LEGISLATIVE COMMISSION ON MINNESOTA RESOURCES

DEPARTMENT OF NATURAL RESOURCES
MANAGEMENT AND ORGANIZATION STUDY

INTERIM REPORT

NOVEMBER 6, 1986
DEPARTMENT OF NATURAL RESOURCES
MANAGEMENT AND ORGANIZATION STUDY

INTERIM REPORT

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# CURRENT STATUS AND PROJECT SCHEDULE

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**Phase I**
- Interim Status Report

**Phase II**
- Presentation of Preliminary Conclusions

**Phase III**
- Final Presentation and Report
The objective of the Diagnostic Phase was to gain an understanding of the DNR's management process and its practices as depicted in the following chart.
Review of LCMR Letter Responses

- Issues for further investigation.

Data Gathering and Analysis

- Understanding of DNR Organization.

Interviews with Customers

- Understanding of:
  - services provided,
  - public perceptions, and
  - DNR interaction with other government organizations.

Interviews in Field and Region

- Understanding of Department operations.

Central Office Interviews

- Understanding of:
  - policies,
  - programs, and
  - support services.
REVIEW OF LCMR LETTER RESPONSES

- Open nature of the letter allowed a wide variety of response formats.

- Responses were received from:
  - other government agencies,
  - private citizens,
  - DNR employees,
  - conservation groups, and
  - wildlife organizations.

- Respondents mentioned a variety of issues, including:
  - need for better information as to who to contact within the DNR,
  - need for better communication and cooperation between Divisions, and
  - satisfaction or dissatisfaction with DNR performance in a specific situation.
DATA GATHERING AND ANALYSIS

- Analyzed data on:
  - historical staffing patterns, and
  - functions performed by Central Office staff.

- Analysis showed:
  - Timing for the use of temporary, part-time and seasonal workers is similar across Divisions.
  - Staffing levels have been relatively constant over the last four years in terms of numbers, however, total hours is reported to be declining. We are still analyzing this information.
  - Staffing for part-time workers has been more erratic over the last four years.
  - Concentration of Central Office functions varies by Divisions.
INTERVIEWS WITH CUSTOMERS

Customers told us that:

- Divisional practices do not always appear to be coordinated,
- they perceive improvement in DNR performance,
- there is broad-based public support for the mission of the DNR, yet the DNR often finds itself in the midst of public controversy, and
- the industries that interact with DNR are generally satisfied.
  - Wood products
  - Mining

* * * * * *

The above comments are based upon a very small and non-representative sample of customers. Our Phase II activities will significantly expand the coverage of customer interviews.
INTERVIEWS IN FIELD AND REGION

- Site visits were made to four regions.
  - Interviewed cross section of Regional and Divisional personnel.
  - Interviews were conducted at both Regional and Field offices.
  - All project team members have been on field interviews, including project partners.

- Staff appears to be highly dedicated and professional.

- Staff indicated:
  - their perception that they do not have adequate funds to meet all of the demands for service,
  - that they are not satisfied with support services,
  - that they consider themselves specialists within the general field of natural resources management, and
  - that they are very concerned about decentralization and the affect this might have on their specialization.
CENTRAL OFFICE INTERVIEWS

- Interviews of Central Office personnel included:
  - Bureau Administrators,
  - Division Directors, and
  - Central Office staff.

- Central Office personnel indicated:
  - their frustration with unpredictable funding levels,
  - their frustration with the level of detail in which the Legislature gets involved in operational and resource management issues, and
  - their perception of increasing demands without commensurate increases in funding.
NEXT STEPS

Evaluation Phase

In the next phase, we will interview representatives of several DNR constituencies.

- Conservation organizations
- Hunting and Fishing organizations
- Government agencies
- Industries
- Private Citizens

We will also interview DNR employees to:

- follow-up on specific customer issues, and
- evaluate internal DNR support functions.

Our objective is to evaluate the effectiveness of the DNR's management and support functions and its service delivery.
EVALUATION PHASE OBJECTIVES

Service Delivery

1. Identify services provided by each Division.
2. Identify "customers" associated with each service.
3. Analyze trends in services delivered and resources used.
4. Identify "customer" requirements and satisfaction.
5. Analyze service delivery process.

Support Function

1. Assess Central Office administration and planning.
2. Analyze trends in resources consumed by support functions.
3. Evaluate effectiveness of support functions.
4. Analyze cost reduction opportunities (legal services and unemployment compensation).

Management Function

1. Assess DNR's use and allocation of resources
2. Study DNR's decision making process
3. Review personnel evaluation and reward procedures and career advancement opportunities.
4. Assess the results of the Service Delivery and Support Function assessments.
NEXT STEPS

Recommendation Phase

The objective of this phase is to formalize our recommendations, gain consensus for our recommendations and gain an understanding of implementation issues. The following activities will be conducted:

1. Evaluate organizational and management options to address the opportunities for improvement that have been identified.
2. Evaluate the operational costs and benefits associated with these options.
3. Formulate recommendations.
4. Review recommendations with key officials to gain consensus and identify implementation issues.
5. Develop draft report.
6. Finalize report.
### PLANNED FUTURE INTERVIEWS

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DEPARTMENT OF NATURAL RESOURCES

TRENDS IN PART-TIME LABOR: MAJOR DEPTS.

NUMBER OF PART-TIME EMPLOYEES


☑ TRAILS ☐ FORESTRY ☀ WILDLIFE ☐ PARKS
DEPARTMENT OF NATURAL RESOURCES
REGIONAL ADMINISTRATION

NUMBER OF EMPLOYEES

□ FULL-TIME EMPLOYEES
+
PART-TIME EMPLOYEES

DEPARTMENT OF NATURAL RESOURCES

BUREAU OF FINANCIAL MANAGEMENT

FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES

DEPARTMENT OF NATURAL RESOURCES

BUREAU OF FIELD SERVICES

FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES
DEPARTMENT OF NATURAL RESOURCES

WATERS

FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES
DEPARTMENT OF NATURAL RESOURCES
WATERS: CENTRAL OFFICE

NUMBER OF EMPLOYEES

FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES
DEPARTMENT OF NATURAL RESOURCES

WATERS: REGIONS

NUMBER OF EMPLOYEES


FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES
DEPARTMENT OF NATURAL RESOURCES

MINERALS

NUMBER OF EMPLOYEES


FULL-TIME

PART-TIME
DEPARTMENT OF NATURAL RESOURCES
FORESTRY: REGIONS

FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES

NUMBER OF EMPLOYEES


40  60  80  100  120  140  160  180  200  220  240  260  280  300  320  340
DEPARTMENT OF NATURAL RESOURCES
FISH AND WILDLIFE

FULL-TIME EMPLOYEES

+ PART-TIME EMPLOYEES
DEPARTMENT OF NATURAL RESOURCES
FISH AND WILDLIFE: REGIONS

NUMBER OF EMPLOYEES

FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES
DEPARTMENT OF NATURAL RESOURCES

PARKS

NUMBER OF EMPLOYEES


□ FULL-TIME EMPLOYEES  + PART-TIME EMPLOYEES
DEPARTMENT OF NATURAL RESOURCES

TRAILS & WATERWAYS: REGIONS

NUMBER OF EMPLOYEES

FULL-TIME EMPLOYEES + PART-TIME EMPLOYEES

DEPARTMENT OF NATURAL RESOURCES

ENFORCEMENT

FULL-TIME EMPLOYEES + PART-TIME EMPLOYEES

NUMBER OF EMPLOYEES


0 10 20 30 40 50 60 70 80 90 100 110 120 130 140 150 160 170 180 190
BUREAU OF ENGINEERING

ADMINISTRATION
St. Paul 2 Managers
1 Supervisor
4 Clerical
(2 part-time)
Field 1 Clerical
(Part-time)

ENGINEERING
St. Paul 4 Engineers
3 Eng Aides
Field 5 Eng Aides

Professional Design and Construction of:
- Forestry Roads
- Park Roads
- Bicycle Trails
- Fish Barriers
- Water Control Structures
- Dams
- Spillways
- Building Structures
- Water Supply Systems
- Wells
- Wastewater Pumping Stations
- Wastewater Treatment Systems
- Septic Tanks & Absorption Fields
- Electrical Systems
- Fish Hatchery Facilities
- Fishing Piers
- Boat Ramps
- Pedestrian Bridges
- Vehicular Bridges
- Project Feasibility Studies
- Technical Recommendations & Assistance

ARCHITECTURE
St. Paul 1 Architect
3 Arch Draftsmen

Professional Design and Construction of:
- Trail Centers
- Contact Stations
- Shops
- Office Facilities
- Fish Hatcheries
- Heating & Plumbing Systems
- Building Remodeling & Additions
- Interpretive Centers
- Picnic Shelters
- Sanitation Buildings
- Group Camp Facilities
- Storage Buildings
- Project Feasibility Studies
- Technical Recommendations & Assistance

SITE DEVELOPMENT
St. Paul 4 Landscape Architects

Professional Design and Construction of:
- Water Accesses
- Canoe Landings
- Trails/Walks
- Erosion Control
- Trailer Sanitation Station
- Entrance Portals
- Facility Signage
- Scenic Overlooks
- Fishing Piers
- Docks
- Facility Sites
- Landscape Projects
- Fences/Gates
- Boat Ramps
- Picnic Areas
- Parking Lots
- Project Feasibility Studies
- Technical Recommendations & Assistance

GRAPHIC DESIGN
St. Paul 3 Graphic Arts Specialists
1 Eng Aide

-handout Maps
- Brochures & Manuals
- Signage Program
- Interpretive Displays
- Misc. Art & Design Services
- Printing Liaison
- State Fair Presentation
- Graphics
- Legislative Presentations
- Illustrations
- Posters

SURVEYING
St. Paul 3 Surveyors
9 Eng Aides
Field 5 Surv Crew Sup
7 Eng Aides

Boundary Surveys
- Land Acquisition
- Land Exchange
- Land Management
- Ownership Maps
- Land Descriptions
- Technical Assistance
- Development Surveys
- Topography Maps
- Construction Staking
FINANCIAL MANAGEMENT BUREAU

ADMINISTRATION
1 Manager
1 Office Manager

REVENUE ACCTG./BUDGET SUPPORT
1 Principal Acctg. Officer
5 Acctg. Officers/Clerks
- Department-wide revenue depositing & accounting
- Preparation of fund statements & revenue forecasts
- Department-wide position control & reporting
- DNR Indirect Cost Allocation Plan development & maintenance
- Central annual & biennial budget process (salary funding, transaction processing, technical assistance, etc.)
- Technical assistance to DNR personnel

ACCOUNTING & BUDGET MGMT.
1 Senior Acctg. Supervisor
5 Acctg. Officers/Clerks
- Department-wide acctg. procedures
- Central office accounts payable processing
- Department-wide contract administration procedures
- Technical assistance to DNR personnel
- Statewide accounting system clearances
- Delegation orders
- Central annual & biennial budget process
- Financial report distribution
- Monitor budgets & identify potential problems

BUDGET DEV./TRNG./FED. AID
1 Manager
2 Mgmt. Analysts (vacant)
- Development & maintenance of a DNR procedures manual
- Coordination of training for DNR accounting personnel & financial management training for DNR Managers
- Department-wide coordination of Federal aid
- Department-wide budget procedures, development & management (annual, biennial & capital)
- Technical assistance to DNR personnel
### Bureau of Youth Programs

**Administration**

- St. Paul
  - Director
  - Clerical

---

**MCC Youth Adult Program**

- St. Paul
  - Supervisor
  - 3 Crew Leaders

**Region 1 & 2**
- 2 Roving Crews
- 3 Mini Crews
- Park Rapids
- Heartland Trail
- Thief Lake WMA
- 5 Individual Placements

**Region 3 & 6**
- 4 Mini Crews
  - Brainerd, Wildlife
  - Carlos Avery WMA
  - Moose Lake
  - Forestry
  - 6 Individual Placements

**Region 4 & 5**
- 1 Roving Crew
- 4 Mini Crews
  - Madella Wildlife
  - Whitewater WMA
  - Lewiston Forestry
  - Root River Trail
  - 5 Individual Placements

**MCC Summer Youth Program**

- St. Paul
  - Supervisor
  - Corp Members (Numbers Vary)

**Region 1 & 2**
- 2 Residential Camps
  - Tettegouche
  - St. Croix

**Region 3 & 6**
- 4 Mini Crews
  - Brainerd, Wildlife
  - Carlos Avery WMA
  - Moose Lake
  - Forestry
- 6 Individual Placements

**Region 4 & 5**
- 1 Roving Crew
- 4 Mini Crews
  - Madella Wildlife
  - Whitewater WMA
  - Lewiston Forestry
  - Root River Trail
- 5 Individual Placements

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- Solicit, review & select projects from all disciplines
- Recruit, interview & hire MCC crew members
- Perform projects for disciplines, i.e.;
  - Trail development & maintenance
  - Log shelter construction
  - Campground development
  - Timber stand improvement
  - Prescribed burns
  - Fire fighting

- Solicits outside funding
  - 50% of summer budget comes from outside sources
- Identifies camp location (with Parks)
- Recruits, interviews & hires 20-30 summer staff
BUREAU OF MANAGEMENT SYSTEMS

ADMINISTRATION
- Systems Supervisor
- Clerical

SYSTEM DESIGN DEVELOPMENT
- 2 Analysts
- 2 Programmers
  - Design computer systems
  - Design program specifications
  - System performance evaluation
  - Programming standards
  - Computer equipment management
  - Design, code, test & implement computer programs
  - Secure & coordinate computer consultants
  - Department computer system coordination
  - MIS tech. committee staff support
  - Computer system planning

SYSTEM COMMUNICATION
- 1 Analyst
  - Install & monitor telecommunications equipment
  - Cable & connect computer equipment
  - Computer software assistance
  - Conduct telecommunications training
  - Repair, modify & upgrade computer equipment

SYSTEM OPERATIONS
- 1 Analyst
- 4 Data Entry Operators
  - Input computer data
  - Configure computer equipment
  - Computer (System 38) operations
  - Operate Thermo. bonding machine
  - Operate bursting machine
  - Maintain computer forms & supply
  - Inventories
  - Training (word processing, P.C., etc.)
BUREAU OF RECORDS & OFFICE SERVICES

ADMINISTRATION
Office Services Supervisor III

- Agency Telecommunications Coordinator
- Agency Records Management
- DNR Building Policy & Procedure Coordinator
- Copy Machines

UNIT SUPERVISOR
Office Services Supervisor II

- Agency Forms Management
- Central Office Motor Pool Coordinator
- Mailroom Supervisor

DELIVERY SERVICE
1 Van Driver
- Mail pickup & delivery
- Treasury deposit service
- Receive stock, permits, licenses from vendors
- DNR forms inventory

MAIL SERVICE
1 Mail Handler
- Central Office mail services

CLERICAL SUPPORT
1 Clerical
- Liaison between DNR & Central Motor Pool
- Liaison between DNR & copy machine vendor

MESSENGER SERVICE
1 Worker
- Messenger service between DNR & other state agencies within Capitol complex
- Pickup & delivery service within Central office for miscellaneous items
These positions have significant responsibility in more than one major bureau function so are listed more than once under the appropriate function. Total complement equivalent equals 12.35 full-time positions.
OFFICE OF PLANNING

ADMINISTRATION
- 1 Manager
- 1 Professional
- 4 Clerical

ENVIRONMENTAL & MANAGEMENT ANALYSIS
- 1 Supervisor
- 2 Environmental Review Planners
- 1 Policy Planner
- 1 Management Analyst
- 1 Special Issues Coordinator

• Federal/Minnesota EIS Program
• PERT Coordination & Staff
• Major Resource Issues Analysis, i.e.,
  - Nuclear & Hazardous Waste
  - Acid Rain Rules Hearing Coordination
• Policy/Procedure Development, i.e.,
  - Pesticide Policy
  - Forestry/Wildlife Coordination
• Governor's Action Plan
• Management Studies
• Special Projects

NATURAL RESOURCES PLANNING
- 1 Supervisor
- 1 Land Resource Planner
- 1 Resource Economist
- 2 Research Planners
- 2 River Planners

• LCMR Programs
• Land Classification
• River Planning
• Land Use Planning/Policy
• Local Water Planning Liaison
• Mississippi Headwaters Board
• Economic Analysis/Resources Issues
• Special Studies
• Tourism Liaison
• LCMR Liaison
• Resource 2000

NATURAL RESOURCES DATA SYSTEMS
- 1 Supervisor
- 2 Research Analysts
- 1 Grant Analyst
- 1 SCORP Planner
- 1 SCORP Information Technician

• State Comprehensive Outdoor Recreation Plan (SCORP)
• SCORP Database
• Federal Aid (LAWCON) Administration
• Technical Assistance on Natural Resource Issues & Databases
  - Land Ownership & Use
  - Demographics
  - Recreation
• Custom Research Services
  - Water Surface Use
  - Recreation Surveys & Studies
  - Creole Census/Wildlife Use & Economic Impact Studies
• Commission on Minnesotans Outdoors
SPECIAL PROGRAMS *

ASSISTANT COMMISSIONER FOR PLANNING AND SPECIAL PROGRAMS

1 Admin. Secretary

AFFIRMATIVE ACTION
1 Affirmative Action Director
- Recruit protected class applicants for DNR positions
- Develop Department Affirmative Action Plan
- Monitor/evaluate Affirmative Action efforts

CITIZEN PARTICIPATION
1 Citizen Participation Coordinator
- Represent DNR at public meetings
- Serve as DNR ombudsman
- Mediate controversies

LIBRARY
1 Sr. Librarian (90%)
1 Librarian (75%)
- Department-wide depository for resource management information
- Data search services
- Ongoing purchase of appropriate materials

MN ENVIRONMENTAL EDUCATION BOARD
1 Ed. Specialist (90%)
1 Ed. Specialist (75%)
1.5 Clericals
- Statewide network of 13 Regional Environmental Education Councils
- Develop/implement Environmental Educ. programs for all age levels

TRAINING
1 Training Director (90%)
1 Clerical
- Assess DNR training needs
- Plan for training opportunities
- Evaluate/document training efforts

VOLUNTEER PROGRAMS
1 Volunteer Programs Director
1 Clerical
- Recruit volunteers for DNR
- Identify uses for volunteers
- Recognize volunteer efforts
- Document volunteer experience

* All St. Paul, except MEEB also has three part-time Ed. Specialists and three part-time clerical positions assigned to the field.
DIVISION OF FORESTRY

ADMINISTRATION

St. Paul
1 Director
1 Asst Director
2 Supervisors
3 Clerical

Field
1 Supervisor
1 Clerical

RESOURCE MANAGEMENT

St. Paul
1 Manager
3 Supervisor
6 Professionals
4 Clerical

Field
2 Supervisors
3 Professionals
1 Clerical

- Forest Recreation Management
- Fire management, including Northern Fire Station
- Forest Pest Management
- Rural Fire Protection
- Nursery and Tree Improvement
- Air Operations
- Soils
- County assistance program

RESOURCE PROTECTION

St. Paul
1 Manager
1 Clerical
1 Professional

Field
2 Supervisors
2 Professionals
2 Clerical

- Forest Resource Policy, Planning and Environment Review
- Economics and Statistics
- Fire management, including Northern Fire Station
- Rural Fire Protection
- Forest Management Information Systems
- Air Operations
- Soils
- County assistance program

RESOURCE INFORMATION AND PLANNING

St. Paul
1 Manager
7 Supervisors
9 Professionals
4 EDP Professionals
2 Clerical

Field
2 Supervisors
9 Professional
2 Clerical

- Forest Resource Policy, Planning and Environment Review
- Economics and Statistics
- Fire management, including Northern Fire Station
- Rural Fire Protection
- Forest Management Information Systems
- Air Operations
- Soils
- County assistance program
FISHERIES SECTION

ADMINISTRATION
St. Paul 1 Manager 1 Clerical

RESEARCH
St. Paul 1 Manager 1 Clerical 2 Supervisors 1 Programmer (90%)
Field 1 Supervisors 10 Biologists
- Stream improvement studies
- Development and introduction of new species and strains
- Analysis of interactions between species
- Sampling design for creole studies

OPERATIONS
St. Paul 1 Manager 1 Supervisor 1 Clerical
Field 5 Supervisors
- Supervise regional staff
- Supervise coldwater hatcheries

RESOURCE MANAGEMENT
St. Paul 1 Manager 3 Supervisors 1 Specialist 2 Clerical
- Program development
- Dingle-Johnson fund administration
- Commercial fisheries program
- Easements
- Stocking
- Habitat acquisition and development
- Develop draft fishing regulations
ECOLOGICAL SERVICES SECTION

ADMINISTRATION
St. Paul 1 Manager
1 Administrative Assistant
3 Clerical (1 at 90% and 1 at 40%)

CHEMISTRY LAB
Field 1 Supervisor
4 Chemists (2 seasonal)
- Lake Surveys
- Pollution monitoring
- Monitoring of tissue contaminants
- Analytical services on as-needed basis

BIOLOGY LAB
St. Paul 1 Supervisor
2 Biologists
- Pathology
- Disease monitoring and control

MONITORING AND CONTROL
St. Paul 2 Supervisors
1 Biologist
2 Specialists
3 Planners
4 Seasonal Specialists
Field 2 Biologists
- Aquatic nuisance control
- Water fisheries
- Acid rain studies
- Investigation of fish and wildlife kills
- Monitor issue of permits
- Monitor application of aquatic pesticides
- Training for fish and wildlife professional staff
- Planning for fish and wildlife division

SURVEYS AND REVIEW UNIT
St. Paul 1 Supervisor
3 Unit leaders
1 Biologist
7 Seasonal Biologists
- Survey and map lakes
- Biological surveys of rivers for
  Trails and Waterways
- Environmental review of developments affecting fish and wildlife
- Develop draft hunting regulations
WILDLIFE SECTION

ADMINISTRATION
St. Paul 1 Manager
  1 Clerical
  1 Professional

INVENTORY AND RESEARCH
St. Paul 1 Supervisor
  1 Manager
  5 Research
  Specialist
  1 Editor/Writer
  1 Editorial
  Assistant
  1 Clerical
  1 Librarian
  2 Technicians
  1 Programmer

Field 3 Research
  Specialists

- National Heritage
  - Identify unique
  wildlife areas
- Censuses and surveys
- Department library
- Special research
  - Farmland wildlife
  - Wetland wildlife
  - Forest wildlife
- Non-game program
  - Program development
  - Promotion
  - Non-game research
  - Coordinate non-game
  restoration efforts

FIELD OPERATIONS
St. Paul 1 Manager
  1 Supervisor
  1 Professional
  1 Clerical

Field 1 Professional

- Land acquisition
- Survey of shallow
  lakes
- Coordinate major
  projects involving
  capital investment
  - Dam improvements
  - Impoundments
- RIM program
- Pitman-Robertson fund
  administration
- Supervise field staff

RESOURCE PROTECTION
St. Paul 1 Manager
  3 Supervisors
  5 Professionals
  1 Natural
  Resources aid
  1 Clerical

- Program development
- Private lands coordination
- Waterfowl habitat
  improvement
DIVISION OF WATERS*

ADMINISTRATION
1 Director
1 Supervisor
6 Clerical

POLICY PLANNING AND DATA SYSTEMS
1 Manager
2 Supervisor
2 Research Analysts
1 Research Scientist
2 Programmers
- Data processing support
- Program policy and planning
- New initiatives
- Liaison with Federal, state and local agencies
- Special projects

HYDROGRAPHIC SERVICES
2 Supervisors
3 Engineers
4 Engineering Aids
1 Hydrologist
- Survey lake levels
- Determine natural ordinary lightwater levels
- Hydrographic investigation
- Represent DNR at highwater hearings
- Graphics

FLOODPLAIN/SHORELAND MANAGEMENT
1 Manager
3 Supervisors
4 Engineers
7 Hydrologists
1 Research Analyst
- Develop floodplain management guidelines
- Issue floodplain/shoreland development permits
- Administer grant-in-aid programs
- Protected waters inventory
- Wild and scenic rivers management

WATER USE MANAGEMENT
1 Manager
2 Supervisors
12 Hydrologists
1 Research Analyst
- Economic evaluation of water supply
- Water appropriations permits
- Groundwater investigation
- Analysis for highwater studies
- Process and monitor fees of industrial water users

* The entire central office staff is located in St. Paul, except three engineering aids and a supervisor in the hydrographic services unit who have offices in St. Paul but are in the field 3-5 days per week.
MINERALS DIVISION

ADMINISTRATION

St. Paul 1 Director
1 Asst. Director
2 Professionals
2 Engineers
2 Clerical
1 Technician
1 Student Worker (P/T)

- Office Services
- Special Projects
- Computer Services
- Economic Services

LEASING, OPERATIONS

FIELD SERVICES

St. Paul
4 Attorneys
1 Clerical
1 Student Worker (P/T)
1 Professional

Field
2 Managers
5 Engineers
1 Professional
2 Laborers
4 Clerical
1 Student Worker (P/T)
1 Technician

- Policy and program development
- Sales & negotiations of leases
- Administration of existing leases
- Economics and legal research
- Estimation of state-owned mineral resources
- Field services

MINERAL POTENTIAL

St. Paul
1 Professional

Field
1 Manager
10 Professionals
4 Technicians

- Evaluation of metallic and industrial minerals
- Provide centralized collection of exploratory data
- Related research
- Related research projects

RECLAMATION

St. Paul
1 Manager
4 Professionals
1 Clerical

Field
2 Professionals
2 Technicians

- Develop and administer mineland reclamation regulations
- Mineland reclamation permitting program
- Coordinate reclamation

PEAT MANAGEMENT AND ENVIRONMENTAL SERVICES

St. Paul
1 Manager
4 Professionals
1 Clerical

Field
2 Professionals
2 Technicians

- Develop and administer peatland policy
- Environmental review for peat and mineral leasing
- Land sales and exchanges
- Peat inventory

MINERAL AND PEAT INCENTIVES

St. Paul
1 Manager
1 Professional
1 Clerical

Field
2 Engineers

- Sponsor peat development and direct reduction research
- Cooperative research with mining companies
**DIVISION OF ENFORCEMENT**

**ADMINISTRATION**
- Director
- Asst. Director
- Clerical

- Inservice training
- Planning
- Special research projects

**OPERATIONS**
- Manager
- Team leader
- 2 Special field investigator
- Supervisor
- 4 Clerical
- 1 Student Worker (P/T)

- Special field investigations
- Firearms and snowmobile safety training supervision
- TIP program supervision
- Arrests and confiscation supervision

**SUPPORT SERVICES**
- 1 Clerical
- 1 Wildrice Administrator
- 1 Information Officer

- Wild rice administration
  - Lake survey
  - Indian liaison
- Handle inquires from public
- Information brochures
- Record keeping

*All central office staff are located in St. Paul, except the wild rice administrator. The wild rice administrator acts as a conservation officer for half the year and as the wild rice administrator for the other half of the year.*
PARKS

ADMINISTRATION
- Director
- Clerical

PARK SYSTEMS
- Manager
- Clerical

SERVICES
- Manager
- Supervisors
- Professionals
- Specialists
- Clerical

FIELD OPERATIONS
- Manager
- Establish state-wide policies and procedures
- Park hours
- Camper registration rules
- Handle grievances
- Assist on park staffing and budget decisions
- Monitor state park operations and maintenance programs

DEVELOPMENT AND RESOURCE MANAGEMENT
- Manager
- Specialist
- Technician
- Prioritize capital investments
- Coordinate with engineering for park improvements
- Coordinate natural rehabilitation and restoration efforts

- Fiscal and personnel
- EDP support
- Planning
- Marketing and promotion
- Visitor services
- Land acquisition
- Environmental review
Southwest Region

- Geography
  - Very little forest land
  - Heavily developed
  - Large wetland area

- Principle activities
  - Parks and recreation
  - Wildlife
  - Fisheries
  - Trails and waterways
  - Land acquisition

- Major issues/concerns
  - Need to prevent drainage of wetlands
  - Need to preserve healthy habitat for wildlife
  - Conflict between farmers and DNR
Southeast Region

- Geography
  - Not as heavily agricultural as Southwest
  - Numerous sinkholes
  - Mississippi River
  - Steep slopes

- Principle activities
  - Heavy ground water responsibility
    - Water level
    - Pollution in ground water
  - Land acquisition on steep slopes to provide watershed protection
  - Parks and recreation
    - Whitewater state park
    - Douglass trail and route river trails

- Major issues/concerns
  - Water level and quality
  - Serious deer deprivation problems
  - Conflict with farmers over land acquisition
Metro Region

- Geography
  - Heavily populated
  - Three major rivers
  - Flooding in some counties
  - Urban development affecting water

- Principle activities
  - Public information and education
  - Close interaction with municipalities and other local agencies in land use matters
  - Three heavily used parks - mostly day use
  - Trail development
    - Minnesota Valley Trail
    - Luce Line
    - Minnesota/Wisconsin Trail
  - Flood control
    - Regulatory
    - Emergency assistance
  - Urban fisheries program
• Major issues/concerns
  - Urban wildlife problems
    .. Deer
    .. Geese
  - Controversy over public access to lakes
  - Local pressure to keep water levels low
Central Region

- **Geography**
  - Large number of lakes
  - Transition area between farmland and forest
  - Major recreation area
    - Hunting
    - Fishing
  - Dense population in southern portion of region

- **Principle activities**
  - Trails and waterways
  - Habitat development for wildlife
  - Forestry
    - Tree nurseries
    - Private lands management

- **Major issues/concerns**
  - Water level of area lakes
  - Dispute over rents for lakeshore lease cabin sites
  - Dispute over use of herbicides in lakes
  - Law suit over illegal deer sales arrest
- Major effort to attract new minerals development
  - State owns 20% of Mesabi Iron Range and owns mineral rights to 10 million acres
- Deer and moose management
  - Major issues/concerns
    - Enforcement problems
      - Lake fishing
      - Trapping/fur bearers
    - Mining plant closings create water problems
Northwest Region

- Geography
  - Frequent flooding in Red River Valley (western portion of region)
  - Large public consolidated conservation lands are valuable to state habitat
  - Good timber land in eastern portion of region

- Principle activities
  - Eastern portion of region is managed mainly by the Division of Forestry since it is primarily timber land
  - Western portion of region is managed mainly by the Division of Wildlife since it is primarily a wildlife habitat

- Major issues/concerns
  - Flood problems in Red River Valley and disputes over dikes with North Dakota
  - Dispute of whether the State should keep or sell the Consolidated Conservation lands
  - Negative publicity over efforts to relocate an elk herd