2009 HOUSE GOVERNMENT AND VETERANS AFFAIRS

HB 1067

2009 HOUSE STANDING COMMITTEE MINUTES

Bill/Resolution No. HB 1067

House Government and Veterans Affairs Committee

☐ Check here for Conference Committee

Hearing Date: February 6,2009

Recorder Job Number: #8933

Committee Clerk Signature Melissa M. Erhardt

Minutes:

Chairman Grande: Opened the hearing for HB 1067.

Rep Wald: Representative from District 37 in Dickinson. There are a number of exemptions to the state classified services. If you read line 8, on page 1, those are the people that are exempt. This bill if you read line 13 on page 2 exempts the employees of the director of mineral resources. These people are difficult to recruit. It is very difficult to attract people to accept and retain these positions and this is the reason we are before you.

Rep Schneider: Why would removing their status of classified price help recruit these people?

Rep Wald: The salary ceiling makes it difficult to recruit at that salary level.

Rep Schneider: It would seem to me that if you are a new employee it would be a nice perk to be a classified employee.

Rep Wald: It seems that Mr. Helm needs to increase the pay to attract personnel.

Lynn Helms: I am the Director of the Department of Mineral Resources.

Testimony attachment #1

Rep Meier: If we did put an Amendment to include just engineers and geologists would you want to do an emergency clause as well?

Lynn Helms: I would be delighted. That would be an excellent idea.

Chairman Grande: Do I have the wording correct? Is it Engineers and Geologist employed by the Dept. of Mineral Resources or do you want by the Director of Mineral Resources?

Lynn Helms: The Director of Mineral Resources. What we would do is delete the words "employees of" and insert "Engineers and Geologist employed by Mineral Resources".

Rep Winrich: We do not have a fiscal Note on this. Does this not have an effect on the budget?

Lynn Helms: This will not impact the budget more than the Market Equity that the Governor has build into his budget for this biennium. Those would be the funds we would use.

Ron Ness: I am from the ND Petroleum Council: I rise in support of this bill. This will give great career opportunities. This is one of the best regulatory agencies out there because of the high quality of skilled employees.

Stuart Sandoval: I am representing the NDPEA. Our concern was, prior to the amendment that was offer Mr. Helms, which our employees would be taken out of classified protection. Our concern went on to the salaries which is not just the problem, but that it sets a dangerous precedent.

Ken Prudy: I would like to give some clarifications.

Last biennium the salaries moved 4.1% and some moved more.

This biennium we anticipate a move of salary increases again to 95% of the average market range. So going to the last market value is a little miss leading as the range will move.

We should be hiring new employees at the Mid-point salary range and there are exceptions at hiring new employees below the current employees.

We do like the amendment.

Rep Kasper: Move to accept the amendment. Including the Emergency

Rep Meier: 2nd

Voice voted passed the amendment.

Rep Kasper: Do pass as amended

Rep Karls: 2nd the motion.

Rep. Schneider: I am going to oppose this bill. I have grave concerns once we specify engineers and geologist. There are hundreds Public employees that would make more money in the private sector. Once you start singling out certain occupations, where does it end?

Rep Kasper: The bill already points out which positions are accepted. We are talking about 4 or 5 positions. We want the Agency Heads to start running the Departments the way they are suppose to run and not have to go and ask to retain their employees every time they need to.

Rep. Schneider and Rep Kasper discussed the differences of 200 classified employees and the 4 or 5 that are not going to be classified.

Rep Winrich: I feel we should go with the Governors budget.

Rep Kasper: I feel that is a big assumption that the Governors budget is going to be passed as is.

Rep Amerman: If the Governors budget is not passed would we need a FN

Chairman Grande: No he would still need to have budget this.

Rep Wolf: I do have some concerns but will vote for this bill.

Vote Is 10 yes and 3 no 0 absent.

Carrier: Rep Wolf Do Pass as amended with an emergency clause.

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Adopted by the Government and Veterans Affairs Committee
February 6, 2009

VR
2/6/09

PROPOSED AMENDMENTS TO HOUSE BILL NO. 1067

Page 1, line 2, replace "employees of" with "engineers and geologists employed by" and after "service" insert "; and to declare an emergency"

Page 2, line 13, replace "<u>Employees of</u>" with "<u>Engineers and geologists employed by</u>"

Page 2, after line 13, insert:

"**SECTION 2. EMERGENCY.** This Act is declared to be an emergency measure."

Renumber accordingly

Date: 2/6/9
Roll Call Vote #: 1

2009 HOUSE STANDING COMMITTEE ROLL CALL VOTES
BILL/RESOLUTION NO. 1067

House **Government and Veterans Affairs** Committee

☐ Check here for Conference Committee

Legislative Council Amendment Number

Action Taken Do Pass As Amended

Motion Made By Kasper Seconded By Meier

Representatives	Yes	No	Representatives	Yes	No
Chairman Grande	✓		Rep. Amerman		✓
Vice Chairman Boehning	✓		Rep. Conklin	✓	
Rep. Dahl	✓		Rep. Schneider		✓
Rep. Froseth	✓		Rep. Winrich		✓
Rep. Karls	✓		Rep. Wolf	✓	
Rep. Kasper	✓				
Rep. Meier	✓				
Rep. Nathe	✓				

Total (Yes) 10 No 3

Absent 0

Floor Assignment Rep. Wolf

If the vote is on an amendment, briefly indicate intent:

Emergency Clause

REPORT OF STANDING COMMITTEE

HB 1067: Government and Veterans Affairs Committee (Rep. Grande, Chairman) recommends **AMENDMENTS AS FOLLOWS** and when so amended, recommends **DO PASS** (10 YEAS, 3 NAYS, 0 ABSENT AND NOT VOTING). HB 1067 was placed on the Sixth order on the calendar.

Page 1, line 2, replace "employees of" with "engineers and geologists employed by" and after "service" insert "; and to declare an emergency"

Page 2, line 13, replace "Employees of" with "Engineers and geologists employed by"

Page 2, after line 13, insert:

"**SECTION 2. EMERGENCY.** This Act is declared to be an emergency measure."

Renumber accordingly

2009 SENATE NATURAL RESOURCES

HB 1067

2009 SENATE STANDING COMMITTEE MINUTES

Bill/Resolution No. 1067

Senate Natural Resources Committee

☐ Check here for Conference Committee

Hearing Date: March 6, 2009

Recorder Job Number: 10395

Committee Clerk Signature	Kati L

Minutes:

Senator Lyson opens the hearing on HB 1067, relating to exempting engineers and geologists employed by the director of mineral resources from classified service.

Lynn Helms, Director of the Department of Mineral Resources, This is about having the flexibility to utilize salary dollars in a way to retain these people. Job service in North Dakota data on these entry level positions indicates that it should be $54,150 which is above the max for a grade 10 and is actually equal a grade 11. Keeping these experienced people is very important to us because they know how to handle themselves in every situation. On pages 4 and 5 you can see what the chronic underpayment of these people has resulted in. We realize those salary ranges are going to move but under the executive budget recommendation 7 of the engineers will exceed their max. 2 of the geologists will exceed their max. an executive budget contains salary increases for those people of 11 to 34 %. I find it very hard to believe that those human resource boxes are going to move 11-34%. I have 4 people who are within $150 of their max right now. Pages 6 and 7 are showing you a comparison of being outside the classified system or being inside it. One of our concerns was whether we were pulling the rug out from under these people. I can assure you that the industrial commission has personnel policies in place that will provide for progressive discipline and provide for grievance procedures and provide for all of the things they have under the human resource management system. Under the grievance procedure they will not have the right of appeal to human resource management and to an administrative law judge. They do have the right of appeal to the executive director of the commission and to the right of the commission itself. They can get outside of me if I am the road block. The last page is our organization report. Four of the folks on the left are the only person in their class. On the right hand side two are the only people in their class. We are the only agency with a class called geologists.

Senator Triplett I am assuming that the people who would be subject to this bill are aware that you are doing this and I am wondering if any of them have concerns or have expressed any objections?

Lynn Helms when the bill was initially filed it did raise some concerns. I held some staff meetings. Based on what the House has chosen to do with market equity dollars and what we saw in the bill 1015 we had a discussion on whether this was good for these folks or not. They came out in strong favor of it. Whether the money shows up in our budget this biennium or next biennium to address our market equity situation we prefer to be outside the classification system and have the opportunity to have more flexibility with our salaries.

Gisele Thorson, North Dakota Public Employee Association, spoke in opposition to the bill (see attached testimony #2)

Ken Purdy, Classification and compensation Manager for the Human Resource Management Services Division-OMB, spoke in opposition to the bill (see attached testimony #3).

Senator Triplett how often do you grant exemptions to that mid-point policy?

Ken Purdy the mid-point hiring policy has been becoming more common over the last several years. It is very difficult and agencies do not want to use it a lot because of their existing staff.

Senator Triplett Have you received such a request from the Department of Mineral Resources?

Ken Purdy I don't specifically recall. I think part of the issue is the overall salary budget and its ability to fund. I don't think he has the dollars in their budget to give the increases that he could at this point in time.

Senator Triplett Mr. Helms mentioned that his employees affected by this bill represent 4/10 of 1 % of the state employee pool. Can you give us some idea of what the total percentage of state employees are represented by all of the exemptions that are currently in statute?

Ken Purdy I think it would be best if I follow up with a brochure that we have that lists a number of employee counts and show the categories of the employees and so forth. (see attached testimony #3).

Senator Schneider How often have state employees been taking out of this designation?

Ken Purdy Many of those exemptions were original when the system was created back in the 70s. It is not common but you see some of the obvious ones. There is also authority invested in the state personnel board to remove certain positions and they have also taken that action in cases of unusual circumstances.

Senator Lyson closed the hearing on HB 1067.

2009 SENATE STANDING COMMITTEE MINUTES

Bill/Resolution No. 1067

Senate Natural Resources Committee

☐ Check here for Conference Committee

Hearing Date: March 12, 2009

Recorder Job Number: 10851

Committee Clerk Signature	

Minutes:

Senator Lyson opens the discussion on HB 1067.

Senator Triplett I move a do pass on HB 1067.

Senator Erbele seconds the motion.

Senator Triplett I think it would be good if the appropriate committee would look at the overall picture here and make recommendations or salary adjustments that we as a legislature would authorize enough money so all of our state agencies could pay all of their people in competition with the market so we didn't have these issues. I don't think we are the right committee to make that decision.

Senator Schneider I echo Senator Triplett comments. I am going to vote the other way on this but it is an uncomfortable vote there is no question about it.

Roll call was taken and the bill received a Do Pass on a vote of 6 to 1.

Date: 3/12/2009

Roll Call Vote #: 1067

2009 SENATE STANDING COMMITTEE ROLL CALL VOTES

Senate Natural Resources Committee

☐ Check here for Conference Committee

Legislative Council Amendment Number ______

Action Taken ☒ Do Pass ☐ Do Not Pass ☐ Amended ☐ Amendment

Motion Made By Senator Triplett Seconded By Senator Erbele

Senators	Yes	No	Senators	Yes	No
Senator Stanley W. Lyson, Chairman	✓		Senator Jim Pomeroy	✓	
Senator David Hogue, Vice Chairman	✓		Senator Mac Schneider		✓
Senator Robert S. Erbele	✓		Senator Constance Triplett	✓	
Senator Layton W. Freborg	✓				

Total (Yes) 6 No 1

Absent ______

Floor Assignment Senator Triplett

If the vote is on an amendment, briefly indicate intent:

REPORT OF STANDING COMMITTEE

HB 1067, as engrossed: Natural Resources Committee (Sen. Lyson, Chairman) recommends **DO PASS** (6 YEAS, 1 NAY, 0 ABSENT AND NOT VOTING). Engrossed HB 1067 was placed on the Fourteenth order on the calendar.

2009 TESTIMONY

HB 1067

Attachment #1

North Dakota

D M R

Department of Mineral Resources

House Bill 1067

February 6, 2009

House Government and Veterans Affairs

Lynn D. Helms, Director

Department of Mineral Resources

North Dakota Industrial Commission

SERVICES PROVIDED

The Department of Mineral Resources (DMR) through the Oil & Gas Division (OGD) is responsible for regulating all facets of petroleum production by enforcing statutes, rules, and orders of the Industrial Commission with regards to permitting of wells, establishing well spacing for producing reservoirs, inspection of facilities, approving enhanced oil recovery operations, ensuring proper plugging and site reclamation of all wells, and conducting hearings on oil and gas matters in a manner that will be most beneficial to the producer, royalty owner and all citizens of the state.

The DMR through the North Dakota Geological Survey (GSD) provides detailed information on the surface and subsurface geology of North Dakota to citizens, industry, municipalities, as well as federal and other state agencies; identifies, collects, and displays important fossils of North Dakota; disseminates educational geologic material to the general public; and efficiently administers regulatory programs for coal exploration, mineral exploration, geothermal energy production, and paleontology assessment.

Page 2 is a map illustrating the Department of Mineral Resources locations around the state. We are at the minimum acceptable level of experience in two of three District offices due to staff leaving to take jobs in industry.

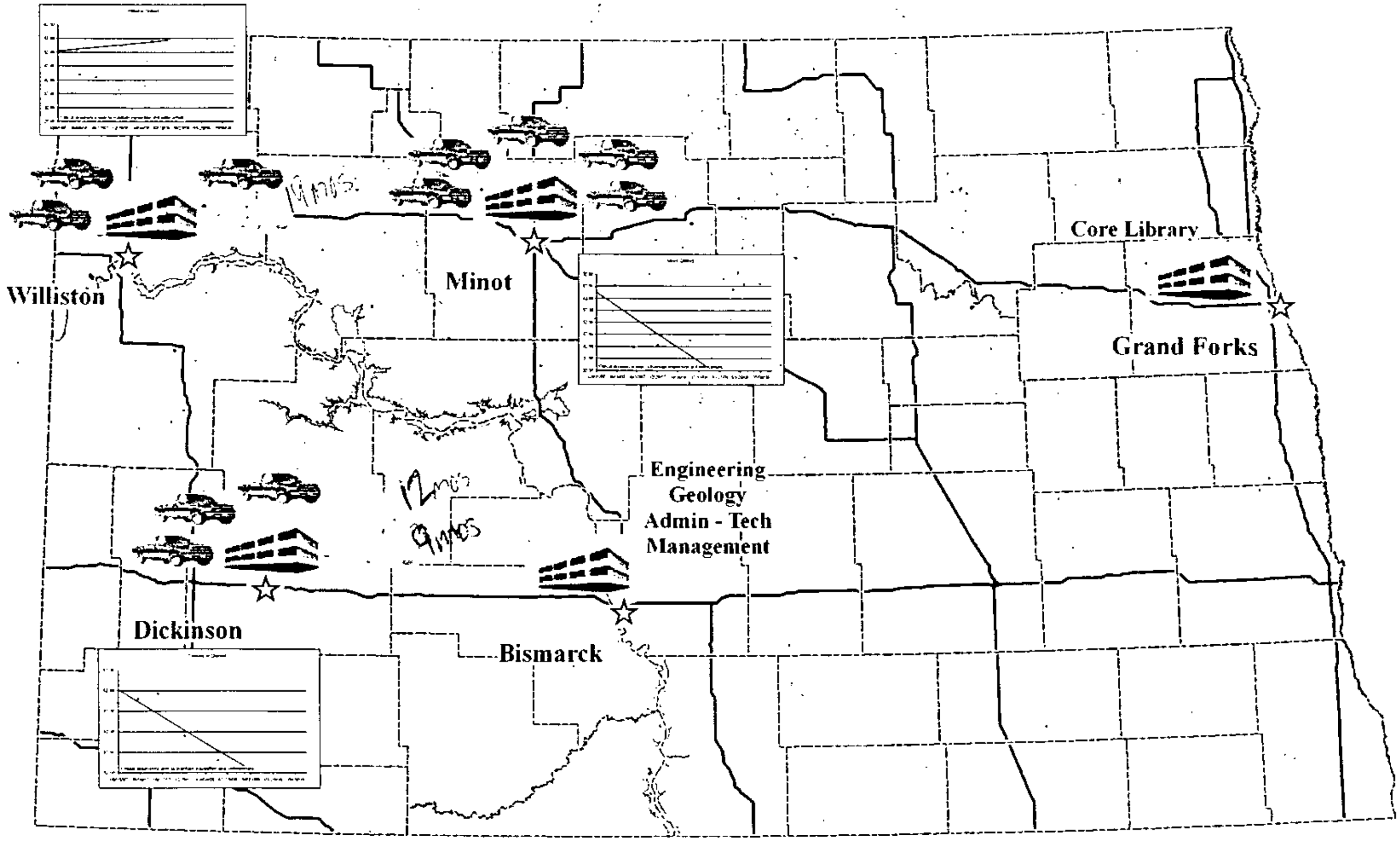
The OGD has field offices in Minot, Williston, and Dickinson. These offices provide each field inspector with computer access to our database and files, along with office space for preparing paper work and meeting with individuals from industry or the public.

The GSD operates the Wilson Laird core library in Grand Forks, and a warehouse in Bismarck. These facilities provide geologic data preservation for all state data.

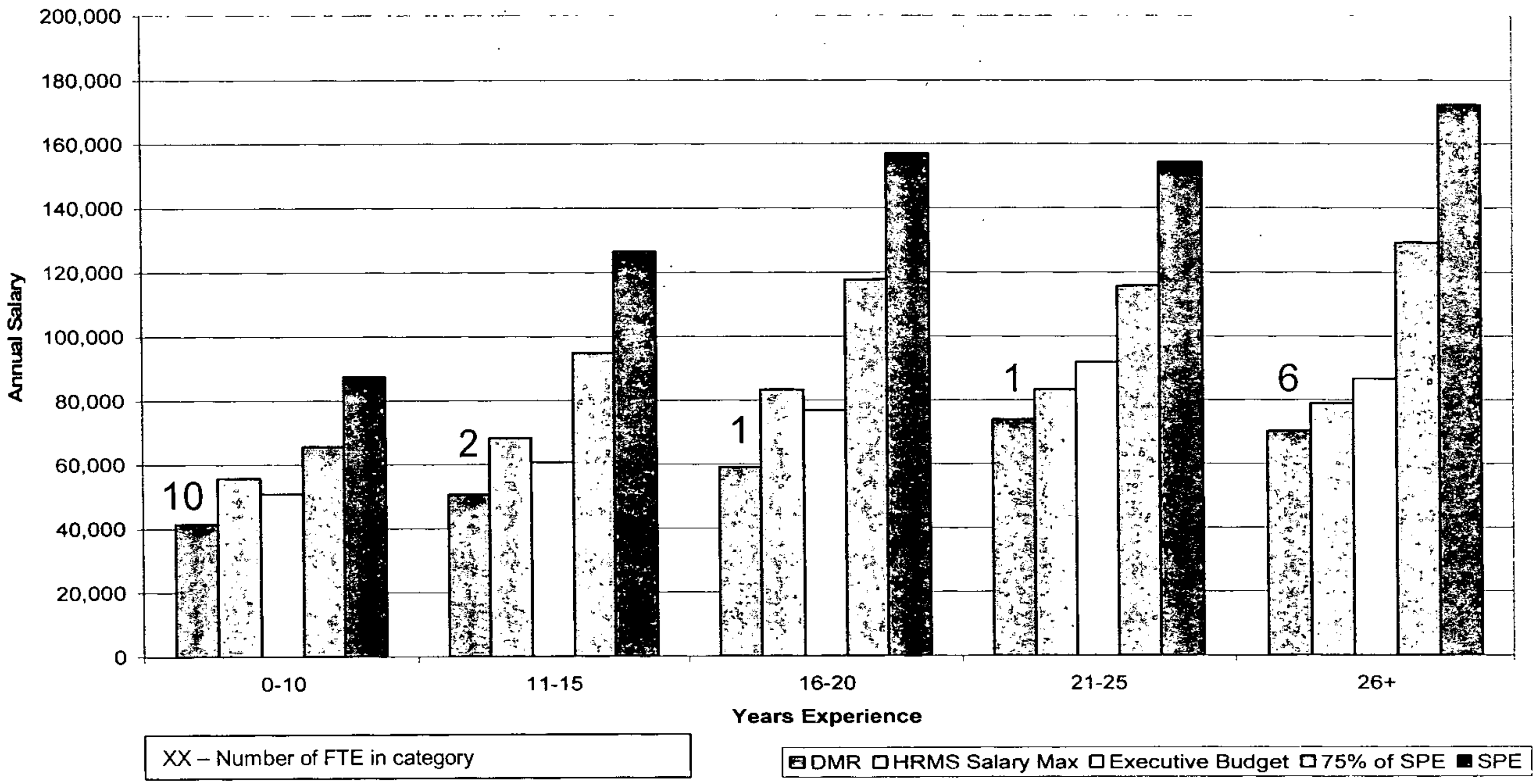
To provide the services contained in our statutory missions the DMR maintains a technical staff trained in engineering; geology; field enforcement; and data acquisition, compilation, and analysis. The Bismarck staff also includes clerical and support persons who compile, store, and process coal, geological, geophysical, geothermal, mineral, oil and gas, paleontology, and well information for dissemination to other governmental agencies (State Auditor's Office, State Tax Department, State Health Department, State Land Department, OMB, cities and counties), industry, royalty owners, and the public via maps, publications, and agency web sites.

Department of Mineral Resources

Service Locations



DMR Engineers vs Market - Society of Petroleum Engineers (SPE) 2008



Current Engineer salaries at DMR average 43% of equivalent experience in industry

Executive Budget Salaries average 55% of industry

HRMS Salary maximums average 56% of industry

Analysis shows that 75% of industry, combined with ND benefits package, is needed for hiring and retention.

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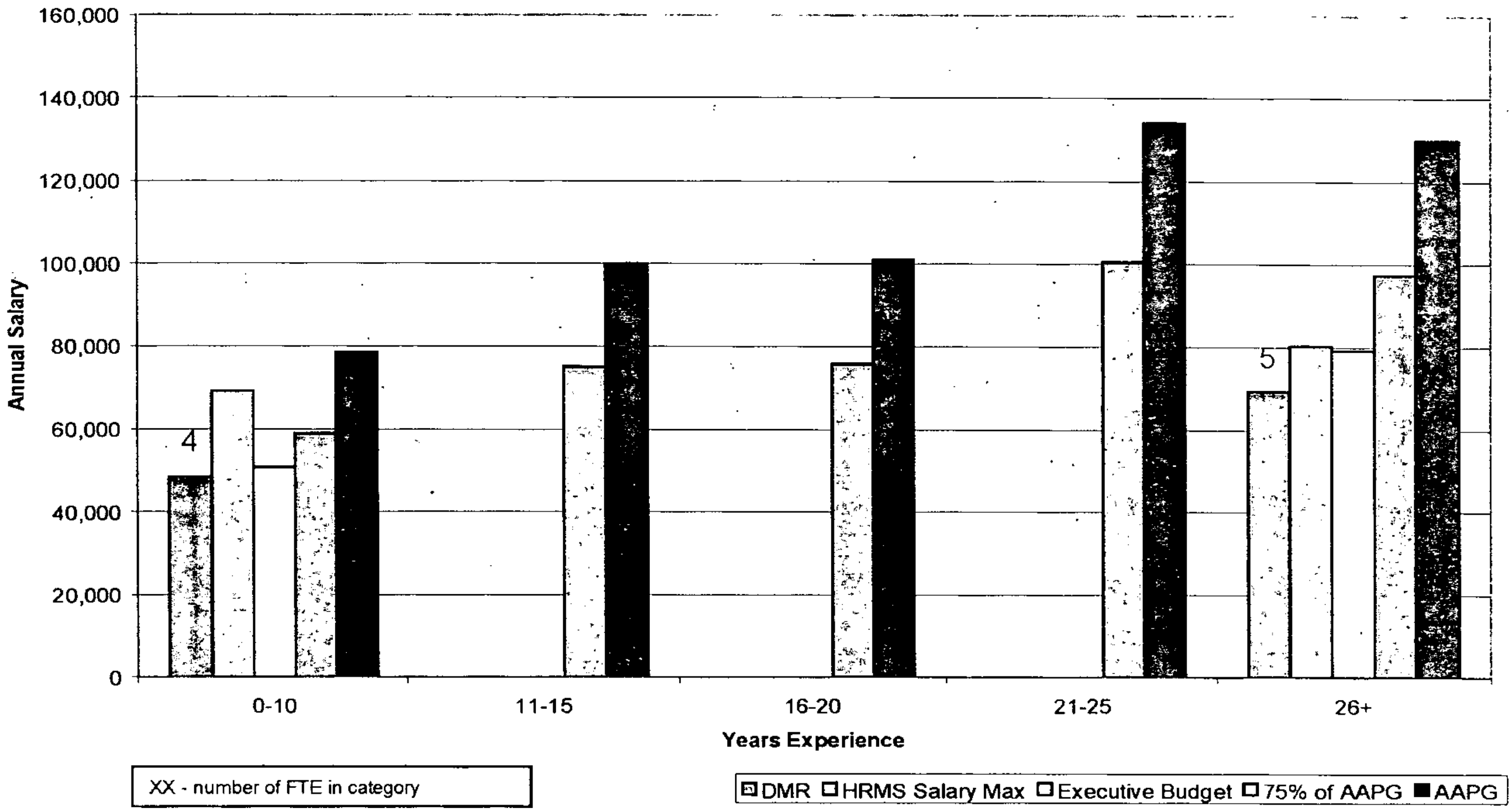

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North Dakota D M R Department of Mineral Resources

Current Classified System:

Salary Cap

Salaries capped and constrained by HRMS classification system.
Current agency budget request will cap out 34 employees in the department.
Governor's budget recommendation will cap out 10 employees in the department.

Hiring Cap

Hiring salary must stay below the HRMS class midpoint.

Agency Participation

Existing

Progessive Discipline (Internal Departmental)

- Formal verbal warning
- Written warning
- Suspension w/o pay
- Termination

These may be taken in any order at the discretion of the supervisor.

Progessive Discipline (External HRMS)

Internal policy based on HRMS suggestions

Grievance Procedures (Internal Departmental)

Adopted by the Industrial Commission in 1995
OG and GS separate but similar procedures

Grievance Procedures (External HRMS)

- Appeal to HRMS
- ALJ Review
- ALJ Reconsideration
- District Court
- Supreme Court

Termination:

Loudermill case
Unsure if it applies to only to classified workers or all state government workers.

Proposed Non-Classified System:

Salary Cap

Eliminates the salary cap constraints of the HRMS classification system.

Hiring Cap

Eliminates midpoint hiring constraints when trying to hire in hard to fill positions.

Agency Participation

- Elected officials, board and commission members, members of legislative and judicial branches, higher education, are all non-classified.
- Non-classified agencies include ND Mill and Elevator, Department of Commerce, WSI, and Insurance Commission.

Progressive Discipline (Internal Departmental)

Continue existing policy (same as Classified)

Progressive Discipline (External)

No external progressive discipline, however, internal policy is based on HRMS suggestions and will be kept in place.

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Grievance Procedures (External HRMS)

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Termination:

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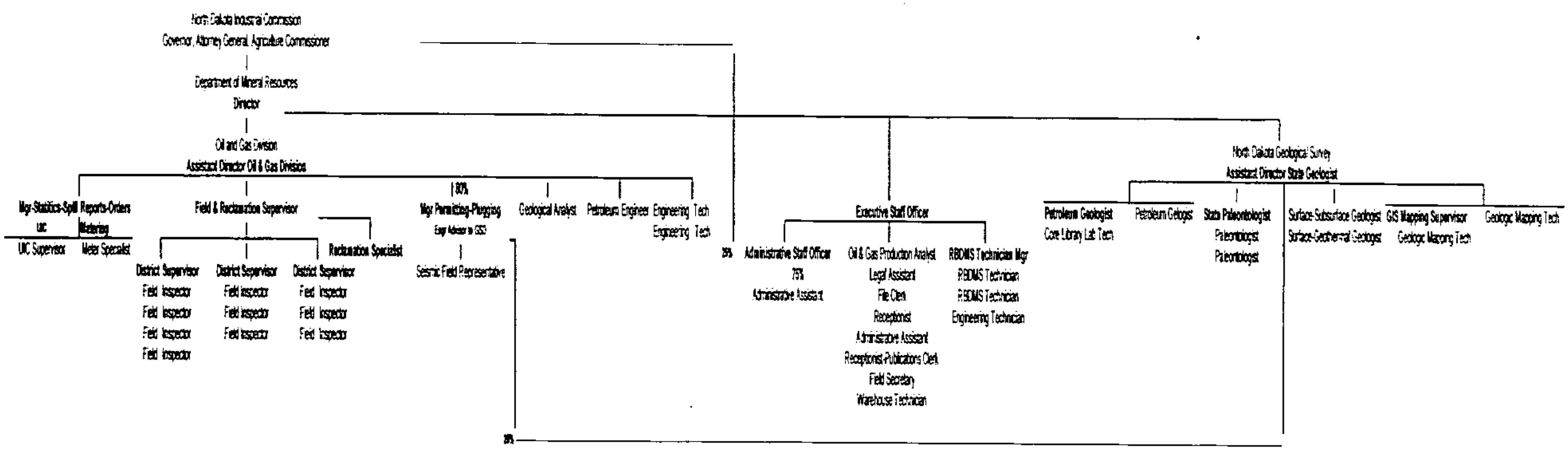
North Dakota
D M R
Department of Mineral Resources



Attachment 1
HB 1067

House Bill 1067

March 6, 2009

Senate Natural Resources

Lynn D. Helms, Director

Department of Mineral Resources

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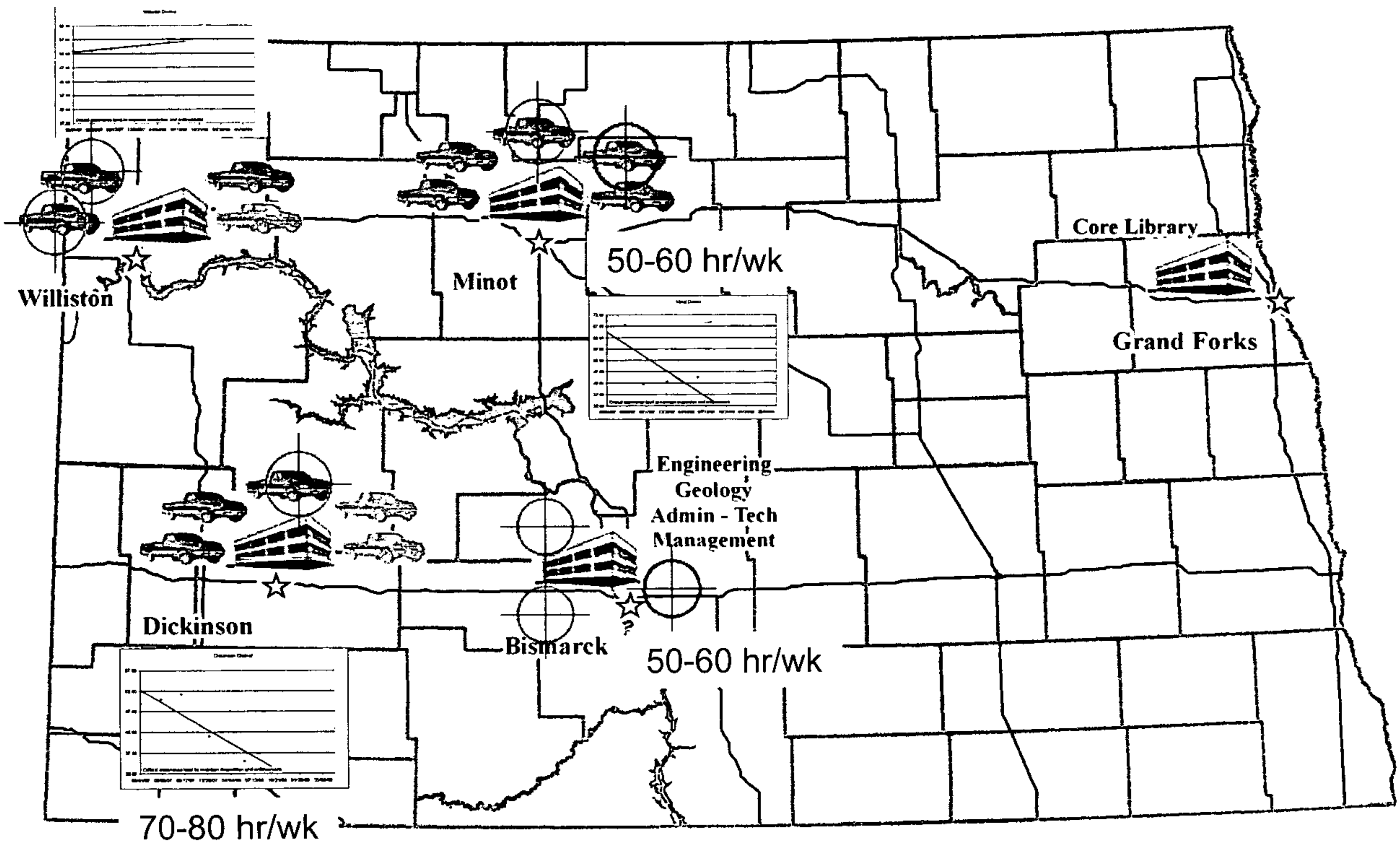

Industry job offer – retention bonus

Industry job offer – retention bonus – Rule of 85 this biennium

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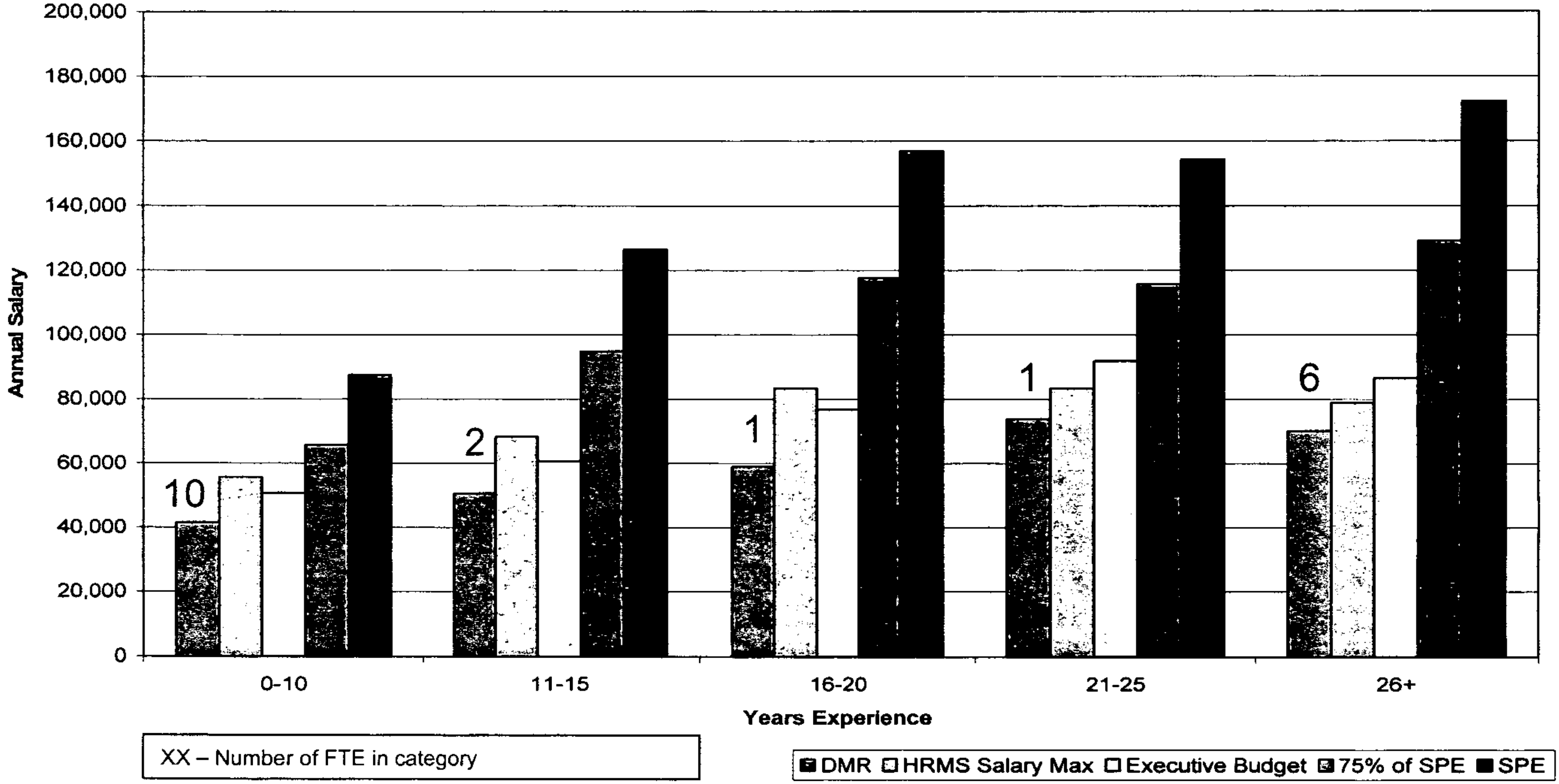

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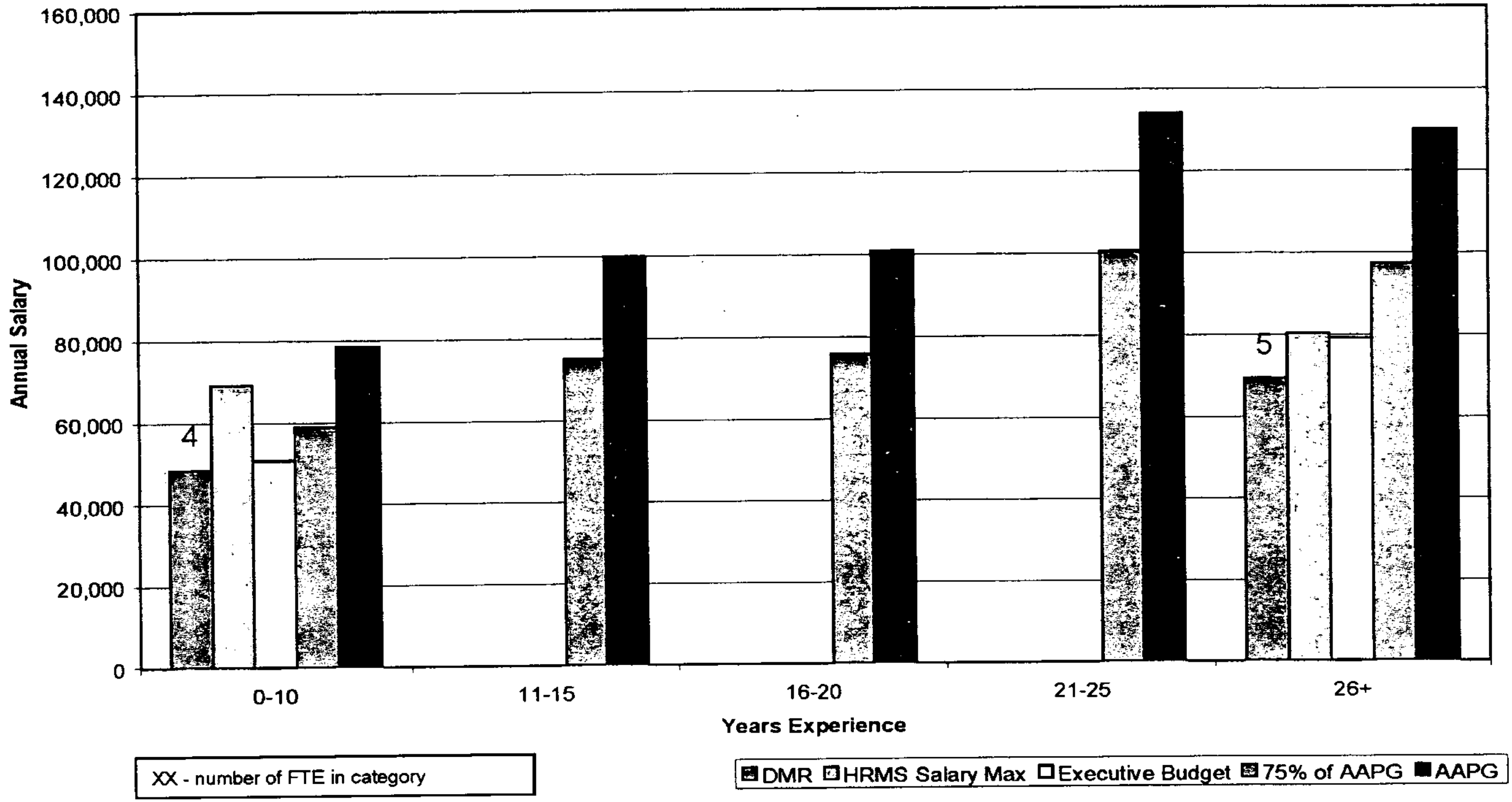

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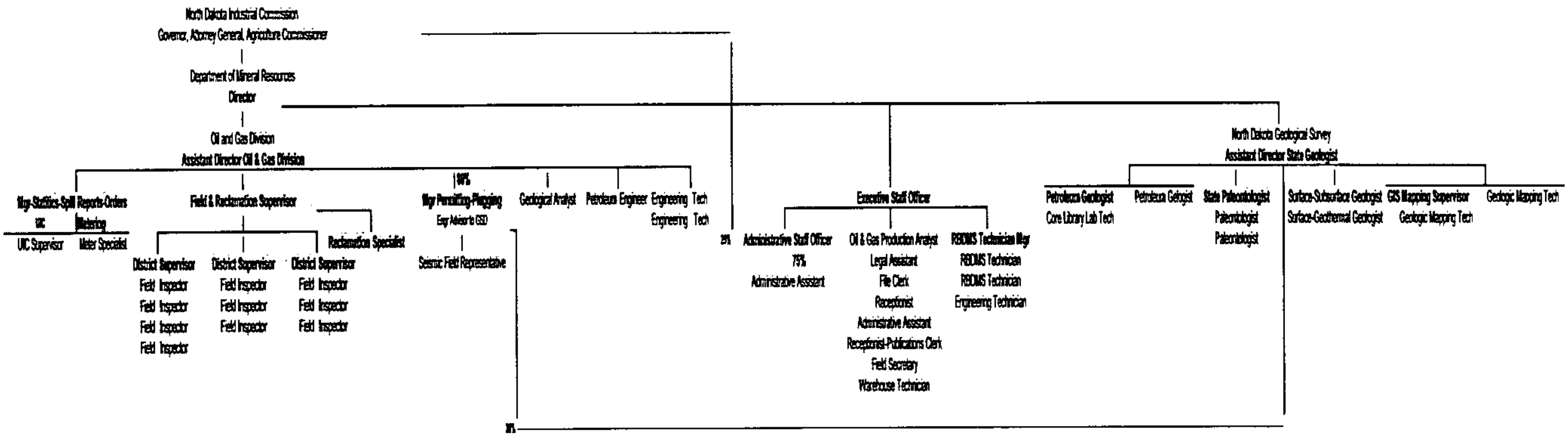

North Dakota Industrial Commission
Governor, Attorney General, Agriculture Commissioner
Department of Mineral Resources
Director
Oil and Gas Division
Assistant Director Oil & Gas Division
Mgr-Statistics-Spill Reports-Orders
UIC
Metering
UIC Supervisor
Meter Specialist
Field & Reclamation Supervisor
Reclamation Specialist
District Supervisor
Field Inspector
Field Inspector
Field Inspector
Field Inspector
District Supervisor
Field Inspector
Field Inspector
Field Inspector
District Supervisor
Field Inspector
Field Inspector
Field Inspector
Mgr Permitting-Plugging
Seismic Field Representative
Geological Analyst
Petroleum Engineer
Engineering Tech
Engineering Tech
Executive Staff Officer
Administrative Staff Officer
75%
Administrative Assistant
Oil & Gas Production Analyst
Legal Assistant
File Clerk
Receptionist
Administrative Assistant
Receptionist-Publications Clerk
Field Secretary
Warehouse Technician
RBDMS Technician Mgr
RBDMS Technician
RBDMS Technician
Engineering Technician
North Dakota Geological Survey
Assistant Director State Geologist
Petroleum Geologist
Core Library Lab Tech
Petroleum Geologist
State Paleontologist
Paleontologist
Paleontologist
Surface-Subsurface Geologist
Surface-Geothermal Geologist
GIS Mapping Supervisor
Geologic Mapping Tech
Geologic Mapping Tech

Attachment 2
HB1067

NDPEA NORTH DAKOTA PUBLIC EMPLOYEES ASSOCIATION
AMERICAN FEDERATION OF TEACHERS LOCAL 4660 AFL-CIO

3333 EAST BROADWAY AVE, SUITE 1220
BISMARCK, NORTH DAKOTA 58501-3396
701-223-1964
1-800-472-2698
EMAIL: comments@ndpea.org
WEBSITE: www.ndpea.org

Testimony on House Bill 1067
Before the Senate Natural Resources Committee
Gisele Thorson, NDPEA
March 6, 2009

Good morning Chairman Lyson and members of the Senate Natural Resources Committee. My name is Gisele Thorson and I am with the North Dakota Public Employee Association. I am here to inform the committee that NDPEA strongly opposes House Bill 1067. I would like to begin my testimony today by thanking the sponsors of this bill. I believe that this legislation was born of good intentions on the part of some of our state legislators towards some of our state's public employees. Unfortunately, good intentions can sometimes have negative consequences, and that premise provides the basis for NDPEA's opposition to this bill.

Supporters of this bill have said that they simply want the latitude to pay certain state employees in Mineral Resources more money. We support that initiative. In fact, NDPEA would like to see all state employees making more money. It has been said that this particular agency has been unable to fill certain positions due to competition from the market in the oil fields. However, while Mineral Resources experienced a 9.8% turnover rate in 2008, ten other large agencies experienced a higher turnover rate. The problem is not that employees are leaving Mineral Resources; the problem is that employees are leaving all of our state agencies in order to make more money. Unfortunately, Mineral Resources' inability to fill certain positions is not unique.

NDPEA does not oppose this bill out of a concern for perceived fairness for all agencies. Rather, we oppose this bill out of a concern for the employees within the Mineral Resource agency itself. North Dakota is, indeed, a right to work state. However, the fact that most of our state employees are employed under classified service ensures that most of our state employees are entitled to due process when it comes to discipline and dismissal. If passed, this bill would effectively make over two dozen employees in this agency "at-will" employees. This sets a dangerous precedent and it opens the door for problems, not unlike those faced in recent years by employees at Workforce Safety and Insurance.

In short, Chairman Lyson and members of the committee, NDPEA would like to see the employees at Mineral Resources making more money next year. However, we do not want to see their long-term employment and service to our state jeopardized. Therefore, we ask that you assign a "do not pass" recommendation to this bill. It is our position that the best thing that this 61st Legislative Assembly could do for the state employees of North Dakota, and specifically the employees at Mineral Resources, would be to fully fund appropriations for a 5% salary increase in 2009 and a 5% salary increase in 2010. Beyond that, NDPEA believes that the solution to limitations imposed on state employees by the salary range system is simply to slide the ranges up the scale. As a Senate, you did that by passing SB 2014. In essence you have already taken then necessary steps to remedy this problem in a manner that does not include any of the negative aspects of this bill. Salaries for state employees in North Dakota are a problem. While House Bill 1067 will address that problem for one agency, it will simultaneously create a host of new problems. The cost outweighs any gains in this situation.

Thank you for your time, and I will now stand for any questions that you might have.

Quality Services from Quality People

Testimony

Attachment 3
HB 1067

HB 1067
Senate Natural Resources Committee
March 6, 2009

Ken Purdy, Classification & Compensation Mgr
HR Management Services Div – OMB

HB 1067 amends NDCC 54-44.6, the statute establishing HRMS and the classification system. The amendment removes Geologists & Petroleum Engineers employed by the Director of Mineral Resources.

Concerns over ability to recruit Petroleum Engineers and compensation of existing staff led to this bill. Some concern suggested that the salary range maximums would restrict the distribution of $565,160 in equity funds proposed for the Div of Mineral Resources in the Governors Executive Budget.

The table (on reverse) lists all of the Geology and Petroleum Engineering staff in the agency. None of the employees are currently paid at the salary range maximum although three are within 10% of the current max. On average, the staff could receive 26% increases before being limited by the range maximum.

In actual practice, HRMS recalculates and adjusts the salary ranges at the beginning of each fiscal year. The range adjustment to start the new biennium is based on employment market pay and legislative appropriations. The second year adjustment is a smaller incremental change.

Based on 2008 salary survey data, we projected that by 7/1/09, or salary ranges would lag the market by 13 to 20%. Many of our agencies have expressed similar problems finding and retaining professional staff with key critical skills.

The pay package proposed in the Governor's Executive Budget would support significant movement in the state salary ranges.

In the table (on reverse), the columns labeled "Projected 7/1/09" show the potential room for increases after new ranges are implemented on July 1. All of the Mineral Resources PE's and Geologists would have room in their respective ranges for increases greater than 10% except 2 positions. Those two are a PE I and a PE II which could be reclassified to a higher level. On average, the staff could receive 38% increases before being limited by the range maximum.

The pay issues with Mineral Resources staff are some of the most urgent and, with the oil boom, the most visible. In reality it is an overall funding issue. Many or most, if not all, of our state agencies are facing critical issues in hiring and retaining staff.

With adequate funding the pay plan will stay current and consistent for all agencies. Without competitive funding, we risk more and more exceptions such as this, soon the exception may become the rule.

				Current			Projected 7/1/09 (Based on Proposed Exec Budget)		
Yrs Svc	Job Title	FTE Salary	Grade	Sal Range Max	$ to Max	% to Max	Sal Range Max	$ to Max	% to Max
0.6	GEOLOGIST I	38,196	010	51,768	13,572	35.5%	55,092	16,896	44.2%
0.8	GEOLOGIST III	49,056	014	74,952	25,896	52.8%	82,260	33,204	67.7%
7.2	GEOLOGIST III	50,040	014	74,952	24,912	49.8%	82,260	32,220	64.4%
4.9	GEOLOGIST III	56,220	014	74,952	18,732	33.3%	82,260	26,040	46.3%
2.2	GEOLOGIST III	57,000	014	74,952	17,952	31.5%	82,260	25,260	44.3%
24.2	GEOLOGIST III	62,280	014	74,952	12,672	20.3%	82,260	19,980	32.1%
27.8	PALEONTOLOGY MANAGER	75,900	015	83,472	7,572	10.0%	94,248	18,348	24.2%
28.4	STATE GEOLOGIST	81,420	016	93,336	11,916	14.6%	105,432	24,012	29.5%
0.4	PETROLEUM ENGINEER I	36,600	010	51,768	15,168	41.4%	55,092	18,492	50.5%
1.3	PETROLEUM ENGINEER I	38,460	010	51,768	13,308	34.6%	55,092	16,632	43.2%
2.6	PETROLEUM ENGINEER I	39,000	010	51,768	12,768	32.7%	55,092	16,092	41.3%
2.3	PETROLEUM ENGINEER I	39,360	010	51,768	12,408	31.5%	55,092	15,732	40.0%
2.3	PETROLEUM ENGINEER I	49,980	010	51,768	1,788	**3.6%**	55,092	5,112	**10.2%**
3.3	PETROLEUM ENGINEER II	44,400	012	61,632	17,232	38.8%	66,540	22,140	49.9%
7.9	PETROLEUM ENGINEER II	44,940	012	61,632	16,692	37.1%	66,540	21,600	48.1%
7.7	PETROLEUM ENGINEER II	44,940	012	61,632	16,692	37.1%	66,540	21,600	48.1%
27.4	PETROLEUM ENGINEER II	57,420	012	61,632	4,212	**7.3%**	66,540	9,120	15.9%
12.3	PETROLEUM ENGINEER III	59,820	014	74,952	15,132	25.3%	82,260	22,440	37.5%
27.4	PETROLEUM ENGINEER III	62,040	014	74,952	12,912	20.8%	82,260	20,220	32.6%
27.1	PETROLEUM ENGINEER III	63,000	014	74,952	11,952	19.0%	82,260	19,260	30.6%
29.4	PETROLEUM ENGINEER III	67,260	014	74,952	7,692	11.4%	82,260	15,000	22.3%
17.5	PETROLEUM ENGINEER IV	59,040	015	83,472	24,432	41.4%	94,248	35,208	59.6%
22.7	PETROLEUM ENGINEER IV	73,920	015	83,472	9,552	12.9%	94,248	20,328	27.5%
29.5	PETROLEUM ENGINEER IV	77,400	015	83,472	6,072	**7.8%**	94,248	16,848	21.8%
28.4	PETROLEUM RES ASST DIR	94,440	017	104,436	9,996	10.6%	117,792	23,352	24.7%
					$ 682,464	per biennium		$ 1,030,272	per biennium
				Within 10% of current Max			10.2% to Projected Max at Pet Eng I, could be promoted to Pet Eng II.		

Salary Increase History

Date	Am[illegible]	Specific Provisions
7/1/83	2[illegible]	Retirement Contribution in lieu of salary increase
5/1/84	$60/mo	Not appropriated but allowed by Governor within available agency funds
7/1/84	2%	Retirement Contribution in lieu of salary increase
4/1/85	5.50%	Minimum increase of $50
7/1/86	4%	Minimum increase of $50
7/1/87	0	
7/1/88	0	
7/1/89	7.10%	Minimum increase of $50
7/1/90	0	
7/1/91	4%	Minimum increase of $50
7/1/92	$40/mo	Averaged approximately 2%
7/1/93	$60/mo	Averaged approximately 3.2%
7/1/94	3%	
7/1/95	2%	
7/1/96	3%	2% across the board; 1% for performance, range compression, & equity
7/1/97	3%	$30 across the board; remainder of 3% approp based on merit & equity
7/1/98	3%	Same as 1997
7/1/99	2%	$35 across the board; remainder of 2% approp based on merit & equity; plus $5.4 million Market/Equity Fund
7/1/00	2%	$35 across the board; remainder of 2% approp based on merit & equity (additional 1% allowed with funding from existing appropriations)
7/1/01	3%	$35 across the board; remainder of 3% approp based on merit & equity; plus $5.0 million Market/Equity Fund
7/1/02	2%	$35 across the board; remainder of 2% approp based on merit & equity
7/1/03	0	
7/1/04	0	
7/1/05	4%	Across-the-Board
7/1/06	4%	Across-the-Board
7/1/07	4%	Min $75 inc; remainder based on merit & equity; plus $10 million Market/Equity Fund
7/1/08	4%	Min $75 inc; remainder based on merit & equity

1,721 Employees on Capitol Grounds

615 Capitol Tower	45 Liberty Memorial Bldg
543 Judicial Wing	61 Heritage Center
362 DOT Bldg	14 Maintenance Shop
81 State Office Bldg	*Source: Facility Mgmt Div - OMB*

HRMS [illegible]: To provide leadersh[illegible] expertise in human resource management.

HRMS's primary responsibility is to provide ". . . a unified system of personnel administration for the classified service . . ."

Beyond the basic framework of human resource management policies (rules), job classification, and salary ranges; **HRMS** provides assistance to agencies in their ongoing management of human resources. **HRMS** services include:

- Management Consulting
- Supervisor/Employee Training
- Employee Compensation
- Recruitment/Selection Assistance
- Mediation
- Legislative & Regulatory Compliance
- Performance Management Tools
- Model Policies, Handbooks, & Guides

HRMS also makes current information readily available to agencies via the world wide web at:

www.nd.gov/hrms

HRMS offices are located on the 14th Floor of the State Capitol.

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NORTH DAKOTA STATE [illegible]MPLOYEE FACT SHEET

December 2008

This fact sheet is provided by **Human Resource Management Services (HRMS)** to give a snapshot of state employment. Data is from a variety of sources and over several months. While details of employment change daily, this data is an accurate overall reflection of State employment.

The 6,750 state employees in positions classified by **HRMS** are employed in over 50 separate state agencies. 93% of classified employees work in 16 agencies with over 100 employees. The remaining employees work in agencies ranging from 1 to 81 employees.

Agency	# Eee's
Dept of Human Services	2,162
Dept of Transportation	1,033
Dept of Corr & Rehab	672
Health Dept	323
Information Tech Dept	263
Job Service ND	256
WSI *	232
Highway Patrol	188
Dept of Public Inst	167
Adj Gen/National Guard	159
Game & Fish	151
Attorney General	148
Bank of ND	146
Tax Department	124
Office of Mgmt & Budget	118
Veterans Home	102

** Returning to Classified Service*

Average Classified State Employee

	Years of Age	Years of Service	Annual Salary	Actual Increase	Appropriated	Compa-Ratio	Notes
Jan 1993	42	9.5	22,189				
Jan 1994	42	11	22,812	2.80%	$60/mo		
Jan 1996	46	11.4	25,476	11.7%	5.0%		
Jan 1997	43	12.2	26,273	3.10%	3.00%		
Jan 1998	43.8	12.1	27,034	2.9%	3.0%	0.98	
Aug 1998	44	12.1	27,963	3.40%	3.00%	0.97	
Nov 1999	44.2	12.2	28,860	3.2%	2.0%	0.96	(1)
Aug 2000	44.4	12.3	29,993	3.90%	2.00%	0.97	(2)
Aug 2001	44.8	12.5	31,467	4.9%	3.0%	0.96	(1)
Dec 2002	45.4	12.6	32,262	2.50%	2.00%	0.96	
Dec 2003	45.7	13.2	32,627	1.1%	0.0%	0.96	
Dec 2004	45.9	13.2	32,604	0.00%	0.00%	0.96	
Dec 2005	46.1	13.6	34,158	4.8%	4.0%	0.96	(3)
Dec 2006	46.2	13.4	35,640	4.30%	4.00%	0.96	
Dec 2007	46.2	13.2	37,834	6.2%	4.0%	0.95	(4)
Aug 2008	**46.4**	**13.2**	**39,622**	**4.70%**	**4.00%**	**0.96**	

(1) Included 1999 & 2001 Market/Equity Funds ($5.4 & $5.0 mill respectively)
(2) Included authorization for agencies to 'self-fund' additional 1.0%
(3) Leg approp included $1.5 mill for DOCR & $413,000 for Hwy Patrol
(4) Included Market/Equity Fund ($10 mill)

NORTH DAKOTA STATE EMPLOYEE FACT SHEET

Classified employees under **HRMS** (ND's Civil Service) are covered by basic 'rules' adopted by **HRMS**. The rules provide consistent employment conditions regardless of size, function, or location of agency. The rules guide equitable pay, open competitive selection, and protection from arbitrary personnel actions.

Classified employees under the University System are covered by and subject to the policies adopted by the State Board of Higher Education.

Non-Classified employees do NOT have employment rights under HRMS. The terms and conditions of employment vary by agency, category of employee, or by individual employee.

Classified Employee Salary Distribution	# of Employees	Percent
Up to $15,000	2	0.0%
$15,000 to $20,000	105	1.6%
$20,000 to $25,000	689	10.2%
$25,000 to $30,000	899	13.3%
$30,000 to $35,000	1,167	17.3%
$35,000 to $40,000	1,079	16.0%
$40,000 to $45,000	878	13.0%
$45,000 to $50,000	634	9.4%
$50,000 to $55,000	420	6.2%
$55,000 to $60,000	321	4.8%
$60,000 to $65,000	191	2.8%
$65,000 to $70,000	147	2.2%
$70,000 to $75,000	95	1.4%
$75,000 to $80,000	39	0.6%
$80,000 to $85,000	47	0.7%
$85,000 to $90,000	19	0.3%
$90,000 to $95,000	13	0.2%
$95,000 to $100,000	1	0.0%
$100,000 to $105,000	4	0.1%
	6,750	

In the North Dakota General Workforce:

- 84% of workers have completed high school
- 22% have bachelors degrees or beyond

In the Classified workforce of the state:

- 99% have completed high school
- 84% have formal ed'n or trade school beyond hs
- 54% have a bachelors degree or beyond

14,869 Total State Employees

11,065 Classified Employees (i.e. civil service)

6,750 Employees Classified under Human Resource Mgmt Services

- 5,417 In Cabinet Agencies reporting to Governor
- 692 In Agencies reporting to Boards/Commissions
- 641 In Elected Official's Agencies

4,315 Employees Broadbanded under ND University System (4,004 FT; 311 PT)

3,804 Non-Classified Employees

83 State Officials

- 13 Elected
- 46 Appointed
- 24 Deputies & Assistants

880 Other Non-Classified

- 32 Legislative Council
- 338 ND Court System
- 232 Workforce Safety & Insurance *
- 66 Dept of Commerce
- 25 Physicians & Dentists
- 27 Assistant Attorneys General
- 50 Teachers
- 110 Misc. (Statutory, SPB Action, Gov Staff, etc.)

2,841 NDUS Officials & Faculty (2,493 FT; 348 PT)