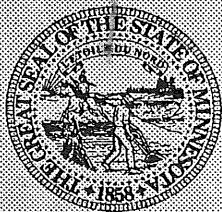




State of
Minnesota
DEPARTMENT
OF EMPLOYEE
RELATIONS

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ANNUAL AFFIRMATIVE ACTION REPORT - 1990



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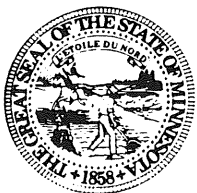
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SECTION 1

Statements



STATE OF MINNESOTA

OFFICE OF THE GOVERNOR

ST. PAUL 55155

RUDY PERPICH
GOVERNOR

March, 1990

The combined efforts of the Governor's Affirmative Action Council, the Statewide Affirmative Action Committee, the Department of Employee Relations' Equal Opportunity Division, all department heads, managers and supervisors have resulted in positive changes in the state's workforce.

In the past decade we have assisted in the development of agency affirmative action plans, implementation of expanded hiring lists and a monitoring system.

We have now developed new training programs on Cultural Diversity and Sexual Harassment Prevention. New tools needed to create and maintain a richly diverse workforce have been custom made by state employees for state employees.

We can achieve a totally diverse workforce by using those tools to teach ourselves to lean toward change and prepare for the workforce 2000.

Sincerely,

A handwritten signature in cursive script that reads "Rudy Perpich".

RUDY PERPICH
Governor

Statement from Commissioner Rothchild

As we submit our annual report on affirmative action in state government employment, I once again want to reaffirm our strong commitment to the principles of equal employment opportunity for all Minnesotans.

This past decade has brought an increasing diversity to the state's workforce. The decade of the 1990's will bring even greater changes. Estimates are that by the year 2000, over three quarters of new job entrants will be women and minorities.

In the years ahead, our challenge will be to provide a work environment that is free from any form of harassment or discrimination. We will need to tap the talents and perspectives of those whose life experiences are different from our own, and to celebrate our differences as well as our similarities.



Nina Rothchild
Commissioner
Minnesota Department of Employee Relations

Statement from the Equal Opportunity Director

The year 1990 represents the beginning of a new decade. The past decade brought many changes in affirmative action. Information and monitoring systems were developed using sophisticated electronic systems. Accommodation procedures for people with disabilities were developed. Pay equity was implemented. And legislation passed requiring this division to monitor the seven metropolitan area agencies as well as state agencies.

In the next decade, we plan to focus on training and education strategies that will help create a hospitable, multicultural work environment. We want all state employees to learn to deal effectively with sexism, racism and other forms of prejudice. The workforce must become a barrier-free learning environment where all employees understand and appreciate the diversity of coworkers. When that happens, the state will have a more effective workforce, ready for the challenges of a new century.



Elsa Vega-Perez
Equal Opportunity Director
Minnesota Department of Employee Relations

SECTION 2

Overview of Minnesota's Affirmative Action Program

Overview of Minnesota's Affirmative Action Program

GOAL

The goal of the statewide affirmative action program is stated in statute:

"To assure that positions in the executive branch of the civil service are equally accessible to all qualified persons and to eliminate the underutilization of qualified members of protected groups."

In order to achieve this goal, a number of requirements have been put in place and various programs established to assist agencies in meeting those requirements.

REQUIREMENTS

Statutes

M.S. 43A.19 establishes a statewide affirmative action program.

M.S. 43A.191 establishes agency affirmative action programs.

The Commissioner of Employee Relations must adopt and periodically revise the statewide affirmative action program to include:

- Long-range objectives and interim goals and policies.
- Procedures, standards and assumptions to be used by agencies in preparing agency affirmative action plans including goals and timetables to be established.
- Requirements for annual submission of an affirmative action progress report by agency heads.

The commissioner must designate a state Director of Equal Opportunity who may be delegated responsibility for preparing, revising, implementing and administering the statewide program.

Rules

The Department of Employee Relations has established rules through the Administrative Procedures Act (MN Rules Chapter 3905) regarding the statewide affirmative action program. The rules cover:

- Duties of agency heads
- Requirements for agency affirmative action plans
- Requirements for complaint procedures
- Requirements for goals and timetables
- Reporting requirements

Agency Plans

The commissioner of each agency in the executive branch must prepare an agency affirmative action program for the agency to be submitted to the Equal Opportunity Division by July 1st of each calendar year. Executive branch agencies with 25 or more employees must have plans which include:

- Official transmittal form, including identification of underrepresented groups in the agency's workforce.
- Statement of commitment from the agency head.

- Designation of those persons or groups responsible for directing and implementing the agency affirmative action program and the specific responsibility, accountability, and duties of each person or group.
- Methods by which the agency's affirmative action program is communicated internally and externally to employees and other interested persons.

- Internal procedures for processing complaints of alleged discrimination.

- Goals and timetables.

- Methods for developing programs and program objectives designed to meet affirmative action goals.
- Methods for auditing, evaluating, and reporting program success, including a procedure that requires a pre-employment review of all hiring decisions for goal units with unmet affirmative action goals.

- Provision for reasonable accommodations for applicants and employees with disabilities.
- Weather emergency notification plan for employees with disabilities.

- Building evacuation plan for disabled employees and other disabled people who may be in the building during evacuation.

Goal Setting

The Department of Employee Relations (DOER) must establish goals as a primary component of the statewide affirmative action plan.

Numerical goals for racial/ethnic group members and for women are set for each agency by bargaining unit or compensation plan, and by geographic location. Availability of these two protected groups is determined by a variety of sources such as U.S. Census data, educational enrollment, and statistics from licensing organizations.

Racial/ethnic group members represent 4.7% of the workforce in Minneapolis/St. Paul, 4.1% in the greater metropolitan area, and 1.5% outside the Twin Cities. Women represent 44.5% of the metropolitan area workforce, and 40.8% in non-metropolitan areas.

The goal for people with disabilities is 8.2% for each bargaining unit or compensation plan. In 1978, the Division of Vocational Rehabilitation of the Department of Jobs and Training conducted a survey to determine the prevalence of disabilities. The information from this survey serves as the data base for the goal for people with disabilities.

Pre-Hire Review

Each agency's affirmative action plan must include a pre-hire review process as stated in Minnesota Rules, Chapter 3905. When the goal for a specific occupational category is not being met and a vacancy occurs, the supervisor's hiring recommendation must be reviewed by the agency's affirmative action officer.

No offer for employment is to be made until the appointing authority and the department's affirmative action officer are satisfied with the reason for not hiring a member of the protected class.

Monitoring Agency Compliance

Under 1987 amendments to state law, an agency is considered out of compliance with affirmative action requirements if the agency "has not met its affirmative action goals, fails to make an affirmative action hire, or fails to justify its non-affirmative action hire in 25 percent or more of the appointments made in the previous calendar year."

The Equal Opportunity Division uses two methods to determine whether an agency is in compliance. First, the division tracks appointments from eligible lists established through civil service exams. And second, the division tracks non-list appointments.

List/Non-List Appointments

The tracking process includes these steps:

- 1) When an agency requests a certification list to fill a vacancy, DOER compares the agency's workforce to the goal for that goal unit to determine whether there is a disparity for protected groups.
- 2) If there is a disparity and protected group members are not within the top 20 (or 10) names, the certification is automatically expanded to include qualified protected group members, and a Protected Group Report form (PGR) is sent to the agency with the list. A copy of the standard form is included in an appendix to this report.

This document is the report of the Department of Employee Relations regarding executive branch affirmative action status for 1990.

- A program to recognize agencies which have made significant measurable progress toward achieving affirmative action objectives.
- Designation of any agencies failing to make affirmative action hires or justifying non-affirmative action hires in 25% or more of the appointments made during the previous calendar year as not in compliance with affirmative action requirements; and
- Agencies' rate of compliance with annual hiring goals:

The Commissioner of Employee Relations, through the Equal Opportunity Division staff and division director, must review and approve the plans submitted by all agencies. Additionally, the Director of Equal Opportunity must audit the record of each agency to determine the rate of compliance with annual hiring goals and evaluate the agency's progress toward affirmative action goals and objectives. A report with this information must be submitted to the Governor, the finance committee of the Senate, the appropriations committee of the House of Representatives, and the governmental operations committees of both houses of the legislature. The report must include:

Annual Report

The reporting process works very much like the process for list appointments except that it begins at step 3 since eligible lists are not involved. Non-list hires include, among others, the following appointment types: temporary, transfer, demotion, provisional, labor service, and unclassified. A copy of the monitoring form for non-list appointments is included in an appendix to this report.

Non-List Appointments

- 3) If the agency hires a protected group member, this decision is marked on the PGR form as an "affirmative action hire." This decision will help the agency meet its goals, and will be reflected in future statistical summaries.
- 4) If there is a disparity, but the agency fails to hire a protected group member, the agency must complete the PGR form explaining why the protected group member was not hired. The form includes a number of accepted "justifications" for this decision such as "appointment made from layoff list as required by collective bargaining agreement" or "agency no longer has disparity."
- 5) If the agency fails to hire affirmatively and cannot explain this decision by one of the justifications on the PGR form, the hiring decision is marked as a "missed opportunity" to hire affirmatively.

Programs to Assist Agencies in Meeting Affirmative Action Requirements

Through the Equal Opportunity Division and other divisions, the Department of Employee Relations operates a variety of programs to assist agencies in meeting affirmative action requirements.

Expanded Certification

When an agency has a vacancy, it requests a list of eligible candidates from the Department of Employee Relations. The department then generates a list of the top 20 names, in the case of a vacancy open to the general public, or 10 names in the case of a promotional vacancy limited to current state employees. If the agency is underrepresented for one or more protected groups, the list is checked to see whether there are protected group members among the top 10 or 20 candidates. If not, additional names are automatically added until there is a total of two names from each underrepresented group on the hiring list.

In order to be added to the certification list, protected group members must have achieved a passing score on the examination. Expanded certification allows an agency to consider qualified protected group members when the agency has an unbalanced workforce.

Recruitment

The Equal Opportunity Division staff provide specialized recruiting assistance to agencies within the limits of existing resources. EOD maintains a computerized resume bank to assist state agencies with affirmative action recruitment.

Assistance to Agencies

EOD staff advise agencies on a wide range of issues. If an agency's proposed affirmative action plan cannot be approved immediately, EOD staff assist the agency affirmative action officer in expanding or revising the plan so that it meets all legal requirements.

Training

EOD staff have developed two special training programs, offered centrally at the Department of Employee Relations and at agency locations around the state: "*Preventing Sexual Harassment*" for non-supervisory staff, and "*Managing People: Preventing Sexual Harassment*" for supervisory and managerial staff. Planning for a third program, "*Valuing Diversity*," is underway.

Special Services for People with Disabilities

EOD staff manage several programs to ensure equal opportunities for people with disabilities. In addition to the programs listed below, the division prepared *Disability: An Awareness and Resource Handbook* in 1989. This publication, available through the Minnesota Bookstore, provides helpful information for agencies, job applicants, and others.

Supported Work Program

The Supported Work Program includes all types of work. Supported workers differ from other state employees in three main respects:

1. Supported workers are allowed to demonstrate their job competence through on-the-job trial work experience of up to 700 hours.
2. They work in close coordination with their job coach to ensure that the requirements of the position are met.
3. Supported workers are permitted to "share" their job with up to two other workers.

Examination Accommodations

All applicants are provided an opportunity to indicate on the state job application form that they have a disability requiring accommodations in testing. Every effort is made to provide accommodations for those who need them.

700-Hour Program

In cases where an accommodation is impossible or unreasonable and the applicant is at a competitive disadvantage in the examining process, the applicant may qualify for the 700-Hour Program. This program provides up to 700 hours of trial work experience in lieu of a formal examination.

Worksite Accommodations

The Equal Opportunity Division advises agencies on providing reasonable accommodation to applicants and employees with disabilities in each phase of the personnel process, after hiring as well as before.

SECTION 3

Current Status of State Employment

Current Status of State Employment

The state workforce should represent all segments of the population of Minnesota. That is, protected group members should be represented in the workforce at least in proportion to their availability in the pool of potential employees. State law defines protected group members as women, racial and ethnic minorities, and people with disabilities.

As the graphs on the next pages show, the state has made considerable progress toward the goal of proportional representation.

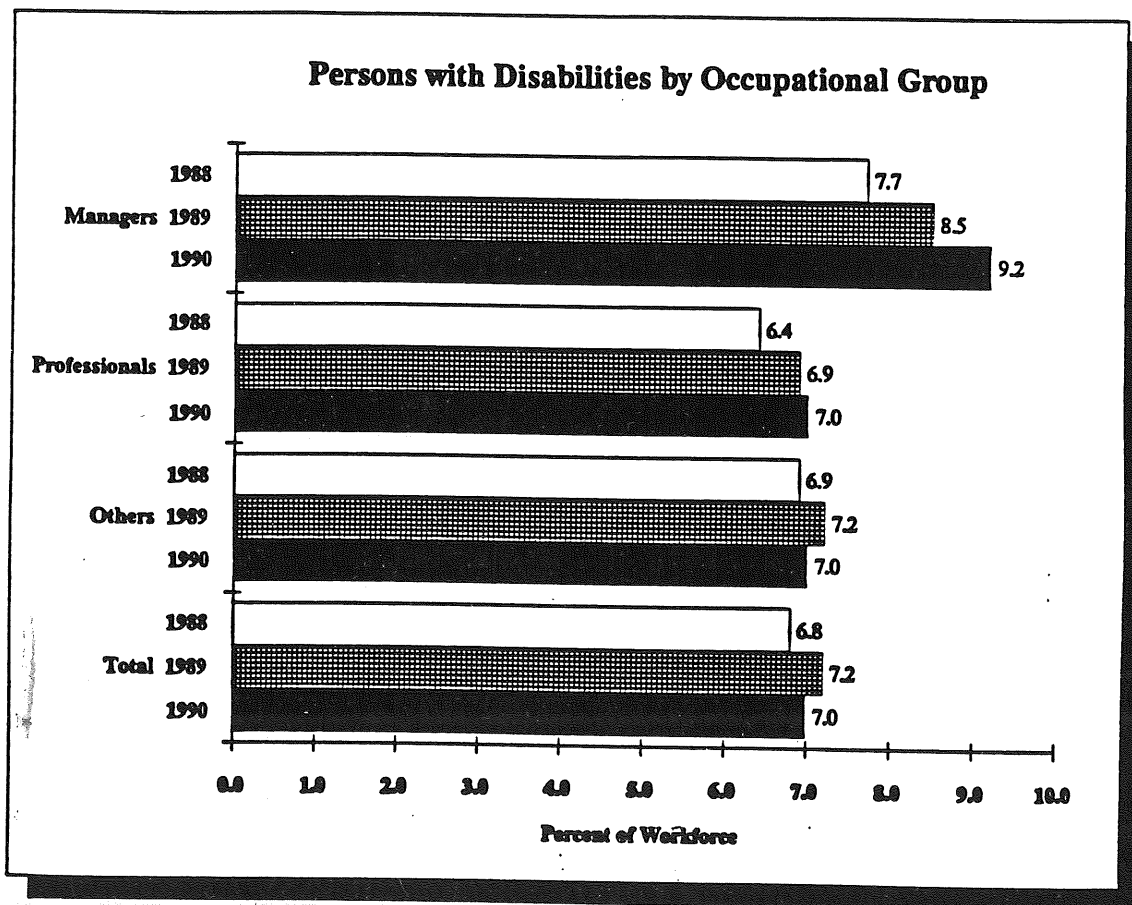
Though progress has been made, more needs to be done. The state must continue to aggressively reduce barriers, so that the workforce reflects the diversity that exists in our multi-cultural, multi-ethnic society.

Persons With Disabilities

Statewide Goal: 8.2%

The percentage of people with disabilities who hold managerial or professional jobs has increased over the past three years. In 1990, there were 87 managers with disabilities.

The state goal for people with disabilities is set at 8.2 percent based on data about the prevalence and types of disabilities in the state's population and labor force. These data are obtained from the Division of Vocational Rehabilitation, Minnesota Department of Jobs and Training.



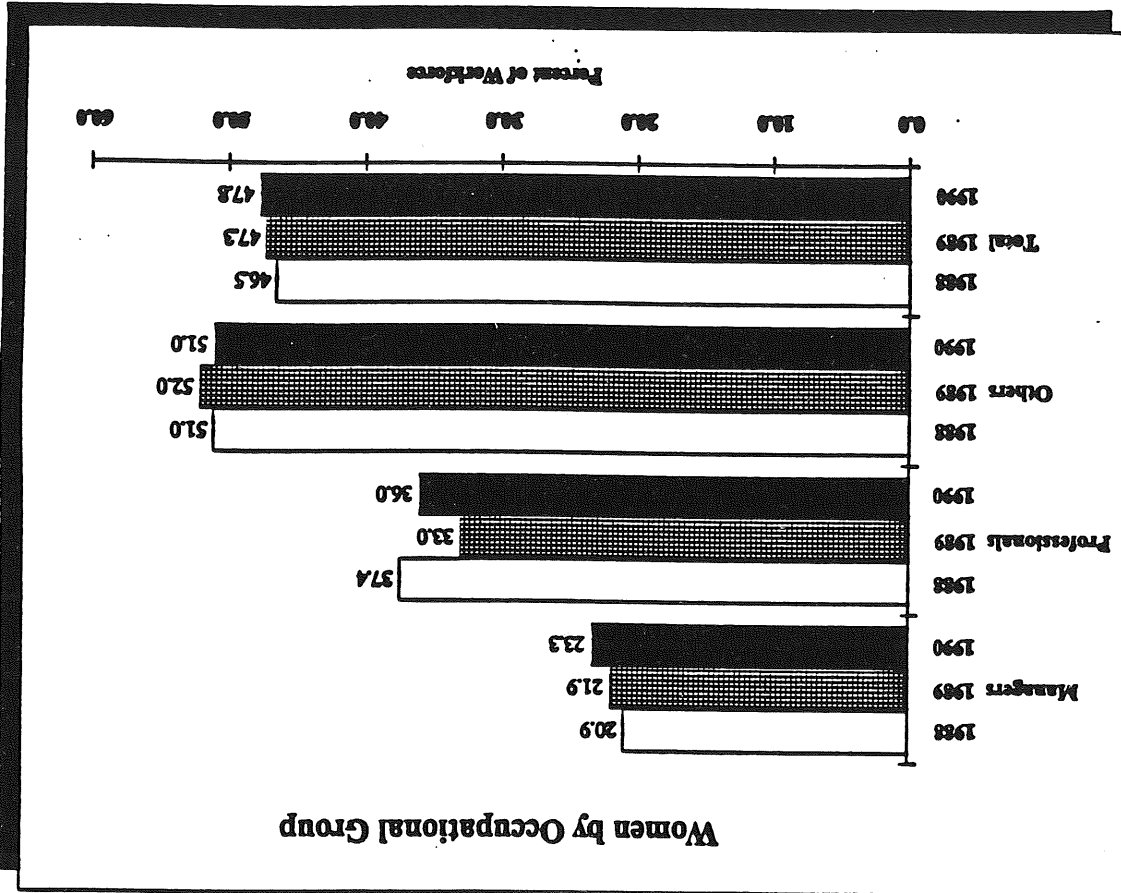
The appendix to this report includes 1990 data for people with disabilities in each state agency.

Women

Metro Goal: 44.5%
 Non-Metro Goal: 40.8%

Women have made progress in most categories of state employment. There has been a steady increase in the percentage of managers who are women, and continued progress (despite some fluctuation) in the percentage of professionals who are women. There were 220 female managers in the state service in 1990, including women in each racial/ethnic minority group.

According to the U.S. Census, women represent 44.5 percent of the labor force in the metropolitan area and 40.8 percent of the labor force in the rest of the state.



The appendix to this report includes 1990 data for women in each state agency.

Racial/Ethnic Minorities

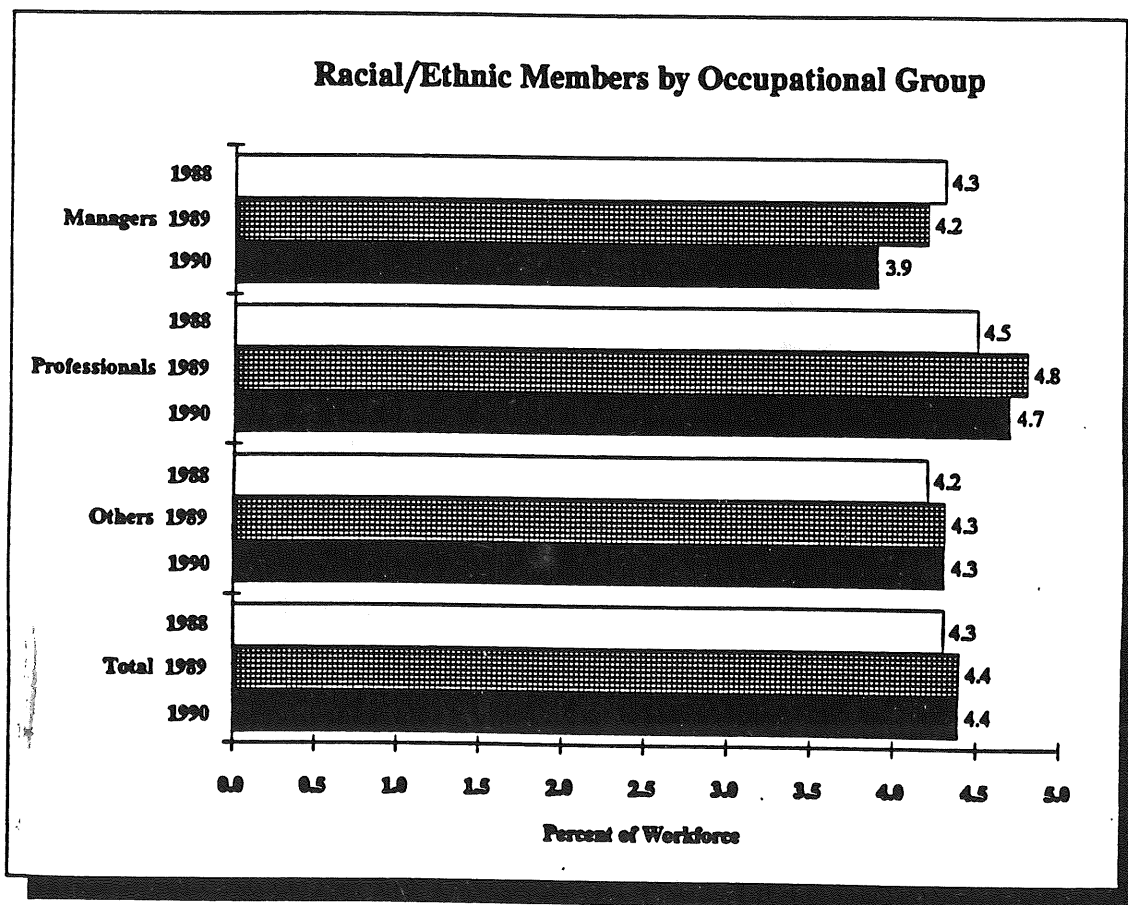
Metro Goal: 4.1%

Non-Metro Goal: 1.5%

Racial/ethnic minority group members have maintained their overall percentage in the state's workforce. Their percentages among managers have declined, representing a drop from 38 minority managers in 1989 to 37 in 1990. A similar decline occurred for minorities in professional jobs.

The following pages show changes in the state service for each of the racial/ethnic minority groups over the last three years.

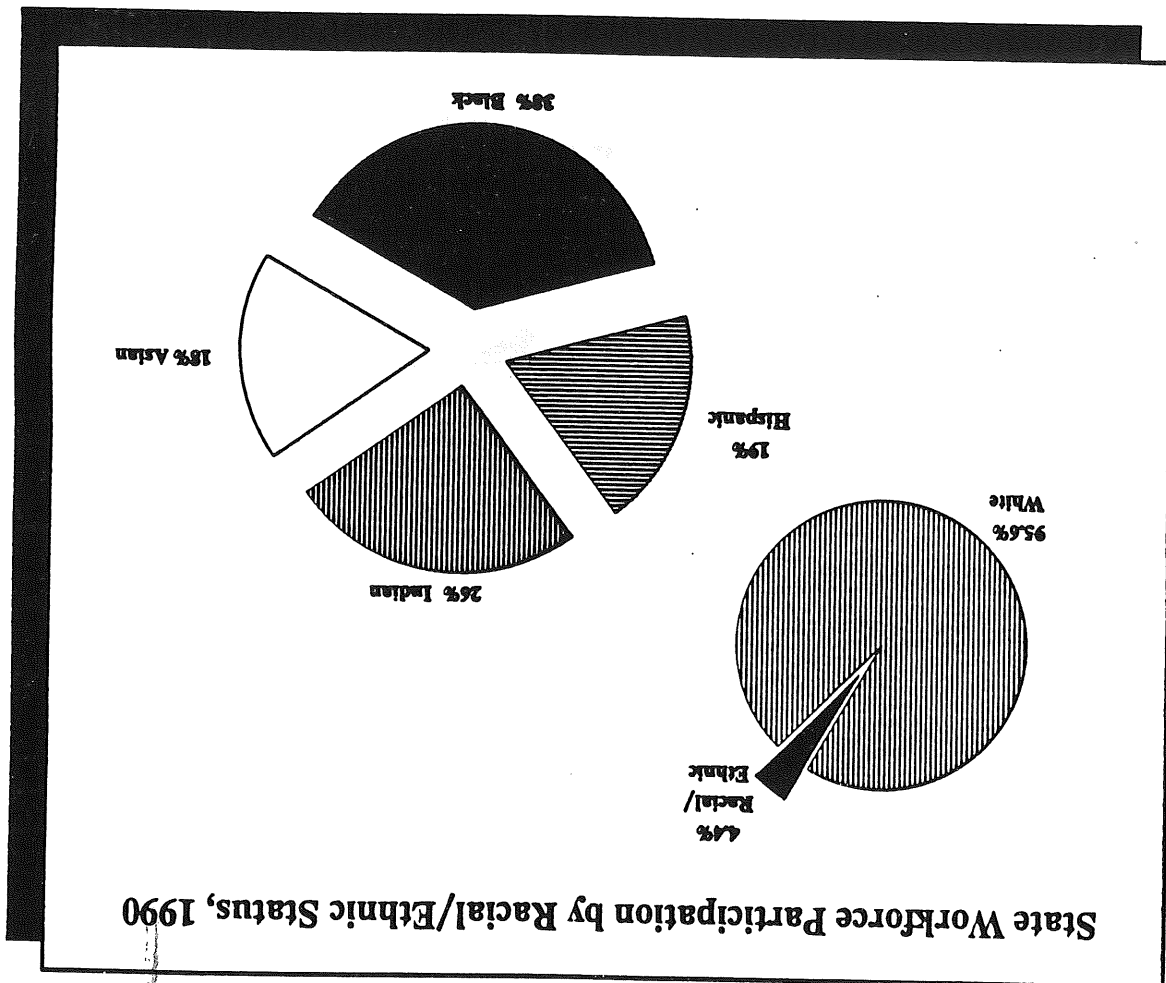
The Minnesota labor force, according to the U.S. Census, is 4.1 percent minority in the metro area and 1.5 percent minority in the rest of the state. State goals are set by three geographic regions: 4.7 percent for the Twin Cities, 4.1 percent for the metro area, and 1.5 percent for the rest of the state.



The appendix to this report includes 1990 data for racial/ethnic minorities in each state agency.

Individual Racial/Ethnic Minorities

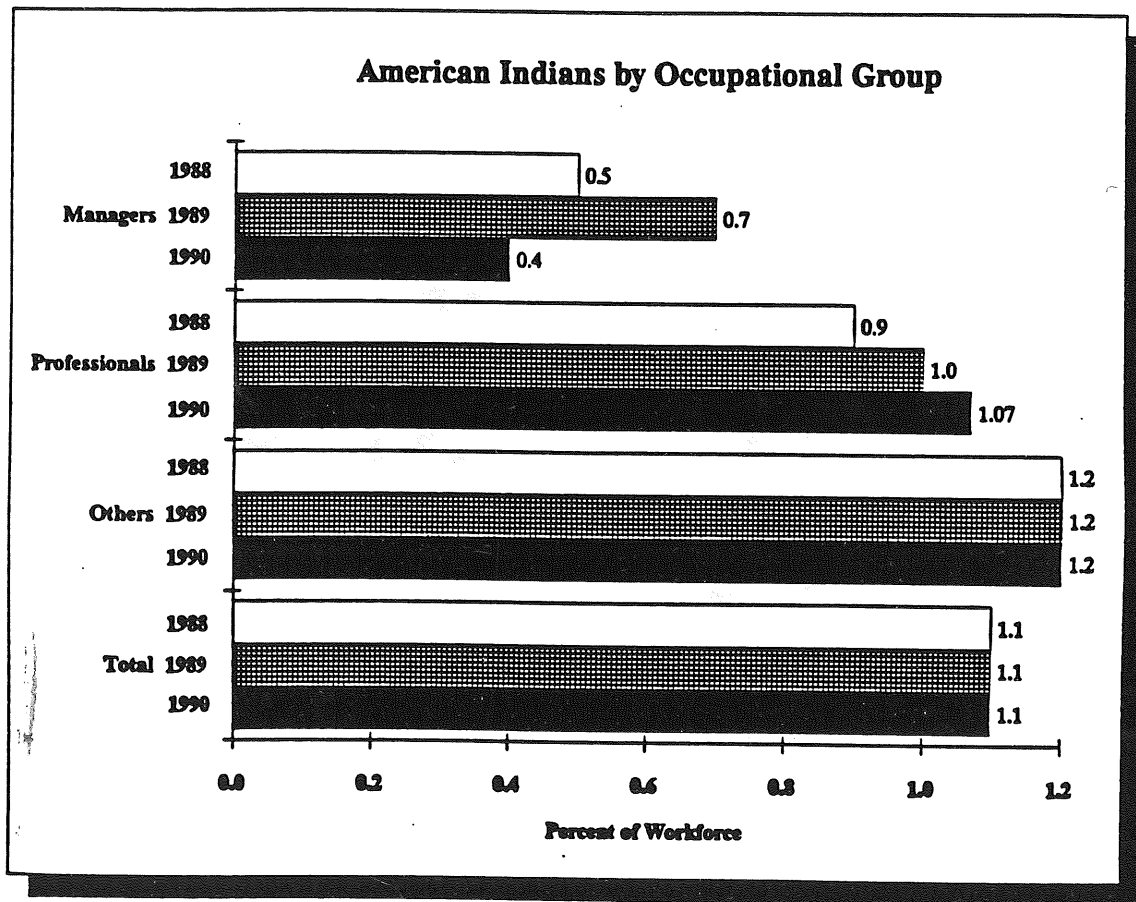
Racial/ethnic minorities make up 4.4 percent of the state's workforce. The chart below shows how individual minority groups are represented within that percentage.



American Indians

The percentage of state managers who are American Indians decreased in the last year, reflecting a drop from 6 to 4 managers in this group. Over the past two years, there have been small but steady increases in the percentage of American Indian professionals. The percentage of all state employees who are American Indians has not changed in this period.

American Indians make up 0.9 percent of Minnesota's population, according to the 1980 U.S. Census, and 1.1 percent according to more recent information from the Minnesota Indian Affairs Council.

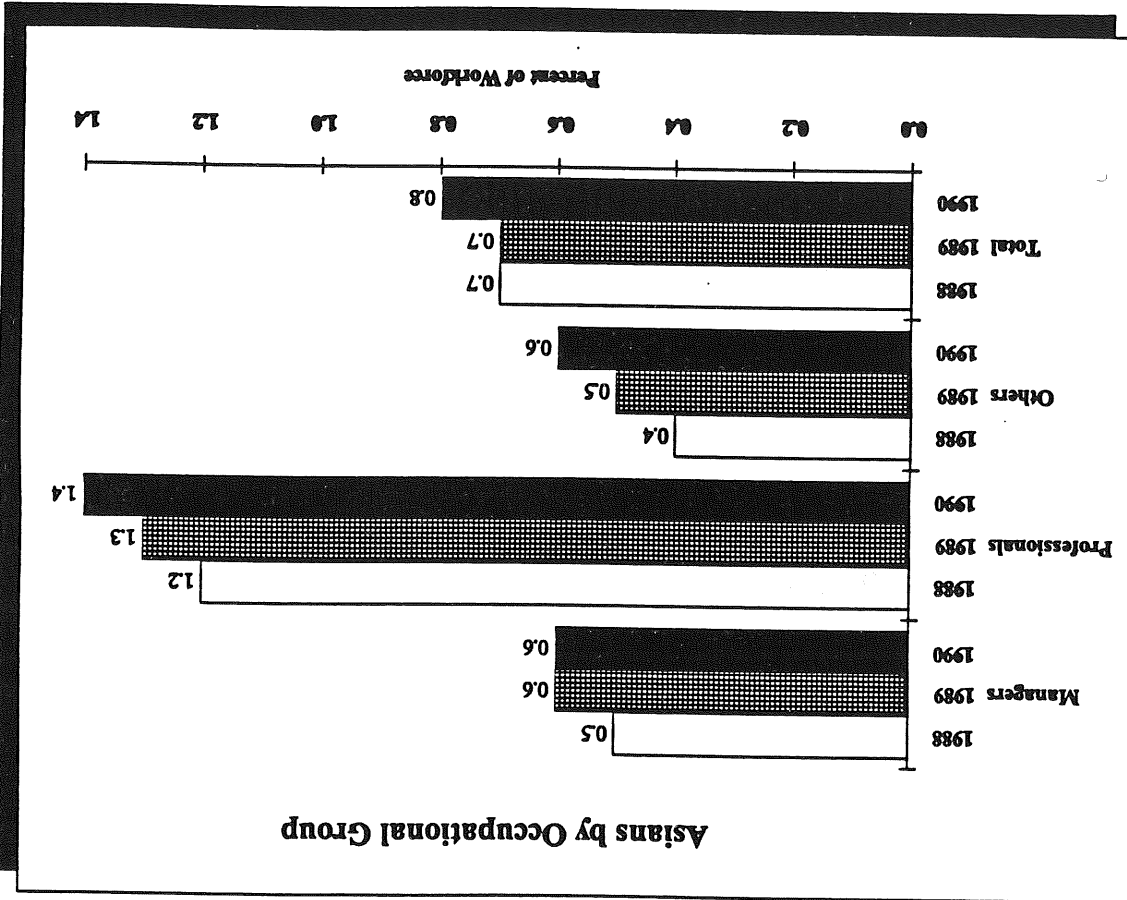


The appendix to this report includes 1990 data for American Indian employees in each state agency.

Asian-Pacific Islanders

The percentage of state managers who are Asian-Pacific Islanders remained unchanged in the last year. There are now 6 Asian-Pacific managers in the state service. This group's representation among professionals, and among all state employees, has increased over the last two years.

Asian-Pacific Islanders make up 0.7 percent of the state's population, according to the 1980 U.S. Census, and 1.3 percent according to recent information from the Council on Asian-Pacific Minnesotans.

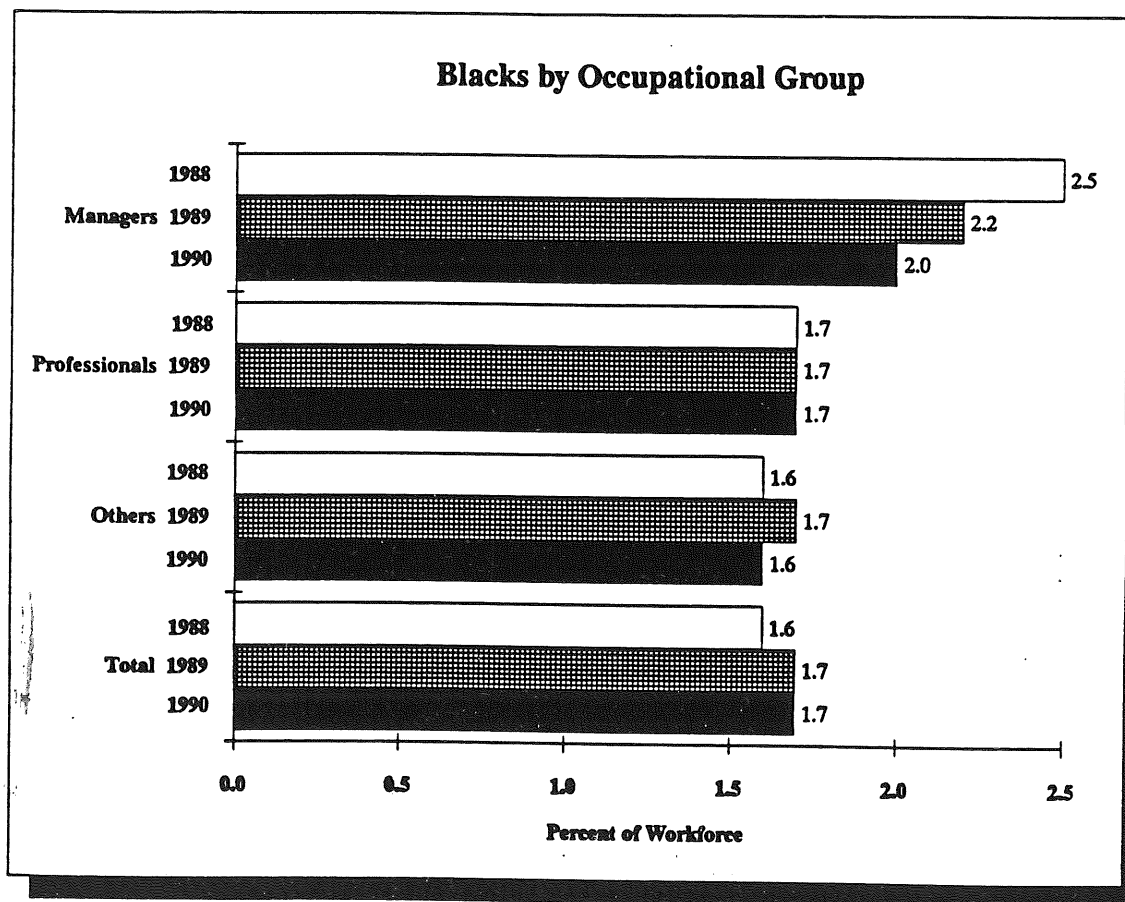


The appendix to this report includes 1990 data for Asian-Pacific Islanders in each state agency.

Blacks

The percentage of Black managers in the state workforce has decreased in the last two years. This reflects a decline from 20 Black managers in 1989 to 19 in 1990. In the same period, the percentage of Black professionals and the percentage of Blacks in all state jobs has remained constant.

Blacks make up 1.3 percent of the state's population, according to the 1980 U.S. Census, and 1.5 percent according to more recent information from the Council on Black Minnesotans.

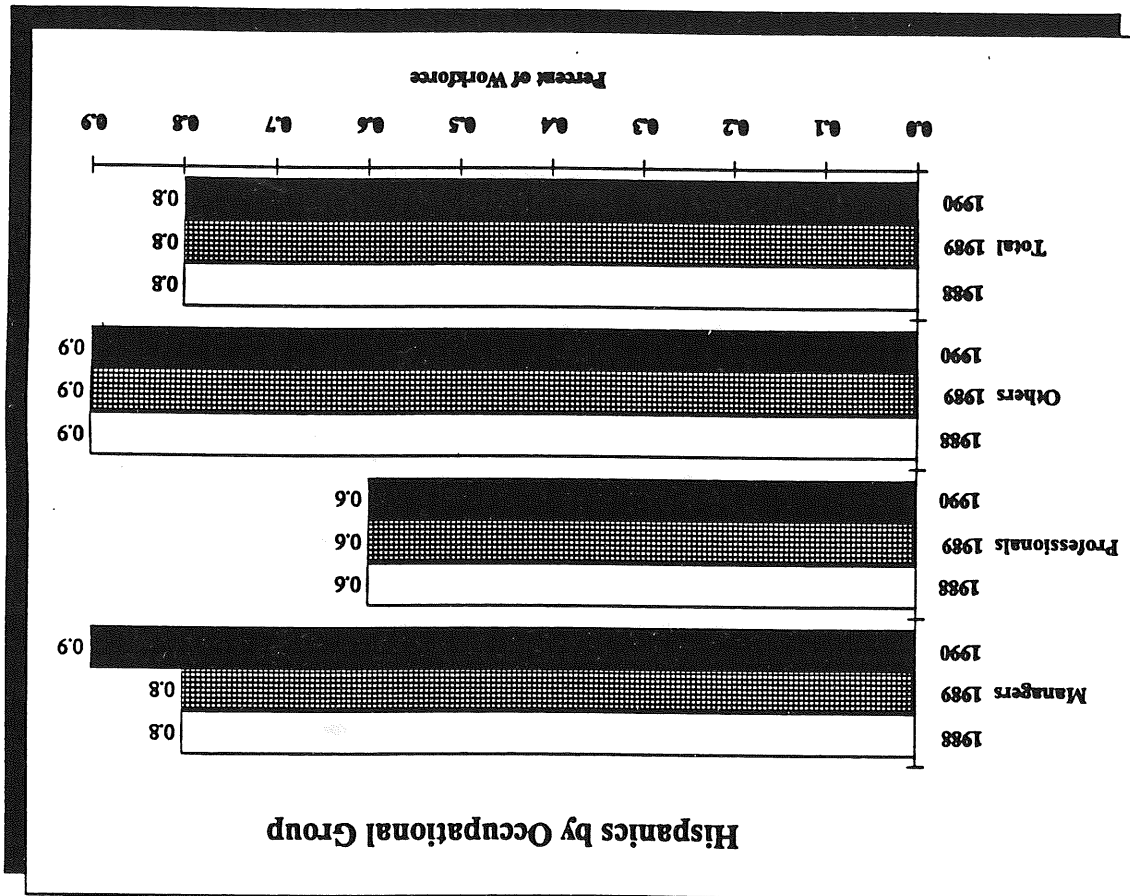


The appendix to this report includes 1990 data for Black employees in each state agency.

Hispanics

The percentage of Hispanic managers in the state workforce increased in the last year, reflecting an increase from 7 in 1989 to 8 in 1990. The percentage of Hispanic professionals, like the overall percentage of Hispanics in the state service, remained constant.

Hispanics make up 0.8 percent of Minnesota's population, according to the 1980 U.S. Census, and 1.3 percent according to more recent information from the Spanish-Speaking Affairs Council.



The appendix to this report includes 1990 data for Hispanic employees in each state agency.

SECTION 4

Compliance Analysis

Compliance Analysis

In the previous section, we reviewed statewide changes in workforce participation over the past three years. We also measure progress in affirmative action by monitoring hiring opportunities for each year. The monitoring process is described in Section 2 of this report.

List Hires

During 1989, state agencies had 2,544 opportunities to hire or promote employees from civil service lists for vacancies where the agencies had disparities in their workforce for protected groups. For 1,704 (67%) of these, the agency's non-affirmative action hire was determined to be justified for one or more of the reasons listed on the Protected Group Report form in the appendix. The agencies made affirmative action hires in 509 (20%) of the remaining opportunities and missed 331 opportunities (13%).

An agency-by-agency report of results for eligible list hires is included in the appendix.

Non-List Hires

Some hiring decisions are not based on civil service lists. These non-list hires include temporary employees, provisional employees, unclassified faculty, labor service, non-competitive promotions, and other kinds of appointments.

Non-list hires provide agencies with additional opportunities to hire affirmatively. In 1989, 40 percent of non-list hires were women -- both white and minority women. Six percent were racial/ethnic minorities, and 3 percent were people with disabilities.

An agency-by-agency report of results for non-list appointments is included in the appendix.

Results of Agency Compliance Audit

Thirty-six agencies were audited on their affirmative action hires in 1989.

For the first time since the law passed in 1987, all agencies were in compliance with affirmative action hiring.

An affirmative action hire is made when an agency that is underrepresented in females, minorities, or people with disabilities selects one of the protected group members to fill the position.

In order to be in compliance, an agency not hiring a protected group member for a position where they have a disparity, must have contacted all protected group members and found them unavailable or not interested.

SECTION 5

1989 Program Activities

1990 Program Activities

Governor's Affirmative Action Council

Purpose

To serve as an information resource to the Governor and the legislature, and to provide oversight for state affirmative action efforts.

Action 1989

Recognition was given to agencies that had positive and innovative accomplishments in the area of affirmative action. Rather than basing awards solely on the number or percent of affirmative hires, agencies that were in compliance with affirmative action standards were invited to submit nominations detailing a program or activity that merited consideration.

The submissions were judged on the basis of the impact of the contribution, the effort demonstrated, and the degree to which the contribution was completed rather than simply planned or begun. The awards are divided into three categories, based upon agency size. More than one award can be presented in each category.

It is hoped that the awards being presented by the Governor's Affirmative Action Council will provide staff of the recipient agencies an increased sense of pride in their work and recognition for the value of their contribution to affirmative action in state government.

Recipients of 1989 Governor's Affirmative Action Council Recognition Awards

Department of Corrections Affirmative Action Office for "Valuing Diversity Training Program"

Department of Public Safety for "Special Agent Training Program"

Department of Revenue for "Cultural Awareness Day"

Details regarding these programs are available from the Department of Employee Relations at (612) 296-4600.

Membership

The Honorable Marlene Johnson, Lieutenant Governor
The Honorable Hubert H. Humphrey, III, Attorney General
Nina Rothchild, Commissioner of Employee Relations
Stephen Cooper, Commissioner of Human Rights
Elisa Vega-Perez, Director of Equal Opportunity

Statewide Affirmative Action Committee (SWAAC)

Purpose

To provide a forum for discussing common concerns, to propose initiatives based on needs identified by committee members, and to support interaction among the various constituencies represented on the committee.

Action 1989

In 1989, SWAAC continued in its primary role in providing advice on the state's affirmative action program to DOER Commissioner Rothchild and to EOD Director Perez.

In July 1989, a very successful conference was held in Brainerd. The chair of the SWAAC planning committee for this conference was Dr. Albert de Leon of the Council on Asian-Pacific Minnesotans. Over 150 people attended the conference, which included workshops on such varied topics as legal updates, investigative techniques and strategies, and myths and facts about persons with disabilities. Many SWAAC members acted as presenters and facilitators.

In addition, throughout 1989, SWAAC provided an important forum for the sharing of information and networking between state affirmative action officers and the Governor's councils.

The committee also assists in the planning of the annual Affirmative Action Conference, which is the major mechanism used to communicate new procedures and methods to state agencies.

Membership

Permanent Members --

Lester Collins, Council on Black Minnesotans
Aviva Breen, Commission on the Economic Status of Women
Joanne Barr, Indian Affairs Council
Albert deLeon, Council of Asian Pacific Minnesotans
Ana Ruby Lee, Spanish-Speaking Affairs Council
Margot Indieke, Council on Disability

Term Members --

Wendy Adler Robinson, Chairperson, Department of Human Services
Thelma Andreasson, Department of Revenue
Janet Entzel, Vice Chairperson, Department of Corrections
Linda Dahlen, Department of Transportation
Susan Gurrola, Department of Finance
Twanda McArthur, Department of Human Services
Cynthia McLagan, Department of Administration
Delois Neal, Housing Finance Agency
Perry Pickens, Department of Natural Resources
Judge Edward Toussaint, Workers' Compensation Court of Appeals
Elsa Vega-Perez, Director, Equal Opportunity Division

Department of Employee Relations Equal Opportunity Division

Responsibility

To provide overall direction for the state's affirmative action program. The division is charged with five basic responsibilities:

1. Providing consultation, technical support, and training for operating agency staff in developing their affirmative action plans;

2. Establishing goals and annual hiring objectives for agencies and reviewing and monitoring their progress;

3. Reviewing state policies and procedures for compliance with equal opportunity requirements or evidence of discrimination, and initiating joint programs to eliminate the effects of discrimination;

4. Advising the commissioner on legislative or policy initiatives and reporting to the legislature on affirmative action progress; and

5. Approving affirmative action plans and monitoring progress for the seven metropolitan agencies.

Staff

Elsa Vega-Perez, Equal Opportunity Division Director
Barolo Martinez, Affirmative Action Officer, Recruitment Specialist
(on mobility assignment to Metropolitan Waste Control Commission)
Diane Pariana, Affirmative Action Officer, Disability Specialist
Gail Schiff, Affirmative Action Officer (mobility)
Carmen Robles, Clerk Assistant

Action 1989

1989 was an active year for the Equal Opportunity Division (EOD). New programs were begun or existing programs improved in the following areas:

Training

In 1989, the division offered more sexual harassment training than in previous years. In addition, EOD developed and conducted a course in valuing diversity.

Special Testing Accommodations

The Equal Opportunity Division is responsible for special testing for people with disabilities.

Applicants who, because of a disability, require an accommodation to compete in the competitive examination process may request the specific accommodation on the state job application form.

Applicants are contacted and arrangements are made to provide accommodations that meet the applicant's needs while also satisfying the examination requirements.

Common types of accommodations are readers, markers, sign language interpreters, extended time limits, and special equipment needs.

Supported Work Programs for People Who Have Severe Disabilities

The program, begun in 1987, has required much start-up work. Communications have taken place with advocacy groups, unions, individual applicants, and state agencies. A guidebook describing the program to state agencies and a brochure for applicants and counselors was developed by EOD and other DOER staff for distribution in August, 1988.

There are currently 24 applicants for the Supported Work Program and four successful placements. Several state agencies are reviewing additional positions to be included in the program.

Affirmative Action Conference

On July 18-19, 1989, the Equal Opportunity Division and the Statewide Affirmative Action Committee sponsored a conference on affirmative action issues. "A Celebration of Achievement: A Decade of Affirmative Action in State Government" brought together affirmative action officers, personnel officers, labor relations representatives, and agency heads. Two days of workshops provided conferees with information on recruitment, interviewing techniques and retention, investigative techniques and strategies, as well as recent changes in equal opportunity laws.

This year's conference was the third such event, co-sponsored by EOD and SWAAC. These conferences allow affirmative action officers the opportunity to share ideas, review the state's progress in affirmative action and support one another in their efforts to break down barriers to equal opportunity for Minnesotans.

Pilot Program for Persons Who Are Hearing Impaired

In 1989, the Department of Employee Relations became increasingly aware of the difficulties that people with severe hearing impairment have encountered when taking written examinations for state employment. Sign language interpreters are provided upon the request of the applicant. However, because English is a second language to those who are prelingually deaf (loss of hearing prior to the acquisition of speech), the language barrier can prevent these applicants from successful completion of the examination.

We have implemented a pilot program to help these people compete for state employment by using the 700-Hour Program. This is an alternative examination procedure for individuals whose disability would place them at a competitive disadvantage in the standard examination process. The procedure provides an opportunity to assess the ability of such individuals to perform the job with or without worksite accommodations. If suitable placement can be made for a specific vacancy based on the job requirements and worksite accommodations, the applicant may be appointed to work up to 700 hours (approximately 4 months) on the job to determine their qualifications and abilities to perform the duties of the position. An individual may choose to be paid or unpaid during this on-the-job trial work experience.

Applicants will have the option of taking the written examination with a sign language interpreter, or meeting with their Division of Rehabilitation Services counselor to determine eligibility, or they may choose to do both. The pilot program is conducted in cooperation with the Human Resources Development Institute (HRDI).

Disability Awareness and Resource Handbook

The Equal Opportunity Division developed a handbook to address issues and questions that arise from state agencies on the topic of disability.

This handbook provides information for employers, educators, counselors and advocates working with people with disabilities. The handbook includes both legal and practical information on such topics as:

- Definition and prevalence of disability.

- The selection process, including application and interview procedures, alternative testing and selection procedures.

- Reasonable accommodation, including a review of the laws, policies and procedures, and examples of possible accommodations.

- Building accessibility and evacuation requirements and suggestions.

- Descriptions of disabilities, including common misconceptions, layperson's guide to TDDs, how to work with sign language interpreters and much more.

- "Now that you've hired a worker with a disability," including performance appraisals, harassment policies and ensuring equal access to all work and social functions.

- An extensive appendix, including resource organizations and text for relevant state and federal laws and regulations.

Plans for 1990

In 1990, the EOD has plans for the following activities:

- Career Day, Job Fair for Protected Group Members.

- Development of Disability Awareness training for managers, supervisors, and line staff.

- Establishment of a Supervisors Affirmative Action CORE Program to be mandatory for all supervisors.

- Training for Affirmative Action Officers on mediations and conducting investigations.

These and other activities which will be developed as the year progresses will maintain the state's commitment to affirmative action and improve the operations of the division.

APPENDICES

MONITORING FORM FOR NON -LIST HIRES DESIGNATED FOR AFFIRMATIVE ACTION

DOER: Action Code A J M

INSTRUCTIONS: This form is used to monitor non-list hires pursuant to M.S. 43A.08, Subd. 2a or 43A.15 on equal employment opportunity and affirmative action. *Current goal disparity can be identified in your agency Affirmative Action Goal Achievement/Special Handling Report provided by DOER, Equal Opportunity Division or by contacting your E.O.D. liaison. This form will first be completed by your agency and forwarded to DOER, Equal Opportunity Division. Information collected will be used to monitor missed opportunities, and report to the Governor and Legislature each agency's compliance with affirmative action requirements. (SEE INSTRUCTION KEY ON REVERSE SIDE.) This form must be submitted to DOER-EOD for all non-list hires for the following event codes: 104, 105, 107, 108, 109, 110, 111, 112, 113, 117, 120, 121, 204, 205, 207, 208, 210, 211, 212, 213, 214, 218, 222, 223, 229, 230, 231, 232, and 501.

Agency	①	Dept./Div.	②	Goal Unit	③	Barg Unit	④	Position #	⑤	
Class Title	⑥	Class Code	⑦	Event Code	⑧	Appt. Begin Date/Name				⑨

I. AGENCY ANALYSIS OF SELECTION PROCESS ⑩

	*Disparity (See above)	# Applied	# EOD Resume Referrals	# Attempted to Contact	# Interviewed	Withdraw/ Declined Offer	Appt'd Yes/No
Female							
Minority							
Disabled							

II. 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.
 Check Reason(s). ⑪

- E. Seniority article of contract applied.
 - 1. More senior employee had permanent/probationary status.
 - 2. More senior employee had been serving on temporary status.
- F. Incumbent appointed to position changed in allocation or demoted or transferred as a result of reallocation.
- G. Appointed worker's compensation referral.
- H. Agency no longer has disparity.
- I. Current employee appointed from layoff or to avert a layoff.
- 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 disability. Explain:
- L. Grievance or arbitration settlement. Attach copy of settlement.
- M. Summer job hire - no members of disparate groups referred.
- N. No member of disparate groups referred.
- O. Urgent hire required within 5 working days.

NOTE: The above reasons will be considered as justification for failure to make an affirmative action hire as will good faith recruitment efforts which failed to produce protected group applicants.

III. Recruitment Process ⑫ Date Vacancy Posted _____

Affirmative Action Efforts (Please explain) _____

Appointing Authority	Date	Personnel Officer	Date	Affirmative Action Officer	Date

AN EQUAL OPPORTUNITY EMPLOYER

DOER: Action Code
A J M

PROTECTED GROUP REPORT

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
			A

AGENCY ANALYSIS OF CERTIFICATION/SELECTION PROCESS

Disparity	# Individuals on All Certs	# Attempted to Contact	# Interested	# Interviewed and/or further Tested	Withdrawn/Declined Offer	Appl'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: _____

1. Typing/Steno test
2. Licensure/Certification
3. Selective certification criteria: define _____

- 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 _____

- A. 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.

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

PE-00317-09 (Rev. 5/87)

MONITORING NON-LIST HIRES

This form must be submitted to DOER-EOD for all non-list hires for the following event codes: 104, 105, 107, 108, 109, 110, 111, 112, 113, 117, 120, 121, 204, 205, 207, 208, 210, 211, 212, 213, 214, 218, 222, 223, 229, 230, 231, 232, and 501.

Please refer to this instruction key (1-12) which will describe the blanks to be filled in on the monitoring form.

1. AGENCY: Insert agency name.
 2. DEPT/DIVN: Insert the number representing the department and division to which the position is assigned. See State Personnel/Payroll Operations Manual.
 3. GOAL UNIT: Insert the number for the goal unit from your Affirmative Action Goal Achievement/Special Handling Report or contact your EOD Liaison for further assistance. If your agency employs less than 25 employees, a goal unit number is not applicable. You may include goals for goal units with fewer than five employees if you review the existing makeup of your agency's unclassified workforce and then determine what protected groups are underutilized. Contact EOD 296-4600.
 4. BARGAINING UNIT: Insert the three-digit code which stands for the bargaining unit, if any, to which the position is assigned. See State Personnel/Payroll Operations Manual.
 5. POSITION #: The position control number to which the employee is assigned. Reference the Position Processing Section in the State Personnel/Payroll Operations Manual.
 6. CLASS: Insert the official job class title as listed in the State Salary Plan.
 7. CODE: Insert the six-digit code corresponding to the classification title as listed in the State Salary Plan.
 8. EVENT CODE: Insert the three digit code. Reference the State Personnel/Payroll Operations Manual.
 9. APPT. BEGIN DATE/NAME: First day employee is on State payroll in this appointment. Insert name of applicant hired.
 10. SECTION I/SELECTION PROCESS: Agency shall list protected group member disparity and document applicant selection process. Reference your Goal Achievement/Special Handling Report or contact your EOD Liaison for further assistance.
 11. SECTION II/RATIONALE: Agency shall check any reason(s) a member of a disparate group was not appointed.
 12. SECTION III/RECRUITING PROCESS: Agency shall list all affirmative action recruitment efforts.
- * The agency Affirmative Action Officer and Personnel Officer shall sign and forward the completed form to the Department of Employee Relations, Equal Opportunity Division.

EXECUTIVE BRANCH--EMPLOYMENT BY AGENCY
 TOTAL & PROTECTED GROUPS
 (ACADEMIC EXCLUDED)
 DATA FROM JANUARY 1990

AGENCY	LOCATION	TOTAL EMPLOYEES	FEMALE #	FEMALE %	MINORITY #	MINORITY %	HANDICAP #	HANDICAP %
ACCOUNTANCY BD		4	4	100.00	0	0.00	1	25.00
ADMINISTRATION		836	369	44.14	68	8.13	62	7.42
ADMINISTRATIVE HEARI		76	43	56.58	4	5.26	5	6.58
AGRICULTURE		481	152	31.60	15	3.12	47	9.77
ANIMAL HEALTH BD		36	15	41.67	1	2.78	2	5.56
ARCH-ENG-L S-L A BD		7	6	85.71	1	14.29	0	0.00
ARTS BOARD		16	12	75.00	0	0.00	0	0.00
ASIAN PACIFIC CO		3	2	66.67	3	100.00	0	0.00
ATTORNEY GENERAL		379	238	62.80	22	5.80	27	7.12
AUDITOR		111	44	39.64	4	3.60	9	8.11
BARBER BD		2	1	50.00	0	0.00	0	0.00
BD UNLICENSED MNTL H		1	0	0.00	0	0.00	0	0.00
BOARD OF SOCIAL WORK		1	0	0.00	0	0.00	0	0.00
BOXING BD		2	1	50.00	0	0.00	1	50.00
CAP AREA ARCH & PLG		8	5	62.50	0	0.00	0	0.00
CHIROPRACTIC EXAM BD		4	3	75.00	1	25.00	0	0.00
COMMERCE		221	119	53.85	15	6.79	18	8.14
COMMUNITY COLLEGES	METRO	868	581	66.94	71	8.18	41	4.72
COMMUNITY COLLEGES	OTHER	553	355	64.20	21	3.80	18	3.25
CORRECTIONS	METRO	1,258	417	33.15	110	8.74	161	12.80
CORRECTIONS	OTHER	807	223	27.63	26	3.22	87	10.78
CORRECTIONS FARIBAU	OTHER	83	31	37.35	2	2.41	13	15.66
COUNC ON BLACK MINNE		3	1	33.33	3	100.00	0	0.00
COUNCIL ON DISABILIT		10	8	80.00	0	0.00	3	30.00
DENTISTRY BD		5	4	80.00	0	0.00	0	0.00

EXECUTIVE BRANCH--EMPLOYMENT BY AGENCY
 TOTAL & PROTECTED GROUPS
 (ACADEMIC EXCLUDED)
 DATA FROM JANUARY 1990

AGENCY	LOCATION	TOTAL EMPLOYEES	FEMALE #	FEMALE %	MINORITY #	MINORITY %	HANDICAP #	HANDICAP %
EDUCATION		677	462	68.24	38	5.61	59	8.71
ELECTRICITY BD		22	9	40.91	0	0.00	1	4.55
EMPLOYEE RELATIONS		198	139	70.20	14	7.07	14	7.07
ETHICAL PRACT BD		6	5	83.33	0	0.00	0	0.00
FINANCE		122	60	49.18	5	4.10	16	13.11
FOND DU LAC HIGHER E	OTHER	17	13	76.47	5	29.41	1	5.88
GAMING		60	39	65.00	5	8.33	5	8.33
GOVERNOR		87	62	71.26	4	4.60	2	2.30
HAZARDOUS SUB COM BD		1	1	100.00	0	0.00	0	0.00
HEALTH		866	589	68.01	44	5.08	45	5.20
HEALTH CARE ACCESS C		4	2	50.00	0	0.00	0	0.00
HIGHER EDUC COORD BD		73	49	67.12	5	6.85	2	2.74
HIGHER EDUC FACILITI		3	2	66.67	0	0.00	0	0.00
HOUSING FINANCE AGEN		139	86	61.87	19	13.67	10	7.19
HUMAN RIGHTS		69	45	65.22	15	21.74	9	13.04
HUMAN SERVICES	METRO	1,813	1,191	65.69	99	5.46	150	8.27
HUMAN SERVICES	OTHER	5,727	3,782	66.04	102	1.78	426	7.44
INDIAN AFFAIRS INTER		6	4	66.67	6	100.00	0	0.00
INVESTMENT BD		25	9	36.00	0	0.00	0	0.00
IRON RANGE RES REHAB		157	45	28.66	0	0.00	4	2.55
JOB & TRAINING	METRO	1,440	784	54.44	95	6.60	113	7.85
JOB & TRAINING	OTHER	619	306	49.43	12	1.94	64	10.34
LABOR & INDUSTRY		355	215	60.56	34	9.58	47	13.24
M S R S		35	17	48.57	2	5.71	1	2.86
MEDIATION SVCS		20	10	50.00	0	0.00	0	0.00

EXECUTIVE BRANCH--EMPLOYMENT BY AGENCY
 TOTAL & PROTECTED GROUPS
 (ACADEMIC EXCLUDED)
 DATA FROM JANUARY 1990

AGENCY	LOCATION	TOTAL EMPLOYEES	FEMALE #	FEMALE %	MINORITY #	MINORITY %	HANDICAP #	HANDICAP %
MEDICAL EXAMINERS BD		22	17	77.27	1	4.55	0	0.00
MILITARY AFFAIRS	METRO	93	22	23.66	6	6.45	5	5.38
MILITARY AFFAIRS	OTHER	314	62	19.75	4	1.27	9	2.87
MN CENTERS ARTS EDUC		40	28	70.00	1	2.50	1	2.50
MUNICIPAL BD		4	3	75.00	1	25.00	0	0.00
NATURAL RESOURCES	METRO	729	297	40.74	39	5.35	43	5.90
NATURAL RESOURCES	OTHER	1,467	261	17.79	24	1.64	87	5.93
NURSING BD		22	22	100.00	2	9.09	0	0.00
NURSING HOME ADMIN B		2	1	50.00	0	0.00	0	0.00
OFFICE OF WASTE MGMT		30	14	46.67	2	6.67	0	0.00
OFFICE SOCIAL WRK &		6	6	100.00	0	0.00	0	0.00
OMBUDSMAN FOR MNTL H		18	11	61.11	0	0.00	0	0.00
OMBUDSMAN-CORR		8	5	62.50	4	50.00	0	0.00
OPTOMETRY BD		3	2	66.67	0	0.00	1	33.33
PHARMACY BD		7	4	57.14	0	0.00	0	0.00
POLLUTION CONTROL		606	275	45.38	37	6.11	57	9.41
PSYCHOLOGY BD		3	3	100.00	0	0.00	0	0.00
PUB EMP REL BD		1	1	100.00	0	0.00	0	0.00
PUBLIC ENPL RET ASSN		64	43	67.19	3	4.69	7	10.94
PUBLIC SAFETY		1,824	723	39.64	70	3.84	55	3.02
PUBLIC SERVICE		134	57	42.54	6	4.48	14	10.45
PUBLIC UTILITIES COM		36	23	63.89	3	8.33	1	2.78
PY		1	1	100.00	0	0.00	0	0.00
REVENUE		1,177	660	56.07	74	6.29	66	5.61
SEC OF STATE		64	49	76.56	4	6.25	5	7.81

EXECUTIVE BRANCH--EMPLOYMENT BY AGENCY
 TOTAL & PROTECTED GROUPS
 (ACADEMIC EXCLUDED)
 DATA FROM JANUARY 1990

AGENCY	LOCATION	TOTAL EMPLOYEES	FEMALE #	FEMALE %	MINORITY #	MINORITY %	HANDICAP #	HANDICAP %
SENT GUIDELINES COMM		7	7	100.00	1	14.29	0	0.00
SOIL & WATER RESOURC		33	8	24.24	0	0.00	1	3.03
SPANISH SPKG PEOPLE		4	2	50.00	4	100.00	0	0.00
STATE PLANNING		118	57	48.31	5	4.24	7	5.93
STATE UNIVERSITIES	METRO	104	86	82.69	12	11.54	9	8.65
STATE UNIVERSITIES	OTHER	1,865	1,160	62.20	36	1.93	73	3.91
TAX COURT		7	5	71.43	0	0.00	0	0.00
TEACHERS RET ASSOC		49	32	65.31	1	2.04	0	0.00
TELECOMM ACCESS-IMPR		1	0	0.00	0	0.00	1	100.00
TRADE & ECONOMIC DEV		280	174	62.14	19	6.79	5	1.79
TRANS REGULATION BD		9	4	44.44	0	0.00	0	0.00
TRANSPORTATION	METRO	2,787	569	20.42	110	3.95	179	6.42
TRANSPORTATION	OTHER	2,266	206	9.09	60	2.65	186	8.21
TREASURER		12	4	33.33	0	0.00	3	25.00
VETERANS AFFAIRS		580	343	59.14	63	10.86	37	6.38
VETERINARY MEDICINE		2	1	50.00	0	0.00	0	0.00
VOC TECH EDUC BD		107	66	61.68	5	4.67	8	7.48
VOC TECH EDUC COUNCI		4	2	50.00	1	25.00	0	0.00
VOYAGEURS NAT PK C C		1	1	100.00	0	0.00	0	0.00
WORKERS COMP CT APPL		22	16	72.73	2	9.09	0	0.00
WORLD TRADE CENTER C		21	12	57.14	0	0.00	0	0.00
ZOOLOGICAL GARDENS		223	109	48.88	7	3.14	23	10.31
TOTAL		33,589	16,074	47.85	1,480	4.41	2,348	6.99

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: FEMALE

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		FEMALE	MANAGERS	PROF	OTHER
ACCOUNTANCY BD	4	100.00	1	0	3
ADMINISTRATION	836	369	16	95	258
ADMINISTRATIVE HEARI	76	44.14	28.57	40.60	47.25
AGRICULTURE	401	43	1	16	26
ANIMAL HEALTH BD	36	56.58	50.00	38.10	81.25
ARCH-EMO-L S-L A BD	7	152	1	28	123
ARTS BOARD	16	31.60	6.67	25.69	34.45
ASIAN PACIFIC CO	3	15	0	0	15
ATTORNEY GENERAL	7	41.67	0	0	71.43
AUDITOR	16	85.71	0	0	6
BARBER BD	3	12	0	5	7
BD UNLICENSED MNTL H	379	75.00	0	71.43	100.00
BOARD OF SOCIAL WORK	111	66.67	0	1	1
BOXING BD	2	238	0	115	123
CAP AREA ARCH & PLQ	1	62.80	0	51.34	79.35
CHIROPRACTIC EXAM BD	4	44	0	31	13
COMMERCE	221	39.64	0	37.35	46.43
		50.00	0	0	1
		0	0	0	50.00
		0	0	0	0
		0	0	0	0
		50.00	0	0	1
		62.50	0	33.33	50.00
		75.00	0	66.67	100.00
		119	6	43	70
		53.85	50.00	33.33	87.50

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: FEMALE

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		FEMALE	MANAGERS	PROF	OTHER
COMMUNITY COLLEGES	METRO 868	581	0	82	499
		66.94		67.77	66.89
COMMUNITY COLLEGES	OTHER 553	355	0	74	281
		64.20		64.35	64.16
CORRECTIONS	METRO 1,258	417	8	97	312
		33.15	22.22	42.73	31.36
CORRECTIONS	OTHER 807	223	1	56	166
		27.63	5.88	26.92	28.52
CORRECTIONS FARIBAUL	OTHER 83	31	0	8	23
		37.35		57.14	35.38
COUNCIL ON BLACK MINNE	3	1	0	0	1
		33.33			100.00
COUNCIL ON DISABILIT	10	8	0	3	5
		80.00		100.00	83.33
DENTISTRY BD	5	4	0	0	4
		80.00			100.00
EDUCATION	677	462	7	172	283
		68.24	30.43	54.60	83.48
ELECTRICITY BD	22	9	0	0	9
		40.91			45.00
EMPLOYEE RELATIONS	198	139	7	53	79
		70.20	41.18	61.63	83.16
ETHICAL PRACT BD	6	5	1	1	3
		83.33	100.00	100.00	75.00
FINANCE	122	60	8	13	39
		49.18	25.00	32.50	78.00
FOND DU LAC HIGHER E	OTHER 17	13	0	6	7
		76.47		66.67	87.50
GAMING	60	39	6	0	33
		65.00	40.00		86.84
GOVERNOR	87	62	0	18	44
		71.26		81.82	67.69
HAZARDOUS SUB COM BD	1	1	0	0	1
		100.00			100.00
HEALTH	866	589	14	320	255
		68.01	35.00	59.81	87.63
HEALTH CARE ACCESS C	4	2	0	0	2
		50.00			50.00
HIGHER EDUC COORD BD	73	49	0	9	40
		67.12		47.37	74.07

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: FEMALE

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		FEMALE	MANAGERS	PROF	OTHER
HIGHER EDUC FACILITI	3	66.67	0	0	2
HOUSING FINANCE AGEN	139	86	27.27	32	51
HUMAN RIGHTS	69	61.87		48.48	82.26
HUMAN SERVICES		45	25.00	26	18
HUMAN SERVICES	1,813	1,191	28	524	639
HUMAN SERVICES	5,727	65.69	36.36	61.72	72.04
INDIAN AFFAIRS INTER	6	3,782	14	855	2,913
INVESTMENT DD		66.04	24.14	59.71	68.75
IRON RANGE RES REMAD	25	4	0	2	2
JOB & TRAINING	157	66.67		66.67	100.00
JOB & TRAINING	1,440	9	11.11	36.36	4
LABOR & INDUSTRY	619	45	0	26.67	37
M S R S	355	28.66		301	472
MEDIATION SVCS	35	784	11	36.35	84.59
MEDICAL EXAMINERS DD	20	54.44	20.37	111	195
MILITARY AFFAIRS	22	306	0	26.62	98.48
MILITARY AFFAIRS	93	49.43		45.83	70.78
MN CENTERS ARTS EDUC	40	215	5	55	155
MUNICIPAL DD	4	60.56	31.25	21.43	73.68
NATURAL RESOURCES	729	17	0	3	14
NATURAL RESOURCES	1,467	48.57		22.22	85.71
		50.00	50.00	71.43	85.71
		17	0	5	12
		77.27		14.29	24.42
		22	0	6.67	61
		23.66		56.25	20.40
		62	3	0	16
		19.75	0	0	84.21
		70.00	60.00	9	21
		75.00	50.00	0	24.42
		297	5	90	61
		40.74	0.77	24.79	202
		261	0	35	65.37
		17.79		4.54	226

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		FEMALE	MANAGERS	PROF	OTHER
GROUP: FEMALE					
NURSING BD	22	22 100.00	1 100.00	4 100.00	17 100.00
NURSING HOME ADMIN D	2	1 50.00	0	0	1 100.00
OFFICE OF WASTE MGMT	30	14 46.67	1 100.00	9 42.86	4 50.00
OFFICE SOCIAL WRK &	6	6 100.00	0	1 100.00	5 100.00
OMBUDSMAN FOR HWTL H	18	11 61.11	1 50.00	7 53.85	3 100.00
OMBUDSMAN-CORR	8	5 62.50	0	3 75.00	2 66.67
OPTOMETRY BD	3	2 66.67	0	0	2 100.00
PHARMACY BD	7	4 57.14	0	1 33.33	3 100.00
POLLUTION CONTROL	606	275 45.38	5 21.74	164 35.81	106 84.88
PSYCHOLOGY BD	3	3 100.00	1 100.00	0	2 100.00
PUB EMP REL BD	1	1 100.00	0	1 100.00	0
PUBLIC EMPL RET ASSN	64	43 67.19	0	18 60.00	25 75.76
PUBLIC SAFETY	1,824	723 39.64	10 28.57	60 26.43	653 41.81
PUBLIC SERVICE	134	57 42.54	3 30.00	24 41.38	30 45.45
PUBLIC UTILITIES COM	36	23 63.89	0	11 50.00	12 85.71
PY	1	1 100.00	1 100.00	0	0
REVENUE	1,177	660 86.07	10 25.00	179 30.76	471 84.88
SEC OF STATE	64	59 76.56	0	6 40.00	43 87.76
SENT GUIDELINES COMM	7	7 100.00	0	3 100.00	4 100.00
SOIL & WATER RESOURC	33	8 24.24	1 33.33	2 8.78	9 71.43

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: FEMALE

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		SPANISH SPKG PEOPLE	FEMALE MANAGERS	PROF	OTHER
STATE PLANNING	4	2 50.00	0	1 50.00	1 100.00
STATE UNIVERSITIES	118	57 48.31	7 41.18	23 33.33	27 84.38
STATE UNIVERSITIES	104	86 82.69	0	5 50.00	81 86.17
STATE UNIVERSITIES	1,865	1,160 62.20	2 25.00	105 47.09	1,053 64.44
TAX COURT	7	5 71.43	0	1 33.33	4 100.00
TEACHERS RET ASSOC	49	32 65.31	0	4 22.22	28 96.55
TELECOMM ACCESS-IMPR	1	0	0	0	0
TRADE & ECONOMIC DEV	280	174 62.14	13 39.39	56 47.86	105 80.77
TRANS REGULATION BD	9	4 44.44	0	0	4 50.00
TRANSPORTATION	2,707	569 20.42	7 7.53	123 20.33	439 21.01
TRANSPORTATION	2,266	206 9.09	2 6.25	17 8.90	187 9.15
TREASURER	12	4 33.33	0	0	4 44.44
VETERANS AFFAIRS	580	343 59.14	3 33.33	76 71.03	264 56.90
VETERINARY MEDICINE	2	1 50.00	0	0	1 100.00
VOC TECH EDUC BD	107	66 61.68	0	22 40.74	44 84.62
VOC TECH EDUC COUNCI	4	2 50.00	0	0	2 100.00
VOYAGEURS NAT PK C C	1	1 100.00	0	0	1 100.00
WORKERS COMP CT APPL	22	16 72.73	0	8 80.00	8 66.67
WORLD TRADE CENTER C	21	12 57.14	0	0	12 57.14
ZOOLOGICAL GARDENS	223	109 48.88	1 20.00	16 48.48	92 49.73

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: FEMALE

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT		
		FEMALE EMPLOYEES	MANAGERS	PROF OTHER
TOTAL	33,589	16,074 47.85	220 23.38	4,263 40.65 11,591 52.31

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: MINORITY(BLACK-HISPANIC-ASIAN-AM INDIAN)

DEPARTMENT	TOTAL EMPLOYEES	-----NUMBER & PERCENT-----			
		MINORITY	MANAGERS	PROF	OTHER
ACCOUNTANCY DD	4	0	0	0	0
ADMINISTRATION	836	68 8.13	2 3.57	13 5.56	53 9.71
ADMINISTRATIVE HEAR	76	4 5.26	0	2 4.76	2 6.25
AGRICULTURE	481	15 3.12	0	5 4.59	10 2.80
ANIMAL HEALTH DD	36	1 2.78	0	0	1 4.76
ARCH-ENG-L S-L A DD	7	1 14.29	0	0	1 16.67
ARTS BOARD	16	0	0	0	0
ASIAN PACIFIC CO	3	3 100.00	1 100.00	1 100.00	1 100.00
ATTORNEY GENERAL	379	22 5.80	0	15 6.70	7 4.52
AUDITOR	111	4 3.60	0	3 3.61	1 3.57
BARBER DD	2	0	0	0	0
DD UNLICENSED MNTL H	1	0	0	0	0
BOARD OF SOCIAL WORK	1	0	0	0	0
BOXING DD	2	0	0	0	0
CAP AREA ARCH & PLO	8	0	0	0	0
CHIROPRACTIC EXAM DD	4	1 25.00	0	1 33.33	0
COMMERCE	221	15 6.79	0	9 6.98	6 7.50

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: MINORITY (BLACK-HISPANIC-ASIAN-AM INDIAN)

DEPARTMENT	TOTAL EMPLOYEES		MINORITY		MANAGERS		PROF		OTHER	
COMMUNITY COLLEGES	METRO	868	71	0	16	53	14.88	7.10		
COMMUNITY COLLEGES	OTHER	553	21	0	13	8	11.30	1.83		
CORRECTIONS	METRO	1,258	110	3	17	90	8.74	7.49		
CORRECTIONS	OTHER	807	26	0	6	20	3.22	2.88		
CORRECTIONS FARIBAUL	OTHER	83	2	0	0	2	2.41	3.08		
COUNCIL ON BLACK MINNE		3	3	0	2	1	100.00	100.00		
COUNCIL ON DISABILIT		10	0	0	0	0	0	0		
DENTISTRY BD		5	0	0	0	0	0	0		
EDUCATION		677	38	1	24	13	5.61	7.62		
ELECTRICITY BD		22	0	0	0	0	0	0		
EMPLOYEE RELATIONS		198	14	1	8	5	7.07	9.30		
ETHICAL PRACT BD		6	0	0	0	0	0	0		
FINANCE		122	5	0	3	2	4.10	7.50		
FOND DU LAC HIGHER E	OTHER	17	5	0	4	1	29.41	44.44		
GAMING		60	5	1	1	3	8.33	14.29		
GOVERNOR		87	4	0	0	4	4.60	6.15		
HAZARDOUS SUB COM BD		1	0	0	0	0	0	0		
HEALTH		866	44	1	23	20	5.08	4.30		
HEALTH CARE ACCESS C		4	0	0	0	0	0	0		
HIGHER EDUC COORD BD		73	5	0	1	4	6.85	8.26		

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: MINORITY(BLACK-HISPANIC-ASIAN-AM INDIAN)

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		MINORITY EMPLOYEES	MANAGERS	PROF	OTHER
HIGHER EDUC FACILITI	3	0	0	0	0
HOUSING FINANCE AGEN	139	19 13.67	1 9.09	11 16.67	7 11.29
HUMAN RIGHTS	69	15 21.74	2 50.00	7 16.28	6 27.27
HUMAN SERVICES	1,813	99 5.46	3 3.90	49 5.77	47 5.30
HUMAN SERVICES	5,727	102 1.78	1 1.72	34 2.37	67 1.58
INDIAN AFFAIRS INTER	6	6 100.00	1 100.00	3 100.00	2 100.00
INVESTMENT DD	25	0	9	0	0
IRON RANGE RES REMAD	157	0	0	0	0
JOB & TRAINING	1,440	95 6.60	2 3.70	50 6.04	43 7.71
JOB & TRAINING	619	12 1.94	0	11 2.64	1 0.51
LABOR & INDUSTRY	355	34 9.58	4 25.00	8 6.67	22 10.05
M S R S	35	2 5.71	0	1 7.14	1 5.26
MEDIATION SVCS	20	0	0	0	0
MEDICAL EXAMINERS DD	22	1 4.55	0	1 14.29	0
MILITARY AFFAIRS	93	6 6.45	0	0	6 6.98
MILITARY AFFAIRS	314	4 1.27	0	0	4 1.34
MN CENTERS ARTS EDUC	40	1 2.50	0	1 6.25	0
MUNICIPAL DD	4	1 25.00	0	0	1 50.00
NATURAL RESOURCES	729	39 5.35	1 1.75	12 3.31	26 8.41
NATURAL RESOURCES	1,467	24 1.64	1 3.85	13 1.69	10 1.49

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: MINORITY(BLACK-HISPANIC-ASIAN-AM INDIAN)

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		MINORITY	MANAGERS	PROF	OTHER
NURSING DD	22	2	0	0	2
NURSING HOME ADMIN D	2	0	0	0	11.76
OFFICE OF WASTE MGMT	30	2	0	1	1
OFFICE SOCIAL WRK &	6	0	0	0	12.50
OMBUDSMAN FOR MN TL H	18	0	0	0	0
OMBUDSMAN-CORR	8	4	1	2	1
OPTOMETRY DD	3	0	0	0	33.33
PHARMACY DD	7	0	0	0	0
POLLUTION CONTROL	606	37	0	27	10
PSYCHOLOGY DD	3	0	0	0	8.00
PUB EMP REL DD	1	0	0	0	0
PUBLIC ENPL RET ASSN	64	3	0	0	0
PUBLIC SAFETY	1,824	4.69	0	0	9.09
PUBLIC SERVICE	134	70	0	10	60
PUBLIC UTILITIES COM	36	3.84	0	4.41	3.84
PY	1	6	0	3	3
REVENUE	1	4.48	0	5.17	4.55
SEC OF STATE	1,177	3	0	2	1
SENT GUIDELINES COMM	64	8.33	0	9.09	7.14
SOIL & WATER RESOURC	7	0	0	0	0
	33	0	0	0	0

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: MINORITY(BLACK-HISPANIC-ASIAN-AM INDIAN)

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		MINORITY	MANAGERS	PROF	OTHER
SPANISH SPKO PEOPLE	4	100.00	100.00	2	1
STATE PLANNING	118	4.24	5.88	2	2
STATE UNIVERSITIES	104	12	0	3	9
STATE UNIVERSITIES	1,865	36	0	5	31
TAX COURT	7	1.93	0	2.24	1.90
TEACHERS RET ASSOC	49	0	0	0	0
TELECOMM ACCESS-IMPR	1	2.04	0	0	1
TRADE & ECONOMIC DEV	280	0	0	0	0
TRANS REGULATION DD	9	19	3	9	7
TRANSPORTATION	2,787	6.79	9.09	7.69	5.38
TRANSPORTATION	2,266	0	0	0	0
TREASURER	12	110	3	26	81
VETERANS AFFAIRS	560	3.95	3.23	4.30	3.88
VETERINARY MEDICINE	2	60	0	4	56
VOC TECH EDUC DD	107	2.65	0	2.09	2.74
VOC TECH EDUC COUNCI	4	0	0	0	0
VOYAGEURS NAT PK C C	1	63	0	7	56
WORKERS COMP CT APPL	22	10.86	0	6.54	12.07
WORLD TRADE CENTER G	21	0	0	0	0
ZOOLOGICAL GARDENS	223	0	0	0	0
		5	0	2	3
		4.67	0	3.70	5.77
		1	0	0	1
		25.00	0	0	50.00
		2	0	0	0
		9.09	0	0	16.67
		0	0	0	0
		7	0	0	7
		3.14	0	0	3.70

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: MINORITY (BLACK-HISPANIC-ASIAN-AM INDIAN)

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		MINORITY	MANAGERS	PROF	OTHER
TOTAL	33,589	1,480 4.41	37 3.93	501 4.78	942 4.25

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: AMERICAN INDIAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		AMERICAN INDIAN	MANAGERS	PROF	OTHER
ACCOUNTANCY DD	4	0	0	0	0
ADMINISTRATION	836	9 1.08	1 1.79	1 0.43	7 1.28
ADMINISTRATIVE HEARI	76	0	0	0	0
AGRICULTURE	481	2 0.42	0	0	2 0.56
ANIMAL HEALTH DD	36	0	0	0	0
ARCH-ENG-L S-L A DD	7	0	0	0	0
ARTS BOARD	16	0	0	0	0
ASIAN PACIFIC CO	3	0	0	0	0
ATTORNEY GENERAL	379	4 1.06	0	2 0.89	2 1.29
AUDITOR	111	1 0.90	0	0	1 3.57
BARBER DD	2	0	0	0	0
DD UNLICENSED HMTL H	1	0	0	0	0
BOARD OF SOCIAL WORK	1	0	0	0	0
BOXING DD	2	0	0	0	0
CAP AREA ARCH & PLO	8	0	0	0	0
CHIROPRACTIC EXAM DD	4	0	0	0	0
COMMERCE	221	3 1.36	0	2 1.55	1 1.25

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990
 GROUP: AMERICAN INDIAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		AMERICAN INDIAN	MANAGERS	PROF	OTHER
COMMUNITY COLLEGES	868	12	0	6	6
COMMUNITY COLLEGES		1.38		4.96	0.88
CORRECTIONS	553	18	0	12	6
CORRECTIONS		3.25		10.43	1.37
CORRECTIONS	1,258	32	0	3	29
CORRECTIONS		2.56		1.32	2.91
CORRECTIONS FARIBAUL	807	9	0	2	7
CORRECTIONS FARIBAUL		1.12		0.96	1.20
COUNC ON BLACK MINNE	83	1	0	0	1
COUNC ON BLACK MINNE		1.20		0	1.54
COUNCIL ON DISABILIT	3	0	0	0	0
DENTISTRY DD	10	0	0	0	0
EDUCATION	5	0	0	0	0
ELECTRICITY DD	677	12	0	9	3
ELECTRICITY DD		1.77		2.86	0.88
EMPLOYEE RELATIONS	22	0	0	0	0
ETHICAL PRACT DD	198	0	0	0	0
FINANCE	6	0	0	0	0
FOND DU LAC HIGHER E	122	1	0	1	0
FOND DU LAC HIGHER E		0.82		2.50	
GAMING	17	5	0	4	1
GAMING		29.41		44.44	12.50
GOVERNOR	60	0	0	0	0
HAZARDOUS SUB COM DD	87	0	0	0	0
HEALTH	1	0	0	0	0
HEALTH CARE ACCESS C	866	5	0	3	2
HEALTH CARE ACCESS C		0.58		0.56	0.69
HIGHER EDUC COORD DD	4	0	0	0	0
HIGHER EDUC COORD DD		2		0	2
	73	2	0	0	2
		2.74			3.70

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: AMERICAN INDIAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		AMERICAN INDIAN	MANAGERS	PROF	OTHER
HIGHER EDUC FACILITI	3	0	0	0	0
HOUSING FINANCE AGEN	139	4 2.88	0	2 3.03	2 3.23
HUMAN RIGHTS	69	3 4.35	0	1 2.33	2 9.09
HUMAN SERVICES	1,813	17 0.94	0	8 0.94	9 1.01
HUMAN SERVICES	5,727	50 0.87	1 1.72	12 0.84	37 0.87
INDIAN AFFAIRS INTER	6	6 100.00	1 100.00	3 100.00	2 100.00
INVESTMENT DD	25	0	0	0	0
IRON RANGE RES RENAD	157	0	0	0	0
JOB S & TRAINING	1,460	13 0.90	0	5 0.60	8 1.43
JOB S & TRAINING	619	8 1.29	0	7 1.68	1 0.51
LABOR & INDUSTRY	355	4 1.13	0	2 1.67	2 0.91
M S R S	35	0	0	0	0
MEDIATION SVCS	20	0	0	0	0
MEDICAL EXAMINERS DD	22	0	0	0	0
MILITARY AFFAIRS	93	1 1.08	0	0	1 1.16
MILITARY AFFAIRS	314	3 0.96	0	0	3 1.00
MN CENTERS ARTS EDUC	40	0	0	0	0
MUNICIPAL DD	4	0	0	0	0
NATURAL RESOURCES	729	9 1.23	0	1 0.28	8 2.59
NATURAL RESOURCES	1,467	10 1.23	0	11 1.43	7 1.04

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP - AMERICAN INDIAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		AMERICAN INDIAN	MANAGERS	PROF	OTHER
SPANISH SPRG PEOPLE	4	0	0	0	0
STATE PLANNING	118	0	0	0	0
STATE UNIVERSITIES	104	4	0	0	0
STATE UNIVERSITIES	1,065	13	0	1	4
TAX COURT	7	0	0	0	12
TEACHERS RET ASSOC	49	0	0	0	0
TELECOMM ACCESS-IMPR	1	0	0	0	0
TRADE & ECONOMIC DEV	280	2	1	0	1
TRANS REGULATION DD	9	0	3.05	0	0.77
TRANSPORTATION	2,787	21	0	0	0
TRANSPORTATION	2,266	41	0	0	16
TREASURER	12	1.81	0	3	38
VETERANS AFFAIRS	580	0	0	0	0
VETERINARY MEDICINE	2	2.07	0	2	10
VOC TECH EDUC DD	107	2	0	0	0
VOC TECH EDUC COUNCI	4	1.87	0	0	2
VOYAGEURS NAT PK C G	1	0	0	0	0
WORKERS COMP CT APPL	22	0	0	0	0
WORLD TRADE CENTER G	21	0	0	0	0
ZOOLOGICAL GARDENS	223	2	0	0	2

1.08

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: AMERICAN INDIAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		AMERICAN INDIAN	MANAGERS	PROF	OTHER
NURSING DD	22	1	0	0	1
NURSING HOME ADMIN B	2	4.55	0	0	5.88
OFFICE OF WASTE MGMT	30	0	0	0	0
OFFICE SOCIAL WRK &	6	0	0	0	0
OMBUDSMAN FOR MNTL H	18	0	0	0	0
OMBUDSMAN-CORR	8	2	0	1	1
OPTOMETRY DD	3	25.00	0	25.00	33.33
PHARMACY DD	7	0	0	0	0
POLLUTION CONTROL	606	6	0	0	0
PSYCHOLOGY DD	3	0.99	0	0.87	1.60
PUB EMP REL DD	1	0	0	0	0
PUBLIC EMPL RET ASSN	64	0	0	0	0
PUBLIC SAFETY	1,024	16	0	0	0
PUBLIC SERVICE	134	0.88	0	0.44	15
PUBLIC UTILITIES COM	36	0.75	0	0	1
PY	1	0	0	0	1.52
REVENUE	1,177	6	0	0	0
SEC OF STATE	64	0.51	0	0.17	9
SENT GUIDELINES COMM	7	1	0	0	1
SOIL & WATER RESOURC	33	1.56	0	0	2.04
		0	0	0	0

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: AMERICAN INDIAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT		
		AMERICAN INDIAN	MANAGERS	PROF OTHER
TOTAL	33,589	382 1.14	4 0.43	115 1.10
				263 1.19

By: [illegible] Date: [illegible]

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: ASIAN-AMERICAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		ASIAN- AMERICAN	MANAGERS	PROF	OTHER
ACCOUNTANCY BD	4	0	0	0	0
ADMINISTRATION	836	10 1.20	0	4 1.71	6 1.10
ADMINISTRATIVE HEARI	76	1 1.32	0	1 2.38	0
AGRICULTURE	481	7 1.46	0	4 3.67	3 0.84
ANIMAL HEALTH BD	36	0	0	0	0
ARCH-ENG-L S-L A BD	7	0	0	0	0
ARTS BOARD	16	0	0	0	0
ASIAN PACIFIC CO	3	3 100.00	1 100.00	1 100.00	1 100.00
ATTORNEY GENERAL	379	1 0.26	0	1 0.45	0
AUDITOR	111	1 0.90	0	1 1.20	0
BARBER BD	2	0	0	0	0
BD UNLICENSED MNTL H	1	0	0	0	0
BOARD OF SOCIAL WORK	1	0	0	0	0
BOXING BD	2	0	0	0	0
CAP AREA ARCH & PLG	8	0	0	0	0
CHIROPRACTIC EXAM BD	4	0	0	0	0
COMMERCE	221	2 0.90	0	2 1.55	0

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: ASIAN-AMERICAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		ASIAN- AMERICAN	MANAGERS	PROF	OTHER
COMMUNITY COLLEGES	METRO 868	12	0	0	12
	OTHER 553	1.38	0	0	1.61
COMMUNITY COLLEGES	METRO 1,258	9	0	2	7
	OTHER 807	0.72	0	0.08	0.70
CORRECTIONS	METRO 1,258	9	0	2	7
	OTHER 807	0.72	0	0.08	0.70
CORRECTIONS FARIBAUL	OTHER 83	0.25	0	0	0.34
COUNCIL ON BLACK MINNE	OTHER 83	0.25	0	0	0.34
COUNCIL ON DISABILIT	OTHER 3	0	0	0	0
DENTISTRY BD	OTHER 10	0	0	0	0
EDUCATION	OTHER 5	0	0	0	0
ELECTRICITY BD	OTHER 677	6	0	5	1
	22	0.89	0	1.59	0.29
EMPLOYEE RELATIONS	OTHER 198	2	0	2	0
	6	1.01	0	2.33	0
ETHICAL PRACT BD	OTHER 122	1	0	1	0
	17	0.82	0	2.50	0
FOND DU LAC HIGHER E	OTHER 60	1	1	0	0
	87	1.67	6.67	0	0
GAMING	OTHER 1	1	0	0	1
GOVERNOR	OTHER 1	1.15	0	0	1.54
HAZARDOUS SUB COM BD	OTHER 1	0	0	0	0
HEALTH	OTHER 866	11	0	7	9
	4	1.27	0	1.31	1.37
HEALTH CARE ACCESS C	OTHER 4	0	0	0	0
HIGHER EDUC COORD BD	OTHER 73	0	0	0	0

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: ASIAN-AMERICAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		ASIAN- AMERICAN	MANAGERS	PROF	OTHER
HIGHER EDUC FACILITI	3	0	0	0	0
HOUSING FINANCE AGEN	139	3	0	3	0
HUMAN RIGHTS	69	2.16	0	4.55	0
HUMAN SERVICES		2	1	1	0
	METRO	31	1	16	14
	OTHER	1.71	1.30	1.88	1.58
HUMAN SERVICES	5,727	26	0	15	11
	OTHER	0.45	0	1.05	0.26
INDIAN AFFAIRS INTER	6	0	0	0	0
INVESTMENT BD	25	0	0	0	0
IRON RANGE RES RENAD	157	0	0	0	0
JOB & TRAINING	1,460	17	1	13	3
	METRO	1.18	1.85	1.57	0.54
JOB & TRAINING	619	0	0	0	0
	OTHER	0	0	0	0
LABOR & INDUSTRY	355	1	0	0	1
	M S R S	0.28	0	0	0.46
MEDIATION SVCS	35	2	0	1	1
	OTHER	5.71	0	7.14	5.26
MEDICAL EXAMINERS BD	20	0	0	0	0
MILITARY AFFAIRS	22	0	0	0	0
MILITARY AFFAIRS	93	0	0	0	0
	METRO	0	0	0	0
	OTHER	0	0	0	0
MN CENTERS ARTS EDUC	40	0	0	0	0
MUNICIPAL BD	4	0	0	0	0
NATURAL RESOURCES	729	5	0	4	1
	METRO	0.69	0	1.10	0.32
NATURAL RESOURCES	1,467	1	0	0	1
	OTHER	0.07	0	0	0.15

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: ASIAN-AMERICAN DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		ASIAN-AMERICAN	MANAGERS	PROF	OTHER
NURSING DD	22	0	0	0	0
NURSING HOME ADMIN D	2	0	0	0	0
OFFICE OF WASTE MGMT	30	1	0	0	1
OFFICE SOCIAL HRK &	6	3.33	0	0	12.50
OMBUDSMAN FOR MNTL H	18	0	0	0	0
OMBUDSMAN-CORR	8	0	0	0	0
OPTOMETRY DD	3	0	0	0	0
PHARMACY DD	7	0	0	0	0
POLLUTION CONTROL	606	13	0	9	4
PSYCHOLOGY DD	3	2.15	0	1.97	3.20
PUB EMP REL DD	1	0	0	0	0
PUBLIC EMPL RET ASSN	64	1	0	0	1
PUBLIC SAFETY	1,824	1.56	0	0	3.03
PUBLIC SERVICE	134	8	0	3	5
PUBLIC UTILITIES COM	36	0.44	0	1.32	0.32
PY	1	1.49	0	2	0
REVENUE	1,177	0	0	0	0
SEC OF STATE	66	1.19	0	13	6
SENT GUIDELINES COMM	7	1.61	0	2.23	1.08
SOIL & WATER RESOURC	83	0	0	0	0

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: ASIAN-AMERICAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		ASIAN- AMERICAN	MANAGERS	PROF	NTMFR
SPANISH SPKO PEOPLE	4	0	0	0	0
STATE PLANNING	118	1 0.85	0	0	1 3.13
STATE UNIVERSITIES METRO	104	1 0.96	0	0	1 1.06
STATE UNIVERSITIES OTHER	1,865	8 0.43	0	3 1.35	5 0.31
TAX COURT	7	0	0	0	0
TEACHERS RET ASSOC	49	0	0	0	0
TELECOMM ACCESS-IMPR	1	0	0	0	0
TRADE & ECONOMIC DEV	280	9 3.21	1 3.03	5 4.27	3 2.31
TRANS REGULATION BD	9	0	0	0	0
TRANSPORTATION METRO	2,787	23 0.83	0	12 1.98	11 0.53
TRANSPORTATION OTHER	2,266	4 0.18	0	0	4 0.20
TREASURER	12	0	0	0	0
VETERANS AFFAIRS	580	6 1.03	0	3 2.80	3 0.65
VETERINARY MEDICINE	2	0	0	0	0
VOC TECH EDUC BD	107	1 0.93	0	1 1.85	0
VOC TECH EDUC COUNCI	4	0	0	0	0
VOYAGEURS NAT PK C C	1	0	0	0	0
WORKERS COMP CT APPL	22	0	0	0	0
WORLD TRADE CENTER C	21	0	0	0	0
ZOOLOGICAL GARDENS	223	2 0.90	0	0	2 1.00

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: ASIAN-AMERICAN

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		ASIAN- AMERICAN	MANAGERS	PROF	OTHER
TOTAL	33,589	257 0.77	6 0.64	135 1.29	116 0.52

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: BLACK

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		BLACK	MANAGERS	PROF	OTHER
ACCOUNTANCY BD	4	0	0	0	0
ADMINISTRATION	836	40 4.78	1 1.79	7 2.99	32 5.86
ADMINISTRATIVE HEARI	76	2 2.63	0	1 2.38	1 3.13
AGRICULTURE	481	3 0.62	0	1 0.92	2 0.56
ANIMAL HEALTH BD	36	0	0	0	0
ARCH-ENG-L S-L A BD	7	0	0	0	0
ARTS BOARD	16	0	0	0	0
ASIAN PACIFIC CO	3	0	0	0	0
ATTORNEY GENERAL	379	14 3.69	0	11 4.91	3 1.94
AUDITOR	111	1 0.90	0	1 1.20	0
BARBER BD	2	0	0	0	0
BD UNLICENSED MNTL H	1	0	0	0	0
BOARD OF SOCIAL -WORK	1	0	0	0	0
BOXING BD	2	0	0	0	0
CAP AREA ARCH & °LG	8	0	0	0	0
CHIROPRACTIC EXAM BD	4	0	0	0	0
COMMERCE	221	6 2.71	0	4 3.10	2 2.50

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		BLACK	MANAGERS	PROF	OTHER
GROUP: BLACK					
COMMUNITY COLLEGES	METRO 868	36	0	9	27
	OTHER 553	0	0	7.46	3.62
CORRECTIONS	METRO 1,258	50	3	10	37
	OTHER 807	3.97	8.33	4.41	5.72
CORRECTIONS FARIBAUL	OTHER 83	11	0	3	8
		1.36	0	1.44	1.37
COUNC ON BLACK MINNE	3	1	0	0	1
		1.20	0	0	1.54
COUNCIL ON DISABILIT	10	100.00	0	2	1
		0	0	100.00	100.00
DENTISTRY BD	5	0	0	0	0
EDUCATION	677	13	0	5	8
		1.92	0	1.59	2.36
ELECTRICITY BD	22	0	0	0	0
EMPLOYEE RELATIONS	198	6	0	3	3
		3.03	0	3.49	3.16
ETHICAL PRACT BD	6	0	0	0	0
FINANCE	122	3	0	1	2
		2.46	0	2.50	4.00
FOND DU LAC HIGHER E	OTHER 17	0	0	0	0
GAMING	60	2	0	1	1
		3.33	0	14.29	2.63
GOVERNOR	87	2	0	0	2
		2.30	0	0	3.08
HAZARDOUS SUB COM BD	1	0	0	0	0
HEALTH	866	22	1	10	11
		2.54	2.50	1.87	3.78
HEALTH CARE ACCESS C	4	0	0	0	0
HIGHER EDUC COORD BD	73	2	0	1	1
		2.74	0	5.26	1.85

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		BLACK	MANAGERS	PROF	OTHER
HIGHER EDUC FACILITI	3	0	0	0	0
HOUSING FINANCE AGEN	139	9	1	4	4
		6.47	9.09	6.06	6.45
HUMAN RIGHTS	69	7	1	4	2
		10.14	25.00	9.30	9.09
HUMAN SERVICES	1,813	31	0	18	13
METRO		1.71		2.12	1.47
OTHER	5,727	9	0	4	5
		0.16		0.28	0.12
INDIAN AFFAIRS INTER	6	0	0	0	0
INVESTMENT DD	25	0	0	0	0
IRON RANGE RES REMAD	157	0	0	0	0
JOB & TRAINING	1,440	44	1	24	19
METRO		3.06	1.85	2.90	3.41
OTHER	619	1	0	1	0
		0.16		0.24	
LABOR & INDUSTRY	355	26	4	6	16
		7.32	25.00	5.00	7.31
M S R S	35	0	0	0	0
MEDIATION SVCS	20	0	0	0	0
MEDICAL EXAMINERS DD	22	1	0	1	0
		4.55		14.29	
MILITARY AFFAIRS	93	2	0	0	2
METRO		2.15			2.33
OTHER	314	0	0	0	0
MN CENTERS ARTS EDUC	40	1	0	1	0
		2.50		6.25	
MUNICIPAL DD	4	0	0	0	0
NATURAL RESOURCES	729	11	1	6	4
METRO		1.51	1.75	1.65	1.29
OTHER	1,467	2	1	1	0
		0.14	3.85	0.13	

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: BLACK

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		BLACK	MANAGERS	PROF	OTHER
NURSING BD	22	0	0	0	0
NURSING HOME ADMIN B	2	0	0	0	0
OFFICE OF WASTE MGMT	30	1	0	1	0
OFFICE SOCIAL WRK &	6	0	0	0	0
OMBUDSMAN FOR MNTL H	18	0	0	0	0
OMBUDSMAN-CORR	8	2	1	1	0
OPTOMETRY BD	3	0	0	0	0
PHARMACY BD	7	0	0	0	0
POLLUTION CONTROL	606	11	0	8	3
PSYCHOLOGY BD	3	1	0	0	0
PUB EMP REL BD	1	0	0	0	0
PUBLIC ENPL RET ASSN	64	1	0	0	1
PUBLIC SAFETY	1,824	31	0	5	26
PUBLIC SFRVICF	134	1	0	0	1
PUBLIC UTILITIES COM	36	3	0	2	1
PY	1	0	0	0	0
REVENUE	1,177	32	1	11	20
SEC OF STATE	64	2	0	0	2
SENT GUIDELINES COMM	7	1	0	0	1
SOIL & WATER RESOURC	33	0	0	0	0

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: BLACK

DEPARTMENT	-----NUMBER & PERCENT-----				
	TOTAL EMPLOYEES	BLACK	MANAGERS	PROF	OTHER
SPANISH SPKG PEOPLE	4	0	0	0	0
STATE PLANNING	118	1 0.85	0	1 1.45	0
STATE UNIVERSITIES	104	7 6.73	0	3 30.00	4 4.26
STATE UNIVERSITIES	1,865	5 0.27	0	1 0.45	4 0.24
TAX COURT	7	0	0	0	0
TEACHERS RET ASSOC.	49	0	0	0	0
TELECOMM ACCESS-IMPR	1	0	0	0	0
TRADE & ECONOMIC DEV	280	6 2.14	1 3.03	4 3.42	1 0.77
TRANS REGULATION BD	9	0	0	0	0
TRANSPORTATION	2,787	43 1.54	2 2.15	7 1.16	34 1.63
TRANSPORTATION	2,266	3 0.13	0	1 0.52	2 0.10
TREASURER	12	0	0	0	0
VETERANS AFFAIRS	580	37 6.38	0	1 0.93	36 7.76
VETERINARY MEDICINE	2	0	0	0	0
VOC TECH EDUC BD	107	1 0.93	0	1 1.05	0
VOC TECH EDUC COUNCI	4	0	0	0	0
VOYAGEURS NAT PK C C	1	0	0	0	0
WORKERS COMP CT APPL	22	1 4.55	0	0	1 8.33
WORLD TRADE CENTER C	21	0	0	0	0
ZOOLOGICAL GARDENS	223	3 1.35	0	0	1 1.62

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: BLACK

DEPARTMENT

TOTAL EMPLOYEES NUMBER & PERCENT -----
 BLACK MANAGERS PROF OTHER

TOTAL	33,589	555	19	187	349
		1.65	2.02	1.78	1.57

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: HISPANIC	DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
			HISPANIC	MANAGERS	PROF	OTHER
	ACCOUNTANCY DD	4	0	0	0	0
	ADMINISTRATION	836	9 1.08	0	1 0.43	8 1.47
	ADMINISTRATIVE HEARI	76	1 1.32	0	0	1 3.13
	AGRICULTURE	481	3 0.62	0	0	3 0.84
	ANIMAL HEALTH DD	36	1 2.78	0	0	1 4.76
	ARCH-ENO-L S-L A DD	7	1 14.29	0	0	1 16.67
	ARTS BOARD	16	0	0	0	0
	ASIAN PACIFIC CO	3	0	0	0	0
	ATTORNEY GENERAL	379	2 0.53	0	0	2 1.29
	AUDITOR	111	1 0.90	0	1 1.20	0
	BARBER DD	2	0	0	0	0
	DD UNLICENSED MNTL W	1	0	0	0	0
	BOARD OF SOCIAL WORK	1	0	0	0	0
	BOXING DD	2	0	0	0	0
	CAP AREA ARCH & PLQ	8	0	0	0	0
	CHIROPRACTIC EXAM DD	4	0	0	0	0
	COMMERCE	221	4 1.81	0	1 0.78	3 3.75

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP - HISPANIC

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		HISPANIC	MANAGERS	PROF	OTHER
COMMUNITY COLLEGES	METRO 868	11	0	3	8
		1.27		2.48	1.07
COMMUNITY COLLEGES	OTHER 553	3	0	1	2
		0.54		0.07	0.46
CORRECTIONS	METRO 1,258	18	0	2	16
		1.43		0.88	1.61
CORRECTIONS	OTHER 807	3	0	1	2
		0.37		0.48	0.34
CORRECTIONS FARIBAUL	OTHER 83	0	0	0	0
COUNC ON BLACK MINNE	3	0	0	0	0
COUNCIL ON DISABILIT	10	0	0	0	0
DENTISTRY DD	5	0	0	0	0
EDUCATION	677	7	1	5	1
		1.03	4.35	1.59	0.29
ELECTRICITY DD	22	0	0	0	0
EMPLOYEE RELATIONS	198	5	1	3	1
		2.53	5.88	3.49	1.05
ETHICAL PRACT DD	6	0	0	0	0
FINANCE	122	0	0	0	0
FOND DU LAC HIGHER E	OTHER 17	0	0	0	0
GAMING	60	2	0	0	2
		3.33			5.26
GOVERNOR	87	1	0	0	1
		1.15			1.56
HAZARDOUS SUB COM DD	1	0	0	0	0
HEALTH	866	6	0	3	3
		0.69		0.56	1.03
HEALTH CARE ACCESS C	4	0	0	0	0
HIGHER EDUC COORD DD	73	1	0	0	1
		1.37			1.05

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: HISPANIC

DEPARTMENT	NUMBER & PERCENT				
	TOTAL EMPLOYEES	HISPANIC	MANAGERS	PROF	OTHER
HIGHER EDUC FACILITI	3	0	0	0	0
HOUSING FINANCE AGEN	139	2.16	3	3.03	1.61
HUMAN RIGHTS	69	4.35	3	2.33	2
HUMAN SERVICES	1,813	1.19	2	0.71	11
HUMAN SERVICES	5,727	1.05	2.60	0.71	1.24
INDIAN AFFAIRS INTER	6	15	0	2	13
INVESTMENT DD	25	0.26	0	0.14	0.31
IRON RANGE RES RENAD	157	0	0	0	0
JOB & TRAINING	1,440	21	0	0	0
JOB & TRAINING	619	1.46	3	0.97	13
LABOR & INDUSTRY	355	0.48	0	0.72	0
M S R S	35	3	0	0	3
MEDIATION SVCS	20	0.85	0	0	1.37
MEDICAL EXAMINERS DD	22	0	0	0	0
MILITARY AFFAIRS	93	3	0	0	0
MILITARY AFFAIRS	314	3.23	0	0	3
MN CENTERS ARTS EDUC	40	1	0	0	1
MUNICIPAL DD	4	0.32	0	0	0.33
NATURAL RESOURCES	729	0	0	0	0
NATURAL RESOURCES	1,467	1	0	0	1
		25.00	0	0	50.00
		13	0	1	12
		1.78	0	0.28	3.88
		3	0	1	2
		0.20	0	0.13	0.30

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP - HISPANIC DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		HISPANIC	MANAGERS	PROF	OTHER
NURSING DD	22	1	0	0	1
NURSING HOME ADMIN D	2	4.55	0	0	5.88
OFFICE OF WASTE MGMT	30	0	0	0	0
OFFICE SOCIAL WRK &	6	0	0	0	0
OMBUDSMAN FOR PMTL H	10	0	0	0	0
OMBUDSMAN-CORR	0	0	0	0	0
OPTOMETRY DD	3	0	0	0	0
PHARMACY DD	7	0	0	0	0
POLLUTION CONTROL	606	7	0	6	1
PSYCHOLOGY DD	3	1.16	0	1.51	0.80
PUB EMP REL DD	1	0	0	0	0
PUBLIC ENPL RET ASSM	64	1	0	0	1
PUBLIC SAFETY	1,824	1.56	0	0	3.03
PUBLIC SERVICE	134	14	0	1	13
PUBLIC UTILITIES COM	36	0.77	0	0.44	0.83
PY	1	2	0	1	1
REVENUE	1,177	1.49	0	1.72	1.52
SEC OF STATE	64	0	0	0	0
SENT GUIDELINES COMM	7	1	0	1	0
SOIL & WATER RESOURC	33	1.56	0	6.67	0
		1.17	1	0	16
		1.44	2.50	0	2.88

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
DATA FROM JANUARY 1990

GROUP: HISPANIC

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT			
		HISPANIC	MANAGERS	PROF	OTHER
SPANISH SPKG PEOPLE	4	100.00	1	2	1
STATE PLANNING	118	2.54	5.88	1	1
STATE UNIVERSITIES	104	0	0	0	3.13
STATE UNIVERSITIES	1,865	9	0	0	0
TAX COURT	7	0.48	0	0	9
TEACHERS RET ASSOC	49	2.04	0	0	0
TELECOMM ACCESS-IMPR	1	0	0	0	3.45
TRADE & ECONOMIC DEV	280	0.71	0	0	2
TRANS REGULATION DD	9	0	0	0	1.54
TRANSPORTATION	2,787	23	1	2	0
TRANSPORTATION	2,266	0.83	1.08	0.33	20
TREASURER	12	12	0	0	0.96
		0.53	0	0	12
VETERANS AFFAIRS	500	0	0	0	0.59
VETERINARY MEDICINE	2	0	0	0	0
VOC TECH EDUC DD	107	8	0	1	7
VOC TECH EDUC COUNCI	4	1.38	0	0.93	1.51
VOYAGEURS NAT PK C C	1	0	0	0	0
WORKERS COMP CT APPL	22	1	0	0	1
WORLD TRADE CENTER C	21	0.93	0	0	1.92
ZOOLOGICAL GARDENS	223	25.00	0	0	1
		0	0	0	50.00

MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
 DATA FROM JANUARY 1990

GROUP: HISPANIC

DEPARTMENT	TOTAL EMPLOYEES	NUMBER & PERCENT		
		HISPANIC MANAGERS	PROF	OTHER
TOTAL	33,589	275 0.82	8 0.05	60 0.57
				207 0.95

LIST HIRES BY AGENCY 1989

<u>Agency</u>	<u>Total Opportunities</u>	<u>Affirmative Action Hires</u>	<u>Justified Hires</u>	<u>Missed Opportunities</u>
Administration	72	29 (40%)	30 (42%)	13 (18%)
Administrative Hearings Office	2	1 (50%)	0	1 (50%)
Agriculture	46	13 (28%)	23 (50%)	10 (22%)
Animal Health Bd.	3	0	2 (66%)	1 (33%)
Auditor	2	2 (100%)	0	0
Commerce	20	8 (40%)	10 (50%)	2 (10%)
Community College System				
- Metro	68	12 (18%)	45 (66%)	11 (16%)
- Outstate	18	3 (17%)	13 (72%)	2 (11%)
Corrections				
- Metro	147	51 (35%)	81 (55%)	15 (10%)
- Outstate	50	9 (18%)	33 (66%)	8 (16%)
Education	36	4 (11%)	29 (80%)	3 (8%)
Employee Relations	9	0	8 (89%)	1 (11%)
Faribault Academies for Blind and Deaf	17	1 (6%)	16 (94%)	0
Finance	2	2 (100%)	0	0
Health	118	19 (16%)	79 (67%)	20 (17%)
Higher Ed Coord Bd.	4	0	4 (100%)	0
Housing Finance	25	3 (12%)	18 (72%)	4 (16%)
Human Rights	1	0	1 (100%)	0
Human Services				
- Metro	161	18 (11%)	107 (66%)	36 (22%)
- Outstate	414	35 (8%)	372 (90%)	7 (2%)
Iron Range Res. & Rehab Board	6	1 (17%)	5 (83%)	0

Agency	Total Opportunities	Affirmative Action Hires	Justified Hires	Missed Opportunities
Jobs & Training - Metro	130	53 (41%)	46 (35%)	31 (24%)
Jobs & Training - Outstate	28	6 (21%)	19 (68%)	3 (11%)
Labor & Industry	28	11 (39%)	11 (39%)	6 (21%)
State Retirement System	2	1 (50%)	0	1 (50%)
Military Affairs - Metro	10	1 (10%)	8 (88%)	1 (10%)
Military Affairs - Outside	14	2 (14%)	11 (79%)	1 (7%)
Natural Resources - Metro	59	16 (27%)	36 (61%)	7 (12%)
Natural Resources - Outstate	86	21 (24%)	64 (74%)	1 (1%)
Pollution Control	133	39 (29%)	64 (48%)	30 (23%)
Public Safety	155	36 (23%)	85 (55%)	34 (22%)
Public Service	14	4 (29%)	10 (71%)	0
Public Util Comm	6	1 (17%)	4 (67%)	1 (17%)
Revenue	90	29 (32%)	54 (60%)	7 (8%)
Secretary of State	1	0	1 (100%)	0
State Planning	2	1 (50%)	1 (50%)	0
State Universities - Metro	3	1 (33%)	2 (67%)	0
State Universities - Outstate	122	15 (12%)	82 (67%)	25 (20%)
Trade & Econ Development	17	5 (29%)	8 (47%)	4 (24%)
Transportation - Metro	194	38 (20%)	123 (63%)	33 (17%)
Transportation - Outstate	87	10 (11%)	70 (80%)	7 (8%)
Veterans Home	111	5 (5%)	101 (90%)	5 (5%)
Vo Tech Educ Board	6	1 (17%)	5 (83%)	0
Zoo	25	2 (8%)	23 (92%)	0
TOTAL	2,544	509 (20%)	1,704 (67%)	331 (13%)

NON-LIST HIRES BY AGENCY 1989

<u>Agency</u>	<u>All</u>	<u>Minority</u>	<u>Female</u>	<u>Disabled</u>
Admin Hearings Off	4	0	4 (100%)	0
Administration	146	17 (12%)	88 (60%)	7 (5%)
Agriculture	103	4 (4%)	45 (44%)	3 (3%)
Animal Health Board	2	0	2 (100%)	0
Attorney General	112	12 (11%)	61 (54%)	4 (4%)
Auditor	32	0	15 (47%)	0
Bd/Social Work	1	0	1	0
Cap Area Arch & Pl	1	0	1 (100%)	0
Community College System				
- Metro	1,198	93 (8%)	623 (52%)	9 (1%)
- Outside	859	36 (4%)	463 (54%)	14 (2%)
Commerce	36	4 (11%)	27 (75%)	0
Corrections				
- Metro	368	38 (10%)	164 (45%)	29 (8%)
- Outstate	235	13 (6%)	77 (33%)	26 (11%)
Council on Disability	5	1 (20%)	3 (60%)	2 (40%)
Education	60	4 (7%)	48 (80%)	5 (8%)
Electricity Board	1	0	0	0
Employee Relations	79	5 (6%)	54 (68%)	2 (3%)
Faribault Academics for Blind and Deaf	37	0	29 (78%)	1 (3%)
Finance	9	0	5 (56%)	0
Fond Du Lac Higher	83	13 (16%)	40 (48%)	3 (4%)
Gaming	29	2 (7%)	15 (52%)	3 (10%)
Governor	59	2 (3%)	38 (64%)	1 (2%)
Health	140	9 (6%)	110 (79%)	4 (3%)

Agency	All	Minority	Female	Disabled
Health Care Access	1	0	0	0
Higher Educ Coord Bd	26	3 (12%)	18 (69%)	1 (4%)
Higher Educ Fac Auth	1	0	1 (100%)	0
Housing Finance	37	3 (8%)	28 (76%)	3 (8%)
Human Rights	6	0	0	0
Human Services	431	26 (6%)	283 (66%)	23 (5%)
- Metro	521	15 (3%)	368 (71%)	25 (5%)
- Outstate	1	1 (100%)	1 (100%)	0
Investment Board	185	2 (1%)	65 (35%)	1 (.05%)
Iron Rge Res & Rehab	503	33 (7%)	254 (50%)	38 (8%)
Jobs & Training	75	9 (12%)	52 (69%)	4 (5%)
Lt. Governor	7	0	5 (71%)	0
Mediation Services	6	0	4 (67%)	0
Medical Exam Board	4	0	4 (100%)	0
Military Affairs	79	1 (1%)	31 (39%)	0
MIN Sch Res & Ctr Art	33	0	28 (85%)	0
MIN State Ret System	2	0	2 (100%)	0
Natural Resources	254	10 (4%)	101 (40%)	15 (6%)
- Metro	2,462	110 (4%)	654 (27%)	74 (3%)
- Outstate	3	0	3 (100%)	0
Nursing Board	5	1 (20%)	5 (100%)	0
Off Social Work Mental Health	8	1 (13%)	3 (38%)	0
Office of Waste Mgmt	3	1 (33%)	1 (33%)	0
Ombud for Corrections	3	1 (33%)	2 (67%)	0
Ombud for Mental Health	3	1 (33%)	2 (67%)	0

<u>Agency</u>	<u>All</u>	<u>Minority</u>	<u>Female</u>	<u>Disabled</u>
Pollution Control	169	15 (9%)	104 (62%)	9 (5%)
Psychology Board	10	0	8 (80%)	0
Pub Emp Ret Assn	7	3 (43%)	3 (43%)	3 (43%)
Public Safety	271	10 (3%)	101 (37%)	12 (4%)
Public Service	14	1 (7%)	6 (43%)	0
Public Utilities Comm	8	1 (12%)	5 (63%)	0
Racing Commission	5	0	5 (100%)	0
Revenue	145	7 (5%)	87 (60%)	6 (4%)
Secretary of State	8	0	1 (13%)	0
Sent Guidln Comm	2	0	2 (100%)	0
Soil & Water Res Bd	7	1 (14%)	3 (43%)	1 (14%)
Spanish Spk Council	1	1 (100%)	0	0
State Planning	41	4 (10%)	24 (59%)	1 (2%)
State Universities				
- Metro	125	23 (18%)	87 (70%)	6 (5%)
- Outstate	6,672	367 (6%)	2,287 (34%)	81 (1%)
Tax Court	2	0	2 (100%)	0
Teachers Retirement Bd	4	0	2 (50%)	0
Trade & Ecomonic Dev. Comm Develop	12	6 (50%)	2 (17%)	0
Trade & Econ Develop	104	7 (7%)	71 (68%)	1 (1%)
Transportation Reg Bd	2	0	1 (50%)	0
Transportation				
- Metro	673	88 (13%)	161 (24%)	10 (1%)
- Outstate	630	22 (3%)	111 (18%)	8 (1%)
Veterinary Med Bd	1	0	1 (100%)	0
Veterans Affairs				
- Central Office	3	0	2 (67%)	1 (33%)
- Hastings	7	1 (14%)	3 (43%)	0
- Minneapolis	108	21 (19%)	58 (54%)	3 (3%)

Agency	All	Minority	Female	Disabled
Voc Tech Educ Board	19	2 (11%)	13 (68%)	0
Voc Tech Educ Counc	1	1 (100%)	1 (100%)	0
Wiks Comp Ct of Appeals	10	0	7 (70%)	0
World Trade Ctr Corp	22	1 (5%)	14 (64%)	0
Zoo	93	3 (3%)	51 (55%)	2 (2%)
TOTAL	17,431	1,055 (6%)	7,049 (40%)	441 (3%)