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State of Minnesota  
HOUSE OF REPRESENTATIVES  
NINETIETH SESSION

H. F. No. 4529

05/18/2018 Authored by Loonan  
The bill was read for the first time and referred to the Committee on Government Operations and Elections Policy

1.1 A bill for an act  
1.2 relating to state government; modifying certain requirements related to state  
1.3 workforce reporting; requiring a legislative report; amending Minnesota Statutes  
1.4 2016, section 16A.122, subdivision 3.

1.5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.6 Section 1. Minnesota Statutes 2016, section 16A.122, subdivision 3, is amended to read:

1.7 Subd. 3. **Work force reporting.** (a) The commissioner shall prepare quarterly work  
1.8 force reports as required for accurate reporting of state employment levels, whether for  
1.9 internal analysis or for nationwide comparisons of public employment levels. The reports  
1.10 shall:

1.11 (1) express total employment in terms of full-time equivalent positions; ~~shall~~, itemized  
1.12 by agency and by source of funds used to support each position;

1.13 (2) indicate changes from previous reporting periods; and

1.14 (3) if data are available, indicate the number of vacant positions within each agency;  
1.15 and

1.16 (4) compare current employment levels with historical data from the previous ten fiscal  
1.17 years.

1.18 (b) The reports shall take into account all positions, including full-time, part-time,  
1.19 temporary, and other employees. In this subdivision, a full-time equivalent position means  
1.20 2,080 working hours per year; except that the number of work hours may vary, depending  
1.21 upon the exact number of working days in any given year. Independent contractors are not  
1.22 to be included within the definition of a full-time equivalent position.

2.1 (c) At the close of each fiscal year, the commissioner shall aggregate the quarterly reports  
2.2 required in this subdivision into a fiscal year report. The fiscal year report must be submitted  
2.3 to the chairs and ranking minority members of the legislative committees with jurisdiction  
2.4 over state government finance no later than October 1 following the end of each fiscal year.

2.5 **EFFECTIVE DATE.** This section is effective July 1, 2018. A fiscal year report including  
2.6 the data required by this section for fiscal year 2018 must be submitted to the legislature  
2.7 no later than October 1, 2018.