

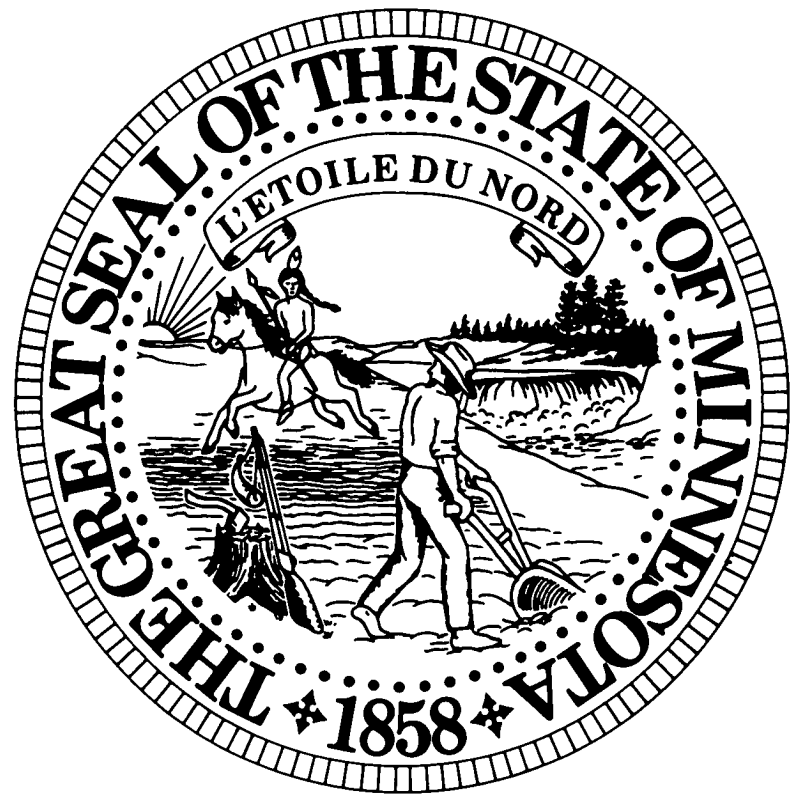
9, April 15

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The Minnesota
**State
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Department of Administration—Print Communications Division



Rules edition
Published every Monday
(Tuesday if Monday is a holiday)

Monday 15 April 1991
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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, a monthly calendar of cases to be heard by the state supreme court, and announcements.

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. 15 Issue Number	*Submission deadline for Adopted and Proposed Rules, Commissioners' Orders**	*Submission deadline for Executive Orders, Contracts, and Official Notices**	Issue Date
42	Monday 1 April	Monday 8 April	Monday 15 April
43	Monday 8 April	Monday 15 April	Monday 22 April
44	Monday 15 April	Monday 22 April	Monday 29 April
45	Monday 22 April	Monday 29 April	Monday 6 May

*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 court; 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 \$140.00 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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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 Human Services

Proposed Permanent Rules Relating to Chemical Dependency Care for Public Assistance Clients and the Consolidated Chemical Dependency Treatment Fund

Notice of Hearing

NOTICE IS HEREBY GIVEN that a public hearing on the above-entitled matter will be held in the Department of Human Services, Rooms 5A & 5B, 444 Lafayette Road, St. Paul, MN 55155 on May 17, 1991 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.

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 Howard L. Kaibel, Jr., Administrative Law Judge, Office of Administrative Hearings, 500 Flour Exchange Building, 310 Fourth Avenue South, Minneapolis, Minnesota 55415; telephone (612) 341-7608, 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. Any written material or responses must be received at the office no later than 4:30 p.m. on the final day. 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. Any written material or responses must be received at the office no later than 4:30 p.m. on the final day. 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*, section 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.

Minnesota Rules, parts 9530.6600 to 9530.6655 establish the criteria that county social service agencies and Indian reservations apply in determining the appropriate level of care for public assistance clients seeking chemical dependency treatment and establish clients' appeal rights. The purpose of the proposed rules is to incorporate legislatively-mandated emergency rule amendments that decrease chemical dependency care costs and increase revenue for the counties and the state, and to clarify appeal rights and length of stay appeals.

Minnesota Rules, parts 9530.7000, 9530.7021, and 9530.7031 govern the administration of the Consolidated Chemical Dependency Treatment Fund. The purpose of the proposed rules is to add a definition of "custodial parent," needed to clarify the use of the term in part 9530.7021, require vendors of certain types of chemical dependency treatment services to collect fees directly from clients, and reinstate a third-party payment agreement option.

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

The proposed amendments will: establish "combination inpatient/outpatient treatment" programs and set out placement criteria for these programs; add to the placement criteria for outpatient treatment; clarify the placement criteria for primary rehabilitation or combination inpatient/outpatient treatment; allow a county to choose between placement in primary rehabilitation in a free standing facility or hospital setting or placement in combination inpatient/outpatient treatment unless the client meets the placement criteria for mandatory primary rehabilitation in a hospital setting or the placement criteria for mandatory combination inpatient/outpatient treatment; clarify the placement criteria for extended care; disqualify a client who has participated in extended care for 21 consecutive days within the past 24 months from primary rehabilitation or extended care treatment; establish exceptions to disqualification from extended care for certain public assistance clients; clarify the appeals process; allow treatment vendors to be paid directly by an insurer or an HMO rather than through the Consolidated Chemical Dependency Treatment Fund if a fund-eligible client is also eligible for insurance or HMO coverage; require a Category III or IV treatment vendor to collect client fees; and require the Department to remit to a Category III or IV treatment vendor five percent of the client fees collected.

The agency's authority to adopt the proposed rules is contained in *Minnesota Statutes*, sections 254A.03, subdivision 3 and 245B.03, subdivision 5.

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 Stephanie Schwartz, Rules and Bulletins Division, Department of Human Services, 444 Lafayette Road, St. Paul, MN 55155-3816, (612) 297-4302.

Copies of the proposed rules are now available and at least one free copy may be obtained by writing to Stephanie Schwartz, Rules and Bulletins Division at the address above. A copy of the rule may also be viewed at any of the 87 county welfare 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 Stephanie Schwartz, Rules and Bulletins Division at the address and phone number above.

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.

Lobbyists must register with the State Ethical Practices Board. Questions should be directed to the Ethical Practices Board, 625 North Robert Street, St. Paul, Minnesota 55101, telephone (612) 296-5148.

Natalie Haas Steffen
Commissioner

Rules as Proposed

9530.6600 CHEMICAL DEPENDENCY CARE FOR PUBLIC ASSISTANCE RECIPIENTS; GENERAL PROVISIONS.

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

Subp. 2. **Programs governed.** Parts 9530.6600 to 9530.6655 apply to counties and chemical dependency or abuse treatment programs licensed to provide chemical dependency or chemical abuse related services under parts ~~9530.2500 to 9530.4000~~ 9530.4100 to 9530.4450, and 9530.5000 to 9530.6500, or similar programs located in acute care hospitals.

[For text of subp 3, see M.R.]

9530.6605 DEFINITIONS.

[For text of subs 1 to 10, see M.R.]

Subp. 10a. Combination inpatient/outpatient treatment. "Combination inpatient/outpatient treatment" means chemical dependency primary rehabilitation licensed as Category II under parts 9530.4100 to 9530.4450 of seven to 14 days duration followed by outpatient chemical dependency treatment licensed under parts 9530.5000 to 9530.6500 of three or more weeks duration. The duration requirements may be altered if specified in a host county agreement conforming to part 9550.0040.

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

Subp. 12. **County.** "County" means the county of financial responsibility as defined under *Minnesota Statutes*, section ~~256E.08~~ 256G.02, subdivision ~~7 4~~, or the county designee.

[For text of subps 13 to 15, see M.R.]

Subp. 15a. **Facility that controls access to chemicals.** "Facility that controls access to chemicals" means a residential facility licensed by the commissioner of corrections, health, or human services that meets the following, or any residence which the county can document meets the following:

- A. has rules prohibiting residents from bringing chemicals into the facility;
- B. has rules prohibiting residents from using chemicals while residing in the facility; and
- C. has penalties that are imposed upon violation of these rules.

A facility that controls access to chemicals does not include a program licensed according to parts 9530.5000 to 9530.6500.

[For text of subps 16 to 25, see M.R.]

9530.6615 CHEMICAL USE ASSESSMENTS.

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

Subp. 3. **Method of assessment.** The method of assessment must include a personal interview with the client in order to make a finding about the extent of the problem with chemical use. It must also include collateral contacts and a review of relevant records or reports regarding the client consistent with confidentiality and data privacy provisions in *Minnesota Statutes*, chapter 13; sections 144.343 and 254A.09; and Code of Federal Regulations, title 42, ~~sections parts 2.1 to 2.67~~ 2.67. If an assessor is unable to make collateral contacts, the assessor must include in the client's case record an explanation of why collateral contacts were not made.

[For text of subp 4, see M.R.]

9530.6620 PLACEMENT INFORMATION.

Subpart 1. **Level of care determination.** The information in items A to I must be considered when determining the level of care for a client. If a treatment provider identifies additional information that indicates that a client has not been placed in the most appropriate level of care, the treatment provider shall, in compliance with confidentiality and data privacy provisions in *Minnesota Statutes*, chapter 13; sections 144.343 and 254A.09; and Code of Federal Regulations, title 42, ~~sections parts 2.1 and 2.67~~ to 2.67, provide the county with the additional information for the county to consider in determining whether the placement was made at the appropriate level of care and whether an alternative placement must be made.

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

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

9530.6625 PLACEMENT CRITERIA FOR OUTPATIENT TREATMENT.

A client shall be referred to outpatient treatment when the client is assessed as capable of functioning in the usual community environment in spite of the existing chemical use and meets the criteria in item A ~~or~~ B, B, or C.

A. The client has been assessed as a chemical abuser under part 9530.6620, subpart 2, and is experiencing one or more of the following:

- (1) an arrest or legal intervention related to chemical use in the past year;
- (2) loss or impairment of employment or education due to chemical use; or
- (3) deterioration of family relationships due to chemical use.

B. The client has been assessed as chemically dependent under part 9530.6620, subpart 2.

C. The client has been assessed as meeting the criteria in part 9530.6630, subpart 1, and the client will be residing in a residential facility that controls access to chemicals.

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

9530.6630 PLACEMENT CRITERIA FOR PRIMARY REHABILITATION OR COMBINATION INPATIENT/OUTPATIENT TREATMENT.

Subpart 1. Criteria for placement. A client shall be placed in primary rehabilitation in a free standing facility or hospital setting or in combination inpatient/outpatient treatment when the client meets the criteria in items A, B, and C.

[For text of item A, see M.R.]

B. The client is unable to abstain from chemical use ~~when~~ for fewer than seven consecutive days during the 30 days preceding assessment while the client is has been outside a facility that controls access to chemicals.

[For text of item C, see M.R.]

Subp. 2. Type of placement. The county may choose between a placement in primary rehabilitation in a free standing facility or hospital setting or in combination inpatient/outpatient treatment unless the client meets the criteria in part 9530.6631 or 9530.6635. A client meeting the criteria in part 9530.6631 shall be placed in combination inpatient/outpatient treatment. A client meeting the criteria in part 9530.6635 shall be placed in primary rehabilitation in a hospital setting.

9530.6631 PLACEMENT CRITERIA FOR COMBINATION INPATIENT/OUTPATIENT TREATMENT.

A client shall be placed in combination inpatient/outpatient treatment when the client meets the criteria in part 9530.6630, subpart 1, and the client has abstained from chemical use outside a residential facility that controls access to chemicals for at least 30 consecutive days in the past 180 days.

9530.6640 PLACEMENT CRITERIA FOR EXTENDED CARE.

A client shall be placed in extended care if the client is assessed as chemically dependent under part 9530.6620, subpart 2, and the client is experiencing four or more of the following:

A. The client has participated in primary rehabilitation within the past two years or has participated in Category II, III, or IV programs for a total of three or more times in the client's lifetime.

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

9530.6641 REPEAT RESIDENTIAL PLACEMENTS.

A client who has participated in extended care under part 9530.6640 for 21 consecutive days within the past 24 months shall not be placed in Category II or III treatment. The client shall be provided with other appropriate social services according to part 9550.0090. These services may include outpatient treatment, halfway house services, case management, and housing referral.

9530.6650 EXCEPTIONS TO PLACEMENT CRITERIA.

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

Subp. 3. [See Repealer.]

Subp. 3a. Exceptions to part 9530.6641. A client meeting the criteria in part 9530.6641 shall be exempt from its provisions when the client meets one of the following:

A. the client is pregnant or a single custodial parent;

B. the client:

(1) has a physical or mental health diagnosis that negatively affects the client's ability to benefit from treatment and that was not recognized at the time of the client's most recent placement; and

(2) is being referred to a program that offers specific services that address the client's physical or emotional condition; or

C. the client has voluntarily left a treatment program within the seven days preceding assessment and is being referred to the same program.

[For text of subp 4, see M.R.]

9530.6655 APPEALS.

Subpart 1. **Client's right to a second assessment.** A client who has been assessed under part 9530.6615, and who disagrees with the level of chemical dependency care proposed by the assessor, shall have the right to request a second chemical use assessment. The county or the prepaid health plan shall inform the client in writing of the right to request a second assessment at the time the client is assessed for a program placement. The county or the prepaid health plan shall also inform the client that the client's request must be in writing or on a form approved by the commissioner, and must be received by the county or the prepaid health plan within five working days of completion of the original assessment or before the client enters treatment, whichever occurs first.

The county or the prepaid health plan shall provide a second chemical use assessment by a different qualified assessor within five working days of receipt of a request for reassessment. If the client agrees with the second level of care determination, the county or the prepaid health plan shall place the client in accordance with parts 9530.6625 to 9530.6650 and the second assessment.

If, after receiving the second assessment, a client who is not an enrollee in a prepaid health plan still disagrees with the county's level of care determination, the client has a right to appeal under subpart 2. If, after receiving the second assessment, a client who is enrolled in a prepaid health plan still disagrees with the prepaid health plan's proposed level of care, the client has the right to an appeal under part 9500.1463.

Subp. 2. **Client's right to appeal.** Clients who are denied an assessment under part 9530.6615, denied a second assessment under subpart 1, denied placement, or who disagree with the level of chemical dependency care proposed shall have the right to a fair hearing under *Minnesota Statutes*, section 256.045. Notice of the right to appeal must be given in accordance with part 9550.0092. A client has the right to a fair hearing under *Minnesota Statutes*, section 256.045, if the client:

A. is denied an assessment under part 9530.6615;

B. is denied a second assessment under subpart 1;

C. is denied placement;

D. disagrees before services begin with the level of chemical dependency care or the length of placement that the county or the prepaid health plan proposes to authorize; or

E. is receiving authorized services and is denied additional services that would extend the length of the current placement beyond the end date specified in the placement authorization.

Notice of the right to appeal must be given according to part 9550.0092. Clients who are enrolled in a prepaid health plan and clients who are not enrolled in a prepaid health plan have the same appeal rights.

Subp. 3. **Services during appeal of additional services.** Appealing under subpart 2, item E, does not entitle a client to continue receiving services beyond the end date specified in the placement authorization while the appeal is being decided. A provider may continue services to the client beyond the end date specified in the placement authorization while the appeal is being decided, but the conditions in items A and B govern payment for the continued services.

A. The provider shall be financially responsible for all hours or days of service in excess of the amount of service to which an appeals referee determines the client is entitled.

B. The provider shall not charge the client for any services provided beyond the end date specified in the placement authorization.

Subp. 4. **Considerations in denial of additional services appeals.** The recommendations of an appeals referee and the decision of the commissioner on denial of additional services appeals shall take into consideration the following factors:

A. the usual and customary length of placement for the level of care received by the client;

B. whether the client has achieved the objectives stated in the client's individual treatment plan;

C. whether the client is making satisfactory progress toward achieving the objectives stated in the client's individual treatment plan; and

D. whether there is an aftercare plan that reasonably addresses the client's needs for continued service.

9530.7000 DEFINITIONS.

[For text of subs 1 to 9, see M.R.]

Subp. 9a. **Custodial parent.** "Custodial parent" means a birth or adoptive parent with whom a minor child resides at the time of assessment.

[For text of subs 10 to 21, see M.R.]

9530.7021 PAYMENT AGREEMENTS.

When a third-party payment source agrees to pay for an eligible client's treatment, the local agency, the client, and the vendor may enter into a third-party payment agreement. The agreement must stipulate that the vendor will accept, as payment in full for services provided the client, the amount the third-party payor is obligated to pay for services provided the client plus the amount of any fee owed by the client as determined under part 9530.7022. The agreement must be executed in a form prescribed by the commissioner and is not effective unless an authorized representative of each of the three parties has signed it. The local agency must maintain a record of third-party payment agreements into which the local agency has entered.

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Proposed Rules

The vendor must notify the local agency as soon as possible and not less than one business day before discharging a client whose treatment is covered by a payment agreement under this part if the discharge is caused by disruption of the third-party payment.

9530.7031 VENDOR'S DUTY TO COLLECT CLIENT FEES.

A vendor must collect client fees according to the requirements of items A to G.

A. A vendor of category III or category IV rehabilitation services shall determine the fee for each client who has no responsible relative and who is not the custodial parent of a minor child. The fee shall be determined monthly according to part 9530.7024 for each month the client receives rehabilitation services from the vendor.

B. The vendor shall collect the fee from the client and provide the client with a receipt on a form supplied by the department.

C. A client's failure to pay a fee under this part shall be cause for discharge from a vendor's rehabilitation program only if the discharge is in accordance with the vendor's discharge and transfer policy specified in part 9530.4300, subpart 5. However, clients committed according to *Minnesota Statutes*, chapter 253B, shall be discharged only according to *Minnesota Statutes*, chapter 253B.

D. Within 15 days after the end of the month for which the fee was determined, the vendor shall remit to the department the client fee collected according to this part and client-identifying information on a form supplied by the commissioner.

E. The commissioner shall pay the vendor, at least quarterly, an amount equal to five percent of the client fees collected by the vendor and remitted to the commissioner.

F. The vendor's obligation to collect fees ends when the client is discharged.

G. The commissioner shall bill the client for any fee the client owes but has not paid to the vendor according to this part, based on information supplied by the vendor.

REPEALER. *Minnesota Rules*, part 9530.6650, subpart 3, is repealed.

Board of Assessors

Proposed Permanent Rules Relating to Licensing

Notice of Intent to Adopt a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the State Board of Assessors intends to adopt revisions to the above-entitled rule without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes*, Sections 14.22 to 14.28. The statutory authority to adopt the rule is *Minnesota Statutes* 270.41(c) and 270.47.

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

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

Gerald D. Garski
Board of Assessors
Mail Station 3340
St. Paul, MN 55146-3340
Phone: 612-296-0209
FAX: 612-297-2166

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

The rule proposed for adoption relates to the following matters:

1. Conforms to state law by allowing county assessors two years from first hire to obtain the SAMA designation;
2. Allows reinstatement of an assessor's license after a five year absence by successful completion of Course A, payment of a reinstatement fee and a license fee;

3. Grants one year assessment experience for the CMA license if a person has certain appraisal experience;
4. Recognizes the IAAO correspondence course, Mass Appraisal of Residential Property, and IAAO Course 305, Computer Assisted Mass Appraisal Model Building, as alternatives for week H;
5. Gives two SAMA contract points for submitting an acceptable form appraisal;
6. Provides for a \$20.00 reinstatement fee, a \$15.00 record retention fee and a \$10.00 education transcript fee;
7. Requires assessors to list certain outside activities such as fee appraisals or real estate sales on their annual license application;
8. Provides for a structured review of the licensing levels within a county if requested by the county assessor.

A free copy of the rule is available upon request from Gerald D. Garski at the above address.

A STATEMENT OF NEED AND REASONABLENESS that describes the need for the 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 Gerald D. Garski at the above address upon request.

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

Dated: February 6, 1991

Gerald D. Garski
Secretary-Treasurer
Board of Assessors

Rules as Proposed

1950.1020 LICENSURE.

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

Subp. 3a. Review of licensing levels. A county assessor may request that the board review the licensing level for a specific taxing jurisdiction within the assessor's county. The request must be in writing and should state the specific reasons the county assessor is requesting the review.

Subp. 4. New hires; deadline for upgrading license. A taxing jurisdiction requiring an assessor with a designation greater than certified Minnesota assessor may hire a person with a designation one level lower than the required designation. This person has one year from the date of hire, except for county assessors who have two years from the date of first hire, to attain the required level. An assessor who fails to obtain the required designation must be dismissed.

Subp. 5. Reinstatement. An assessor who has not been licensed for a period of five years must successfully complete course A, assessment laws, history and procedure, and pay both a reinstatement fee and the appropriate license fee before a license will be issued.

1950.1030 CERTIFIED MINNESOTA ASSESSOR (CMA).

A person assisting the assessor of a taxing jurisdiction in making assessment decisions must obtain the designation of certified Minnesota assessor within three years of employment. A local assessor employed by a township or city not requiring a higher level of licensure as shown in the "List of Assessor License Levels for Minnesota Taxing Jurisdictions" must be certified before employment. Requirements for certified Minnesota assessor are given in items A to F.

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

E. One year's apprenticeship experience under a licensed assessor. In lieu of this requirement the board may consider alternate experience, such as employment in the appraisal field of another governmental agency, fee appraisal experience, or condemnation appraisal experience. Real estate sales experience is not considered as qualifying experience.

F. Application to the board, and the appropriate fee.

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Proposed Rules

1950.1050 ACCREDITED MINNESOTA ASSESSOR (AMA).

An assessor employed by a township or city shown on the "List of Assessor License Levels for Minnesota Taxing Jurisdictions" under the heading "Accredited" must obtain the accredited Minnesota assessor designation. A jurisdiction requiring this level of assessor may hire a certified Minnesota assessor specialist if the assessor obtains the required designation within one year of hire. An assessor who fails to obtain the required designation must be dismissed. Requirements for accredited Minnesota assessor are given in items A to F.

A. A passing grade on the following courses:

- (1) course A, assessment laws, history, and procedures;
- (2) course B, residential appraisal or alternatives as shown in part 1950.1030;
- (3) course H, mass appraisal, or IAAO 301, mass appraisal of residential properties, or IAAO 302, mass appraisal of income producing properties, or IAAO correspondence course, mass appraisal of residential property, or IAAO 305, computer-assisted mass appraisal model building;
- (4) IAAO 4, assessment administration; and
- (5) one elective from the list of approved elective courses shown in the educational bulletin available from the board.

[For text of items B to F, see M.R.]

1950.1060 SENIOR ACCREDITED MINNESOTA ASSESSOR (SAMA).

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

Subp. 4. **Contract points.** Contract points are earned as follows:

[For text of items A and B, see M.R.]

C. At least one narrative appraisal must be written to meet the requirements of the contract method. Only one form appraisal can be used to meet the requirements of the contract method. All appraisals must receive a passing grade in order to earn points.

- (1) form appraisal, 2 points;
- (2) residential narrative appraisal, 7 points; and
- (2) (3) narrative appraisal on an income producing property such as commercial, industrial, or apartment property, 7 points.

[For text of item D, see M.R.]

[For text of subp 5, see M.R.]

1950.1070 FEES.

The board shall charge the following fees:

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

H. \$20 for grading a form appraisal; ~~and~~

I. \$50 for grading a narrative appraisal;

J. \$20 for a reinstatement fee;

K. \$15 for a record retention fee; and

L. \$10 for an educational transcript.

Fees are reviewed annually by the board and set in accordance with *Minnesota Statutes*, sections 16A.128 and 214.06, which require boards to be self-sufficient.

1950.1080 CONTINUING EDUCATION.

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

Subp. 4a. Record retention. An assessor who does not have the required continuing education units for issuance of a license, or for any other reason does not wish to obtain a license, may pay an annual record retention fee. The payment of this fee will keep the individual's files in a current status and enable the assessor to receive all mailings sent from the board. If neither a licensing fee or a record retention fee is paid, the assessor's files will be purged from the system after a period of one year from the date the assessor's license expired. An assessor whose files have been purged must submit a reinstatement fee, the required license fee, and supply documentation of all required education if the individual wishes to be relicensed.

[For text of subp 5, see M.R.]

1950.1090 CONDUCT AND DISCIPLINE.

[For text of subs 1 to 5, see M.R.]

Subp. 6. Outside activities. Certain activities outside the scope of the assessor's office may give the appearance of a conflict of interest to the taxpayers of the assessor's jurisdiction. These activities include the performance of fee appraisals, tax representation or consultation, real estate sales, insurance sales, and property management. In order to avoid situations which could compromise the integrity of the assessor's office, each assessor applying for a license is required to list on the license application any for-profit outside activities such as those stated above. All employers of assessors engaged in outside activities will be notified of this fact by the board by December 31 of each year. Whether or not the assessor may continue the outside activities shall be a condition of the employer-employee agreement. The board will not specifically prohibit an assessor from engaging in these outside activities. An assessor who falsifies a license application by not listing outside activities is subject to the penalties shown in subpart 2.

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.

Board of Chiropractic Examiners

Adopted Permanent Rules Relating to the Practice of Chiropractic

The rules proposed and published at *State Register*, Volume 15, Number 26, pages 1450-1454, December 24, 1990 (15 SR 1450) are adopted with the following modifications:

Rules as Adopted

2500.0100 DEFINITIONS.

Subp. 4. Nonstandard methods. "Nonstandard methods" means those methods and diagnostic procedures and devices within the scope of practice that have not been researched by parties other than the manufacturer and deemed safe for and of benefit to the public, and taught in or accepted by board-approved chiropractic colleges or Minnesota Medical Board-accepted medical schools as intended for use in a chiropractic setting.

Subp. 5. Standard methods. "Standard methods" means those chiropractic methods and diagnostic procedures and devices that have been researched by parties other than the manufacturer and deemed safe for and of benefit to the public or taught in board-approved chiropractic colleges or Minnesota Medical Board-accepted medical schools and are within the provisions in *Minnesota Statutes*, section 148.01.

2500.1200 CONTINUING EDUCATION.

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

Subp. 5. IME requirements. In addition to the 20 hours of continuing education hours required for annual license renewal, all licensed chiropractors registered with the board to perform independent medical examinations must attend ten hours of continuing education annually relating to independent medical examinations. All courses and seminars must be approved by the board as provided in part 2500.1400.

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Adopted Rules

~~Subp. 6. Acupuncturists. In addition to the 20 hours of continuing education hours required for annual license renewal, all licensed chiropractors registered with the board in acupuncture must attend ten hours of continuing education annually relating to the practice of acupuncture. All courses and seminars must be approved by the board as provided in part 2500.1400.~~

Subp. 7. 5. Sexual abuse recognition. All chiropractors applying for licensure or for the renewal of a license on or after January 1, 1992, inclusive in the 20 hours of continuing education hours required for annual license renewal, must have completed eight hours of course work or training regarding the establishment of professional boundaries in the clinical setting, and the identification and reporting of child and vulnerable adult abuse and maltreatment. The course work or training must be obtained from an institution or provider which has been approved by the board to provide such course work or training.

~~2500.4010 NONSTANDARD METHODS PERMITTED.~~

~~In order to clarify for the patient the use of nonstandard methods as compared to standard methods in the treatment or diagnosis of a chiropractic condition, written informed consent of the patient must be obtained by the doctor of chiropractic before the use of any nonstandard method. The amount of compensation, if any, for the use of nonstandard methods shall be paid upon written agreement between the patient and the doctor of chiropractic. This includes methods, procedures, and devices being used in conjunction with formal research which are considered to be nonstandard methods. Nothing in this part constitutes authorization for the use of illegal practice methods or methods without the authorization of the scope of chiropractic practice.~~

Department of Commerce

Adopted Permanent Rules Relating to the Petroleum Tank Release Compensation Board

The rules proposed and published at *State Register*, Volume 15, Number 14, pages 822-824, October 1, 1990 (15 SR 822) are adopted with the following modifications:

Rules as Adopted

2890.0065 REDUCTION OF REIMBURSEMENT AMOUNT.

Subpart 1. **Amount of reduction.** Pursuant to *Minnesota Statutes*, section 115C.09, subdivision 2, the board shall reduce the amount of reimbursement to be made to a noncompliant responsible person as follows:

A. For failure to comply with state and federal rules and regulations applicable to the tank, the board shall reduce the amount of reimbursement by ten to 25 percent upon consideration of the likely environmental impact of the failure to comply. Notwithstanding the foregoing, the board shall reduce the amount of reimbursement by five percent, with a minimum reduction of \$200, for failure to register a tank pursuant to *Minnesota Statutes*, section ~~115.064~~ 116.48.

2890.0110 RIGHT TO APPEAL.

~~If a request is denied, the responsible~~ A person may appeal ~~the decision~~ a determination by the board as a contested case hearing under chapter 14.

Board of Electricity

Adopted Permanent Rules Relating to License Fees

The rule proposed and published at *State Register*, Volume 15, Number 28, pages 1534-1535, January 7, 1991 (15 SR 1534) is adopted as proposed.

Higher Education Coordinating Board

Adopted Permanent Rules Relating to Public Safety Officer's Survivor Grant Program; Prenursing Grant Program

The rules proposed and published at *State Register*, Volume 15, Number 29, pages 1576-1579, January 14, 1991 (15 SR 1576) are adopted as proposed.

Bureau of Mediation Services

Adopted Permanent Rules Relating to the Labor-Management Committee Grant Program

The rule proposed and published at *State Register*, Volume 15, Number 8, page 451, August 20, 1990 (15 SR 451) is adopted as proposed.

Board of Teaching

Adopted Permanent Rules Relating to Teacher Licenses

The rules proposed and published at *State Register*, Volume 15, Number 32, pages 1725-1755, February 4, 1991 (15 SR 1725) are adopted with the following modifications:

Rules as Adopted

8700.4600 TEACHERS OF MUSIC.

Subp. 3. **Program requirements.** A program leading to the licensure of teachers of music must provide candidates recommended for licensure with the knowledge, skills, and understanding in items A and B:

B. Preparation in specialized areas.

(2) Music educators, kindergarten to grade 12, with a specialization in vocal music must:

(e) have knowledge of representative kindergarten to grade 12 solo and ensemble repertoire and instructional materials ~~or~~ for beginning, intermediate, and advanced levels of various sizes from diverse periods and cultures.

8750.0060 SECONDARY VOCATIONAL SPECIAL NEEDS PERSONNEL. [Withdrawn.]

8750.1580 SECONDARY SUPPLEMENTAL SUPPORT/TECHNICAL TUTOR. [Withdrawn.]

8750.3010 EXAMINATIONS FOR SECONDARY VOCATIONAL TEACHER LICENSES.

Subpart 1. **Examination requirement.** ~~Effective April 8, 1991,~~ An applicant for an initial secondary vocational teaching license, except a secondary vocational part-time resource specialist license issued according to part 8750.6000, a secondary short-call substitute license issued according to part 8750.6100, or a secondary vocational limited license issued according to part 8750.6200, shall provide evidence of having successfully completed examinations of skills in reading, writing, and mathematics, as required by *Minnesota Statutes*, section 125.05, subdivision 1. Provisions of part 8700.0210, subparts 1 to 7, 10, and 12, apply. This subpart does not apply to applicants who hold or previously held an entrance, continuing, or life nonvocational license granted by the Board of Teaching.

8750.4200 ALTERNATE FORMS OF OCCUPATIONAL EXPERIENCE.

Subpart 1. **Who may use.** Except where otherwise stated in this part and in parts 8750.0200 to 8750.2140, an applicant may use the following alternative experiences to meet occupational experience requirements. Except for converting to secondary trade and industrial occupations in accordance with criteria established in parts ~~8700.1800~~ 8750.1800 to ~~8700.2140~~ 8750.2140, the alternatives may not be used by nonbaccalaureate applicants who have completed less than a two-year program in the category of practice.

Executive Orders

Emergency Executive Order #91-9: Providing for the Continuation of Certain Executive Orders

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

WHEREAS, according to *Minnesota Statutes* 1990, Section 4.035, executive orders expire 90 days after the date that the governor who issued the orders vacates office; and

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Executive Orders

WHEREAS, it is critical to the operation of state government to continue certain executive orders;

NOW THEREFORE, I hereby order that the following executive orders remain in effect:

83-15: Providing for the delineation of regional development boundaries

84-1: Creating the Upper Mississippi River Basin Association

86-5: Providing for protection and advocacy for people with mental illness and assigning responsibilities to the Legal Aid Society of Minneapolis

86-6: Providing for protection and advocacy for people with developmental disabilities and assigning responsibilities to the Legal Aid Society of Minneapolis

86-7: Providing for a client assistance program for individuals receiving or seeking services under the rehabilitation act and assigning responsibilities to the Legal Aid Society of Minneapolis

86-10: Providing for the establishment of collection practices by various state departments for data on minority individuals in Minnesota

87-9: Providing for a governor's planning council on developmental disabilities and assigning responsibility to the State Planning Agency

87-10: Directing the Commissioner of Transportation to lower the speed limit to 55 miles per hour with certain exceptions

87-17: Prescribing the Manual for Military Justice

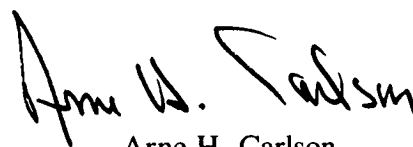
88-10: Providing for a governor's council on fire prevention and control

89-5: Providing for the development and administration of technology related assistance for individuals with disabilities

90-2: Assigning emergency responsibilities to state agencies

Pursuant to *Minnesota Statutes* 1990, Section 4.035, subdivision 2, this order is effective immediately and shall remain in effect until rescinded by proper authority or it expires in accordance with *Minnesota Statutes* 1990, Section 4.035, subdivision 3.

IN TESTIMONY WHEREOF, I have set my hand this fifth day of April, 1991.



Arne H. Carlson
Governor

Official Notices

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.

Department of Health

Outside Opinion Sought Concerning Proposed Rules Governing the Registration of Occupational Therapists

NOTICE IS HEREBY GIVEN that the Department of Health is seeking information or opinions from sources outside of the agency in preparing to promulgate rules establishing a registration system for the occupation of Occupational Therapists. The promulgation of these rules is authorized by *Minnesota Statutes*, Section 214.13, subdivision 1.

All interested or affected persons or groups are invited to submit statements of information in writing or comments orally to:

Michelle R. Strangis
Rule Development Specialist
Health Systems Development
Department of Health
P.O. Box 9441
717 South East Delaware Street
Minneapolis, Minnesota 55440
Telephone: (612) 623-5131

All statements of information and comment shall be accepted until further notice. Any written materials received by the Department of Health shall be made part of the rulemaking record.

Department of Health

Services for Children With Handicaps (SCH)

Notice of Cost-Sharing Schedule for Use in Services for Children With Handicaps

NOTICE IS HEREBY GIVEN that the Cost-Sharing Schedule, prepared according to *Minnesota Rules*, Chapter 4705.0600 Subp. 3 and published here will be effective July 1, 1991.

SCH Cost-Sharing Schedule

The applicant's share is one percent of cost for each \$1,000 or fraction of \$1,000 of income above 60 percent of the State gross median income for a household of the same size as the applicant's. The applicant's percent share is found on the schedule by looking under the number which is the number of members of applicant's household to find the income level which includes the applicant's annual household income. The applicant's percent share is shown on the far left of that income level. For each additional household member greater than 10, add 3% to 144% for each additional household member and multiply the new percentage by the State's dollar amount for 4-person households.

Percentage which eligible applicants share in the cost of treatment

%	Income Levels by Number of Members in Household				
	1	2	3	4	5
0	0-13,218	0-17,285	0-21,352	0-25,419	0-29,486
1	13,219-14,218	17,286-18,285	21,353-22,352	25,420-26,419	29,487-30,486
2	14,219-15,218	18,286-19,285	22,353-23,352	26,420-27,419	30,487-31,486
3	15,219-16,218	19,286-20,285	23,353-24,352	27,420-28,419	31,487-32,486
4	16,219-17,218	20,286-21,285	24,353-25,352	28,420-29,419	32,487-33,486
5	17,219-18,218	21,286-22,285	25,353-26,352	29,420-30,419	33,487-34,486

Official Notices

Percentage which eligible applicants share in the cost of treatment

%	Income Levels by Number of Members in Household				
	1	2	3	4	5
6	18,219-19,218	22,286-23,285	26,353-27,352	30,420-31,419	34,487-35,486
7	19,219-20,218	23,286-24,285	27,353-28,352	31,420-32,419	35,487-36,486
8	20,219-21,218	24,286-25,285	28,353-29,352	32,420-33,419	36,487-37,486
9	21,219-22,218	25,286-26,285	29,353-30,352	33,420-34,419	37,487-38,486
10	22,219-23,218	26,286-27,285	30,353-31,352	34,420-35,419	38,487-39,486
11	23,219-24,218	27,286-28,285	31,353-32,352	35,420-36,419	39,487-40,486
12	24,219-25,218	28,286-29,285	32,353-33,352	36,420-37,419	40,487-41,486
13	25,219-26,218	29,286-30,285	33,353-34,352	37,420-38,419	41,487-42,486
14	26,219-27,218	30,286-31,285	34,353-35,352	38,420-39,419	42,487-43,486
15	27,219-28,218	31,286-32,285	35,353-36,352	39,420-40,419	43,487-44,486
16	28,219-29,218	32,286-33,285	36,353-37,352	40,420-41,419	44,487-45,486
17	29,219-30,218	33,286-34,285	37,353-38,352	41,420-42,419	45,487-46,486
18	30,219-31,218	34,286-35,285	38,353-39,352	42,420-43,419	46,487-47,486
6	7	8	9	10	
0	0-33,553	0-34,316	0-35,078	0-35,841	0-36,603
1	33,554-34,553	34,317-35,316	35,079-36,078	35,842-36,841	36,604-37,603
2	34,554-35,553	35,317-36,316	36,079-37,078	36,842-37,841	37,604-38,603
3	35,554-36,553	36,317-37,316	37,079-38,078	37,842-38,841	38,604-39,603
4	36,554-37,553	37,317-38,316	38,079-39,078	38,842-39,841	39,604-40,603
5	37,554-38,553	38,317-39,316	39,079-40,078	39,842-40,841	40,604-41,603
6	38,554-39,553	39,317-40,316	40,079-41,078	40,842-41,841	41,604-42,603
7	39,554-40,553	40,317-41,316	41,079-42,078	41,842-42,841	42,604-43,603
8	40,554-41,553	41,317-42,316	42,079-43,078	42,842-43,841	43,604-44,603
9	41,554-42,553	42,317-43,316	43,079-44,078	43,842-44,841	44,604-45,603
10	42,554-43,553	43,317-44,316	44,079-45,078	44,842-45,841	45,604-46,603
11	43,554-44,553	44,317-45,316	45,079-46,078	45,842-46,841	46,604-47,603
12	44,554-45,553	45,317-46,316	46,079-47,078	46,842-47,841	47,604-48,603
13	45,554-46,553	46,317-47,316	47,079-48,078	47,842-48,841	48,604-49,603
14	46,554-47,553	47,317-48,316	48,079-49,078	48,842-49,841	49,604-50,603
15	47,554-48,553	48,317-49,316	49,079-50,078	49,842-50,841	50,604-51,603
16	48,554-49,553	49,317-50,316	50,079-51,078	50,842-51,841	51,604-52,603
17	49,554-50,553	50,317-51,316	51,079-52,078	51,842-52,841	52,604-53,603
18	50,554-51,553	51,317-52,316	52,079-53,078	52,842-53,841	53,604-54,603

Department of Human Services

Additions, Changes and Deletions to Notice of Health Services Requiring Prior Authorization for MA/GAMC

The following are additions, changes and deletions to the list of services requiring prior authorization which was published in the

April 2, 1990 *State Register*, Vol. 14, #40, Pages 2365-2377. The newly added codes will require prior authorization for services provided on or after April 15, 1991.

III. Medical Supplies and Equipment; Prosthetics and Orthotics

	SERVICE CODE	SERVICE DESCRIPTION
ADD:	E0194	AIR FLUIDIZED BED
DELETE:	Q0049	AIR FLUIDIZED BED

IV. Hearing Aids

CHANGE:	V5299	HEARING SERVICE, MISCELLANEOUS
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V. All Other Services

ADD:	A2000	MANIPULATION OF SPINE BY CHIROPRACTOR
	X0691*13	DAY TREATMENT, NERVOUS AND MENTAL
	21086	IMPRESSION AND CUSTOM PREPARATION; AURICULAR PROSTHESIS
	21087	...; NASAL PROSTHESIS
	21088	...; FACIAL PROSTHESIS
	21137	REDUCTION FOREHEAD; CONTOURING ONLY
	21138	...; CONTOURING AND APPLICATION OF PROSTHETIC MATERIAL OR BONE GRAFT (INCLUDES OBTAINING AUTOGRAFT)
	21139	...; CONTOURING AND SETBACK OF ANTERIOR FRONTAL SINUS WALL
	21144	RECONSTRUCTION MIDFACE, LEFORT I; INTRUSION, SINGLE PIECE (EG, FOR LONG FACE SYNDROME)
	21145	...; SINGLE PIECE, ANY DIRECTION, REQUIRING BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS)
	21146	...; TWO PIECES, ANY DIRECTION, REQUIRING BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS) (EG, UNGRAFTED UNILATERAL ALVEOLAR CLEFT)
	21147	...; THREE OR MORE PIECES, ANY DIRECTION, REQUIRING BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS) (EG, UNGRAFTED BILATERAL ALVEOLAR CLEFT OR MULTIPLE OSTEOTOMIES)
	21150	RECONSTRUCTION MIDFACE, LEFORT II; ANTERIOR INTRUSION (EG, TREACHER-COLLINS SYNDROME)
	21151	...; ANY DIRECTION, REQUIRING BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS)
	21154	RECONSTRUCTION MIDFACE, LEFORT III (EXTRACRANIAL), ANY TYPE, REQUIRING BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS); WITHOUT LEFORT I
	21155	...; WITH LEFORT I
	21159	RECONSTRUCTION MIDFACE, LEFORT III (EXTRA AND INTRACRANIAL) WITH FOREHEAD ADVANCEMENT (EG, MONO BLOC), REQUIRING BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS); WITHOUT LEFORT I
	21160	...; WITH LEFORT I
	21172	RECONSTRUCTION SUPERIOR-LATERAL ORBITAL RIM AND LOWER FOREHEAD, ADVANCEMENT OR ALTERATION, WITH OR WITHOUT GRAFTS (INCLUDES OBTAINING AUTOGRAFTS)
	21175	RECONSTRUCTION, BIFRONTAL, SUPERIOR-LATERAL ORBITAL RIMS AND LOWER FOREHEAD, ADVANCEMENT OR ALTERATION (EG, PLAGIOCEPHALY, TRIGONOCEPHALY, BRACHY-CEPHALY), WITH OR WITHOUT GRAFTS (INCLUDES OBTAINING AUTOGRAFTS)
	21179	RECONSTRUCTION, ENTIRE OR MAJORITY OF FOREHEAD AND/OR SUPRAORBITAL RIMS; WITH GRAFTS (ALLOGRAFT OR PROSTHETIC MATERIAL)
	21180	...; WITH AUTOGRAFT (INCLUDES OBTAINING GRAFTS)

Official Notices

SERVICE CODE	SERVICE DESCRIPTION
21181	REMOVAL BY CONTOURING OF BENIGN TUMOR OF CRANIAL BONES (EG, FIBROUS DYSPLASIA), EXTRACRANIAL
21182	RECONSTRUCTION OF ORBITAL WALLS, RIMS, FOREHEAD, NASOETHMOID COMPLEX FOLLOWING INTRA- AND EXTRACRANIAL EXCISION OF BENIGN TUMOR OF CRANIAL BONE (EG, FIBROUS DYSPLASIA), WITH MULTIPLE AUTOGRAFTS (INCLUDES OBTAINING GRAFTS); TOTAL AREA OF BONE GRAFTING LESS THAN 40 CM2
21183	...; TOTAL AREA OF BONE GRAFTING GREATER THAN 40 CM2 BUT LESS THAN 80 CM2
21184	...; TOTAL AREA OF BONE GRAFTING GREATER THAN 80 CM2
21188	RECONSTRUCTION MIDFACE, OSTEOTOMIES (OTHER THAN LEFORT TYPE) AND BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS)
21193	RECONSTRUCTION OF MANDIBULAR RAMUS, HORIZONTAL, VERTICAL, "C", OR "L" OSTEOTOMY; WITHOUT BONE GRAFT
21194	...; WITH BONE GRAFT (INCLUDES OBTAINING GRAFT)
21195	RECONSTRUCTION OF MANDIBULAR RAMUS, SAGITTAL SPLIT; WITHOUT INTERNAL RIGID FIXATION
21196	...; WITH INTERNAL RIGID FIXATION
21198	OSTEOTOMY, MANDIBLE, SEGMENTAL
21247	RECONSTRUCTION OF MANDIBULAR CONDYLE WITH BONE AND CARTILAGE AUTOGRAFTS (INCLUDES OBTAINING GRAFTS) (EG, FOR HEMIFACIAL MICROSOMIA)
21255	RECONSTRUCTION OF ZYGOMATIC ARCH AND GLENOID FOSSA WITH BONE AND CARTILAGE (INCLUDES OBTAINING AUTOGRAFTS)
21256	RECONSTRUCTION OF ORBIT WITH OSTEOTOMIES (EXTRACRANIAL) AND WITH BONE GRAFTS (INCLUDES OBTAINING AUTOGRAFTS) (EG, MICROPHTHALMIA)
21299	UNLISTED CRANIOFACIAL AND MAXILLOFACIAL PROCEDURE
58996	HYSTEROSCOPY; WITH ENDOMETRIAL ABLATION (ANY METHOD)
95961	FUNCTIONAL CORTICAL MAPPING BY STIMULATION OF ELECTRODES ON BRAIN SURFACE, OR OF DEPTH ELECTRODES, TO PROVOKE SEIZURES OR IDENTIFY VITAL CORTEX, OTHER THAN IN OPERATING ROOM; INITIAL HOUR OF PHYSICIAN ATTENDANCE
95962	...; EACH ADDITIONAL HOUR OF PHYSICIAN ATTENDANCE
*14	PA IS REQUIRED IN EXCESS OF 36 SESSIONS PER CALENDAR YEAR
CHANGE: X5315*14	CARDIAC REHABILITATION
*13	PA IS REQUIRED FOR DAY TREATMENT IN EXCESS OF 390 HOURS
DELETE: X2010	MANUAL MANIPULATION OF THE SPINE BY CHIROPRACTOR, INITIAL TREATMENT
X2020	...; SUBSEQUENT TREATMENT
21200	OSTEOTOMY; MANDIBLE, TOTAL OR HORIZONTAL
21202	...; SEGMENTAL
21204	...; MAXILLA, TOTAL
21250	OSTEOPLASTY OF MAXILLA AND/OR OTHER FACIAL BONES; WITHOUT BONE GRAFT
21254	...; WITH BONE GRAFT
58999	UNLISTED PROCEDURE, FEMALE GENITAL SYSTEM (NONOBSTETRICAL)
63652	PERCUTANEOUS IMPLANTATION OF NEUROSTIMULATOR ELECTRODES; INTRADURAL
63656	LAMINECTOMY FOR IMPLANTATION OF NEUROSTIMULATOR; ENDODURAL

VI. Procedures No Longer Requiring PA

SERVICE CODE	SERVICE DESCRIPTION
88230	TISSUE CULTURE FOR CHROMOSOME ANALYSIS; LYMPHOCYTE
88233	...; SKIN OR OTHER SOLID TISSUE BIOPSY
88237	...; BONE MARROW (MYELOID) CELLS
88239	...; OTHER TISSUE
88260	CHROMOSOME ANALYSIS; COUNT 5 CELLS, SCREENING, WITH BANDING
88261	...; COUNT 5 CELLS, 1 KARYOTYPE
88262	...; COUNT 15-20 CELLS, 2 KARYOTYPES
88263	...; COUNT 45 CELLS FOR MOSAICISM, 2 KARYOTYPES
88280	CHROMOSOME ANALYSIS, ADDITIONAL KARYOTYPES
88283	...; ADDITIONAL SPECIALIZED BANDING TECHNIQUE
88285	...; ADDITIONAL CELLS COUNTED
88289	...; ADDITIONAL HIGH RESOLUTION STUDY
88299	UNLISTED CYTOGENIC STUDY

Department of Labor & Industry**Labor Standards Division****Notice of Correction to Prevailing Wage Rates**

The prevailing wage rate certified April 1, 1991 for labor classifications 203—DRGLN/SMLR EQMT W/SHV CONTROLS for commercial construction in the following county has been corrected, Winona.

Copies of the corrected certifications may be obtained by contacting the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155, or calling (612) 296-6452.

John Lennes, Commissioner
Department of Labor and Industry

Department of Labor & Industry**Labor Standards Division****Notice of Correction to Prevailing Wage Rates**

The prevailing wage rate certified April 1, 1991 for labor classifications 404—CARPENTER for commercial construction in the following counties has been corrected, Winona and Houston.

Copies of the corrected certifications may be obtained by contacting the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155, or calling (612) 296-6452.

John Lennes, Commissioner
Department of Labor and Industry

Board of Water and Soil Resources**Meeting Notice**

The Board of Water and Soil Resources will hold their monthly meeting on Wednesday, April 24, 1991, at the Minnesota Pollution Control Agency Building, Lower Level Conference Room, 520 Lafayette Road, St. Paul, Minnesota. The meeting will convene at 9:00 a.m.

Worthington Community College

Department of Administration

State Surplus Property for Sale

The Commission of Administration and the Worthington Community College offer for sale by sealed bid four (4) parcels of land located on Lexington (formerly Betty) Avenue and West Lake Avenue in the City of Worthington, Minnesota.

The legal description of the properties and minimum-bid required on each parcel are as follows:

	Minimum Bid
Lot 2, Block 1, Golden Shores Addition, City of Worthington	\$11,966.00
Lot 5, Block 1, Golden Shores Addition, City of Worthington	\$12,266.00
Lot 6, Block 1, Golden Shores Addition, City of Worthington	\$11,766.00
Lot 7, Block 1, Golden Shores Addition, City of Worthington	\$ 8,066.00

All lots for sale are subject to easements of record. In addition, Lots 2, 6 and 7 will be sold subject to a 20 foot sewer easement which will be retained by the state as described and shown on Exhibit 1. The state will not be reserving a private road easement over any of the above lots for sale.

These four parcels will be sold on the basis of highest bid for not less than each individual parcel's minimum bid to those bidders who meet all bid document requirements. All bids must be submitted by 2:00 p.m. May 17, 1991, to the Department of Administration, Real Estate Management Division, 50 Sherburne Avenue, Room 309, St. Paul, Minnesota 55155. For bid information and bid forms contact Don Viessman, Worthington Community College, telephone (507)-372-2107 or Real Estate Management Division, telephone (612)-296-6674.

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.

Commodities contracts with an estimated value of \$15,000 or more are listed under the Materials Management 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.

Materials Management Division—Department of Administration:

Contracts and Requisitions Open for Bid

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

Commodity: Editing equipment
Contact: Pamela Anderson 296-1053
Bid due date at 4:30pm: April 16
Agency: Center for Arts Education
Deliver to: Golden Valley
Requisition #: 25000-10553

Commodity: Ford E 350 van
Contact: Brenda Thielen 296-9075
Bid due date at 2pm: April 17
Agency: Materials Management
Division—Administration Department
Deliver to: Fort Snelling
Requisition #: 79382-02201

Commodity: Commuter van
Contact: Brenda Thielen 296-9075
Bid due date at 2pm: April 17
Agency: Natural Resources Department
Deliver to: Bemidji
Requisition #: 29000-56068

State Contracts and Advertised Bids

Commodity: Utility ½-ton 4x4
Contact: Brenda Thielen 296-9075
Bid due date at 2pm: April 17
Agency: Natural Resources Department
Deliver to: St. Paul
Requisition #: 29000-56056

Commodity: Utility vehicle 4x4
Contact: Brenda Thielen 296-9075
Bid due date at 2pm: April 17
Agency: Natural Resources Department
Deliver to: St. Paul
Requisition #: 29000-56025

Commodity: Utility vehicle 4x4
Contact: Brenda Thielen 296-9075
Bid due date at 2pm: April 17
Agency: Natural Resources Department
Deliver to: St. Paul
Requisition #: 29000-56031

Commodity: ½ ton 4x4 utility vehicle
Contact: Brenda Thielen 296-9075
Bid due date at 2pm: April 17
Agency: Natural Resources Department
Deliver to: St. Paul
Requisition #: 29000-56034

Commodity: Van—Ford E 350
Contact: Brenda Thielen 296-9075
Bid due date at 2pm: April 17
Agency: Transportation Department
Deliver to: Fort Snelling
Requisition #: 79382-02201

Commodity: Copier
Contact: John Bauer 296-2621
Bid due date at 4:30pm: April 19
Agency: Academy for the Blind
Deliver to: Faribault
Requisition #: 37001-11031

Commodity: Spark plugs: automotive & marine
Contact: Dale Meyer 296-3773
Bid due date at 2pm: April 23
Agency: Various
Deliver to: Various
Requisition #: Price contract

Commodity: Sound system
Contact: Pamela Anderson 296-1053
Bid due date at 4:30pm: May 1
Agency: Correctional Facility
Deliver to: Faribault
Requisition #: 02310-19116

Commodity: Security & alarm system
Contact: Pamela Anderson 296-1053
Bid due date at 4:30pm: April 22
Agency: Transportation Department
Deliver to: Detroit Lakes
Requisition #: 79050-26538

Commodity: 72" rotary mower
Contact: Mary Jo Bruski 296-3772
Bid due date at 2pm: April 22
Agency: Natural Resources Department
Deliver to: New Ulm
Requisition #: 29000-56109

Commodity: Tools: Professional/
Industrial—Portable Electric Tools &
Accessories
Contact: Patricia Anderson 296-3770
Bid due date at 2pm: April 29
Agency: Various
Deliver to: Various
Requisition #: Price contract

Commodity: Road/weather stations
Contact: Pamela Anderson 296-1053
Bid due date at 2pm: May 21
Agency: Transportation Department
Deliver to: Various
Requisition #: 79050-26537

Commodity: Testing equipment
Contact: Pamela Anderson 296-1053
Bid due date at 4:30pm: April 23
Agency: Transportation Department
Deliver to: Maplewood
Requisition #: 79000-14279-01

Commodity: Crushed rock
Contact: Joan Breisler 296-9071
Bid due date at 4:30pm: April 23
Agency: Natural Resources Department
Deliver to: Lake City
Requisition #: 29005-14981-01

Commodity: Quarry rock
Contact: Joan Breisler 296-9071
Bid due date at 2pm: April 23
Agency: Natural Resources Department
Deliver to: Lanesboro
Requisition #: 29005-14970

Commodity: Heavy duty trucks
Contact: Mary Jo Bruski 296-3772
Bid due date at 2pm: April 26
Agency: Natural Resources Department
Deliver to: Various
Requisition #: 29000-56048

Commodity: Auger tools for earth
drilling
Contact: Patricia Anderson 296-3770
Bid due date at 2pm: May 1
Agency: Various
Deliver to: Various
Requisition #: Price Contract

Commodity: Trailer—24,000 lb.
capacity
Contact: Mary Jo Bruski 296-3772
Bid due date at 4:30pm: April 19
Agency: Natural Resources Department
Deliver to: Grand Rapids
Requisition #: 29002-20831

State Contracts and Advertised Bids

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.

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.

Commodity: TJTC voucher and characteristic, 25M 3-part sets, 8½"x6¾" part 1, and 8½"x11½" parts ¾, type to set + negs, 1-sided, ¾" stub at top

Contact: Printing Buyer's Office

Bids are due: April 17

Agency: Jobs & Training Department

Deliver to: St. Paul

Requisition #: 15682

Commodity: Graduate catalog, 3M 136 page books, camera ready, perfect binding

Contact: Printing Buyer's Office

Bids are due: April 17

Agency: State University

Deliver to: Bemidji

Requisition #: 15150

Commodity: Newsletter (PERAgraph), 4 issues per year, 145M-11"x17" 2-folds to 8½"x5½", 2-colors, camera ready, 2-sided, cut, saddle stitch

Contact: Printing Buyer's Office

Bids are due: April 23

Agency: PERA (Public Employees Retirement Assn)

Deliver to: St. Paul

Requisition #: 15696

Commodity: Envelopes, printed, tyvek, 3M 10"x13"x2", camera ready, 1-sided, expanding open end

Contact: Printing Buyer's Office

Bids are due: April 16

Agency: Minnesota Health Department

Deliver to: Minneapolis

Requisition #: 15686

Commodity: Request for review of overdue eligibility reports, 5M 3-part/3-page sets, 8½"x11" plus stub, part 2—8½"x5½" plus stub, negs available, 1-sided

Contact: Printing Buyer's Office

Bids are due: April 16

Agency: Human Services Department

Deliver to: St. Paul

Requisition #: 15652

Commodity: 1991 small game hunting and trapping regulations, 500M, 21¾"x18", 7-accordion folds to 3¼"x6", 2-sided, screens, half-tone, and reverse type

Contact: Printing Buyer's Office

Bids are due: April 23

Agency: Natural Resources Department

Deliver to: St. Paul

Requisition #: 15740

Commodity: Minnesota sales tax notice of delinquency, 60M 1-part continuous forms, fanfold 3-up, type to set + negs, marginal feed for IBM High Speed Printer and Moore Burster, 8¾"x3²½"

Contact: Printing Buyer's Office

Bids are due: April 18

Agency: Revenue Department

Deliver to: St. Paul

Requisition #: 15722

Commodity: Registered barber license with renewal (3M) and apprentice license with renewal (250), 6"x8" plus 1" stub at top, 2-part sets, type to set, 1-sided, preprinted numbering, carbon interleave

Contact: Printing Buyer's Office

Bids are due: April 18

Agency: Board of Barber Examiners

Deliver to: St. Paul

Requisition #: 15710 and 15711

Commodity: Unattended vehicle check, 400 books of 25 sheets 4"x7" overall, type to set, 1-sided, ¾" stub top, chipboard back, 2 staples top

Contact: Printing Buyer's Office

Bids are due: April 19

Agency: Minnesota State Patrol

Deliver to: St. Paul

Requisition #: 15762

Professional, Technical & Consulting Contracts

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.

Minnesota Department of Corrections

Education Unit

Notice of Request for Proposals for Professional/Technical Services

NOTICE IS HEREBY GIVEN that the Minnesota Department of Corrections is seeking the service of a qualified practicing artist to teach art workshop classes in painting and drawing at the Minnesota Correctional Facility at St. Cloud. The contract period is July 1, 1991 to June 30, 1993. Services of the artist are required approximately twenty-two (22) hours per week. The estimated cost will not exceed \$29,120 for the term of the contract.

Direct inquiries to:

Roger Knudson
Minnesota Department of Corrections
300 Bigelow Building
450 No. Syndicate St.
St. Paul, Minnesota 55104
(612) 642-0244

Proposals must be submitted no later than April 29, 1991.

Department of Corrections

Faribault

Notice of Request for Proposals for Providing Employee Physicals

NOTICE IS HEREBY GIVEN that the Minnesota Correctional Facility—Faribault is requesting proposals for providing employee occupational physical examinations to prospective and existing employees. The contract period will run from July 1, 1991 through June 30, 1993. The estimated cost is \$32,000.00 for the period from July 1, 1991 through June 30, 1993. Specific details on the purpose and scope of these physical examinations can be obtained by calling Ann O'Brien, MCF—Faribault, Personnel Director at (507) 334-0705. The proposal must be submitted by 4:30 p.m. on May 10, 1991. Send the proposal to: Ann O'Brien, MCF—Faribault, P.O. Box 936, Faribault, Minnesota 55021-0936.

State Designer Selection Board

Request for Proposal for a Project at the University of Minnesota

To Minnesota Registered Design Professionals:

The State Designer Selection Board has been requested to select designers for a Project at the University of Minnesota. Design firms who wish to be considered for this project should deliver proposals on or before 4:00 p.m., May 7, 1991, to George Iwan, Executive Secretary, State Designer Selection Board, Room G-10, Administration Building, St. Paul, Minnesota 55155-3000.

The proposal must conform to the following:

- 1) Six copies of the proposal will be required.
- 2) All data must be on 8½" x 11" sheets, soft bound.
- 3) The cover sheet of the proposal must be clearly labeled with the project number, as listed in number 7 below, together with the designer's firm name, address, telephone number and the name of the contact person.

4) *Mandatory Proposal contents in sequence:*

a) Identity of firm and an indication of its legal status, i.e. corporation, partnership, etc. If the response is from a joint venture, this information must be provided for firms comprising the joint venture.

Professional, Technical & Consulting Contracts

b) Names of the persons who would be directly responsible for the major elements of the work, including consultants, together with brief descriptions of their qualifications. If desired, identify roles that such persons played in projects which are relevant to the project at hand.

c) A commitment to enter the work promptly, if selected, by engaging the consultants, and assigning the persons named 4b above along with adequate staff to meet the requirements of work.

d) A list of State and University of Minnesota current and past commissions under contract or awarded to the prime firm(s) submitting this proposal during the three (3) years immediately preceding the date of this request for proposal. The prime firm(s) shall **list and total** all fees associated with these projects whether or not the fees have been received or are anticipated. In addition, the prime firm(s) shall indicate the amount of fees listed which were paid directly to engineers or other specialty consultants employed on the projects listed pursuant to the above.

e) A section containing graphic material (photos, plans, drawings, etc.) as evidence of the firm's qualification for the work. The graphic material must be identified. It must be work in which the personnel listed in "c" have had significant participation and their roles must be clearly described. It must be noted if the personnel named were, at the time of the work, employed by other than their present firms.

The proposal shall consist of no more than twenty (20) pages. Proposals not conforming to the parameters set forth in this request will be disqualified and discarded without further examination.

5) Statutory Proposal Requirements:

In accordance with the provisions of *Minnesota Statutes*, 1981 Supplement, Section 363.073; for all contracts estimated to be in excess of \$50,000.00, all responders having more than 20 full-time employees at any time during the previous 12 months must have an affirmative action plan approved by the Commissioner of Human Rights before a proposal may be accepted.

The proposal will not be accepted unless it includes one of the following:

a) A copy of your firm's current certificate of compliance issued by the Commissioner of Human Rights; or

b) A statement certifying that the firm has a current certificate of compliance issued by the Commissioner of Human Rights;

or

c) A statement certifying that the firm has not had more than 20 full-time employees in Minnesota at any time during the previous 12 months; or

d) A statement certifying that the firm has an application pending for a certificate of compliance.

6) Design firms wishing to have their proposals returned after the Board's review must follow one of the following procedures:

a) Enclose a self-addressed stamped postal card with the proposals. Design firms will be notified when material is ready to be picked up. Design firms will have two (2) weeks to pick up their proposals, after which time the proposals will be discarded; or

b) Enclose a self-addressed stamped mailing envelope with the proposals. When the Board has completed its review, proposals will be returned using this envelope.

In accordance with existing statute, the Board will retain one copy of each proposal submitted.

Any questions concerning the Board's procedures or their schedule for the project herein described may be referred to George Iwan at (612) 296-4656.

7) Project—01-91

Wilson Library Remodeling
University of Minnesota—Minneapolis

The University of Minnesota is planning to renovate a portion of Wilson Library which is located at the Minneapolis campus. The project has a construction budget of approximately \$500,000.00 and consists of the following components:

- Extension of the library's basement level stack space southward into an area presently occupied corridor and offices. Approximately 5,000 square feet is involved.

- Reconfigure the basement entry/exit area to improve efficiency and improve access for people with limited mobility.

Questions concerning this project may be referred to Clinton Hewitt at (612) 625-7355.

James C. Tillitt, Chairman
State Designer Selection Board

Department of Employee Relations

Notice of Request for Proposal from Insurance Companies for Group Short-Term and Long-Term Disability Coverage for the State Employee Group Insurance Program

I. Overview

The Department of Employee Relations requests proposals for providing a group short-term and long-term disability plan which will cover employees of the State, University of Minnesota, and other legislatively authorized organizations.

The plan is self-administered by the State. Claims will be paid by the insurer. The plan will be fully insured and experience rated. In addition to seeking proposals to duplicate and combine our current plans, we request alternative proposals covering certain collective bargaining units.

II. Scope and Timing

There are approximately 38,000 State and 17,000 University employees who are eligible to participate in the plan.

The new group disability plan will be effective on January 1, 1992. Enrollments will take place in October 1991. The contract term will be three years with annual rate adjustments.

III. Objectives

The group insurance program's disability plans are currently insured by three companies. The State believes that using a single carrier would increase administrative efficiencies and result in lower costs for the State.

IV. Submission of Proposals

A copy of the request for proposal is available upon request. Requests and inquiries should be directed to:

Lettie Sagisser
Department of Employee Relations
(612) 296-5237

Proposals are due by 4:00 p.m., Friday, May 17, 1991 at the State of Minnesota, Department of Employee Relations (DOER), 200 Centennial Office Building, 658 Cedar Street, St. Paul, MN 55155. All questions pertaining to this RFP are due in writing to DOER by 4:00 p.m., Friday, April 19, 1991.

DOER reserves the right to select the proposal that best fits its needs and the needs of its eligible employees.

V. Evaluation of Proposals

Proposals will be evaluated on the basis of:

- Adherence to the basic requirements of the RFP.
- Ability and commitment to meet the State's goals.
- Cost and risk to the State.

This request for proposal does not commit the Department of Employee Relations to award a contract or to pay any cost incurred in preparing a proposal for this request.

Minnesota Historical Society

Advertisement for Bids for Air Conditioning for Minnesota Historical Society's Alexander Ramsey House

1. Bids

Sealed bid proposals for providing air conditioning at Alexander Ramsey House, 265 South Exchange Street, Saint Paul, MN in accordance with bidding documents dated June 22, 1990, as amended, and prepared by Lundquist, Wilmar, Potvin and Bender, Inc. will be received in the office of the Contracting Officer, Minnesota Historical Society, 690 Cedar Street, St. Paul, MN 55101 until 2:00 p.m., Central Daylight Time, on April 23, 1991, at which time the bid proposals will be publicly opened and read aloud. Bids received after 2:00 p.m., April 23, 1990, will not be considered.

2. Bid Security

Each bid proposal must be accompanied by a cashier's check, certified check, or surety bond of a surety company authorized to do business in Minnesota, in the sum of not less than five percent (5%) of the total bid, payable without condition to the Minnesota

Professional, Technical & Consulting Contracts

Historical Society, which is submitted as bid security to guarantee that the bidder, if awarded the contract, will promptly execute such contract in accordance with the bid proposal and project specifications and will furnish the required Payment and Performance bond and insurance coverages.

3. Plans and Specifications

Copies of bidding documents for preparation of bids will be available for inspection at the offices of Lundquist, Wilmar, Potvin and Bender, Inc., Suite 300, 821 Raymond Avenue, St. Paul, Minnesota 55114; at the Builder's Exchanges in Minneapolis and St. Paul and at the F. W. Dodge Corporation Plan Room, Edina, MN. Copies of the Contract Documents for use by contractors submitting a bid may be obtained from the architects without charge.

4. Conditions of Bids

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

Department of Transportation

Technical Services Division

Materials and Research Office

Research Administration and Development Unit

Notice of Availability of Contract for S.P. 8680-123 (I-94) for Section S.P. 8680-123 (I-94) Paving and Minor Grading for the Minnesota Road Research Project

The Minnesota Department of Transportation (Mn/DOT) is currently constructing the Minnesota Road Research Project (Mn/ROAD). The project is located along I-94 in Wright County approximately 40 miles northwest of the Minneapolis/St. Paul area in Minnesota.

The Department of Transportation is utilizing a two-phase Request for Proposals (RFP) to select contractors. In Phase I, the plans, special provisions and Requests For Proposals (RFP) have been divided into two separate sections. The section defined as S.P. 8680-123 is being used to solicit responses for the PRIME CONTRACTOR section of the main project for paving, minor grading and contract management. The other section defined as S.P. 8680-125 is being used to solicit responses for the SUBCONTRACTOR section of the main project for sensor and data acquisition system installations. The Requests for Proposals for each of the sections will be distributed as separate documents in Phase I. Interested responders shall prepare a response to the Request for Proposals for the section in which they are interested. Once qualifying responders have been selected in Phase I, those selected from both sections will each be required to submit a financial proposal with one of the other acceptable qualifying responders for the contract as a whole. In Phase II of the process, award of the contract will then be made to one PRIME CONTRACTOR who has been selected after comparing the financial proposals from all qualified responders.

The Department of Transportation requires the services of a contractor for section S.P. 8680-123 for paving, minor grading and contract management for this section of the Minnesota Road Research Project. A seasoned experienced construction team with knowledge of the highway construction field, contract management, paving practices and Minnesota Specifications, is desired.

The Department of Transportation has budgeted approximately \$6,000,000 for the entire two year contract. Interested bidders should note that a Request For Proposals is also being advertised for an installation subcontractor to work with the prime contractor. The project is being jointly funded by the State and Federal government.

Those interested may obtain a Request for Proposal and complete set of plans and special provisions beginning April 8, 1991 for this project from:

Gordon Vonkrough
Minnesota Department of Transportation
395 John Ireland Blvd.
St. Paul, MN 55155
612/296-6101

A pre-proposal meeting will be held on April 12, 1991 to discuss the project and the RFP. Information regarding the time and location is available by calling Nelrae Succio at 612/779-5509. The technical responses for each section are due prior to 4:30 p.m. on May 9, 1991. Responses shall be submitted to:

Nelrae Succio
Manager, Minnesota Road Research Project
Minnesota Department of Transportation
Materials and Research Laboratory
1400 Gervais Avenue
Maplewood, MN 55109

The financial proposals of the selected responders shall be submitted to Mn/DOT prior to 9:30 a.m. on June 21, 1991. Questions regarding the project shall be addressed to Nelrae Succio at 612/779-5509.

All costs for preparation of the proposal shall be born by the respondent. This Request for Proposals does not obligate the State to complete the project and the State reserves the right to cancel the solicitation if it is considered to be in its best interest. The State reserves the right to reject any or all proposals.

Requested by:

Nelrae Succio
Research Administration and Development

Department of Transportation

Technical Services Division

Materials and Research Office

Research Administration and Development Unit

Notice of Availability of Contract for S.P. 8680-123 (I-94) for Section S.P. 8680-125 (I-94) Sensor and Data Acquisition Installations for the Minnesota Road Research Project

The Minnesota Department of Transportation (Mn/DOT) is currently constructing the Minnesota Road Research Project (Mn/ROAD). The project is located along I-94 in Wright County approximately 40 miles northwest of the Minneapolis/St. Paul area in Minnesota.

The Department of Transportation is utilizing a two-phase Request for Proposals (RFP) to select contractors. In Phase I, the plans, special provisions and Requests For Proposals (RFP) have been divided into two separate sections. The section defined as S.P. 8680-123 is being used to solicit responses for the PRIME CONTRACTOR section of the main project for paving, minor grading and contract management. The other section defined as S.P. 8680-125 is being used to solicit responses for the SUBCONTRACTOR section of the main project for sensor and data acquisition system installations. The Requests for Proposals for each of the sections will be distributed as separate documents in Phase I. Interested responders shall prepare a response to the Request for Proposals for the section in which they are interested. Once qualifying responders have been selected in Phase I, those selected from both sections will each be required to submit a financial proposal with one of the other acceptable qualifying responders for the contract as a whole. In Phase II of the process, award of the contract will then be made to one PRIME CONTRACTOR who has been selected after comparing the financial proposals from all qualified responders.

The Department of Transportation requires the services of a contractor for section S.P. 8680-125 for sensor and data acquisition installations for this section of the Minnesota Road Research Project. A seasoned experienced construction team with knowledge of sensor installations, data acquisition systems, communications, electronics and highway construction field practices, is desired.

The Department of Transportation has budgeted approximately \$6,000,000 for the entire two year contract. Interested bidders should note that a Request For Proposals is also being advertised for a prime contractor to work with this section of the project. The project is being jointly funded by the State and Federal government.

Those interested may obtain a Request for Proposal and complete set of plans and special provisions beginning April 8, 1991 for this project from:

Gordon Vonkrough
Minnesota Department of Transportation
395 John Ireland Blvd.
St. Paul, MN 55155
612/296-6101

A pre-proposal meeting will be held on April 12, 1991 to discuss the project and the RFP. Information regarding the time and location is available by calling Nelrae Succio at 612/779-5509. The technical responses for each section are due prior to 4:30 p.m. on May 9, 1991. Responses shall be submitted to:

Professional, Technical & Consulting Contracts

Nelrae Succio
Manager, Minnesota Road Research Project
Minnesota Department of Transportation
Materials and Research Laboratory
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All costs for preparation of the proposal shall be born by the respondent. This Request for Proposals does not obligate the State to complete the project and the State reserves the right to cancel the solicitation if it is considered to be in its best interest. The State reserves the right to reject any or all proposals.

Requested by:

Nelrae Succio
Research Administration and Development

State Grants

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

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

Department of Health

Community Health Services Division

Emergency Medical Services Section

Notice of Availability of Funds for Minnesota Poison Information Centers

The Commissioner of Health announces the availability of funds for the provision of poison information services in the State of Minnesota. Non-profit corporations and units of government are eligible to apply.

The Department anticipates \$530,000 will be available for the year July 1, 1991, through June 30, 1992. Of that amount, \$380,000 is from the State general fund and \$150,000 from federal sources. The availability and specific amount of funding are contingent on the outcome of State and federal budget deliberations.

Proposals for poison information services should be specifically designed to serve the needs of the general public and health professionals. The services are not intended to fulfill the duties of units of government, private industry or others who may be required by State law to provide information on issues such as worker right-to-know and hazardous materials response.

Proposals will be due on **Monday, May 20, 1991**. Following a review of the proposals received, the Commissioner will designate one or more regional poison information centers. Funds will be administered through contract(s) between the State and the designated grantee(s) for a one-year period, July 1, 1991, through June 30, 1992. The Commissioner reserves the right to extend the poison center(s) designation and the terms of the contract(s) for an additional year, from July 1, 1992, through June 30, 1993, without reopening the designation process. In that case, the next designation of state poison information center(s) would not occur until mid-1993.

In selecting a grantee(s), the Commissioner will use the five selection criteria specified in the enabling legislation (*Minnesota Statutes* 145.93), plus such general considerations as the availability of matching funds and in-kind support and the ability to pursue additional funding from other sources. Applicants will be expected to demonstrate the ability to initiate services immediately following the selection and awarding of funds.

Selection criteria, and additional information on the content and format of proposals, are contained in a Request for Proposal which will be supplied to all eligible grantees that submit a Notice of Intent to apply for funds.

Notices of Intent to apply for funds must be submitted by *May 6, 1991*, to:

Commissioner of Health
Minnesota Department of Health
717 S.E. Delaware St.
P.O. Box 9440
Minneapolis, MN 55440

and to:

Donald O. Hedman, Grants Manager
Emergency Medical Services Section
Minnesota Department of Health
717 S.E. Delaware St.
P.O. Box 9440
Minneapolis, MN 55440
(612) 623-5488

Announcements

Sentencing Guidelines Commission: A meeting of the commission will be held at 4:30 p.m. Thursday, April 18, at the University Club's President's Room, 420 Summit Avenue, St. Paul. Agenda items include severity level principles and other business. Call (612) 296-0144 for details.

Arts Council Offers Grants: The Metropolitan Regional Arts Council (MRAC) is offering grants to artists and organizations in the seven-county Metro Area that wish to sponsor art activities in their community. The Sponsor and Presenter Grant Program makes grants of up to \$2,500 in the presenter category and up to \$5,000 in the sponsor category. Activities supported by the program include preproduced art programs, and residencies of professional artists who teach participants how to explore their own creative talents and interests. The focus of the program is on the art needs of the audience or community. The MRAC will accept applications from community-based art organizations; emerging art groups with a fiscal agent; cultural art programs of nonprofit community-service agencies; nonprofit, tax-exempt organizations; and groups of three or more artists. The application deadline is May 31. Interested parties should attend an informational meeting on Thursday, April 18, from 6 to 7:30 p.m. in Room 310 of the Minneapolis Public Library, 300 Nicollet Mall, downtown Minneapolis. For more information and to register for the meeting, call Soyini Guyton of the MRAC at 292-8010. Grant guidelines and application materials are now available.

Applicants Sought For Radio System Task Force: The Metropolitan Council is now taking applications from Twin Citians interested in serving on a task force that will oversee a study of an 800MHz trunked radio system. The system, if put into operation, would serve government agencies in the Twin Cities Area. The 20-member task force will make recommendations this fall on whether to initiate technical-level planning for the system. The task force will represent the perspectives and expertise of both government policy makers and radio communications system users and operators. The task force will meet twice a month through October. Members will volunteer their time and talent. Applications are due by April 19. For an application form or more information, call Jane Larson of the Council staff at 291-6320.

Regional Commissions Members Sought: The Metropolitan Council is seeking residents of the seven-county Metropolitan Area who are interested in serving on the Metropolitan Parks and Open Space Commission, the Metropolitan Waste Control Commission and the Regional Transit Board. In all, 13 vacancies have occurred among the three regional agencies. The nine-member Metropolitan Parks and Open Space Commission assists the Council in planning and allocating funds for the regional park system in the Twin Cities Area. The nine-member Metropolitan Waste Control Commission oversees the operation and maintenance of a regional system of sewers and sewage treatment plants. Vacancies for these two commissions are in the following districts: A (Council Districts 1 and 2)—St. Paul; B (3 and 7)—northern Ramsey and Washington Counties; C (4 and 5)—central and south Minneapolis; and D (6 and 10)—north Minneapolis and Osseo, Brooklyn Park, Brooklyn Center, Crystal and New Hope. The Regional Transit Board (RTB) has 11 members, including eight local elected officials, one citizen each representing elderly people and people with disabilities, and a chair. The board plans and coordinates transit for the seven-county area. Vacancies for elected officials are in the following districts: E (Council Districts 8 and 9)—northern Anoka County and Blaine, Coon Rapids, Hilltop, Spring Lake Park and Columbia Heights; F (11 and 12)—Robbinsdale, Golden Valley, St. Louis Park, Edina, Richfield and

Announcements

Bloomington; G (13 and 14)—western Hennepin and Scott and Carver Counties; and H (15 and 16)—Dakota and south Washington Counties. The Metropolitan Council makes the commission appointments and appoints local elected officials to the RTB. The governor appoints the person to the RTB representing elderly people. That person serves the region at large. Members of all three groups serve four-year terms, are paid a per diem, and are reimbursed for parking and travel. The application deadline is April 26. For more information and an application form, call the Secretary of State's office at 297-5845 or Sandi Lindstrom of the Metro Council at 291-6390.

Snowmobile Trails Off Limits to Others: The Department of Natural Resources reminds folks that grant-in-aid snowmobile trails are off-limits to all off-road vehicles. Even hikers. "Minnesota's grant-in-aid snowmobile trail system is built mostly on private property," said Tim Browning, a regional coordinator for the Trails and Waterways Unit. "The trail system exists because landowners have agreed to allow snowmobiles on their property. This permission does not extend to off-road vehicles or even hikers." In Minnesota, the DNR administers or manages more than 10,000 miles of grant-in-aid snowmobile trails. Browning said unauthorized use of trails has the potential of jeopardizing the entire trail system. "Landowners have been kind enough to let snowmobilers use their land in winter," said Browning. "Trespassing during other times of the year could result in a revocation of that right." Browning urged owners of All-Terrain Vehicles to consult with their local DNR office to locate areas where off-road riding is permitted. "Such locations do exist," he said, "and we are working to provide more."

Request Duplicate Firearms Safety Certificates: Minnesotans should request duplicate copies of their firearms safety certificates now if they plan to hunt in other states this fall. Safety Training Coordinator Lt. Mike Hamm said 44 states require the certificates including Colorado, Wyoming, Montana and North Dakota. Lt. Hamm advises hunters to apply for the certificates now before the rush late this summer or this fall. Many states require a copy of the firearms safety certificate with license applications. For information, call the DNR Firearms Safety Program at 296-4819 in the Twin Cities or toll-free in Minnesota 1-800-652-9747 (ask for DNR Firearm Safety Training).



Reach Minnesota's health care field decision makers

Health Care Facilities Directory 1989
A list of hospitals and related institutions licensed and/or certified to deliver various levels of care. The list is alphabetical by county, town and facility name. Stock No. 1-89. \$17.95.

Mailing Lists of Health Care Professionals Licensed by the State of Minnesota Now Available
Call 297-2552 for more information or write to the address below for your free mailing list service packet.

Chiropractors	Medical Corporations (Clinics)	Pharmacists
Dentists	Registered Nurses	Physical Therapists
Dental Assistants	Licensed Practical Nurses	Physicians
Dental Hygienists	Pharmacies	Veterinarians

TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free in Minnesota: 1-800-657-3757. Minnesota residents please include 6% sales tax. On all orders, add \$2.00 per order for handling. Prepayment is required. Please include daytime phone. VISA/MasterCard and American Express orders accepted over phone and through mail. **Prices are subject to change.** FAX: (612) 296-2265.

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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. \$16.95 + 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.

A Paddler's Guide to the Boundary Waters Canoe Area, 78 pages of detailed maps and descriptions of 31 wilderness canoe routes in the Superior National Forest of Northern Minnesota. Includes what to bring along on canoe trips, regulations, canoe tips and detailed information for self-guided tours. Stock #19-17. \$4.95.

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River Stories That Warm Your Heart

A Stretch on the River. 1950 novel about the son of a wealthy family who goes to work on a Mississippi River towboat to avoid being drafted. With power, gusto and humor, author Richard Bissel creates an energetic, rowdy, and delightful account of a typical trip up the river, accurately re-creating a colorful era of towboating on America's major waterway. Stock #17-6. \$8.95 plus tax.

High Water. During the worst flood on the Mississippi River anyone can remember, the mate of a towboat has his hands full on a perilous trip, working with an unhappy crew, an angry captain, and too many barges to push against too much river. A 1954 Richard Bissel novel reveals the drama, humor and charm of working on the river. Stock #17-8. \$8.95 plus tax.

Old Times on the Mississippi River. George Merrick's lively, loving, and humorous reminiscences of his steamboat life from the bottom up, as a pantry boy, apprentice engineer, second clerk, and "cub" pilot. First published in 1909, he describes steamboat operations—from machinery and personnel to the economics of the business—with vivid examples and rich detail. 323 pp. includes appendices and index. Stock #17-45. \$8.95 plus tax.

Canoeing with the Cree. Minnesota's distinguished newsman, Eric Sevareid, wrote his first book in 1935 about a canoe journey he and a classmate made to Hudson Bay. The classic recounts their trip on the Mississippi, Minnesota and Red River of the North Rivers into Lake Winnipeg, and then God's River to Hudson Bay. 209 pp. includes index, maps and photos. Stock #17-14. \$6.95 plus tax.

TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free in Minnesota: 1-800-657-3757. Minnesota residents please include 6% sales tax. On all orders, add \$2.00 per order for handling. Prepayment is required. Please include daytime phone. VISA/MasterCard and American Express orders accepted over phone and through mail. **Prices are subject to change.** FAX: (612) 296-2265.



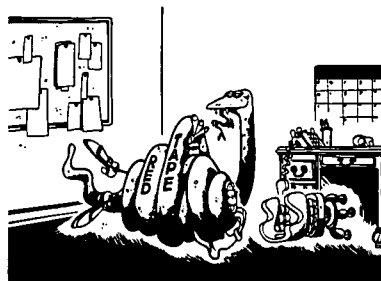
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You'll gain access to state agencies like never before and have AT YOUR FINGERTIPS emergency phone numbers, crisis and hot lines. This **Guidebook** will save you valuable time and money by



speedily getting you through the fears of license requirements, forms, fees, application and complaint filing, and even tells the length of waiting time for obtaining services.

Need to know about license requirements for your profession and for

recreation? IT'S A BREEZE with the **Guidebook** on your desk. It's a treasure of information on state parks, campgrounds, state forests and wildlife management areas, historic sites, museums, art galleries, festivals, libraries, education resources, agency descriptions with names and phone numbers of real people, statistical data and historical profiles.

It's "MINNESOTA'S OWNER'S MANUAL"—the handiest, fact-filled resource that answers thousands of your questions about Minnesota and how it works. Order today before they're gone. Stop struggling with bureaucratic red tape! Stock #1-4, 640 pages. Now \$9.95 + 60¢ tax. FAX: (612) 296-2265.

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**It's
Never
O.K.**

Social workers', counselors' and therapists' guides and directories

It's Never OK. A handbook for professionals on sexual exploitation by counselors and therapists. It covers the therapeutic and prevention issues and employer responsibilities, plus recommended curriculum for training institutions for counselors and therapists. Stock No. 14-16. \$19.95 + tax.

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 a listing of facilities and description of programs. Stock No. 1-12, \$15.00 + tax.

Process parenting—Breaking the Addictive Cycle. This training manual provides parent education and treatment techniques for professionals working with recovering chemically dependent parents or dysfunctional families. Stock No. 5-4, \$15.00 + tax.

TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free in Minnesota: 1-800-657-3757. Minnesota residents please include 6% sales tax. On all orders, add \$2.00 per order for handling. Prepayment is required. Please include daytime phone. VISA/MasterCard and American Express orders accepted over phone and through mail. **Prices are subject to change.** FAX: (612) 296-2265.

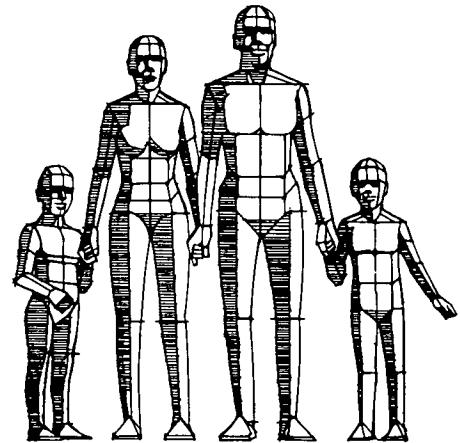
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Adoption and Process Parenting

Adoption Resource Directory. This comprehensive resource directory to adoption services and laws will be your best friend if you are looking into adoption. Over 300-pages of research by the Minnesota Dept. of Human Services Adoption Unit make this a valuable tool that includes federal and state adoption laws and policies, information on Minnesota's adoption program and child placement resources. It goes into detail listing support groups, advocacy groups; health, education, social service and vocational resources; and a whole range of assorted community and state resources, and legal services including IRS information. Stock #1-16, \$12.45 + 75¢ tax.

Process Parenting: Breaking the Addictive Cycle. This is a curriculum and training manual designed to help chemical dependency treatment counselors to incorporate parent education into their on-going programs. It focuses on positive parent-child interactions and parenting strengths to assist chemically dependent persons develop a more positive view of self, feelings of greater control or influence over situations, understanding of self-defeating behaviors, and increased responsibility within one's social/community situation. 163 pages plus appendices. Stock #5-4, \$15.00 + 90¢ tax.

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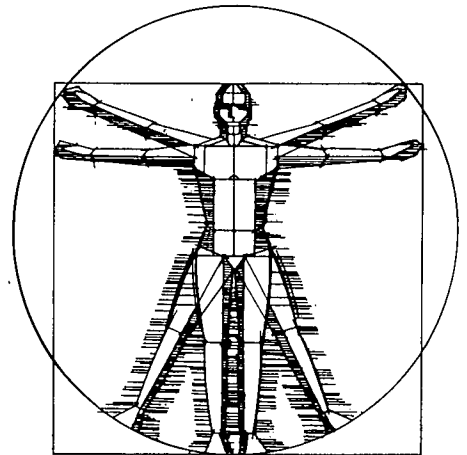
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A Helping Hand for the Chemically Dependent

Directory of Chemical Dependency Programs in Minnesota.

This 250-page directory lists prevention and intervention programs including county social service agencies, mental health centers, other information and referral programs, self-help programs and employee assistance programs. It also lists DWI (Driving While Intoxicated) clinics and detoxification centers. Outlining Minnesota's continuum of care, the Minn. Dept. of Human Services Directory lists treatment services under three headings: **Primary Residential Programs**—freestanding facilities, hospital-based facilities and state regional treatment centers; **Intermediate/Extended Residential Programs**—halfway houses, extended care facilities, and board and lodging facilities; **Non-Residential Programs**—freestanding facilities and hospital-based facilities. Stock #1-12. \$15.00 + 90¢ tax.

TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free in Minnesota: 1-800-657-3757. Minnesota residents please include 6% sales tax. On all orders, add \$2.00 per order for handling. Prepayment is required. Please include daytime phone. VISA/MasterCard and American Express orders accepted over phone and through mail. **Prices are subject to change.** FAX: (612) 296-2265.



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NEW PUBLICATIONS:

1990 Minnesota Session Laws. Two volume set includes laws passed during the 1990 session and the 1989 Special Session. Stock #18-6, \$40.00 + \$2.40 tax.

Community Waste Education Manual. Practical guide helps communities develop waste education campaigns with organizing volunteers, planning a budget, working with media and more. Includes camera-ready art and copy for media and publication needs. Stock #5-7, \$22.95 + \$1.38 tax.

School District Profile 1988-89. Comparative enrollment, staffing and financial data on Minnesota's school districts, evaluation of the statistical content with commentary on trends and patterns. Stock #5-3, \$5.00 + 30¢ tax.

The School Book 1990-91. Comprehensive guide to elementary schools in the Twin Cities: school addresses/phone, staffing information, and MTC bus connections at schools. Lists class size, student/teacher ratio, grading and curriculum. 554 pages. Stock #40-9, \$12.95 + 78¢ tax.

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.

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