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DEPARTMENT of Administration

# Office Memorandum

TO : The Honorable Albert H. Quie  
Governor

DATE: January 29, 1980

FROM : James J. Hiniker, Jr.  
Commissioner

PHONE: 296-3862

SUBJECT: Reorganization Order No. 110

Enclosed is a copy of Department of Administration Reorganization Order No. 110, relating to transferring C.E.T.A. Central from the Department of Administration to the Department of Economic Security.

This order has been filed with the Secretary of State.

JJH:lo

enclosure

STATE OF MINNESOTA  
DEPARTMENT OF ADMINISTRATION  
REORGANIZATION ORDER NO. 110

Pursuant to Minnesota Statutes 1978, Section 16.125, the following administrative reorganization is made with the prior approval of the Governor.

In order to improve the efficiency and avoid duplication in the operation of state government, the powers and duties related to the CETA Central function are transferred from the Department of Administration to the Department of Economic Security. With reference to the powers and duties related to the CETA Central function transferred by this reorganization order, the Department of Economic Security is deemed to be the successor of the Department of Administration for such function.

The following legislative authorized complement, and their incumbents with all accrued benefits, are transferred from the Department of Administration to the Department of Economic Security.

<u>Position No.</u>	<u>Name</u>	<u>Classification</u>
722320	Doolittle, Leslie	Unclassified-Employment Services Interviewer
727970	Vacant	Unclassified-To be determined
727940	Vacant	Unclassified-To be determined
727990	Vacant	Unclassified-To be determined

The approved legislative authorized complement-Federal of the Department of Administration is decreased by four positions and the approved complement of the Department of Economic Security is increased by four positions.

All existing policies, procedures, and agreements with the Departments of Finance and Personnel and with other state agencies that are related to this function shall continue until modified by appropriate action.

Any contractual agreement that is outstanding, other than the lease for space in the Administration Building, shall be amended to reflect the change in responsible state agency.

Any business or matter undertaken or commenced prior to the effective date of this transfer with reference to the CETA Central function are hereby assigned to the Department of Economic Security and such pending matters may be continued and completed by the Department of Economic Security in the same manner and under the same terms and conditions and with the same effect as if such matters were undertaken, commenced and completed prior to the date of this transfer.

The Department of Administration, so as to assure continuity of operations, through mutual agreement shall make available staff time immediately following the transfer.

Funds collected by the Department of Economic Security for reimbursement of administrative costs of the CETA Central function incurred by the Department of Administration shall be transferred to the Department of Administration.

The appropriate transfer of furniture and equipment will be made as agreed by the involved agencies.

The Commissioner of Finance shall make the necessary financial determinations in accordance with Minnesota Statutes 1978, Section 16.125, Subdivision 3.

This reorganization order supersedes Reorganization Order No. 81 that was effective June 22, 1977. The effective date of this order is February 1, 1980. The order is herewith filed with the Secretary of State and shall remain in effect until amended or repealed.

APPROVED:

1-28-80  
Date

*James J. Hiniker, Jr.*  
James J. Hiniker, Jr., Commissioner  
Department of Administration

Filed According to Law:

1/28/80  
Date

*Joan Anderson Growe*  
Joan Anderson Growe  
Secretary of State

STATE OF MINNESOTA  
DEPARTMENT OF STATE  
FILED  
JAN 28 1980

*Joan Anderson Growe*  
Secretary of State