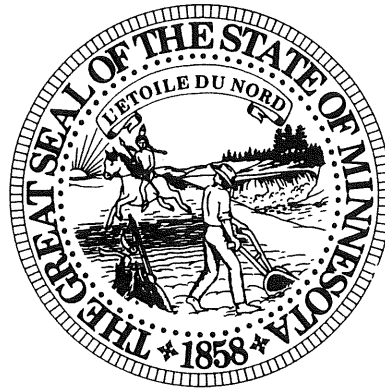


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State of Minnesota



**Affirmative Action
1988
Annual Report**

*Minnesota Department of Employee Relations
Equal Opportunity Division
520 Lafayette Road, St. Paul, MN 55155
(612)296-4600*

Pursuant to Mn Stat 43A.191

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1988 AFFIRMATIVE ACTION REPORT

STATEMENT OF COMMITMENT

The State of Minnesota is committed to affirmative action. This commitment is demonstrated within our governing laws and through our Chief Executive, the Governor. In 1985 and 1986, the Governor issued three executive orders that assure his commitment in moving towards a more inclusive and diversified work force. Governor Perpich's executive orders filed according to law are as follows:

- Executive Order #85-12 Providing for a State Affirmative Action Council

Purpose: An Affirmative Action Council composed of Lieutenant Governor, Attorney General, Commissioner of Human Rights, Commissioner of Employee Relations, and State Director of Equal Opportunity, to monitor the State's Affirmative Action Program and to advise the Governor and the Legislature on equal employment opportunity.

- Executive Order #86-10 Providing for the Establishment of Data Collection Practices by Various State Departments of Minority Individuals in Minnesota

Purpose: The establishment of a minority data collection process. Implemented by the State Planning Agency to develop methods of improving and expanding the collection, analysis and publication of data relating to persons of Hispanic, Black, Asian-Pacific, and Indian decent.

- Executive Order #86-11 Providing for the Establishment of the Governor's Council on the Martin Luther King, Jr. Holiday

Purpose: The Governor's Council on the Martin Luther King, Jr. Holiday will consist of fifteen members, including a chair appointed by the Governor of the State of Minnesota. The Council will work to keep Dr. King's dream of non-violence, freedom, justice and equality alive.

1988 AFFIRMATIVE ACTION REPORT

DIRECTOR'S COMMENTS

This is the 1988 annual report published by the Department of Employee Relations, Equal Opportunity Division. It outlines the accomplishments undertaken by the Equal Opportunity Division during 1987 and provides you with information on each agency's rate of compliance with hiring goals.

Affirmative Action hiring in the State of Minnesota has been measured within the last three years and has shown an increase. However, this increase has not occurred in all measures of employment within state government. It is the responsibility of each agency to act affirmatively and assure a representative work force. This report briefly describes the activity in state agencies and it summarizes their accomplishments. These accomplishments have been achieved through the efforts of a committed management, the Equal Opportunity Division, and Agency Affirmative Action Staff. We look forward to continued success as we work towards parity in state government.

Sincerely,



Elsa Vega-Perez
Equal Opportunity Director

Equal Opportunity Division Staff

William Davis
Bartolo Martinez
Diane Pariana
Gail Schiff

1987 ACCOMPLISHMENTS

• GOVERNOR RUDY PERPICH PROCLAIMS AFFIRMATIVE ACTION IN STATE GOVERNMENT DAYS

In the fall of 1987, Governor Perpich made the following proclamation:

WHEREAS: The State of Minnesota has had a formal commitment to equal opportunity since 1972; and

WHEREAS: Discrimination means unfair treatment, whether intentional or unintentional, based on protected characteristics; and

WHEREAS: Equal Employment Opportunity is a non-discrimination policy, the policy of basing all personnel decisions solely on individual merit of applicants and employees related to the specific job qualifications without regard to protected characteristics; and

WHEREAS: Affirmative action emphasizes the positive, active steps needed to bring about change rather than a passive attitude of simple non-discrimination; and

WHEREAS: In 1987 the Governor and the Legislature again strengthened the state's affirmative action program by increasing the number of protected group candidates referred to in agencies with disparities in their workforces for hiring consideration; and

WHEREAS: To monitor the state's affirmative action program the Governor has appointed an Affirmative Action Council, which meets at least four times a year and includes the Lieutenant Governor (Chair), Attorney General, Commissioner of Human Rights, Commissioner of Employee Relations and the State Director of Equal Opportunity; and

WHEREAS: The Department of Employee Relations/Equal Opportunity Division and the statewide Affirmative Action Committee endeavor to provide the first statewide conference on affirmative action for state employees;

NOW, THEREFORE, I, Rudy Perpich, Governor of the State of Minnesota, do hereby proclaim September 16 and 17 to be

AFFIRMATIVE ACTION IN STATE GOVERNMENT DAYS

An official copy of this proclamation and the executive orders listed previously, are included in the appendix to the report.

• **FIRST STATEWIDE AFFIRMATIVE ACTION CONFERENCE OVERWHELMING SUCCESS**

"Renewing the Challenge: Affirmation Action in State Government" was the title of the conference held by the Department of Employee Relations Equal Opportunity Division

Approximately 100 people participated in this September 16 - 17, 1987 conference in Brainerd, Minnesota. Elaine Johnson, Connie Nelson (on behalf of Commissioner Rothchild), Lt. Governor Marlene Johnson and Steven Cooper, Commissioner of Human Rights, energized the audience and established an up-beat tone for the conferees. Our key-note speaker, Dr. Samuel Betances, however, provided the knock-out punch. His presentation, "Celebrating Diversity," elevated this conference to a new height of enthusiasm.

This conference provided a comprehensive array of workshops. Workshop topics addressed successful techniques for getting the job done. Presentations included:

- How to Train Your Agency's Managers and Supervisors in Affirmative Action Concepts;
- Roundtable Discussion Between Personnel and Affirmative Action Representatives;
- How to Conduct Investigations;
- The Affirmative Action Officer as Mediator;
- Organizational Savvy for Affirmative Action Officers;
- How to Make the System Work for Protected Group Members.

Conference evaluations indicated a huge success. Participants' feedback was very favorable. The location, food, rates, number of participants, weather and central location of workshops contributed to the conference success.

Conferees repeatedly requested future conferences on affirmative action.

A one-day workshop is currently being planned by the Equal Opportunity Division in cooperation with Statewide Affirmative Action Committee.

• **EMPHASIS IS PLACED ON ASSISTING DISABLED WORKERS**

Several changes were made to the programs that serve persons with disabilities.

• **Service Worker**

The Service Worker classification was established to provide job opportunities for persons with mental retardation, physical disabilities, or mental health disabilities.

• **Qualified Handicapped Examinations (700 Hour Program)**

The 700 Hour Program was established as an alternative examination procedure for candidates whose disabilities are severe enough that they are unable to demonstrate their abilities in the usual examination process. The 1987 Legislature amended the 700 Hour Program to allow for implementation of the supported work program (explained below), as well as for other candidates with severe disabilities.

• **Supported Work Program**

The Supported Work Program was passed by the 1987 Legislature. The Supported Work Program allows up to three persons with severe disabilities and their job coach to demonstrate job competence as a unit. Up to 50 full-time positions will be used for the program. The 700 Hour Program will be used as an alternative examination process, and qualified individuals will combine their time and skills to fill one full-time position.

• **Handicapped Advisory Task Force**

The Equal Opportunity Division of the Department of Employee Relations established an Advisory Task Force to review and make recommendations to the Commissioner of Employee Relations and the Director of Equal Opportunity on issues concerning persons with disabilities in the Statewide Affirmative Action Program. The Task Force consists of ten members: four members from various organizations that serve the disabled population, two legislators, one community at large representative, one affirmative action officer, one personnel director, and the Director of the State Council on Disability.

The Task Force assisted in development of disability-related questions to be included in the 1987 Minnesota state Survey conducted by the Minnesota Center for Survey Research. Data from the survey will be used in future years to assist in goal-setting for this protected group. Preliminary survey results are included with the appendix to this report.

• **EQUAL OPPORTUNITY DIVISION DEVELOPS RELEVANT TRAINING WORKSHOPS**

Over the last several years, the Equal Opportunity Division staff has developed and presented workshops for state employees covering an array of subjects geared to improve understanding and awareness in the field of affirmative action.

Courses currently being offered by the Equal Opportunity Division include: Preventing Sexual Harassment for staff and managers; Prejudice in the Workplace; and Affirmative Action Planning.

Each quarter several classes are offered and state employees are encouraged to participate. All participants will receive course credit after completing this training.

Special on-site workshops may be arranged with programming designed to address department specific issues.

• **COMMUNICATIONS AND OUTREACH EFFORTS ARE EMPHASIZED**

In addition to the achievements listed above, the Equal Opportunity Division initiated communications and outreach programs, including:

• **An Affirmative Action Manual**

The new manual provides state agencies with an excellent overview as well as insights into contemporary, programmatic initiatives. The manual offers extremely valuable information, basic skills and strategies necessary for implementing equal employment activities.

• **Monthly Newsletter**

The newsletter is distributed to state agencies, the Senate, House of Representatives, and the Legislative Reference Library. The publication addresses such issues as

- What you need to know about EEO laws and regulations.
- EEO issues and problems that affect you today.
- New developments in the EEO field.
- Ways to develop or improve your affirmative action program.
- Current affirmative action events, facts, and principles.
- How employers translate equal opportunity policies and programs into action.
- Expense and time saving ideas, solutions, suggestions, and details about EEO programs and requirements.

• **Agency Head and Affirmative Action Surveys**

In late 1986, needs assessment surveys were distributed to agency heads and affirmative action officers statewide. The survey results were compiled in 1987, providing helpful suggestions for change and input on agency training needs. A summary of results is included in the appendix.

1987 ACCOMPLISHMENTS (continued)

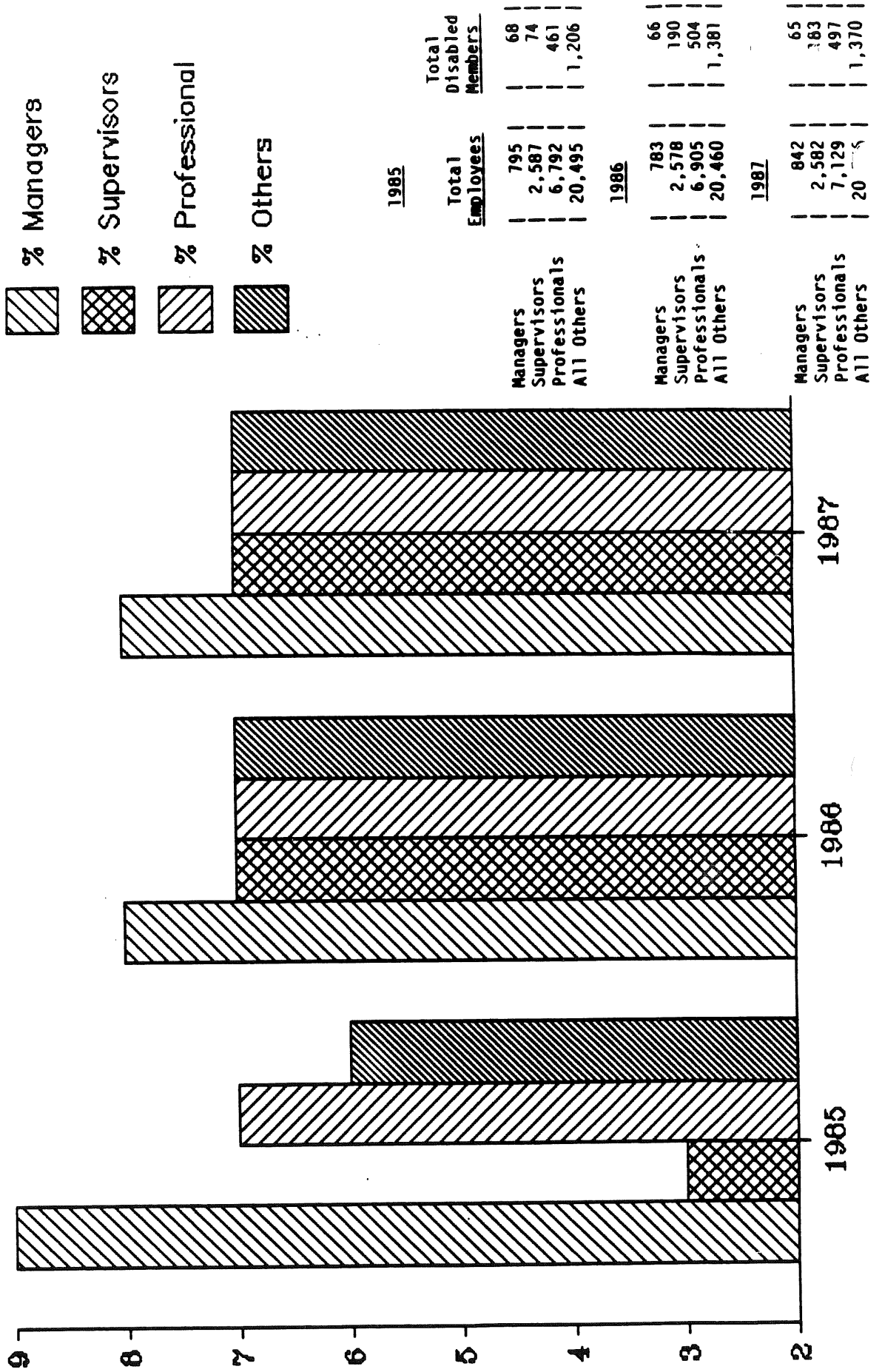
- Resume Bank

Recruitment is an essential part of an affirmative action program. A newly developed computerized system, designed by the Equal Opportunity Division, enables state agencies to match job vacancies with appropriate career skills/related candidates on file in the Equal Opportunity Resume Search Bank. Departments are urged to use this match-maker system to meet their protected group member recruitment needs.

- Recruitment Resource Directory

The Directory provides agencies with recruitment hints and a listing of agencies and community organizations that can assist in recruitment of protected group members. Copies are made available upon request.

State of Minnesota Persons with Disabilities



<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % DISABLED</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	1 25.00	1 100.00	0	0
Administration	764	52 6.81	2 4.44	10 5.21	40 7.59
Administrative Hearings	68	6 8.82	0	3 7.50	3 11.54
Agriculture	419	52 12.41	4 30.77	13 15.48	35 10.87
Animal Health Board	35	4 11.43	0	4 26.67	0
Arch-Eng-L S-L A Board	5	0	0	0	0
Arts Board	15	0	0	0	0
Asian Pacific Council	3	0	0	0	0
Attorney General	360	22 6.11	0	8 3.85	14 9.21
Auditor	102	7 6.86	0	6 8.11	1 3.57
Barber Examiners Board	3	1 33.33	1 100.00	0	0
Boxing Board	2	1 50.00	0	0	1 50.00
Capitol Area Arch & Plg	8	0	0	0	0
Charitable Gambling Board	15	2 13.33	0	1 12.50	1 16.67
Chiropractic Exam. Board	3	0	0	0	0
Commerce	234	15 6.41	0	12 8.76	3 3.57
Community College System ²					
Metro	720	33 4.58	0	5 5.56	28 4.45
Outstate	463	16 3.46	0	2 2.30	14 3.72
Corrections ²					
Metro	1,229	134 10.90	8 24.24	21 9.50	105 10.77
Outstate	756	66 8.73	0	18 9.28	48 8.81
Council on Black Minnesotans	3	0	0	0	0
Council on Disability	11	2 18.18	0	2 50.00	0
Dentistry Board	6	0	0	0	0
Education	616	41 6.66	0	18 6.43	23 7.30
Electricity Board	17	1 5.88	0	0	1 6.67
Employee Relations	157	9 5.73	1 7.14	4 6.15	4 5.13
Ethical Practices Board	7	0	0	0	0
Finance	121	12 9.92	2 6.06	3 7.69	7 14.29
Fond Du Lac Higher Ed	5	0	0	0	0

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % DISABLED</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Governor	65	1 1.54	0	0	1 1.85
Hazardous Sub. Comm. Board	1	0	0	0	0
Health	785	31 3.95	0	15 3.20	16 5.76
Higher Educ. Coord. Bd.	74	3 4.05	0	1 5.88	2 3.51
Higher Educ. Fac. Authority	2	0	0	0	0
Housing Finance Agency	116	6 5.17	0	4 6.67	2 4.17
Human Rights	68	8 11.76	0	5 11.63	3 13.64
Human Services ²					
Metro	1,578	97 6.15	3 4.84	32 4.70	62 7.43
Outstate	5,564	348 6.25	4 8.89	67 5.19	277 6.55
Indian Affairs Council	9	0	0	0	0
Investment Board	26	0	0	0	0
Iron Range Res. & Rehab. Board	121	5 4.13	0	4 14.81	1 1.08
Jobs & Training ²					
Metro	1,391	109 7.84	6 11.54	63 8.24	40 6.97
Outstate	607	66 10.87	2 33.33	58 14.39	6 3.03
Labor & Industry	344	61 17.73	4 22.22	20 17.54	3 17.45
Lieutenant Governor	9	0	0	0	0
MSRS	38	1 2.63	0	0	1 4.55
Mediation Services	24	0	0	0	0
Medical Examiners Board	14	1 7.14	0	1 25.00	0
Military Affairs ²					
Metro	86	3 3.49	0	0	3 3.90
Outstate	296	7 2.36	0	0	7 2.47
Minnesota Racing Commission	9	0	0	0	0
Minnesota School & Res. Ctr.	12	0	0	0	0
Municipal Board	4	0	0	0	0
Natural Resources ²					
Metro	671	50 7.45	4 7.41	19 5.79	27 9.34
Outstate	1,352	95 7.03	1 4.17	46 6.34	48 7.96
Nursing Board	17	0	0	0	0
Nursing Home Admin Board	2	0	0	0	0
Ombudsman for Mental Health	13	1 7.69	0	1 9.09	0
Ombudsman for Corrections	8	0	0	0	0
Optometry Board	2	0	0	0	0

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % DISABLED</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Pharmacy Board	6	0	0	0	0
Pollution Control Agency	475	48 10.11	3 13.04	34 9.52	11 11.58
Psychology Board	4	0	0	0	0
Public Employment Rels. Bd.	1	0	0	0	0
Public Employees Ret. Assn.	62	6 9.68	0	2 8.00	4 11.43
Public Safety	1,734	43 2.48	1 3.45	4 2.11	38 2.51
Public Service	135	16 11.85	1 12.50	5 8.20	10 15.15
Public Utilities Commission	38	1 2.63	0	0	1 6.67
Revenue	1,139	55 4.83	1 3.23	34 6.13	20 3.62
Secretary of State	68	4 5.88	0	0	4 7.27
Sentencing Guidelines Comm.	7	0	0	0	0
Soil & Water Resource Board	17	0	0	0	0
Spanish Speaking Affairs Coun.	3	0	0	0	0
State Planning Agency	117	7 5.98	1 5.88	4 6.15	2 5.71
State University System ²					
Metro	87	6 6.90	0	0	6 7.79
Outstate	1,770	66 3.73	1 11.11	2 1.05	63 4.01
Tax Court	7	0	0	0	0
Teacher's Retirement Assoc.	47	0	0	0	0
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	6 2.78	0	4 4.21	2 2.22
Transportation Regulation Bd. Transportation ²	8	0	0	0	0
Metro	2,606	206 7.90	9 10.59	27 4.98	170 8.59
Outstate	2,245	207 9.22	2 6.06	6 3.59	199 9.73
Treasurer	12	2 16.67	0	1 33.33	1 11.11
Veterans Affairs	501	40 7.98	3 42.86	5 6.33	32 7.71
Veterinary Medicine Board	3	0	0	0	0
Vo-Tech. Educational Board	110	5 4.55	0	4 7.84	1 1.72
Vo-Tech. Education Council	3	0	0	0	0
Voyageurs National Park CC	1	0	0	0	0
Waste Management Board	62	1 1.61	0	0	1 8.33
Workers' Comp. Court of Appl.	16	0	0	0	0
World Trade Center	4	0	0	0	0

GROUP: DISABLED

DATA FROM JANUARY 1988

<u>DEPARTMENT.</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % DISABLED</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Zoological Gardens	228	24 10.53	0	2 8.33	22 11.00
TOTAL	31,309	2,115 6.76	65 7.72	600 6.43	1,450 6.86

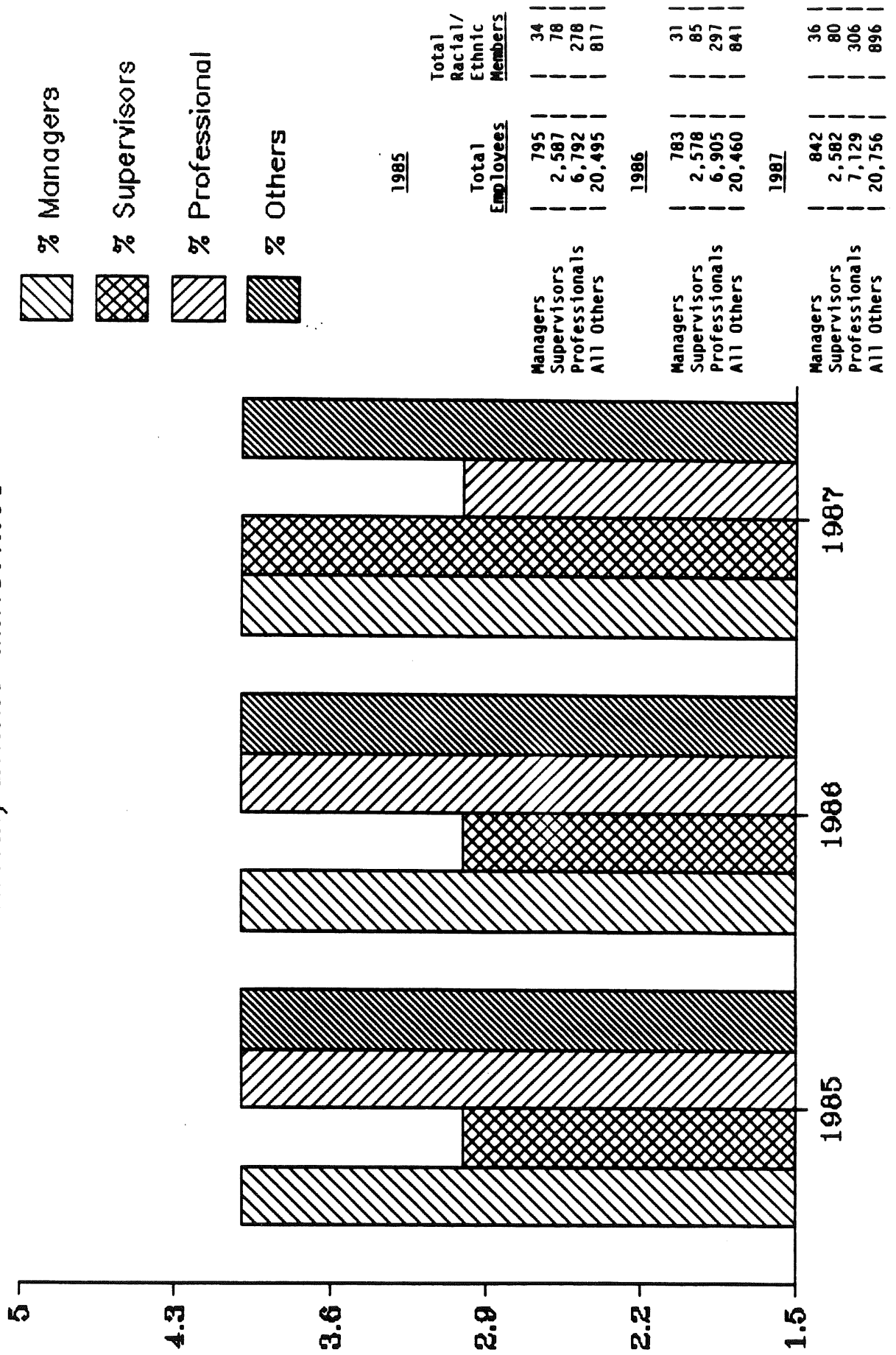
Statewide Summary for Disabled

All Departments	31,309	2,115 6.76	65 7.72	600 6.43	1,450 6.86
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Disabled persons comprise 17% of Minnesota's population according to the State Council on Disability.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty.

State of Minnesota Racial/Ethnic Minorities



GROUP: RACIAL/ETHNIC MEMBERS (Includes: Blacks, Hispanics, Asians & American Indians)
 DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/% RACIAL/ETH.</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	0	0	0	0
Administration	764	59 7.72	1 2.22	10 5.21	48 9.11
Administrative Hearings	68	5 7.35	0	3 7.50	2 7.69
Agriculture	419	13 3.10	0	3 3.57	10 3.11
Animal Health Board	35	0	0	0	0
Arch-Eng-L S-L A Board	5	1 20.00	0	0	1 25.00
Arts Board	15	0	0	0	0
Asian Pacific Council	3	3 100.00	1 100.00	1 100.00	1 100.00
Attorney General	360	19 5.28	0	12 5.77	7 4.61
Auditor	102	11 10.78	0	8 10.81	3 10.71
Barber Examiners Board	3	0	0	0	0
Boxing Board	2	0	0	0	0
Capitol Area Arch & Plg	8	2 25.00	0	0	2 33.33
Charitable Gambling Board	15	2 13.33	0	2 25.00	0
Chiropractic Exam. Board	3	0	0	0	0
Commerce	234	18 7.69	0	10 7.30	8 9.52
Community College System ²					
Metro	720	49 6.81	0	10 11.11	39 6.20
Outstate	463	21 4.54	0	11 12.64	10 2.66
Corrections ²					
Metro	1,229	108 8.79	2 6.06	15 6.79	91 9.33
Outstate	756	22 2.91	1 5.88	5 2.58	16 2.94
Council on Black Minnesotans	3	3 100.00	1 100.00	1 100.00	1 100.00
Council on Disability	11	1 9.09	1 50.00	0	0
Dentistry Board	6	0	0	0	0
Education	616	39 6.33	1 4.76	27 9.64	11 3.49
Electricity Board	17	1 5.88	0	0	1 6.67
Employee Relations	157	13 8.28	1 7.14	7 10.77	5 6.41
Ethical Practices Board	7	0	0	0	0
Finance	121	5 4.13	0	3 7.69	2 4.08

GROUP: RACIAL/ETHNIC MEMBERS (Includes: Blacks, Hispanics, Asians & American Indians)
 DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/% RACIAL/ETH.</u>	<u>NUMBER/% MANAGERS</u>	<u>NUMBER/% PROF.¹</u>	<u>NUMBER/% OTHER</u>
Fond Du Lac Higher Ed	5	2 40.00	0	1 50.00	1 33.33
Governor	65	2 3.08	0	0	2 3.70
Hazardous Sub. Comm. Board	1	0	0	0	0
Health	785	30 3.82	1 2.63	15 3.20	14 5.04
Higher Educ. Coord. Bd.	74	6 8.11	0	3 17.65	3 5.26
Higher Educ. Fac. Authority	2	0	0	0	0
Housing Finance Agency	116	16 13.79	1 12.50	9 15.00	6 12.50
Human Rights	68	15 22.06	2 66.67	6 13.95	7 31.82
Human Services ²					
Metro	1,578	78 4.94	2 3.23	39 5.73	37 4.43
Outstate	5,564	99 1.78	1 2.22	31 2.40	67 1.59
Indian Affairs Council	9	9 100.00	1 100.00	5 100.00	3 100.00
Investment Board	26	0	0	0	0
Iron Range Res. & Rehab. Board	121	0	0	0	0
Jobs & Training ²					
Metro	1,391	92 6.61	3 5.77	42 5.49	47 8.19
Outstate	607	12 1.98	0	11 2.73	1 0.51
Labor & Industry	344	45 13.08	3 16.67	8 7.02	34 16.04
Lieutenant Governor	9	0	0	0	0
MSRS	38	2 5.26	0	0	2 9.09
Mediation Services	24	0	0	0	0
Medical Examiners Board	14	1 7.14	0	1 25.00	0
Military Affairs ²					
Metro	86	5 5.81	0	0	5 6.49
Outstate	296	2 0.68	0	0	2 0.71
Minnesota Racing Commission	9	1 11.11	0	0	1 20.00
Minnesota School & Res. Ctr.	12	0	0	0	0
Municipal Board	4	0	0	0	0
Natural Resources ²					
Metro	671	35 5.22	1 1.85	10 3.05	24 8.30
Outstate	1,352	24 1.78	0	12 1.66	12 1.99
Nursing Board	17	2 11.76	0	0	2 15.38

GROUP: RACIAL/ETHNIC MEMBERS (Includes: Blacks, Hispanics, Asians & American Indians)
 DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/% RACIAL/ETH.</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Nursing Home Admin Board	2	0	0	0	0
Ombudsman for Mental Health	13	0	0	0	0
Ombudsman for Corrections	8	4	2	2	0
		50.00	100.00	50.00	
Optometry Board	2	0	0	0	0
Pharmacy Board	6	0	0	0	0
Pollution Control Agency	475	20	0	13	7
		4.21		3.64	7.37
Psychology Board	4	0	0	0	0
Public Employment Rels. Bd.	1	0	0	0	0
Public Employees Ret. Assn.	62	4	0	0	4
		6.45			11.43
Public Safety	1,734	61	0	9	52
		3.52		4.74	3.43
Public Service	135	6	0	5	1
		4.44		8.20	1.52
Public Utilities Commission	38	3	0	1	2
		7.89		4.55	13.33
Revenue	1,139	70	2	26	42
		6.15	6.45	4.68	7.59
Secretary of State	68	2	0	0	2
		2.94			3.64
Sentencing Guidelines Comm.	7	1	0	0	1
		14.29			25.00
Soil & Water Resource Board	17	0	0	0	0
Spanish Speaking Affairs Coun.	3	3	1	1	1
		100.00	100.00	100.00	100.00
State Planning Agency	117	8	1	2	5
		6.84	5.88	3.08	14.29
State University System ²					
Metro	87	10	0	2	8
		11.49		20.00	10.39
Outstate	1,770	31	0	1	30
		1.75		0.53	1.91
Tax Court	7	1	0	0	1
		14.29			33.33
Teacher's Retirement Assoc.	47	0	0	0	0
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	19	2	7	10
		8.80	6.45	7.37	11.11
Transportation Regulation Bd.	8	0	0	0	0
Transportation ²					
Metro	2,606	99	4	23	72
		3.80	4.71	4.24	3.64
Outstate	2,245	62	0	3	59
		2.76		1.80	2.89
Treasurer	12	0	0	0	0
Veterans Affairs	501	44	0	3	41
		8.78		3.80	9.88
Veterinary Medicine Board	3	0	0	0	0
Vo-Tech. Educational Board	110	4	0	2	2
		3.64		3.92	3.45

GROUP: RACIAL/ETHNIC MEMBERS (Includes: Blacks, Hispanics, Asians & American Indians)
 DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/% RACIAL/ETH.</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Vo-Tech. Education Council	3	0	0	0	0
Voyageurs National Park CC	1	0	0	0	0
Waste Management Board	62	0	0	0	0
Workers' Comp. Court of Appl.	16	3	0	1	2
		18.75		20.00	18.18
World Trade Center	4	0	0	0	0
Zoological Gardens	228	7	0	0	7
		3.07			3.50
TOTAL	31,309	1,336	36	422	878
		4.27	4.28	4.52	4.15

Statewide Summary for Racial/Ethnic Members

All Departments	31,309	1,336	36	422	878
		4.27	4.28	4.52	4.15

Racial/ethnic members comprise 3.7% of Minnesota's population according to the State Demographer.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty.

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % AM. IND.</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	0	0	0	0
Administration	764	6 0.79	0	0	6 1.14
Administrative Hearings	68	0	0	0	0
Agriculture	419	2 0.48	0	0	2 0.62
Animal Health Board	35	0	0	0	0
Arch-Eng-L S-L A Board	5	0	0	0	0
Arts Board	15	0	0	0	0
Asian Pacific Council	3	0	0	0	0
Attorney General	360	2 0.56	0	1 0.48	1 0.66
Auditor	102	1 0.98	0	0	1 3.57
Barber Examiners Board	3	0	0	0	0
Boxing Board	2	0	0	0	0
Capitol Area Arch & Plg	8	0	0	0	0
Charitable Gambling Board	15	0	0	0	0
Chiropractic Exam. Board	3	0	0	0	0
Commerce	234	3 1.28	0	2 1.46	1 1.19
Community College System ²					
Metro	720	8 1.11	0	4 4.44	4 0.64
Outstate	463	17 32.67	0	10 11.49	7 1.86
Corrections ²					
Metro	1,229	26 2.12	0	2 0.90	24 2.46
Outstate	756	8 1.06	0	2 1.03	6 1.10
Council on Black Minnesotans	3	0	0	0	0
Council on Disability	11	0	0	0	0
Dentistry Board	6	0	0	0	0
Education	616	10 1.62	0	9 3.21	1 0.32
Electricity Board	17	1 5.88	0	0	1 6.67
Employee Relations	157	0	0	0	0
Ethical Practices Board	7	0	0	0	0
Finance	121	1 0.83	0	1 2.56	0
Fond Du Lac Higher Ed	5	2 40.00	0	1 50.00	1 33.33
Governor	65	0	0	0	0
Hazardous Sub. Comm. Board	1	0	0	0	0
Health	785	2 0.25	0	1 0.21	1 0.36
Higher Educ. Coord. Bd.	74	1 1.35	0	0	1 1.75
Higher Educ. Fac. Authority	2	0	0	0	0
Housing Finance Agency	116	3 2.59	0	2 3.33	1 2.08

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % AM. IND.</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Human Rights	68	3 4.41	0	1 2.33	2 9.09
Human Services ²					
Metro	1,578	13 0.82	1 1.61	7 1.03	5 0.60
Outstate	5,564	49 0.88	1 2.22	8 0.62	40 0.95
Indian Affairs Council	9	8 88.89	1 100.00	4 80.00	3 100.00
Investment Board	26	0	0	0	0
Iron Range Res. & Rehab. Board	121	0	0	0	0
Jobs & Training ²					
Metro	1,391	15 1.08	0	5 0.65	10 1.74
Outstate	607	5 0.82	0	4 0.99	1 0.51
Labor & Industry	344	5 1.45	0	1 0.88	4 1.89
Lieutenant Governor	9	0	0	0	0
MSRS	38	0	0	0	0
Mediation Services	24	0	0	0	0
Medical Examiners Board	14	0	0	0	0
Military Affairs ²					
Metro	86	1 1.16	0	0	1 1.30
Outstate	296	2 0.68	0	0	2 0.71
Minnesota Racing Commission	9	0	0	0	0
Minnesota School & Res. Ctr.	12	0	0	0	0
Municipal Board	4	0	0	0	0
Natural Resources ²					
Metro	671	7 1.04	0	0	7 2.42
Outstate	1,352	18 1.33	0	10 1.38	8 1.33
Nursing Board	17	1 5.88	0	0	1 7.69
Nursing Home Admin Board	2	0	0	0	0
Ombudsman for Mental Health	13	0	0	0	0
Ombudsman for Corrections	8	2 25.00	1 50.00	1 25.00	0
Optometry Board	2	0	0	0	0
Pharmacy Board	6	0	0	0	0
Pollution Control Agency	475	4 0.84	0	3 0.84	1 1.05
Psychology Board	4	0	0	0	0
Public Employment Rels. Bd.	1	0	0	0	0
Public Employees Ret. Assn.	62	1 1.61	0	0	1 2.86
Public Safety	1,734	14 0.81	0	1 0.53	13 0.86
Public Service	135	0	0	0	0
Public Utilities Commission	38	0	0	0	0

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % AM. IND.</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Revenue	1,139	7 0.61	0	1 0.18	6 1.08
Secretary of State	68	1 1.47	0	0	1 1.82
Sentencing Guidelines Comm.	7	0	0	0	0
Soil & Water Resource Board	17	0	0	0	0
Spanish Speaking Affairs Coun.	3	0	0	0	0
State Planning Agency	117	0	0	0	0
State University System ²					
Metro	87	2 2.30	0	0	2 2.60
Outstate	1,770	14 0.79	0	0	14 0.89
Tax Court	7	0	0	0	0
Teacher's Retirement Assoc.	47	0	0	0	0
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	0	0	0	0
Transportation Regulation Bd.	8	0	0	0	0
Transportation ²					
Metro	2,606	22 0.84	0	3 0.55	19 0.96
Outstate	2,245	42 1.87	0	2 1.20	40 1.96
Treasurer	12	0	0	0	0
Veterans Affairs	501	12 2.40	0	1 1.27	11
Veterinary Medicine Board	3	0	0	0	
Vo-Tech. Educational Board	110	1 0.91	0	0	
Vo-Tech. Education Council	3	0	0	0	0
Voyageurs National Park CC	1	0	0	0	0
Waste Management Board	62	0	0	0	0
Workers' Comp. Court of Appl.	16	0	0	0	0
World Trade Center	4	0	0	0	0
Zoological Gardens	228	1 0.44	0	0	1 0.50
TOTAL	31,309	343 1.10	4 0.48	87 0.93	252 1.19

Statewide Summary for American Indians

All Departments	31,309	343 1.10	4 0.48	87 0.93	252 1.19
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American Indians comprise 1.07% of Minnesota's population according to the Indian Affairs Council.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.

2. Does not include faculty.

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % ASIAN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	0	0	0	0
Administration	764	8	0	4	4
		1.05		2.08	0.76
Administrative Hearings	68	1	0	1	0
		1.47		2.50	
Agriculture	419	6	0	3	3
		1.43		3.57	0.93
Animal Health Board	35	0	0	0	0
Arch-Eng-L S-L A Board	5	0	0	0	0
Arts Board	15	0	0	0	0
Asian Pacific Council	3	3	1	1	1
		100.00	100.00	100.00	100.00
Attorney General	360	0	0	0	0
Auditor	102	2	0	1	1
		1.96		1.35	3.57
Barber Examiners Board	3	0	0	0	0
Boxing Board	2	0	0	0	0
Capitol Area Arch & Plg	8	0	0	0	0
Charitable Gambling Board	15	0	0	0	0
Chiropractic Exam. Board	3	0	0	0	0
Commerce	234	2	0	2	0
		0.85		1.46	
Community College System ²					
Metro	720	6	0	0	6
		0.83			0.95
Outstate	463	0	0	0	0
Corrections ²					
Metro	1,229	8	0	3	5
		0.65		1.36	0.51
Outstate	756	2	0	0	2
		0.26			0.37
Council on Black Minnesotans	3	0	0	0	0
Council on Disability	11	0	0	0	0
Dentistry Board	6	0	0	0	0
Education	616	4	0	4	0
		0.65		1.43	
Electricity Board	17	0	0	0	0
Employee Relations	157	2	0	1	1
		1.27		1.54	1.28
Ethical Practices Board	7	0	0	0	0
Finance	121	1	0	1	0
		0.83		2.56	
Fond Du Lac Higher Ed	5	0	0	0	0
Governor	65	0	0	0	0
Hazardous Sub. Comm. Board	1	0	0	0	0
Health	785	8	0	6	2
		1.02		1.28	0.72
Higher Educ. Coord. Bd.	74	0	0	0	0
Higher Educ. Fac. Authority	2	0	0	0	0
Housing Finance Agency	116	2	0	2	0
		1.72		3.33	

GROUP: ASIAN

DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % ASIAN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Human Rights	68	2 2.94	1 33.33	1 2.33	0
Human Services ²					
Metro	1,578	23 1.46	0	15 2.20	8 0.96
Outstate	5,564	24 0.43	0	15 1.16	9 0.21
Indian Affairs Council	9	0	0	0	0
Investment Board	26	0	0	0	0
Iron Range Res. & Rehab. Board	121	0	0	0	0
Jobs & Training ²					
Metro	1,391	16 1.15	1 1.92	11 1.44	4 0.70
Outstate	607	1 0.16	0	1 0.25	0
Labor & Industry	344	2 0.58	0	0	2 0.94
Lieutenant Governor	9	0	0	0	0
MSRS	38	1 2.63	0	0	1 4.55
Mediation Services	24	0	0	0	0
Medical Examiners Board	14	0	0	0	0
Military Affairs ²					
Metro	86	0	0	0	0
Outstate	296	0	0	0	0
Minnesota Racing Commission	9	0	0	0	0
Minnesota School & Res. Ctr.	12	0	0	0	0
Municipal Board	4	0	0	0	0
Natural Resources ²					
Metro	671	4 0.60	0	4 1.22	0
Outstate	1,352	1 0.07	0	0	1 0.17
Nursing Board	17	0	0	0	0
Nursing Home Admin Board	2	0	0	0	0
Ombudsman for Mental Health	13	0	0	0	0
Ombudsman for Corrections	8	0	0	0	0
Optometry Board	2	0	0	0	0
Pharmacy Board	6	0	0	0	0
Pollution Control Agency	475	5 0.84	0	3 0.84	1 1.05
Psychology Board	4	0	0	0	0
Public Employment Rels. Bd.	1	0	0	0	0
Public Employees Ret. Assn.	62	1 1.61	0	0	1 2.86
Public Safety	1,734	7 0.40	0	2 1.05	5 0.33
Public Service	135	3 2.22	0	3 4.92	0
Public Utilities Commission	38	0	0	0	0
Revenue	1,139	14 1.23	0	10 1.80	4 0.72
Secretary of State	68	0	0	0	0

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % ASIAN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Sentencing Guidelines Comm.	7	0	0	0	0
Soil & Water Resource Board	17	0	0	0	0
Spanish Speaking Affairs Coun.	3	0	0	0	0
State Planning Agency	117	1	0	0	1
		0.85			2.86
State University System ²					
Metro	87	0	0	0	0
Outstate	1,770	6	0	0	6
		0.34			0.38
Tax Court	7	0	0	0	0
Teacher's Retirement Assoc.	47	0	0	0	0
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	9	1	5	3
		4.17	3.23	5.26	3.33
Transportation Regulation Bd.	8	0	0	0	0
Transportation ²					
Metro	2,606	18	0	11	7
		0.69		2.03	0.35
Outstate	2,245	5	0	1	4
		0.22		0.60	0.20
Treasurer	12	0	0	0	0
Veterans Affairs	501	4	0	1	3
		0.80		1.27	0.72
Veterinary Medicine Board	3	0	0	0	0
Vo-Tech. Educational Board	110	1	0	1	0
		0.91		1.96	
Vo-Tech. Education Council	3	0	0	0	0
Voyageurs National Park CC	1	0	0	0	0
Waste Management Board	62	0	0	0	0
Workers' Comp. Court of Appl.	16	0	0	0	0
World Trade Center	4	0	0	0	0
Zoological Gardens	228	2	0	0	2
		0.88			1.00
TOTAL	31,309	204	4	113	87
		0.65	0.48	1.21	0.41

Statewide Summary for Asians

All Departments	31,309	204	4	113	87
		0.65	0.48	1.21	0.41

Asians comprise 0.7% of Minnesota's population according to the State Demographer.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty.

GROUP: BLACKS

DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % BLACK</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	0	0	0	0
Administration	764	36	1	6	29
		4.71	2.22	3.13	5.50
Administrative Hearings	68	2	0	1	1
		2.94		2.50	3.85
Agriculture	419	2	0	0	2
		0.48			0.62
Animal Health Board	35	0	0	0	0
Arch-Eng-L S-L A Board	5	0	0	0	0
Arts Board	15	0	0	0	0
Asian Pacific Council	3	0	0	0	0
Attorney General	360	14	0	10	4
		3.89		4.81	2.63
Auditor	102	2	0	1	1
		1.96		1.35	3.57
Barber Examiners Board	3	0	0	0	0
Boxing Board	2	0	0	0	0
Capitol Area Arch & Plg	8	2	0	0	2
		25.00			33.33
Charitable Gambling Board	15	1	0	1	
		6.67		12.50	
Chiropractic Exam. Board	3	0	0	0	0
Commerce	234	7	0	4	3
		2.99		2.92	3.57
Community College System ²					
Metro	720	27	0	4	23
		3.75		4.44	3.66
Outstate	463	1	0	0	1
		0.22			0.27
Corrections ²					
Metro	1,229	60	2	8	50
		4.88	6.06	3.62	5.13
Outstate	756	10	1	2	7
		1.32	5.88	1.03	1.28
Council on Black Minnesotans	3	3	1	1	1
		100.00	100.00	100.00	100.00
Council on Disability	11	0	0	0	0
Dentistry Board	6	0	0	0	0
Education	616	15	0	7	8
		2.44		2.50	2.54
Electricity Board	17	0	0	0	0
Employee Relations	157	6	0	3	3
		3.82		4.62	3.85
Ethical Practices Board	7	0	0	0	0
Finance	121	3	0	1	2
		2.48		2.56	4.08
Fond Du Lac Higher Ed	5	0	0	0	0
Governor	65	2	0	0	2
		3.08			3.70
Hazardous Sub. Comm. Board	1	0	0	0	0
Health	785	16	1	6	9
		2.04	2.63	1.28	3.24

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % BLACK</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Higher Educ. Coord. Bd.	74	4 5.41	0	2 11.76	2 3.51
Higher Educ. Fac. Authority	2	0	0	0	0
Housing Finance Agency	116	9 7.76	1 12.50	4 6.67	4 8.33
Human Rights	68	7 10.29	1 33.33	3 6.98	3 13.64
Human Services ²					
Metro	1,578	28 1.77	0	12 1.76	16 1.92
Outstate	5,564	9 0.16	0	5 0.39	4 0.09
Indian Affairs Council	9	0	0	0	0
Investment Board	26	0	0	0	0
Iron Range Res. & Rehab. Board	121	0	0	0	0
Jobs & Training ²					
Metro	1,391	39 2.80	2 3.85	20 2.61	17 2.96
Outstate	607	2 0.33	0	2 0.50	0
Labor & Industry	344	31 9.01	3 16.67	7 6.14	21 9.91
Lieutenant Governor	9	0	0	0	0
MSRS	38	1 2.63	0	0	1 4.55
Mediation Services	24	0	0	0	0
Medical Examiners Board	14	1 7.14	0	1 25.00	0
Military Affairs ²					
Metro	86	2 2.33	0	0	2 2.60
Outstate	296	0	0	0	0
Minnesota Racing Commission	9	0	0	0	0
Minnesota School & Res. Ctr.	12	0	0	0	0
Municipal Board	4	0	0	0	0
Natural Resources ²					
Metro	671	12 1.79	1 1.85	4 1.22	7 2.42
Outstate	1,352	3 0.22	0	2 0.28	1 0.17
Nursing Board	17	0	0	0	0
Nursing Home Admin Board	2	0	0	0	0
Ombudsman for Mental Health	13	0	0	0	0
Ombudsman for Corrections	8	2 25.00	1 50.00	1 25.00	0
Optometry Board	2	0	0	0	0
Pharmacy Board	6	0	0	0	0
Pollution Control Agency	475	7 1.47	0	4 1.12	3 3.16
Psychology Board	4	0	0	0	0
Public Employment Rels. Bd.	1	0	0	0	0
Public Employees Ret. Assn.	62	1 1.61	0	0	1 2.86

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % BLACK</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Public Safety	1,734	28 1.61	0	5 2.63	23 1.52
Public Service	135	0	0	0	0
Public Utilities Commission	38	2 5.26	0	1 4.55	1 6.67
Revenue	1,139	31 2.72	1 3.23	13 2.34	17 3.07
Secretary of State	68	1 1.47	0	0	1 1.82
Sentencing Guidelines Comm.	7	1 14.29	0	0	1 25.00
Soil & Water Resource Board	17	0	0	0	0
Spanish Speaking Affairs Coun.	3	0	0	0	0
State Planning Agency	117	3 2.56	1 5.88	1 1.54	1 2.86
State University System ²					
Metro	87	6 6.90	0	2 20.00	4 5.19
Outstate	1,770	2 0.11	0	0	2 0.13
Tax Court	7	1 14.29	0	0	1 33.33
Teacher's Retirement Assoc.	47	0	0	0	0
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	7 3.24	1 3.23	2 2.11	4 4.44
Transportation Regulation Bd.	8	0	0	0	0
Transportation ²					
Metro	2,606	35 1.34	3 3.53	6 1.11	26 1.31
Outstate	2,245	4 0.18	0	0	4 0.20
Treasurer	12	0	0	0	0
Veterans Affairs	501	22 4.39	0	1 1.27	21 5.06
Veterinary Medicine Board	3	0	0	0	0
Vo-Tech. Educational Board	110	1 0.91	0	1 1.96	0
Vo-Tech. Education Council	3	0	0	0	0
Voyageurs National Park CC	1	0	0	0	0
Waste Management Board	62	0	0	0	0
Workers' Comp. Court of Appl.	16	1 6.25	0	0	1 9.09
World Trade Center	4	0	0	0	0
Zoological Gardens	228	2 0.88	0	0	2 1.00
TOTAL	31,309	515 1.64	21 2.49	154 1.65	340 1.61

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % BLACK</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
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Statewide Summary for Blacks

All Departments	31,309	515 1.64	21 2.49	154 1.65	340 1.61
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Blacks comprise 1.4% of Minnesota's population according to the Council on Black Minnesotans.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty.

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % HISPANIC</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	0	0	0	0
Administration	764	9	0	0	9
		1.18			1.71
Administrative Hearings	68	1	0	0	1
		1.47			3.85
Agriculture	419	3	0	0	3
		0.72			0.93
Animal Health Board	35	0	0	0	0
Arch-Eng-L S-L A Board	5	1	0	0	1
		20.00			25.00
Arts Board	15	0	0	0	0
Asian Pacific Council	3	0	0	0	0
Attorney General	360	3	0	1	2
		0.83		0.48	1.32
Auditor	102	1	0	1	0
		0.98		1.35	
Barber Examiners Board	3	0	0	0	0
Boxing Board	2	0	0	0	0
Capitol Area Arch & Plg	8	0	0	0	0
Charitable Gambling Board	15	0	0	0	0
Chiropractic Exam. Board	3	0	0	0	0
Commerce	234	6	0	2	4
		2.56		1.46	4.76
Community College System ²					
Metro	720	8	0	2	6
		1.11		2.22	0.95
Outstate	463	3	0	1	2
		0.65		1.15	0.53
Corrections ²					
Metro	1,229	13	0	2	11
		1.06		0.90	1.13
Outstate	756	1	0	1	0
		0.13		0.52	
Council on Black Minnesotans	3	0	0	0	0
Council on Disability	11	1	1	0	0
		9.09	50.00		
Dentistry Board	6	0	0	0	0
Education	616	10	1	7	2
		1.62	4.76	2.50	0.63
Electricity Board	17	0	0	0	0
Employee Relations	157	5	1	3	1
		3.18	7.14	4.62	1.28
Ethical Practices Board	7	0	0	0	0
Finance	121	0	0	0	0
Fond Du Lac Higher Ed	5	0	0	0	0
Governor	65	0	0	0	0
Hazardous Sub. Comm. Board	1	0	0	0	0
Health	785	4	0	2	2
		0.51		0.43	0.72
Higher Educ. Coord. Bd.	74	1	0	1	0
		1.35		5.88	

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % HISPANIC</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Higher Educ. Fac. Authority	2	0	0	0	0
Housing Finance Agency	116	2	0	1	1
		1.72		1.67	2.08
Human Rights	68	3	0	1	2
		4.41		2.33	9.09
Human Services ²					
Metro	1,578	11	1	3	7
		0.70	1.61	0.44	0.84
Outstate	5,564	16	0	3	13
		0.29		0.23	0.31
Indian Affairs Council	9	0	0	0	0
Investment Board	26	0	0	0	0
Iron Range Res. & Rehab. Board	121	0	0	0	0
Jobs & Training ²					
Metro	1,391	19	0	5	14
		1.37		0.65	2.44
Outstate	607	4	0	4	0
		0.66		0.99	
Labor & Industry	344	7	0	0	7
		2.03			3.30
Lieutenant Governor	9	0	0	0	0
MSRS	38	0	0	0	0
Mediation Services	24	0	0	0	0
Medical Examiners Board	14	0	0	0	0
Military Affairs ²					
Metro	86	2	0	0	2
		2.33			2.60
Outstate	296	0	0	0	0
Minnesota Racing Commission	9	1	0	0	1
		11.11			20.00
Minnesota School & Res. Ctr.	12	0	0	0	0
Municipal Board	4	0	0	0	0
Natural Resources ²					
Metro	671	12	0	2	10
		1.79		0.61	3.46
Outstate	1,352	2	0	0	2
		0.15			0.33
Nursing Board	17	1	0	0	1
		5.88			7.69
Nursing Home Admin Board	2	0	0	0	0
Ombudsman for Mental Health	13	0	0	0	0
Ombudsman for Corrections	8	0	0	0	0
Optometry Board	2	0	0	0	0
Pharmacy Board	6	0	0	0	0
Pollution Control Agency	475	5	0	3	2
		1.05		0.84	2.11
Psychology Board	4	0	0	0	0
Public Employment Rels. Bd.	1	0	0	0	0
Public Employees Ret. Assn.	62	1	0	0	1
		1.61			2.86
Public Safety	1,734	12	0	1	11
		0.69		0.53	0.73

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % HISPANIC</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Public Service	135	3 2.22	0	2 3.28	1 1.52
Public Utilities Commission	38	1 2.63	0	0	1 6.67
Revenue	1,139	18 1.58	1 3.23	2 0.36	15 2.71
Secretary of State	68	0	0	0	0
Sentencing Guidelines Comm.	7	0	0	0	0
Soil & Water Resource Board	17	0	0	0	0
Spanish Speaking Affairs Coun.	3	3 100.00	1 100.00	1 100.00	1 100.00
State Planning Agency	117	4 3.42	0	1 1.54	3 8.57
State University System ²					
Metro	87	1 1.15	0	0	1 1.30
Outstate	1,770	9 0.51	0	1 0.53	8 0.51
Tax Court	7	0	0	0	0
Teacher's Retirement Assoc.	47	0	0	0	0
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	3 1.39	0	0	3 3.33
Transportation Regulation Bd. Transportation ²	8	0	0	0	0
Metro	2,606	24 0.92	1 1.18	3 0.55	20 1.01
Outstate	2,245	11 0.49	0	0	11 0.54
Treasurer	12	0	0	0	0
Veterans Affairs	501	6 1.20	0	0	6 1.45
Veterinary Medicine Board	3	0	0	0	0
Vo-Tech. Educational Board	110	1 0.91	0	0	1 1.72
Vo-Tech. Education Council	3	0	0	0	0
Voyageurs National Park CC	1	0	0	0	0
Waste Management Board	62	0	0	0	0
Workers' Comp. Court of Appl.	16	2 12.50	0	1 20.00	1 9.09
World Trade Center	4	0	0	0	0
Zoological Gardens	228	2 0.88	0	0	2 1.00
TOTAL	31,309	256 0.82	7 0.83	57 0.61	192 0.91

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % HISPANIC</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
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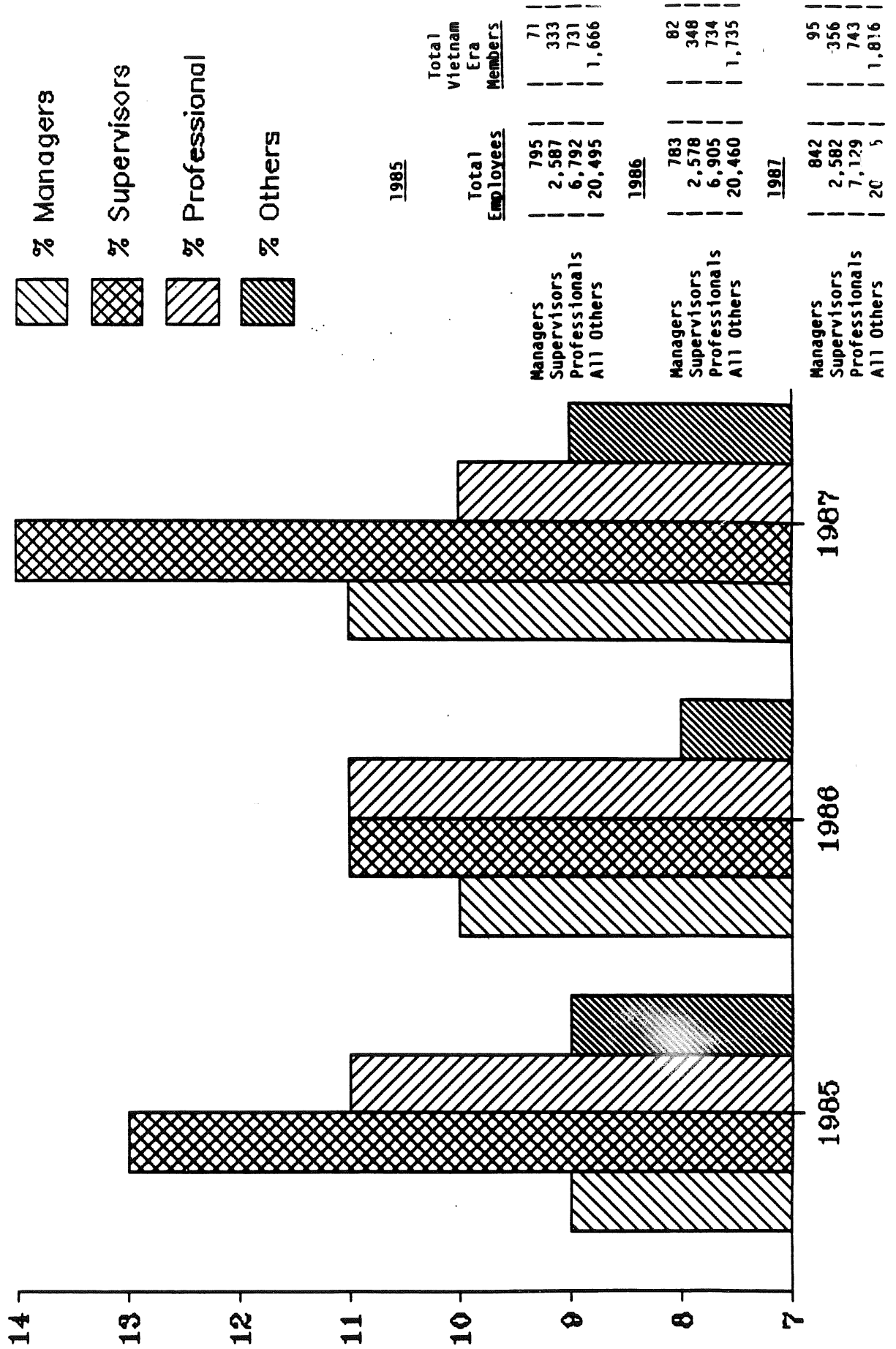
Statewide Summary for Hispanics

All Departments	31,309	256 0.82	7 0.83	57 0.61	192 0.91
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Hispanics comprise 1.3% of Minnesota's population according to the Spanish Speaking Affairs Council.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty.

State of Minnesota Vietnam-Era Veterans



<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % VETERAN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	0	0	0	0
Administration	764	80	5	31	44
		10.47	11.11	16.15	8.35
Administrative Hearings	68	6	0	5	1
		8.82		12.50	3.85
Agriculture	419	52	0	6	46
		12.41		7.14	14.29
Animal Health Board	35	1	0	0	1
		2.86			5.26
Arch-Eng-L S-L A Board	5	0	0	0	0
Arts Board	15	0	0	0	0
Asian Pacific Council	3	0	0	0	0
Attorney General	360	25	0	16	9
		6.94		7.69	5.92
Auditor	102	12	0	7	5
		11.76		9.46	17.86
Barber Examiners Board	3	0	0	0	0
Boxing Board	2	0	0	0	0
Capitol Area Arch & Plg	8	0	0	0	0
Charitable Gambling Board	15	1	0	1	0
		6.67		12.50	
Chiropractic Exam. Board	3	0	0	0	0
Commerce	234	13	0	12	1
		5.56		8.76	1.19
Community College System ²					
Metro	720	46	0	7	39
		6.39		7.78	6.20
Outstate	463	29	0	5	24
		6.26		5.75	6.38
Corrections ²					
Metro	1,229	185	2	31	152
		15.05	6.06	14.03	15.59
Outstate	756	116	2	30	84
		15.34	11.76	15.46	15.41
Council on Black Minnesotans	3	0	0	0	0
Council on Disability	11	0	0	0	0
Dentistry Board	6	1	1	0	0
		16.67	100.00		
Education	616	26	1	17	8
		4.22	4.76	6.07	2.54
Electricity Board	17	0	0	0	0
Employee Relations	157	12	2	9	1
		7.64	14.29	13.85	1.28
Ethical Practices Board	7	0	0	0	0
Finance	121	13	4	7	2
		10.74	12.12	17.95	4.08
Fond Du Lac Higher Ed	5	0	0	0	0
Governor	65	2	0	0	2
		3.08			3.70
Hazardous Sub. Comm. Board	1	0	0	0	0
Health	785	50	3	39	8
		6.37	7.89	8.32	2.88

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % VETERAN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Higher Educ. Coord. Bd.	74	4 5.41	0	1 5.88	3 5.26
Higher Educ. Fac. Authority	2	0	0	0	0
Housing Finance Agency	116	16 13.79	1 12.50	14 23.33	1 2.08
Human Rights	68	7 10.29	1 33.33	5 11.63	1 4.55
Human Services ²					
Metro	1,578	66 4.18	7 11.29	40 5.87	19 2.28
Outstate	5,564	352 6.33	5 11.11	106 8.20	241 5.70
Indian Affairs Council	9	0	0	0	0
Investment Board	26	2 7.69	2 22.22	0	0
Iron Range Res. & Rehab. Board	121	5 4.13	0	3 11.11	2 2.15
Jobs & Training ²					
Metro	1,391	104 7.48	11 21.15	87 11.37	6 1.05
Outstate	607	93 15.32	0	92 22.83	1 0.51
Labor & Industry	344	26 7.56	1 5.56	13 11.40	12 5.66
Lieutenant Governor	9	1 11.11	0	1 25.00	0
MSRS	38	6 15.79	0	4 28.57	2 9.09
Mediation Services	24	0	0	0	0
Medical Examiners Board	14	0	0	0	0
Military Affairs ²					
Metro	86	13 15.12	0	2 22.22	11 14.29
Outstate	296	27 9.12	0	3 23.08	24 8.48
Minnesota Racing Commission	9	0	0	0	0
Minnesota School & Res. Ctr.	12	0	0	0	0
Municipal Board	4	0	0	0	0
Natural Resources ²					
Metro	671	73 10.88	7 12.96	47 14.33	19 6.57
Outstate	1,352	226 16.72	4 16.67	143 19.72	79 13.10
Nursing Board	17	0	0	0	0
Nursing Home Admin Board	2	0	0	0	0
Ombudsman for Mental Health	13	3 23.08	0	3 27.27	0
Ombudsman for Corrections	8	0	0	0	0
Optometry Board	2	0	0	0	0
Pharmacy Board	6	0	0	0	0
Pollution Control Agency	475	55 11.58	8 34.78	42 11.76	5 5.26
Psychology Board	4	0	0	0	0

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % VETERAN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Public Employment Rels. Bd.	1	0	0	0	0
Public Employees Ret. Assn.	62	3	1	2	0
		4.84	50.00	8.00	
Public Safety	1,734	200	2	31	167
		11.53	6.90	16.32	11.02
Public Service	135	20	1	12	7
		14.81	12.50	19.67	10.61
Public Utilities Commission	38	5	0	5	0
		13.16		22.73	
Revenue	1,139	87	3	73	11
		7.64	9.68	13.15	1.99
Secretary of State	68	2	0	0	2
		2.94			3.64
Sentencing Guidelines Comm.	7	0	0	0	0
Soil & Water Resource Board	17	0	0	0	0
Spanish Speaking Affairs Coun.	3	0	0	0	0
State Planning Agency	117	3	1	2	0
		2.56	5.88	3.08	
State University System ²					
Metro	87	3	0	0	3
		3.45			3.90
Outstate	1,770	157	0	21	136
		8.87		11.05	8.66
Tax Court	7	0	0	0	0
Teacher's Retirement Assoc.	47	2	0	2	0
		4.26		11.11	
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	5	1	2	2
		2.31	3.23	2.11	2.22
Transportation Regulation Bd.	8	0	0	0	0
Transportation ²					
Metro	2,606	355	10	47	298
		13.62	11.76	8.67	15.06
Outstate	2,245	328	5	15	308
		14.61	15.15	8.98	15.06
Treasurer	12	0	0	0	0
Veterans Affairs	501	59	2	7	50
		11.78	28.57	8.86	12.05
Veterinary Medicine Board	3	0	0	0	0
Vo-Tech. Educational Board	110	5	0	4	1
		4.55		7.84	1.72
Vo-Tech. Education Council	3	0	0	0	0
Voyageurs National Park CC	1	0	0	0	0
Waste Management Board	62	3	1	2	0
		4.84	20.00	4.44	
Workers' Comp. Court of Appl.	16	0	0	0	0
World Trade Center	4	0	0	0	0
Zoological Gardens	228	21	1	1	19
		9.21	25.00	4.17	9.50
TOTAL	31,309	3,010	95	1,055	1,860
		9.61	11.28	11.31	8.80

GROUP: VIETNAM VETERAN

DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % VETERAN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
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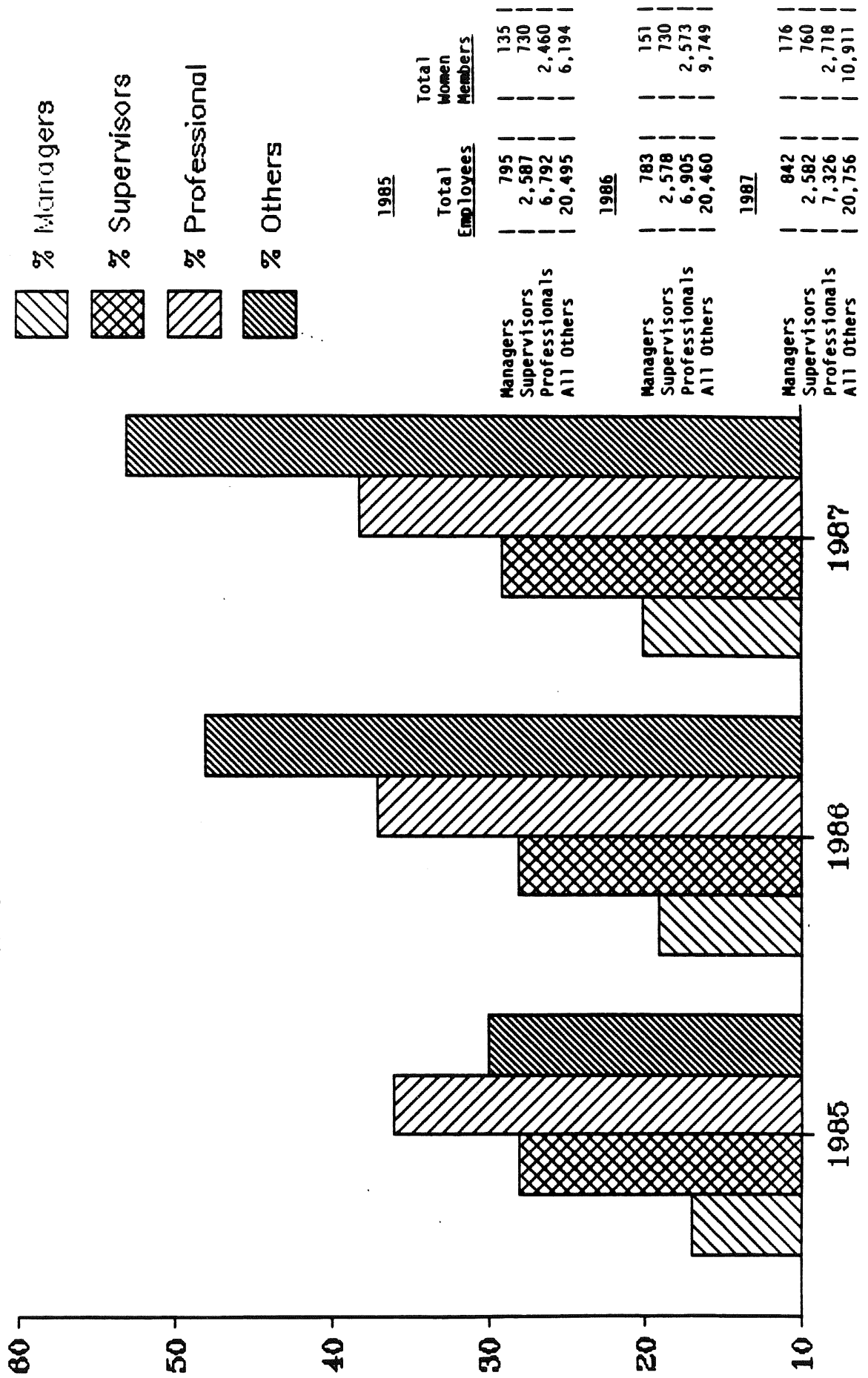
Statewide Summary for Vietnam Veterans

All Departments	31,309	3,010 9.61	95 11.28	1,055 11.31	1,860 8.80
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Vietnam Veterans comprise 3.9% of Minnesota's population according to the State Department of Veterans Affairs.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professional in the Commissioner's Plan.
2. Does not include faculty.

State of Minnesota Women in the Workforce



1985

Total
Employees

Managers	795	135
Supervisors	2,587	730
Professionals	6,792	2,460
All Others	20,495	6,194

1986

Total
Employees

Managers	783	151
Supervisors	2,578	730
Professionals	6,905	2,573
All Others	20,460	9,749

1987

Total
Employees

Managers	842	176
Supervisors	2,582	760
Professionals	7,326	2,718
All Others	20,756	10,911

Total
Women
Members

GROUP: WOMEN

DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % WOMEN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Accountancy Board	4	4 100.00	1 100.00	0	?
Administration	764	341 44.63	12 26.67	66 34.38	263 49.91
Administrative Hearings	68	38 55.88	1 50.00	14 35.00	23 88.46
Agriculture	419	117 27.92	1 7.69	20 23.81	96 29.81
Animal Health Board	35	12 34.29	0	0	12 63.16
Arch-Eng-L S-L A Board	5	4 80.00	0	0	4 100.00
Arts Board	15	10 66.67	0	4 57.14	6 100.00
Asian Pacific Council	3	2 66.67	0	1 100.00	1 100.00
Attorney General	360	221 61.39	0	101 48.56	120 78.95
Auditor	102	37 36.27	0	22 29.73	15 53.57
Barber Examiners Board	3	1 33.33	0	0	1 50.00
Boxing Board	2	1 50.00	0	0	1 50.00
Capitol Area Arch & Plg	8	4 50.00	0	0	4 66.67
Charitable Gambling Board	15	8 53.33	0	2 25.00	1 100.00
Chiropractic Exam. Board	3	2 66.67	0	1 100.00	1 50.00
Commerce	234	127 54.50	7 53.85	45 32.85	75 89.29
Community College System ²					
Metro	720	476 66.11	0	56 62.22	420 66.77
Outstate	463	297 64.14	0	56 64.37	241 64.10
Corrections ²					
Metro	1,229	362 29.45	3 9.09	80 36.20	279 28.62
Outstate	756	191 25.26	0	46 23.71	145 26.61
Council on Black Minnesotans	3	1 33.33	0	0	1 100.00
Council on Disability	11	9 81.82	1 50.00	3 75.00	5 100.00
Dentistry Board	6	4 66.67	0	0	4 80.00
Education	616	412 66.88	5 23.81	142 50.71	265 84.13
Electricity Board	17	8 47.06	0	0	8 53.33
Employee Relations	157	113 71.97	7 50.00	39 60.00	61 85.90

GROUP: WOMEN

DATA FROM JANUARY 1988

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % WOMEN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Ethical Practices Board	7	6 85.71	1 100.00	1 100.00	4 80.00
Finance	121	60 49.59	9 27.27	13 33.33	38 77.55
Fond Du Lac Higher Ed	5	3 60.00	0	1 50.00	2 66.67
Governor	65	49 75.38	0	8 72.73	41 75.93
Hazardous Sub. Comm. Board	1	1 100.00	0	1 100.00	0
Health	785	518 65.99	12 31.58	267 56.93	239 85.97
Higher Educ. Coord. Bd.	74	51 68.92	0	9 52.94	42 73.68
Higher Educ. Fac. Authority	2	1 50.00	0	0	1 100.00
Housing Finance Agency	116	70 60.34	2 25.00	26 43.33	42 87.50
Human Rights	68	44 64.71	1 33.33	24 55.81	19 86.36
Human Services ²					
Metro	1,578	1,034 65.53	23 37.10	400 58.74	611 73.17
Outstate	5,564	3,604 64.77	7 15.56	722 55.88	2,875 68.02
Indian Affairs Council	9	4 44.44	0	2 40.00	2 66.67
Investment Board	26	11 42.31	1 11.11	5 45.45	5 83.33
Iron Range Res. & Rehab. Board	121	33 27.27	0	3 11.11	30 32.26
Jobs & Training ²					
Metro	1,391	762 54.78	11 21.15	258 33.73	493 85.89
Outstate	607	287 47.28	1 16.67	95 23.57	191 96.46
Labor & Industry	344	199 57.85	7 38.89	45 39.47	147 69.34
Lieutenant Governor	9	7 77.78	0	3 75.00	4 80.00
MSRS	38	19 50.00	0	2 14.29	17 77.27
Mediation Services	24	14 58.33	1 100.00	6 40.00	7 87.50
Medical Examiners Board	14	11 78.57	0	2 50.00	9 90.00
Military Affairs ²					
Metro	86	17 19.77	0	2 22.22	15 19.48
Outstate	296	56 18.92	0	1 7.69	55 19.43
Minnesota Racing Commission	9	6 66.67	1 25.00	0	5 100.00

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % WOMEN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Minnesota School & Res. Ctr.	12	8 66.67	2 50.00	1 33.33	5 100.00
Municipal Board	4	3 75.00	1 50.00	0	2 100.00
Natural Resources ²					
Metro	671	254 37.85	6 11.11	69 21.04	179 61.94
Outstate	1,352	218 16.12	0	35 4.83	183 30.35
Nursing Board	17	17 100.00	1 100.00	3 100.00	13 100.00
Nursing Home Admin Board	2	1 50.00	0	0	1 100.00
Ombudsman for Mental Health	13	8 61.54	1 100.00	6 54.55	1 100.00
Ombudsman for Corrections	8	5 62.50	0	3 75.00	2 100.00
Optometry Board	2	1 50.00	0	0	1 100.00
Pharmacy Board	6	3 50.00	0	0	3 100.00
Pollution Control Agency	475	202 42.53	4 17.39	117 32.77	81 85.26
Psychology Board	4	4 100.00	1 100.00	0	3 100.00
Public Employment Rels. Bd.	1	1 100.00	0	1 100.00	
Public Employees Ret. Assn.	62	43 69.35	1 50.00	15 60.00	27 77.14
Public Safety	1,734	688 39.68	7 24.14	43 22.63	638 42.11
Public Service	135	51 37.78	3 37.50	20 32.79	28 42.42
Public Utilities Commission	38	25 65.79	1 100.00	11 50.00	13 86.67
Revenue	1,139	627 55.05	5 16.13	165 29.73	457 82.64
Secretary of State	68	55 80.88	0	8 61.54	47 85.45
Sentencing Guidelines Comm.	7	7 100.00	0	3 100.00	4 100.00
Soil & Water Resource Board	17	5 29.41	0	2 16.67	3 100.00
Spanish Speaking Affairs Coun.	3	2 66.67	0	1 100.00	1 100.00
State Planning Agency	117	49 41.88	5 29.41	20 30.77	24 68.57
State University System ²					
Metro	87	70 80.46	0	5 50.00	65 84.42
Outstate	1,770	1,078 60.90	2 22.22	82 43.16	994 63.28

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>NUMBER/ % WOMEN</u>	<u>NUMBER/ % MANAGERS</u>	<u>NUMBER/ % PROF.¹</u>	<u>NUMBER/ % OTHER</u>
Tax Court	7	4 57.14	0	1 25.00	3 100.00
Teacher's Retirement Assoc.	47	32 68.09	0	6 33.33	26 96.30
Telecomm. Access-Impr. Bd.	1	0	0	0	0
Trade & Economic Development	216	123 56.94	11 35.48	42 44.21	70 77.78
Transportation Regulation Bd.	8	3 37.50	0	0	3 42.86
Transportation ²					
Metro	2,606	508 19.49	4 4.71	103 19.00	401 20.26
Outstate	2,245	223 9.93	1 3.03	18 10.78	204 9.98
Treasurer	12	4 33.33	0	0	4 44.44
Veterans Affairs	501	283 56.49	2 28.57	55 69.62	226 54.46
Veterinary Medicine Board	3	2 66.67	0	0	2 100.00
Vo-Tech. Educational Board	110	72 65.45	1 100.00	23 45.10	48 82.76
Vo-Tech. Education Council	3	1 33.33	0	0	1 50.00
Voyageurs National Park CC	1	1 100.00	0	0	1 100.00
Waste Management Board	62	31 50.00	1 20.00	20 44.44	10 83.33
Workers' Comp. Court of Appl.	16	13 81.25	0	5 100.00	8 72.73
World Trade Center	4	1 25.00	0	0	1 25.00
Zoological Gardens	228	109 47.81	1 25.00	10 41.67	98 49.00
TOTAL	31,309	14,571 46.54	176 20.90	3,487 37.38	10,908 51.60

Statewide Summary of Women

All Departments	31,309	14,571 46.54	176 20.90	3,487 37.38	10,908 51.60
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Women comprise 51% of Minnesota's population (includes racial/ethnic women) according to the Commission on the Economic Status of Women.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan
2. Does not include faculty.

PERCENT PROTECTED GROUP BY BARGAINING UNIT
January 1988

<u>Total Employees</u>	<u>Bargaining Unit</u>	<u>Women¹</u>		<u>Racial/ Ethnic Group Members²</u>		<u>Handicapped³</u>		<u>Vietnam Era Veterans⁴</u>	
		<u>#</u>	<u>%</u>	<u>#</u>	<u>%</u>	<u>#</u>	<u>%</u>	<u>#</u>	<u>%</u>
655	Law Enforcement	17	2.60	21	3.20	11	1.68	138	2.11
2,544	Craft, Maint., Labor	51	2.00	89	3.50	240	9.43	557	2.19
2,113	Service	768	36.35	99	4.69	203	9.60	196	9.27
3,389	Health Care Non-Prof.	2,469	72.85	84	2.48	195	5.75	171	5.04
598	Health Care Prof.	555	92.80	12	2.00	29	4.85	20	3.34
5,880	Office, Clerical	5,316	90.41	313	5.32	327	5.56	116	1.97
2,822	Technical	663	23.50	75	2.66	213	7.54	348	12.33
907	Correctional Guards	152	16.76	79	8.71	84	9.26	156	17.20
720	Professional Engineers	61	8.47	21	2.91	48	6.66	65	9.03
68	Health Treatment Prof.	13	19.12	0	0	6	8.82	2	2.94
5,546	General Professional	2,000	36.06	268	4.83	394	7.10	635	11.45
197	Prof. Res. Instruct.	89	45.18	5	2.53	20	10.15	21	10.66
2,582	Supervisory	760	29.43	80	3.09	183	7.09	356	13.79
1,960	Commissioner's Plan	1,260	64.29	115	5.87	74	3.78	86	4.39
842	Managerial	176	20.90	36	4.27	65	7.71	95	11
<u>486</u>	All Others	<u>215</u>	<u>44.24</u>	<u>21</u>	<u>4.32</u>	<u>23</u>	<u>4.73</u>	<u>48</u>	<u>9.88</u>
31,309	TOTAL	14,565	46.52	1,318	4.20	2,115	6.76	3,010	9.61

1. Women represent 51 percent of Minnesota's workforce.

2. Racial/ethnic members represent 3.7 percent of Minnesota's population as follows: Blacks, 1.4 percent; Hispanics, 1.3 percent; Asians, 0.7 percent; and Indians, 1.07 percent.

3. Handicapped persons represent 17 percent of Minnesota's labor force.

4. Vietnam Era Veterans represent 3.9 percent of Minnesota's population.

*Women includes racial/ethnic women; Racial/Ethnic identifies both male and female.

AVERAGE AGE AND LENGTH OF SERVICE BY AGENCY
(ACADEMIC EXCLUDED)
Data from 1987

<u>Agency</u>	<u>Average Female Age</u>	<u>Average Length of Service Female</u>	<u>Average Male Age</u>	<u>Average Length of Service Male</u>	<u>Total Average Age</u>	<u>Total Average Length of Service</u>
Administration	39.9	9.2	43.3	11.4	41.8	10.4
Agriculture	38.9	8.1	45.5	13.7	43.6	12.1
Commerce	37.8	6.3	42.8	11.6	40.1	8.7
Community Colleges	41.9	7.0	42.4	7.5	42.0	7.2
Corrections	39.6	7.8	39.6	9.6	39.6	9.1
Education	41.1	9.3	44.5	11.3	42.2	10.0
Employee Relations	37.3	8.1	38.7	6.7	37.7	7.7
Finance	38.2	11.1	45.5	15.3	41.9	13.2
Health	40.5	7.3	41.9	10.7	41.0	8.4
Higher Educ Coord Board	37.7	7.1	40.4	8.3	38.6	7.5
Housing Finance Agency	35.8	6.7	40.7	7.2	37.7	6.9
Human Rights	39.7	6.1	40.2	3.2	39.9	5.1
Human Services	40.0	8.5	41.3	9.8	40.4	9.0
Jobs & Training	41.1	10.6	45.2	14.2	43.0	12.3
Labor & Industry	36.8	6.4	43.7	7.8	39.7	7.0
Military Affairs	37.8	6.8	41.5	6.6	40.8	6.7
Natural Resources	38.3	8.3	40.2	12.2	39.8	11.3
Pollution Control Agency	34.4	5.3	37.7	7.7	36.3	6.7
Public Safety	40.4	10.2	41.8	12.8	41.3	11.8
Public Service	39.0	6.9	42.7	10.8	41.3	9.3
Revenue	39.3	9.1	41.4	10.7	40.3	9.8
State Planning Agency	37.5	7.5	38.8	9.8	38.2	8.8
State Universities	41.9	9.3	44.2	10.3	42.8	9.7
Trade & Economic Develop.	35.4	5.2	39.4	5.3	37.1	5.3
Transportation	37.4	8.0	44.4	16.2	43.4	15.0
Veterans Affairs	37.4	4.8	40.0	5.6	38.6	5.1
Zoo	33.5	4.7	35.9	6.1	34.7	5.4
All Others	37.7	6.2	42.1	8.0	39.6	7.0
TOTAL	39.6	8.3	42.4	11.9	41.1	10.2

AVERAGE AGE AND LENGTH OF SERVICE BY BARGAINING UNIT
(ACADEMIC EXCLUDED)
Data from 1987

<u>Bargaining Unit</u>	<u>Average Female Age</u>	<u>Average Length of Service Female</u>	<u>Average Male Age</u>	<u>Average Length of Service Male</u>	<u>Total Average Age</u>	<u>Total Average Length of Service</u>
Law Enforcement	30.6	6.8	40.0	13.6	39.8	13.4
Craft, Maint., Labor Service	33.9	3.7	44.9	13.0	44.7	12.9
Health Care Non-Prof.	44.6	9.2	41.5	8.3	42.6	8.6
Health Care Prof.	37.8	8.2	37.6	8.4	37.8	8.2
Office, Clerical	44.2	6.9	37.8	7.7	43.7	7.0
Technical	40.0	8.6	38.7	7.8	39.9	8.6
Correctional Guards	36.7	7.6	41.4	13.8	40.3	12.3
Professional Engineers	34.9	5.1	35.4	7.3	35.3	6.9
Health Treatment Prof.	31.1	5.8	45.3	18.9	44.1	17.8
General Professional	45.1	7.2	49.5	10.1	48.7	9.5
Prof. Res. Instruct.	38.6	7.3	41.7	10.3	40.6	9.2
Supervisory	43.9	12.6	44.6	14.8	44.3	13.8
Commissioner's Plan Managerial	42.8	13.3	46.1	16.2	45.2	15.3
All Others	38.9	7.0	41.4	7.5	39.7	7.2
	42.4	9.2	47.7	16.3	46.6	14.1
TOTAL	37.0	4.8	42.8	8.7	40.3	7.0
	39.6	8.3	42.4	11.9	41.1	10.2

ANNUAL AUDIT POLICY

M.S. 43A.19 requires the Department of Employee Relations to monitor the State Affirmative Action Program. Our audit procedures include these specific requirements:

1. The Director of Equal Employment Opportunity shall annually audit the records of each agency to determine the rate of compliance with annual hiring goals of each goal unit, and to evaluate the agency's overall progress towards its affirmative action goals and objectives.
2. By February of each year, the Commissioner of Employee Relations shall submit a report on affirmative action progress of each agency and the state, as a whole, to the Governor and the Finance Committee of the Senate, the Appropriations Committee of the House of Representatives, and the Governmental Operations Committee of both Houses of the Legislature. The report must include each agency's rate of compliance with annual hiring goals. In addition, any agency that has not met its affirmative action hiring goals, that fails to make an affirmative action hire, or fails to justify its non-affirmative action hire in 25% or more of the appointments made in the previous calendar year must be designated in the report as an agency not in compliance with affirmative action requirements.
3. The Commissioner of Employee Relations shall study methods to improve the performance of agencies not in compliance with affirmative action requirements.
4. Information provided on protected group report forms will be reviewed by DOER to determine availability of eligible lists for general staffing and affirmative action purposes to determine whether agencies are presented opportunities to meet affirmative action goals and, if so, whether agencies effectively use those opportunities to address work force disparities. The information will be used to identify "missed opportunities" to be included in DOER's report of agencies' affirmative action progress.
5. The protected group report must be completed, reviewed, and signed by both the personnel officer and the affirmative action officer, and must accompany all appointments from eligible lists and all direct temporary appointments. Submission of appointment or cancellations without the required report form may cause DOER to withhold certification in response to the subsequent requests for employment.

The protected group report process applies only to appointments made from eligible lists. In addition, the Equal Opportunity Division reviews non-list hiring opportunities and provides recognition to agencies where this process is used affirmatively. Non-list hires means all hires which do not require the use of an eligible list (i.e., routine service appointment; labor service appointment; provisional appointment; emergency appointment; unclassified Rule 10 appointment, statutory appointment, or academic appointment).

AFFIRMATIVE ACTION COMPLIANCE PROCESS

A new protected group reporting process was put in place in May of 1987. The new process provides 15 situations in which a non-affirmative hire is considered "justified" rather than being considered a "missed opportunity". These circumstances include, for example, appointments made from a layoff list as required by a collective bargaining agreement, appointments made pursuant to a contractual seniority article, and appointments of workers' compensation employees returning to work. A complete list of these circumstances is included as part of the Protected Group Report Form in the appendix to this report.

From May to December 1987, there were 1,013 justified non-affirmative hires. Of all the reasons for a justified non-affirmative hire, the single most frequently cited reason was, "No members of disparate groups were certified." This problem -- the absence of disparate groups on certification lists -- accounted for 46 percent of justified non-affirmative hires made from May to December 1987.

The second most frequent problem was, "Certified members of disparate groups responded that they were not interested in the job or failed to respond to letters about the position," accounting for an additional 27 percent justified non-affirmative hires in this period. "Seniority article of contract" ranked much lower, at 11 percent of justified non-affirmative hires, while all other reasons combined accounted for only 16 percent of these hires.

1987 COMPLIANCE ANALYSIS: ELIGIBLE LIST HIRES

<u>DEPARTMENT</u>	<u>TOTAL OPPORTUNITIES</u>	<u>AFFIRMATIVE ACTION HIRES</u>	<u>JUSTIFIED HIRES</u>	<u>MISSED OPPORTUNITIES</u>
Administration	92	22 (24%)	67 (73%)	3 (3%)
Administrative Hearings	21	8 (38%)	13 (62%)	0
Agriculture	28	6 (21%)	16 (57%)	6 (21%)
Animal Health Board	2	0	2 (100%)	0
Attorney General	10	4 (40%)	6 (60%)	0
Auditor	13	3 (23%)	2 (15%)	8 (62%)
Commerce	49	13 (27%)	24 (49%)	12 (24%)
Community College System				
Metro	89	8 (9%)	70 (79%)	11 (12%)
Outstate	37	0	34 (92%)	3 (8%)
Corrections				
Metro	134	35 (26%)	93 (69%)	6 (4%)
Outstate	71	17 (24%)	41 (58%)	13 (18%)
Education	40	16 (40%)	18 (45%)	6 (15%)
Faribault Academies for Blind and Deaf	23	7 (30%)	16 (70%)	0
Employee Relations	31	4 (13%)	20 (65%)	7 (23%)
Finance	5	0	4 (80%)	1 (20%)
Health	99	27 (27%)	63 (64%)	9 (9%)
Higher Educ Coord Board	12	0	10 (83%)	2 (17%)
Housing Finance Agency	11	4 (36%)	5 (45%)	2 (18%)
Human Rights	9	1 (11%)	7 (78%)	1 (11%)
Human Services				
Metro	245	33 (13%)	177 (72%)	35 (14%)
Outstate	577	68 (12%)	464 (80%)	45 (8%)
Iron Range Res & Rehab Bd	20	1 (5%)	19 (95%)	0
Jobs & Training				
Metro	100	26 (26%)	71 (71%)	3 (3%)
Outstate	35	6 (17%)	27 (77%)	2 (6%)
Labor & Industry	49	14 (29%)	26 (53%)	9 (18%)

1987 COMPLIANCE ANALYSIS: ELIGIBLE LIST HIRES (continued)

<u>DEPARTMENT</u>	<u>TOTAL OPPORTUNITIES</u>	<u>AFFIRMATIVE ACTION HIRES</u>	<u>JUSTIFIED HIRES</u>	<u>MISSED OPPORTUNITIES</u>
Military Affairs	52	7 (13%)	36 (69%)	9 (17%)
Natural Resources				
Metro	88	13 (15%)	58 (66%)	17 (19%)
Outstate	148	14 (9%)	118 (80%)	16 (11%)
Pollution Control	128	10 (8%)	114 (89%)	4 (3%)
P.E.R.A.	4	0	4 (100%)	0
Public Safety	110	25 (23%)	72 (65%)	13 (12%)
Public Service	22	8 (36%)	12 (55%)	2 (9%)
Public Util Commission	7	3 (43%)	4 (57%)	0
Revenue	185	54 (29%)	126 (68%)	5 (3%)
Secretary of State	17	1 (6%)	11 (65%)	5 (29%)
State Planning Agency	7	3 (43%)	4 (57%)	0
State University System				
Metro	16	3 (19%)	13 (81%)	0
Outstate	194	21 (11%)	145 (75%)	28 (14%)
Trade & Economic Develop	30	7 (23%)	18 (60%)	5 (17%)
Transportation				
Metro	205	34 (17%)	142 (69%)	29 (14%)
Outstate	275	38 (14%)	193 (69%)	44 (16%)
Treasurer	1	0	1 (100%)	0
Veterans Affairs	108	18 (17%)	72 (67%)	18 (17%)
Voc Tech Educ Board	20	6 (30%)	13 (65%)	1 (5%)
Water Resources Board	12	4 (33%)	8 (67%)	0
Zoo	<u>34</u>	<u>12 (35%)</u>	<u>20 (59%)</u>	<u>2 (6%)</u>
<u>TOTAL</u>	<u>3,465</u>	<u>604 (17%)</u>	<u>2,479 (71%)</u>	<u>382 (11%)</u>

ALTERNATIVE AFFIRMATIVE ACTION HIRING PROCESS

A large number of state positions are filled without the use of a certification list, and agencies can use these alternative procedures as an additional way to hire affirmatively. In many cases, these positions offer a point of entry into state service which can assist the protected group member in gaining job skills, experience and knowledge of the state hiring process.

"Non-list hires," as shown below, includes labor service appointments, provisional appointments, exceptional appointments, intergovernmental transfers, temporary appointments, unclassified Rule 10 appointments, statutory unclassified appointments, trainees, interns, and work study student appointments, reinstatements, qualified handicapped program appointments, routine service appointments, shortage occupation appointments, non-competitive promotional appointments, appointments from a layoff list, interagency agreements, movement from the unclassified to classified service, working training, and other non-list appointments. This list does not include emergency or academic appointments.

This list should not be considered a clear measurement of an agency's performance on non-list hires for two reasons. First, the protected group members hired via the non-list process may include situations where the agency is not disparate, such as hiring white female employees for clerical positions. Second, the total of non-list hires includes some duplication, such as multiple extensions of a temporary appointment for a single individual.

The list does provide some information about agencies with relatively large numbers of non-list hires, and some information about agencies' efforts to hire affirmatively through this alternative process. These data will be further assessed in future years.

ALTERNATIVE AFFIRMATIVE ACTION HIRING RESULTS:
NON-LIST AFFIRMATIVE ACTION HIRES

1987

<u>DEPARTMENT</u>	<u>TOTAL NON-LIST HIRES</u>	<u>PROTECTED GROUP MEMBERS HIRED VIA NON-LIST PROCESS</u>	<u>% PROTECTED GROUP MEMBERS</u>
Administration	187	52	28
Administrative Hearings	5	3	60
Agriculture	103	30	29
Animal Health Board	3	1	33
Attorney General	122	61	50
Auditor	45	13	29
Commerce	60	29	48
Community College System			
Metro	138	88	64
Outstate	75	29	39
Corrections			
Metro	356	115	32
Outstate	328	83	25
Education	74	31	42
Employee Relations	74	46	62
Faribault Residential Academy	22	10	45
Finance	22	14	64
Health	170	73	43
Higher Educ. Coord. Bd.	38	0	0
Housing Finance Agency	37	21	57
Human Rights	16	0	0
Human Services			
Metro	362	198	55
Outstate	958	430	45
Iron Range Res. & Rehab. Bd.	200	58	29
Jobs & Training	492	294	60
Labor & Industry	138	74	54
Military Affairs	116	25	22
Natural Resources			
Metro	366	120	33
Outstate	1,641	640	39
Pollution Control Agency	160	71	44
Public Employees Ret. Assn.	21	11	52
Public Safety	368	120	33
Public Service	24	11	46
Public Utilities Commission	13	10	77
Revenue	290	128	44
Secretary of State	29	20	69
State Planning Agency	51	20	39
State University System			
Metro	89	49	55
Outstate	350	135	39
Trade & Economic Development	163	65	40
Transportation			
Metro	617	196	32
Outstate	874	231	26
Treasurer	5	2	40
Veterans Affairs (Includes Veterans Homes)	142	83	58
Vo-Tech Education Board	34	17	50
Zoo	<u>108</u>	<u>45</u>	<u>42</u>
TOTAL	9,486	3,752	(40%)

AGENCIES RECOGNIZED FOR THEIR AFFIRMATIVE ACTION ACCOMPLISHMENTS

State law requires the Department of Employee Relations to recognize agencies that have made significant and measurable progress toward achieving affirmative action objectives. The eight agencies listed below are recognized for their performance in calendar year 1987. Recognition is provided for agencies with a record of 35% or more affirmative action hires made through the list process. In addition, these eight agencies demonstrated significant selection of protected group members from alternative hiring procedures, reaffirming their commitment to affirmative action in state government.

<u>Agency</u>	<u>List</u>	<u>Non-List</u>
Administrative Hearings	38%	60%
Agriculture	40%	50%
Education	40%	42%
Housing Finance Agency	36%	57%
Public Service	36%	46%
Public Utilities Commission	43%	77%
State Planning Agency	43%	39%
Zoo	35%	42%

AGENCIES OUT OF COMPLIANCE IN 1987

The law requires the Department of Employee Relations to report on agencies which are out of compliance with affirmative action requirements. The five agencies listed below are out of compliance for 1987.

<u>Agency</u>	<u>Reason for Non-Compliance</u>
Auditor	Failure to justify non-affirmative action hire in 25% or more of the appointments made (62% non-justified appointments) - M.S. 43A.191, subd. 3(b).
Community College System	Failure to submit an affirmative action plan for approval - M.S. 43A.19, subd. 2; failure to comply with M.S. 43A.192 which requires agencies with over 1,000 employees to hire a full-time affirmative action officer.
Jobs & Training	Failure to submit an affirmative action plan for approval - M.S. 43A.19, subd. 2.
Secretary of State	Failure to justify non-affirmative action hire in 25% or more of the appointments made (29% non-justified appointments) - M.S. 43A.191, subd. 3(b). Failure to submit an affirmative action plan for approval - M.S. 43A.19, subd. 2.
State Board of Vocational-Technical Education	Failure to submit an affirmative action plan for approval - M.S. 43A.19, subd. 2.

*All agencies out of compliance have made a commitment to develop a comprehensive Affirmative Action Plan and achieve compliance for 1988.



Proclamation

WHEREAS: The State of Minnesota has had a formal commitment to equal opportunity since 1972; and

WHEREAS: Discrimination means unfair treatment, whether intentional or unintentional, based on protected characteristics; and

WHEREAS: Equal Employment Opportunity is a non-discrimination policy, the policy of basing all personnel decisions solely on individual merit of applicants and employees related to the specific job qualifications without regard to protected characteristics; and

WHEREAS: Affirmative action emphasizes the positive, active steps needed to bring about change rather than a passive attitude of simple non-discrimination; and

WHEREAS: In 1987 the Governor and the Legislature again strengthened the state's affirmative action program by increasing the number of protected group candidates referred to in agencies with disparities in their workforces for hiring consideration; and

WHEREAS: To monitor the state's affirmative action program the Governor has appointed an Affirmative Action Council, which meets at least four times a year and includes the Lieutenant Governor (Chair), Attorney General, Commissioner of Human Rights, Commissioner of Employee Relations and the State Director of Equal Opportunity; and

WHEREAS: The Department of Employee Relations/Equal Opportunity Division and the statewide Affirmative Action Committee endeavor to provide the first statewide conference on affirmative action for state employees;

NOW, THEREFORE, I, Rudy Perpich, Governor of the State of Minnesota, do hereby proclaim September 16 and 17 to be

AFFIRMATIVE ACTION IN STATE GOVERNMENT DAYS

in Minnesota.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the State Capitol this eighth day of September in the year of our Lord one thousand nine hundred and eighty-seven, and of the State the one hundred twenty-ninth.


GOVERNOR


SECRETARY OF STATE



EXECUTIVE ORDER NO. 85-12

**PROVIDING FOR A STATE
AFFIRMATIVE ACTION COUNCIL**

I, RUDY PERPICH, 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, the State of Minnesota is committed to equal employment opportunity throughout state government; and

WHEREAS, the State of Minnesota is directed by federal law and by state law to formulate an affirmative action program to provide equal employment opportunity in state government; and

WHEREAS, the State of Minnesota has a responsibility to ensure the optimum use of the state's human resources and to maintain a workforce which reflects the diversity of the state's population; and

WHEREAS, affirmative action should be monitored at the highest levels of state government;


NOW, THEREFORE, I order that:

1. There is hereby created an Affirmative Action Council to monitor the State's Affirmative Action Program and to advise the Governor and the Legislature on equal employment opportunity.
2. The Council shall be composed of the following:
 - a. Lieutenant Governor
 - b. Attorney General
 - c. Commissioner of Human Rights
 - d. Commissioner of Employee Relations
 - e. State Director of Equal Opportunity.
3. The Lieutenant Governor shall serve as Chairperson of the Council.
4. Duties of the Council:
 - a. The Council shall monitor the State's Affirmative Action Program, identify issues needing attention by the state, and make policy recommendations to the Governor.
 - b. The Council shall meet at least four times each year.
 - c. The Council shall prepare an annual report assessing the performance of the state government and the operating agencies in the area of affirmative action. The report shall also identify barriers to the full utilization of all protected groups. The report shall be presented to the Governor no later than March 1st of each year.

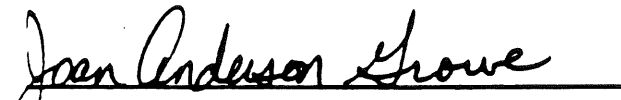
5. Administrative Provisions: The Department of Employee Relations shall provide staff support as deemed necessary for the Council to fulfill its duties.

Pursuant to Minnesota Statutes 1982, Section 4.035, this Order shall be effective 15 days after publication in the State Register and filing with the Secretary of State and shall remain in effect until it is rescinded by proper authority or it expires in accordance with Section 4.035, Subdivision 3.

IN TESTIMONY WHEREOF, I hereunto set my hand this 31st day of May, 1985.

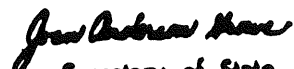

RUDY PERPICH
Governor

Filed ... to Law:


JOAN ANDERSON GROVE
Secretary of State

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

MAY - 2 1985


Secretary of State



EXECUTIVE ORDER NO. 86-10

**PROVIDING FOR THE ESTABLISHMENT
OF DATA COLLECTION PRACTICES BY
VARIOUS STATE DEPARTMENTS OF
MINORITY INDIVIDUALS IN MINNESOTA**

I, RUDY PERPICH, 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, the number of persons of Hispanic, Black, Asian-Pacific, and Indian descent in Minnesota may have been differentially and significantly undercounted in the 1980 Decennial Census; and

WHEREAS, state and local governmental bodies rely on these figures to plan, develop and implement programs and services to address the issues and concerns affecting persons of Hispanic, Black, Asian-Pacific, and Indian descent; and

WHEREAS, Minnesota's Hispanic, Black, Asian-Pacific, and Indian descent residents have made significant contributions to enrich this state's society and culture; and

WHEREAS, a disproportionate number of persons of Hispanic, Black, Asian-Pacific, and Indian descent suffer from racial, social, economic and political discrimination and are denied opportunities which would enable them to improve their socioeconomic, educational and political well-being; and

WHEREAS, improved evaluation of the economic and social status of persons of Hispanic, Black, Asian-Pacific, and Indian descent will assist state and local governments and other organizations in the accurate determination of the unique and specific needs, issues and concerns of these citizens; and

WHEREAS, the commitment of state government and private resources can only occur when there is an accurate and precise assessment of ;

NOW, THEREFORE, I hereby order that:

1. The establishment of a minority data collection process be implemented by the State Planning Agency to develop methods for improving and expanding the collection, analysis and publication of data relating to persons of Hispanic, Black, Asian-Pacific, and Indian descent.
2. The various executive departments under my control and authority shall collect and publish regularly statistics which indicate the social, health, employment, housing, education, and economic conditions of individuals of Hispanic, Black, Asian-Pacific, and Indian descent residing in Minnesota.
3. The State Planning Agency, in cooperation with the councils established by Minnesota Statutes, Sections 3.922, 3.9223, 3.9225, and 3.9226, and with other appropriate state, regional, and local data gathering organizations develop a statewide program for the collection analysis and publication of data with respect to individuals of Hispanic, Black, Asian-Pacific, and Indian descent or origin.
4. The State Planning Agency, in cooperation with the U.S. Bureau of the Census, appropriate state and local agencies,

and minority community leaders of the State of Minnesota develop and implement methods to improve the enumeration of Hispanic, Black, Asian-Pacific, and Indian Minnesotans in the 1990 and subsequent decennial census.

5. The State Planning Agency shall ensure, in cooperation with the councils created by Minnesota Statutes, Sections 3.922, 3.9223, 3.9225, and 3.9226, that during these data collecting activities, the needs and concerns of the Hispanic, Black, Asian-Pacific, and Indian populations are given full recognition through the use of appropriately designed questionnaires or other survey methods as are deemed to be appropriate.


Pursuant to Minnesota Statutes, Section 4.035, this Order shall be effective fifteen (15) days after publication in the State Register and filing with the Secretary of State and shall remain in effect until rescinded by proper authority or it expires in accordance with Minnesota Statutes, Section 4.035, Subdivision 3.

IN TESTIMONY WHEREOF I have set my hand this 16th day of September, 1986.



RUDY PERPICH
Governor

Filed According to Law:


JOAN ANDERSON GROWE
Secretary of State



EXECUTIVE ORDER NO. 86-11

**PROVIDING FOR ESTABLISHMENT OF
THE GOVERNOR'S COUNCIL ON THE
MARTIN LUTHER KING, JR. HOLIDAY**

I, RUDY PERPICH, 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, Martin Luther King, Jr. dedicated his life to achieving racial equality through nonviolent social change; and

WHEREAS, all Americans and Minnesotans have been touched by the work of Dr. King; and

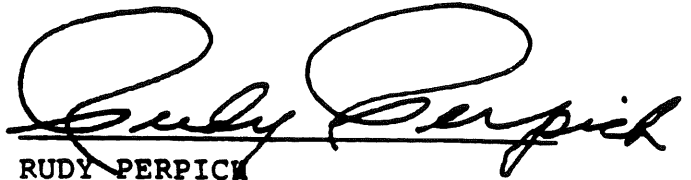
WHEREAS, a Minnesota State Council will keep Dr. King's dream of nonviolence, freedom, justice and equality alive;

NOW, THEREFORE, I hereby order that:

1. The Governor's Council on the Martin Luther King, Jr. Holiday be created. The Council will consist of fifteen members, including a chair appointed by the Governor of the State of Minnesota.

PURSUANT to Minnesota Statutes, Section 4.035, this Order shall be effective fifteen (15) days after publication in the State Register and filing with the Secretary of State and shall remain in effect until rescinded by proper authority or it expires in accordance with Minnesota Statutes, Section 4.035, Subdivision 3.

IN TESTIMONY WHEREOF I have set my hand this eighteenth day of September, 1986.



RUDY PERPICH
Governor

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JOAN ANDERSON GROWE
Secretary of State

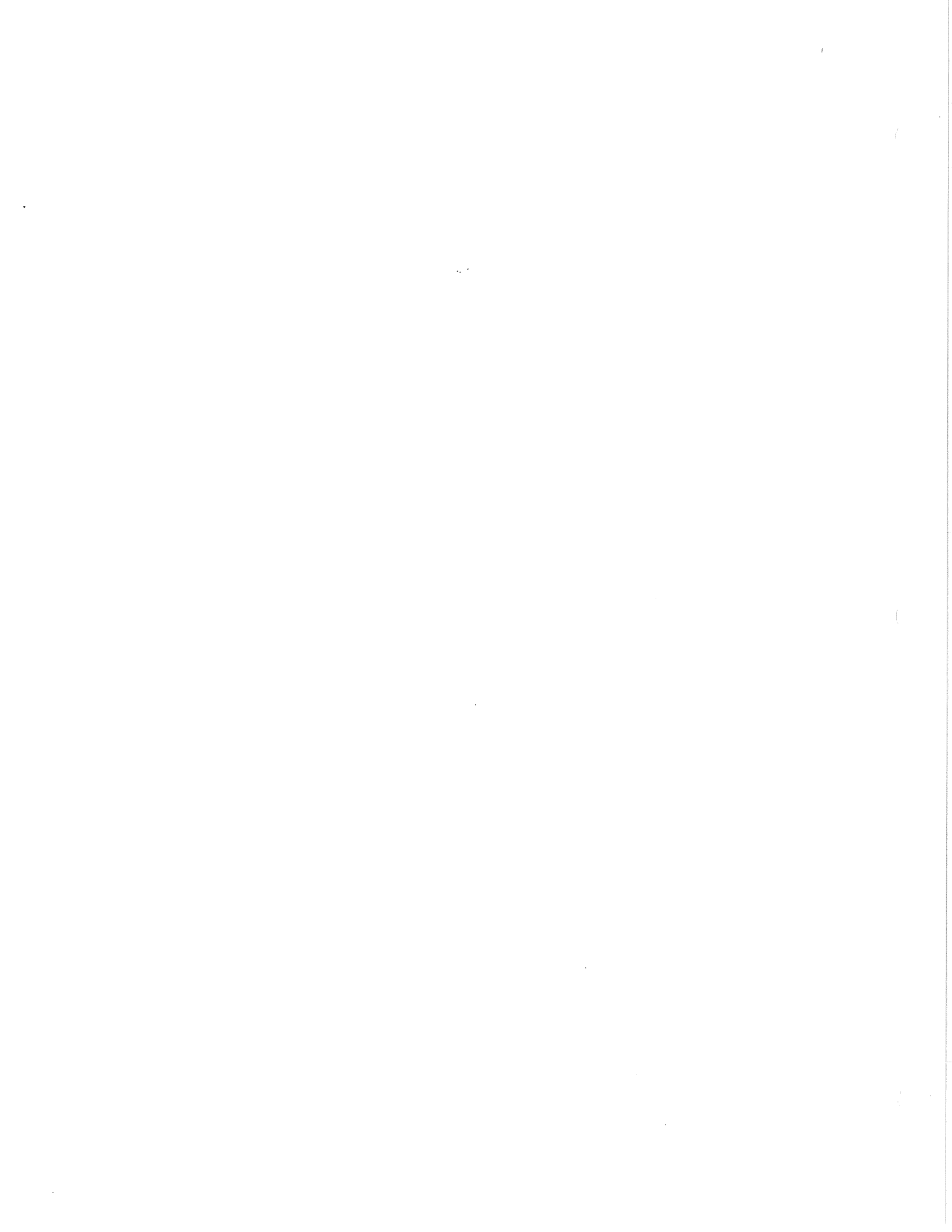
PRELIMINARY DATA

MINNESOTA STATE SURVEY 1987: DISABILITIES

Using the definition, "A disability is a physical or mental impairment which substantially limits a major life activity such as walking, seeing, or hearing," responses were as follows:

• Percent of households with a disabled person:	14.6%
• Percent of households with a disabled person between the ages of 18 and 64:	9.4%
• Percent of households with a disabled person in the labor force (that is, employed or actively seeking employment):	6.5%
• Percent of households <u>with</u> a disabled person, and income below \$25,000:	52.6%
• Percent of households <u>without</u> a disabled person, and income below \$25,000:	36.6%
• Percent of households with a disabled person in the seven county metro area:	51.8%
• Percent of disabled persons with the following disabilities:*	
Mobility	67.0%
Hearing	25.0%
Vision	17.0%
Mental Functioning	16.0%
Something Else	18.0%

*Adds to more than 100% because of multiple disabilities.



AFFIRMATIVE ACTION SURVEY RESULTS

Last fall, affirmative action surveys were sent to all Agency Heads and Affirmative Action Officers to aid in monitoring and improving the state's affirmative action program as mandated by the 1985 legislature. Following are the major findings:

Results of Agency Head Questionnaire

- A large majority have Affirmative Action Officers reporting to them on all areas listed (e.g., policy plan preparation, conflict resolution, goal setting, and workforce analysis).
- Only about half of agencies have AA committees.
- Very few have a funding line item for AA.
- Large majority of agency heads think the current classification of the Affirmative Action Designee for that agency is okay.

Results of AAO Questionnaire

- N = 177
- Job duties - A majority of those noting percent of time for affirmative action had less than 15% for AA.
- Three-fourths had authority to resolve disputes, and three-fourths were confidential supervisory employees.
- Suggestions for change included:
 - More recruitment, get more protected group members on lists.
 - Open continuous or more frequent testing.
 - Many say the system works well as is.
- What skills would AAOs like to improve?
 - Knowledge of state AA goals, policies, rationale.
 - Legislative and legal updates.
 - Complaint investigation.
 - Guidelines, procedures, reporting requirements.
 - Persuasiveness in working with agency managers and supervisors.
 - Recruitment techniques.
 - Time management.
- What do AAOs find rewarding?
 - Positive relationships.
 - Seeing system work the way it should.
 - Conflict resolution.

Information collected will be used to determine the effectiveness of State selection and referral processes and the effectiveness of the State Affirmative Action Program. Results will be audited as required by M.S. 43A.191.

Agency	Dept./Div.	Goal Unit/Barg Unit	Requisition #
Class	Code	Class Certified (if different)	Code
			Selective Cert D A

AGENCY ANALYSIS OF CERTIFICATION/SELECTION PROCESS

	Disparity	# Individuals on All Certs	# Attempted to Contact	# Interested	# Interviewed and/or Further Tested	Withdrawn/Declined Offer	Appt'd: #
Female							
Minority							
Handicapped							
Vietnam Vet							

Date(s) of Appointment(s)

WORKFORCE DISPARITY/OPPORTUNITY ACTION INFORMATION: Complete this section only if there is a check under one or more of the protected groups listed in the Disparity Column above and if no member of those disparate groups was appointed.

1. Followed pre-hire review process? Yes. No Explain _____
2. Check reason(s) a member of a disparate group was not appointed:
 - A. No members of disparate groups were certified.
 - B. Disparate group member(s) failed to pass mandatory job requirements given prior approval by DOER.
 1. Typing/Steno test
 2. Licensure/Certification
 3. Selective certification criteria: define _____
 - C. Certified members of disparate groups responded that they were not interested in the job or failed to respond to letters about the position.
 - D. Appointment made from layoff list as required by collective bargaining agreement.
 - E. Seniority article of contract applied.
 1. More senior employee had permanent/probationary status.
 2. More senior employee had been serving on temporary appointment.
 - F. Incumbent appointed to position changed in allocation.
 - G. Appointed worker's compensation referral.
 - H. Agency no longer has disparity.
 - I. Current employee appointed from attached certification to avert a layoff. Explain on reverse.
 - J. The only disparate group members available for appointment are in same goal unit (bargaining unit within geographic area) as vacancy and their appointment would not help meet affirmative action goals.
 - K. Unable to make reasonable accommodation to applicant's handicap. Explain on reverse.
 - L. Grievance or arbitration settlement. Attach copy of settlement.

NOTE: Reasons A-L above are justification for failure to make an affirmative action hire (appointment of a member of a protected group for which an agency has a disparity in the goal unit - see Personnel Rules) in determining compliance with affirmative action requirements of M.S. 43A.191, Subdivision 3.

Personnel Officer	Date	Affirmative Action Officer	Date
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This form, completed and signed, must accompany any appointment made from the attached certification report and be returned to the Dept. of Employee Relations.

