



STATE OF MINNESOTA

Office Memorandum

DEPARTMENT Administration

TO : Arlen I. Erdahl
Secretary of State

DATE: 12/21/73

FROM : Richard L. Brubacher, Commissioner
Department of Administration

SUBJECT: Reorganization Orders Numbers 39 and 40

Attached for your file are the original Reorganization Orders Numbers 39 and 40 transferring appropriations, functions and personnel from the Department of Administration to the Department of Personnel.

Copies of this order have been distributed to the appropriate officials.

DHJ:ca

Attachments

7 27429
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DEPARTMENT OF STATE
FILED

DEC 26 1973

Arlen I. Erdahl
Secretary of State

ADMIN 1000



STATE OF MINNESOTA

DEPARTMENT Personnel

Office Memorandum

TO : Richard L. Brubacher, Commissioner
Department of Administration

DATE: 12/18/73

FROM : John W. Jackson, Commissioner
Department of Personnel

SUBJECT: Reorganization Order Number 39

John W. Jackson

I have reviewed the transfer of personnel as specified in Administration Reorganization Order Number 39 and hereby approve.

DHJ:ca

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Arlen J. Edsall
Secretary of State

STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
REORGANIZATION ORDER NUMBER 39

Pursuant to Minnesota Statutes, Section 16.125, 16.13, 16.135 and Minnesota Laws 1973, Chapter 507, Section 33, the following administrative reorganization is hereby made.

These appropriations, functions and positions transfers relate to changes in state government affecting the Department of Administration in establishment of the Department of Personnel.

All functions and responsibilities, as may be referenced by statute, of the State Employee Insurance Administration Section are hereby transferred from the Department of Administration to the Department of Personnel.

The following positions of the Department of Administration and their incumbents with all accrued benefits are hereby transferred to the Department of Personnel.

<u>CLASSIFICATION</u>	<u>POSITION NUMBER</u>	<u>EMPLOYEE</u>
Employees Insurance Director	007180	Oliver Clements
Clerk Stenographer	009340	Bonita Torgerson

The legislative complement of the Department of Personnel is hereby increased by two full time positions.

Appropriations transferred from the Department of Administration (16000:52-10), State Employee Insurance Administration (AID 083592) to the Department of Personnel (16400:06-10) are as follows:

	FY 74	FY 75
Salaries (including fringes)	14,556.05	25,793.35
Supplies & Expense	4,810.95	8,216.65

The Department of Finance is hereby authorized to complete these transfers.

This order is effective December 26, 1973.

Date Dec 20, 1973

for James J. Pederson, Deputy Commissioner
Richard L. Brubacher, Commissioner
Department of Administration

Approved:

Date 12-20-73

Wendell R. Anderson
Wendell R. Anderson, Governor # 27429

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Arlen J. Erdahl
Secretary of State

STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
REORGANIZATION ORDER NUMBER 40

Pursuant to Minnesota Statutes, Section 16.125, 16.13, 16.135 and Minnesota Laws 1973, Chapter 507, Section 41, the following administrative reorganization is hereby made.

These appropriations, functions and personnel transfers relate to changes in state government affecting the Department of Administration in establishment of a Department of Personnel.

All functions and responsibilities, as may be referenced by statute, of the State Employee Social Security Section are hereby transferred from the Department of Administration to the Department of Personnel.

The following positions of the Department of Administration and their incumbents with all accrued benefits are hereby transferred to the Department of Personnel.

<u>CLASSIFICATION</u>	<u>POSITION NUMBER</u>	<u>EMPLOYEE</u>
Retirement Division Director	007110	Harry Groschel
Account Clerk	007140	Betty Woller
Clerk Typist (Intermediate)	900180	Patricia Schroeder
Clerk Typist	007160	Sheryl LaRue
Accounting Technician	007120	Mary Dow
Sr. Accounting Technician	007130	Barbara Pedersen

The legislative complement of the Department of Personnel is hereby increased by six full time positions.

All appropriations, allotments, encumbrances, requisitions and the allotted free balance of the Department of Administration's appropriation (16096:00-94) for the Social Security-State Agency Revolving (AID 085696) for fiscal year 1974 are hereby transferred to the Department of Personnel (16400:04-94).

The Department of Administration's appropriation for the Social Security-State Agency Revolving for fiscal year 1975 is also transferred to the Department of Personnel.

All appropriations, allotments, encumbrances, requisitions, grants, revenue refund balance and the allotted free balance of Department of Administration's appropriation (16095:00-61) for the Federal Insurance Contribution (AID 085738) for fiscal year 1974 are hereby transferred to the Department of Personnel (16400:04-61).

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Secretary of State

The Department of Administration's appropriation accounts for the Federal Insurance Contribution for fiscal year 1975 is also transferred to the Department of Personnel.

The Commissioner of Finance is hereby authorized to complete these transfers.

The order is effective December 26, 1973.

Dec. 20, 1973
Date

James L. Pederson, Deputy Commissioner
for Richard L. Brubacher, Commissioner
Department of Administration

Approved:

12-20-73
Date

Wendell R. Anderson
Wendell R. Anderson, Governor

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DEC 26 1973
Allen J. Edvall
Secretary of State



STATE OF MINNESOTA

Office Memorandum

DEPARTMENT Personnel

TO : Richard L. Brubacher, Commissioner
Department of Administration

DATE: 12/18/73

FROM : John W. Jackson, Commissioner
Department of Personnel

SUBJECT: Reorganization Order Number 40

I have reviewed the transfer of personnel as specified in Administration Reorganization Order Number 40 and hereby approve.

DHJ:ca

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

DEC 26 1973

Arlen J. Edsall
Secretary of State