



Department of Public Safety Driver and Vehicle Services

Report on Expenditures for the Reopening of Driver Exam Stations

January 2024

Contents

Report on Expenditures for the Reopening of Driver Exam Stations 1

 Executive summary 3

 New staff expenses 3

 Non-payroll expenses..... 3

 Conclusion 4

 Appendix 4

Executive summary

The global pandemic that shuttered businesses and services across the state starting in 2020 also closed driver exam stations. Minnesota Department of Public Safety (DPS) Driver and Vehicle Services division (DVS) implemented a number of solutions during these closures, such as knowledge testing at home, and extending expiration dates for credentials and disability parking certificates. In addition, DVS consolidated all 93 exam stations to 15 locations to increase efficiencies while maintaining necessary public health measures. In June 2021, the legislature appropriated one-time funding in the amount of \$2,598,000 for FY22 and \$2,598,000 for FY23, and required DVS to use that funding to reopen all 93 exam stations to their previous service levels. The legislature required DVS to submit legislative reports by Jan. 15, 2023, and Jan. 15, 2024, regarding the use of those funds.

This report will detail the \$2,061,138 spent toward reopening driver exam stations in FY23. Reopening exam stations presented unique challenges, including hiring and training new staff, renegotiating and executing leases, and remodeling some spaces. DVS implemented a phased approach to reopening. By Jan. 31, 2022, all 93 exam stations in Minnesota were open for business, and service levels continued to increase as resources were committed to staffing and systems supports.

New staff expenses

To reopen exam stations, DVS needed to hire and train new staff in supervisory, customer service, and examiner roles. Due to the nature of the hiring process, starting dates vary. During FY23, DVS spent \$1,974,326 on new staff to operate exam stations, which had been reopened but remained understaffed. This total includes gross wages and salary paid to employees along with benefits paid by the state (insurance, retirement plan, etc.). Despite extensive recruiting efforts and multiple rounds of hiring, DVS has not reached full staffing capacity at exam stations. Several factors contribute to this difficulty including attrition, lack of competitive pay, and working conditions requiring travel and exposure to the elements.

Figure 1. A summary of expenses associated with new staff.

Wages and salary	\$1,384,182
FICA	\$100,021
Insurance	\$400,172
Retirement	\$89,951
Total	\$1,974,326

Non-payroll expenses

Expenses beyond payroll pertain to operating costs such as travel and leasing physical exam station locations. DVS had to let 33 leases lapse or expire between Feb. 1 and July 31, 2021, and these leases had to be renegotiated and secured. Remodel costs were paid from the

appropriations account in FY22, and in FY23 approval was given to pay these leasing costs from the special appropriations funds.

Figure 2. A summary of non-payroll expenses.

Rent	\$52,833
Outside vendor	\$509
Postage	\$29
In-State expense	\$6,860
Employee mileage	\$26,177
Supplies	\$279
Clothing allowance	\$125
Total	\$86,812

Conclusion

By Jan. 31, 2022, DVS successfully reopened all 93 exam stations with a dedicated reopening team and a coordinated effort between DVS, DPS human resources, and the communities where exam stations are located. In FY23, DVS spent \$2,061,138 of the \$2,598,000 appropriated for exam station reopening costs. The majority of these funds went toward costs for new staff at exam station locations. Due to the length of the hiring process, including time to post the position, interview and background check new employees, as well as the difficulty in finding qualified applicants, DVS was unable to hire enough staff in the FY22-FY23 biennium to utilize all appropriated funds. However, DVS continues to work to recruit and retain exam station staff and hopes to hire enough staff to reach full staffing capacity using existing Driver and Vehicle Services Operating Account (DVSOA) funds.

Appendix

Appendix A. New staff expenses

Emp. salary	FICA	Insurance	Retirement	Salary
\$3,505.95	\$265.32	\$737.74	\$211.45	\$4,720.46
\$46,784.51	\$3,082.54	\$25,027.66	\$2,758.32	\$77,653.03
\$48,231.28	\$3,233.95	\$23,720.94	\$2,878.91	\$78,065.08
\$42,300.73	\$3,161.65	\$7,454.35	\$2,643.79	\$55,560.52
\$5,234.40	\$374.84	\$2,094.62	\$327.15	\$8,031.01
\$46,068.80	\$3,219.57	\$23,942.03	\$3,104.30	\$76,334.70

\$47,679.47	\$3,499.82	\$8,765.81	\$3,199.81	\$63,144.91
\$47,440.94	\$3,277.97	\$23,909.03	\$3,144.05	\$77,771.99
\$44,858.20	\$3,362.93	\$9,567.09	\$2,797.41	\$60,585.63
\$45,091.76	\$3,393.01	\$8,911.02	\$2,963.35	\$60,359.14
\$44,059.86	\$3,236.99	\$8,902.94	\$2,799.63	\$58,999.42
\$30,649.81	\$2,328.32	\$6,550.60	\$2,163.85	\$41,692.58
\$39,514.80	\$2,858.93	\$8,231.72	\$2,413.40	\$53,018.85
\$48,020.50	\$3,493.66	\$8,944.02	\$3,195.37	\$63,653.55
\$51,546.78	\$3,921.58	\$8,774.82	\$3,521.67	\$67,764.85
\$3,247.79	\$245.57	\$737.74	\$202.99	\$4,434.09
\$42,393.07	\$3,233.64	\$259.64	\$2,855.22	\$48,741.57
\$43,900.09	\$3,175.96	\$9,447.37	\$2,946.57	\$59,469.99
\$32,073.60	\$2,382.09	\$7,096.10	\$1,977.19	\$43,528.98
\$21,068.24	\$1,602.11	\$3,521.16	\$1,420.63	\$27,612.14
\$25,157.63	\$1,895.66	\$624.08	\$1,565.96	\$29,243.33
\$44,177.42	\$3,092.76	\$23,909.03	\$2,960.11	\$74,139.32
\$0.00	\$44.06	\$0.00	\$0.00	\$44.06
\$61,483.52	\$4,312.37	\$22,949.70	\$4,242.72	\$92,988.31
\$46,108.88	\$3,272.10	\$23,067.76	\$3,106.72	\$75,555.46
\$40,468.88	\$2,837.79	\$22,879.58	\$2,765.03	\$68,951.28
\$2,191.28	\$103.44	\$0.00	\$178.26	\$2,472.98
\$43,776.35	\$3,066.81	\$17,639.43	\$2,945.48	\$67,428.07
\$46,921.98	\$3,234.63	\$23,986.72	\$3,064.63	\$77,207.96
\$47,380.34	\$3,448.75	\$8,911.02	\$3,065.70	\$62,805.81
\$43,681.76	\$3,269.25	\$973.19	\$2,762.14	\$50,686.34
\$44,181.68	\$3,270.43	\$8,639.06	\$2,930.98	\$59,022.15
\$59,953.64	\$4,423.99	\$243.49	\$3,810.13	\$68,431.25
\$14,410.89	\$1,013.71	\$8,200.88	\$1,050.68	\$24,676.16
\$44,383.89	\$2,977.22	\$23,866.13	\$2,670.55	\$73,897.79
\$43,126.90	\$3,154.79	\$8,774.82	\$2,612.66	\$57,669.17
\$43,106.73	\$3,252.21	\$8,911.02	\$2,694.18	\$57,964.14

\$1,384,182.35	\$100,020.42	\$400,172.31	\$89,950.99	\$1,974,326.07
----------------	--------------	--------------	-------------	----------------

Appendix B. Leasing Costs by Location

City	Dept.	PO Id	Lease FY23
Ada	P0737057	3000080834	\$200.00
Aitkin	P0737058	3000080841	\$1,200.00
Albert Lea	P0737054	3000080829	\$2,478.00
Bagley	P0737060	3000080827	\$120.00
Baudette	P0737060	3000080839	\$300.00
Baudette	P0737060	3000080839	\$62.50
Caledonia	P0737054	3000080797	\$1,040.00
Crookston	P0737060	3000080828	\$780.00
East Grand	P0737060	3000080842	\$1,300.00
Fergus Falls	P0737057	3000080846	\$19,200.00
Fergus Falls	P0737057	3000080846	\$1,412.88
Glencoe	P0737053	3000080832	\$2,100.00
Glenwood	P0737057	3000080838	\$300.00
Grand Marais	P0737059	3000080821	\$1,000.00
Hallock	P0737060	3000080833	\$500.00
Litchfield	P0737056	3000080844	\$2,400.00
Little Falls	P0737058	3000080689	\$5,032.50
Little Falls	P0737058	3000088527	\$457.50
Long Prairie	P0737057	3000080837	\$1,200.00
Milaca	P0737058	3000080826	\$2,400.00
Morris	P0737057	3000080843	\$1,200.00
Ortonville	P0737056	3000080845	\$600.00
Paynesville	P0737058	3000080831	\$1,600.00
Preston	P0737054	3000080824	\$1,040.00
Roseau	P0737060	3000080830	\$1,300.00
St James	P0737055	3000080823	\$260.00
St Peter	P0737055	3000080836	\$250.00
Two Harbors	P0737059	3000080822	\$800.00
Wadena	P0737057	3000080840	\$600.00
Wadena	P0737057	3000080840	\$600.00
Walker	P0737060	3000080825	\$600.00
Warren	P0737060	3000080820	\$200.00
Wheaton	P0737057	3000080835	\$300.00
			\$52,833.38