Call 291-6575 to receive a registration brochure or more information. • The Metro Council's **1990 educational and technical assistance grant program** has \$100,000 available for projects that provide education or technical assistance to reduce the region's reliance on landfills. Maximum grant per project is \$50,000 with a 25% match required. First grant round ends Feb. 28, 1990. Call 291-6536 for more information. • Twin Cities arts organizations are invited to a workshop on "Using Values and Lifestyles in Arts Marketing" cosponsored by the Metropolitan Council Regional Arts Council. The workshop will be held on Thursday 2 Nov., 8:30 a.m.-12:30 p.m., Room 317 Landmark Center, St. Paul. Other sponsors include United Arts' Resources and Counseling, and the U.S. Small Business Administration. Cost is \$15 per person. Registration is limited to 50 people. Call 292-4381 for information. • The Metropolitan Council Thursday made four appointments to its Transportation Advisory Board (TAB). They include: Joseph M. Finley, St. Paul; Bernard M. Skrebes, New Brighton; Tom Beaver, Minneapolis; and Mark Ellis, Brooklyn Center. Beaver is the only new appointee; the other three are reappointments. The TAB advises and assists the Council in developing plans and programs to meet the transportation needs of the Twin Cities Metropolitan Area. The board consists of a chair and 29 other members; 17 are local elected officials, four represent government units involved in transportation and eight are citizen members. The four appointed Thursday are citizen members. Their terms run through October 1991.

### ***Resolve Bargaining Disputes and Grievances***

***Public Employment Labor Relations Act 1987.*** The collective bargaining rights and responsibilities of public employers and public employees. Details employees' right to organize and the legislature's authority. Code #2-90, \$5.00 plus tax.

***Public Sector Labor Relations in Minnesota.*** A practical resource and training guide analyzing public sector labor relations in Minnesota. A special emphasis on contract administration, grievance handling and the arbitration process. 286 pages, paperbound. Code #10-51, \$12.50.

***Minnesota Guidebook to State Agency Services 1987-1990.*** A treasure of helpful, useful, and interesting information about Minnesota state government. This important resource guides you through applications, fees, licenses, reports, history and travel highlights. Describes agencies in detail, giving addresses, phones and contact people. Code #1-4, \$15.00 plus tax.



Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

# Minnesota's Bookstore

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## Publications, Services, Subscriptions

Order Form on Back—For Information, Call 297-3000

### NEW PUBLICATIONS:

**Minnesota Rules 1989.** An 11-volume set of rules from the approximately 75 agencies empowered to promulgate rules by the Administrative Procedure Act. Stock #18-200, \$160.00 + tax, or \$15 for individual volumes. **NOTE:** This is a subscription service for the set, entitling subscriber to updates as they are produced.

**Chemical Dependency Programs Directory 1989.** Features comprehensive listings for programs ranging from Prevention/Intervention Services to a wide range of Treatment Services. Each type of program includes an alphabetical listing of facilities and brief narrative description of programming provided. Stock No. 1-12, \$15.00 plus tax.

**Process Parenting—Breaking the Addictive Cycle.** A training manual that provides parent education and treatment techniques for professionals who work with recovering chemically dependent parents or dysfunctional families. Stock No. 5-4, \$15.00 plus tax.

**It's Never Okay: A Handbook for Professionals on Sexual Exploitation by Counselors and Therapists.** Therapeutic and prevention issues and employer responsibilities are discussed in this task force report, as well as recommended curriculum for training institutions for counselors and therapists. Stock No. 14-16, \$19.95

**Hazardous Waste Rules 1989.** Governs the storage, treatment, utilization, processing, transfer, and disposal of hazardous waste. Contains the complete requirements for application for permits for discharge of hazardous waste on construction and operation of a treatment facility. Stock No. 3-71, \$16.95 plus tax.

**Environmental Quality Board Rules 1989.** Essential for long-term planning. Details the scope, purpose and objectives of the rules. Explains the need for environmental impact statements and the review process. Includes a special section on large energy facilities and high voltage transmission lines. Stock No. 3-54, \$5.00 plus tax.

### OTHER PUBLICATIONS

**Our Minnesota.** More than 100 full-color photos by Les and Craig Blacklock portray Minnesota in her seasonal beauty, with text from the personal journal of Fran Blacklock's thirty years of traveling the state. Stock #9-23. \$12.95 plus tax.

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