

STATE AGENCY “IRREGULAR” SALARY PAYMENTS SURVEY

RELATED STATUTES AND ADMINISTRATIVE RULES

North Dakota Century Code

- **54-14-03.1** - This section directs the Office of Management and Budget to report any fiscal irregularity discovered to the Budget Section. “**Irregularities**” as defined in the section include the use of state funds to provide bonuses, cash incentive awards, and temporary salary adjustments for state employees.
- **54-06-24** - This section establishes a **state employee suggestion incentive program**, which allows state employees to submit cost-saving proposals to a suggestion incentive committee. If a cost-saving proposal approved by the committee, the submitting employee is eligible to receive a one-time payment equal to 20 percent of the annual savings, up to a maximum of \$2,000.
- **54-06-24.1** - This section establishes a **telecommuting incentive program**, which allows a state agency head to submit a proposal to locate a state employee away from a central office setting to the suggestion incentive committee. The agency head is eligible to receive 10 percent of the annual savings, up to a maximum of \$2,000, from the implementation of the telecommuting program. The state employee who is located away from the central office setting is eligible to receive 20 percent of the annual savings, up to a maximum of \$2,000. The state agency head may use 20 percent of the savings for one-time technology, equipment, or capital improvement costs. This program is effective until June 30, 2005.
- **54-06-30** - This section allows state agencies to provide monetary bonuses to classified state employees based upon **performance**. A classified employee may not receive more than one performance bonus per fiscal year and may not receive more than \$1,000 in bonuses per biennium. Agencies may not provide performance bonuses to more than 25 percent of the classified employees employed by the agency on July 1 of the beginning of each state fiscal year. Each agency must fund the performance bonus program within its agency budget for salaries and wages. This program is effective for the period August 1, 2001, through June 30, 2005.
- **54-06-31** - This section allows state agencies to develop pilot programs to provide bonuses to **recruit or retain** classified state employees in hard-to-fill occupations. State agencies must fund recruitment and retention bonus pilot programs within their salaries and wages budgets. This program is effective for the period March 15, 2001, through June 30, 2003. The Budget Committee on Government Services has the responsibility to monitor the implementation of these programs.
- **54-14-04.3** - This section provides that a state employee may be entitled to **severance pay** if the employee is dismissed from employment because of reductions in staff, temporary or permanent layoffs, or for other reasons beyond the control of the employee. This section also provides that a state agency may provide financial incentives to encourage an employee to retire or resign if the resulting departure will increase agency efficiencies or reduce expenses.
- **54-44.3-12** - This section establishes the **duties** of the director of the **Central Personnel Division**, which include:
 - Establish rules for the establishment and maintenance of a compensation plan.
 - Develop procedures that must be followed by all state agencies and institutions for employees in the state classified service to ensure that all salaries are paid in a manner consistent with the state’s compensation classification, and salary administration policies.
- **34-06-04.1** - This section provides that state agencies or political subdivisions of the state may provide for **compensatory time** for its employees if the state or political subdivisions comply with the requirements of the Labor Standards Act of 1938.

North Dakota Administrative Code

- **Chapter 4-07-02** - Provides salary administration procedures.
- **Section 4-07-02-01** - Defines a “**temporary increase**” as a salary increase provided to a classified employee when the employee is temporarily assigned a higher level of responsibility. Pursuant to Section 4-07-02-01, this chapter applies to all agencies, departments, institutions, and boards and commissions that employ individuals in positions classified by the Central Personnel Division, except those agencies headed by an elected official and institutions in the University System.

- **Section 4-07-02-16** - Provides that a temporary increase **may be granted** if:
 The temporary situation for which the increase is given exists for at least 30 days;
 The temporary increase ends no more than 30 days after the special circumstances cease to exist; and
 Consideration is given to the magnitude of the change in responsibility level.

BUDGET SECTION ACTION

- **1995-97 biennium** - The Budget Section, by motion, expressed opposition to the practice of making salary payments on an irregular basis rather than on the basis of entitlement and merit and requested this opposition communicated to all state agencies and institutions. A letter was sent to all state agencies and institutions informing them of the Budget Section action.
- **1999-2001 biennium** - The Budget Section, by motion, expressed its opposition to the practice of making salary payments on an irregular basis rather than on the basis of entitlement and merit until standards relating this practice have been established by the Legislative Assembly and requested that this opposition be communicated to all state agencies and institutions. A letter was sent to all state agencies and institutions informing them of the Budget Section action.
- **2001-02 interim** - The Budget Section, at its October 2001 meeting, received a report from the Office of Management and Budget regarding fiscal irregularities. In followup to that report, the Budget Section asked Legislative Council staff to survey agencies regarding irregular payments. The following pages are the agencies' responses for fiscal years 1999, 2000, and 2001. The second part of the report details agency responses detailing policies regarding forms of nonmonetary compensation provided to employees. Agencies not listed have responded that they did not have any irregular payments and have not made any nonmonetary compensation to employees.

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
Agriculture, Department of (1999)	Temporary salary adjustment	\$1,400.00 (4 months)	David Nelson	Interim program manager - Amount was negotiated/mutual agreement	Vacant program manager position
Agriculture, Department of (2000) - No payments					
Agriculture, Department of (2001)	"	\$4,000.00 (10 months)	Wayne Carlson	Acting dairy director - Amount was negotiated/mutual agreement	Vacant dairy director position
	"	\$800.00 (10 months)	Iris Stenerson	Additional duties with absence of dairy director - Amount based on additional duties assigned	"
	Total fiscal year 2001	\$4,800.00			
Bank of North Dakota (1999) - No payments					
Bank of North Dakota (2000)	Temporary salary adjustment	\$604.81 (3 months)	Rhonda Jacobs	Additional responsibilities while filling in for an employee on leave of absence. Prorated based on percentage of time dedicated to this position.	Vacant position rollup
Bank of North Dakota (2001)	Bonus	\$250.00	Paula Hayward	Outstanding performance	Vacant position rollup
	"	\$250.00	Jenifer Arteseros	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$1,275.00	Dan Fisher	Core business application was inoperable. Employees worked significant number of hours during an eight-day period. Based on individual contributions and hours worked.	"
	"	\$175.00	Karen Iverson	"	"
	"	\$325.00	Leon Gross	"	"
	Total fiscal year 2001	\$2,275.00			
Commerce, Department of - Division of Community Services (1999)	Temporary salary increase	\$150.00	Michael A. Spletto	Assigned as temporary housing certification agent with Grand Forks Housing Authority. Related to spring flooding of 1997. Amount determined by agency director.	Reimbursed by Division of Emergency Management
Commerce, Department of (2000) - No payments					
Commerce, Department of - Economic Development and Finance (2001)	Cash incentive award	\$7,746.25 (5 months)	Randy A. Schwartz	10% of quarterly federal reimbursement received for the manufacturer's extension partnership program ²	Vacant position rollup
	One-time payment	\$3,500.00	Linda Butts	Additional duties for extended period of time	"
	"	\$3,500.00	Dean Reese	"	"
	Total fiscal year 2001	\$14,746.25			
Corrections and Rehabilitation, Department of Division of Field Services (1999)	Temporary salary adjustment	\$400.00 (2 months)	Terry Grumbo	Temporarily assumed the duties of working with the intensive supervision program	Savings from employee turnover
Division of Field Services (2000) - No payments					
Division of Field Services (2001) - No payments					
James River Correctional Center (1999) - No payments					

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
James River Correctional Center (2000)	Temporary workload adjust- ment	\$760.00 (8 months)	Richard Barman	Night supervisor	Savings from employee turnover
	"	\$190.00 (2 months)	Merlin Buchmann	"	"
	Total fiscal year 2000	\$950.00			
James River Correctional Center (2001)	Temporary workload adjust- ment	\$192.00 (2 months)	Jamee Fetters	Acting recreation director	Vacant position rollup
	"	\$285.00 (3 months)	Merlin Buchmann	Night supervisor	Savings from employee turnover
	"	\$495.00 (5 months)	Lance Ebel	"	"
	"	\$396.00 (4 months)	Erin Ravnaas	"	"
	Total fiscal year 2001	\$1,368.00			
State Penitentiary (1999)	One-time adjustment	\$185.40 (2 months)	Bryan Fischer	Served in supervisory capacity	Savings from employee turnover
	Temporary workload adjust- ment	\$728.00 (8 months)	Lori Stack	Worked front lobby officer position	"
	Total fiscal year 1999	\$913.40			
State Penitentiary (2000)	Temporary workload adjust- ment	\$94.00 (1 month)	Lana Eisenbeis	Worked front lobby officer position	Savings from employee turnover
	"	\$1,001.00 (11 months)	Lori Stack	"	"
	Total fiscal year 2000	\$1,095.00			
State Penitentiary (2001)	Temporary workload adjust- ment	\$1,034.00 (11 months)	Lana Eisenbeis	Worked front lobby officer position	Savings from employee turnover
	"	\$107.00 (1 month)	Peggy Hertz	"	"
	One-time adjustment	\$707.00 (7 months)	Lori Stack	Served in supervisory capacity	"
	"	\$707.00 (7 months)	Josh Hewson	"	"
	Total fiscal year 2001	\$2,555.00			
Youth Correctional Center (1999)	Temporary salary adjustment	\$210.00 (2 months)	Debbie Pierce	Policy of paying up to the base of the position or 5%, whichever is greater. Filled in as a cottage director.	Savings from employee turnover
	"	\$309.00 (3 months)	Greg Engelhardt	Assumed additional supervisory responsibilities	"
	Total fiscal year 1999	\$519.00			

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
Youth Correctional Center (2000)	Other	\$432.00 (1 month)	Andrew Anderson	Contracted teacher who worked beyond the school contract year. Paid by separate contract for additional days.	Savings from employee turnover
	"	\$404.00 (1 month)	Keven Barstad	"	"
	"	\$588.00 (1 month)	Jim Unkenhotz	"	"
	Total fiscal year 2000	\$1,424.00			
Youth Correctional Center (2001) - No payments					
Council on the Arts (1999) - No payments					
Council on the Arts (2000)	Temporary salary adjustment	\$1,644.50 (May-June 2000)	Troyd Geist	Assumed the duties of interim executive director. Adjustment is the difference between his position and executive director's position.	Savings from vacant position
Council on the Arts (2001)	Temporary salary adjustment	\$822.25 (July 2000)	Troyd Geist	"	"
Health, State Department of (1999)	One-time payment	\$250.00 (May-October 1998)	Denise Lacher	Series of disease outbreaks	Savings from employee turnover
	"	\$250.00 (May-October 1998)	Genie Lang	"	"
	"	\$500.00 (May-October 1998)	Darian Schaubert	"	"
	"	\$500.00 (May-October 1998)	Rod Gilmore	"	"
	"	\$500.00 (May-October 1998)	Ruth Vogel	"	"
	"	\$750.00 (May-October 1998)	Julie Jacobson	"	"
	"	\$750.00 (May-October 1998)	Kirby Kruger	"	"
	Total fiscal year 1999	\$3,500.00			
Health, State Department of (2000) - No payments					
Health, State Department of (2001) - No payments					
Highway Patrol (1999) - No payments					
Highway Patrol (2000)	Temporary salary adjustment	\$200.00 (June 2000)	Mark Geiss	Compensation for senior troopers who were assigned additional responsibilities while district sergeants were attending training for a ten-week period.	Vacant position savings

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$200.00 (June 2000)	Joseph Knowski	"	"
	"	\$200.00 (June 2000)	Bradley Smith	"	"
	"	\$200.00 (June 2000)	Tonya Sprecher	"	"
	"	\$200.00 (June 2000)	Kyle Kirchmeier	"	"
	Total fiscal year 2000	\$1,000.00			
Highway Patrol (2001)	Temporary salary adjustment	\$400.00 (July-August 2000)	Mark Geiss	Same as fiscal year 2000	Vacant position savings
	"	\$400.00 (July-August 2000)	Norman Ruud	"	"
	"	\$400.00 (July-August 2000)	Joseph Knowski	"	"
	"	\$400.00 (July-August 2000)	Bradley Smith	"	"
	"	\$400.00 (July-August 2000)	Tonya Sprecher	"	"
	Total fiscal year 2001	\$2,000.00			
Human Services, Department of (1999)	Temporary salary adjustment	\$3,000.00 (10 months)	Bradley Swenson	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$517.00 (11 months)	Bob Evandenko	Additional duties	Savings from employee turnover
	"	\$1,375.00 (11 months)	Virginia Knutson	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$1,353.00 (11 months)	Sue Mock	"	"
	"	\$1,353.00 (11 months)	Elise Ronsberg	"	"
	"	\$1,309.00 (11 months)	Jeanette Wutzke	"	"
	"	\$1,116.00 (9 months)	Marella Krein	Federal regulations change	Savings from employee turnover
	"	\$39.00 (1 month)	Suellen Ferguson	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$300.00 (3 months)	Margaret Johnson	"	"
	"	\$38.00 (1 month)	Mary Daigre	"	"
	"	\$714.00 (3 months)	Rondee Boe-Feltman	Medical leave of coworker	Savings from employee turnover
	"	\$324.00 (4 months)	Sandra Redmann	"	"
	"	\$2,064.00 (6 months)	Robert Brown	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$368.00 (1 month)	Michael Fisher	"	"
	"	\$2,370.00 (6 months)	John Sheldon	"	"
	"	\$226.00 (2 months)	Heidi Ahl-Quanbeck	Fully automated child support enforcement system project certification deadline	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$430.00 (5 months)	Lisa Bjerklie	"	"
	"	\$480.00 (5 months)	Mike Bossert	"	"
	"	\$555.00 (5 months)	Leila Brucker	"	"
	"	\$495.00 (5 months)	Michelle Busch	"	"
	"	\$425.00 (5 months)	Deanne Cermak	"	"
	"	\$785.00 (5 months)	Patricia Conrad	"	"
	"	\$349.00 (5 months)	Lisa Fischer	"	"
	"	\$370.00 (5 months)	Janet Garvin	"	"
	"	\$625.00 (5 months)	Mary Glum (Armstrong)	"	"
	"	\$625.00 (5 months)	Diane Hendrickson	"	"
	"	\$425.00 (5 months)	Dora Hulm	"	"
	"	\$365.00 (5 months)	Shirley Johnson	"	"
	"	\$495.00 (5 months)	Marion Kiefer	"	"
	"	\$585.00 (5 months)	Edith Markhouse	"	"
	"	\$400.00 (5 months)	Rena Martin	"	"
	"	\$540.00 (5 months)	Linda Maslowski	"	"
	"	\$450.00 (5 months)	Karen Misterek (Weisz)	"	"
	"	\$500.00 (5 months)	Ellen Pederson	"	"
	"	\$570.00 (5 months)	Theresa Peterson	"	"
	"	\$770.00 (5 months)	Barb Reierson	"	"
	"	\$810.00 (5 months)	Barb Siegel	"	"
	"	\$835.00 (5 months)	Thomas Siems	"	"
	"	\$89.00 (1 month)	Linda Weekes-Thomas	"	"
	"	\$680.00 (5 months)	Richard Weichel	"	"
	"	\$435.00 (5 months)	Suzanne Witkowski	"	"
	"	\$435.00 (5 months)	Doreen Yantzer	"	"
	"	\$459.00 (3 months)	Pamela Schell	Comprehensive child welfare information and payment system project	Savings from employee turnover
	"	\$115.00 (1 month)	Diane Rolfzen	Medical leave of coworker	"
	"	\$36.00 (1 month)	Jolene Hanson	Vacancy in division/work needed to be completed	Vacant position rollup

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$50.00 (1 month)	Curtis Markel	"	"
	"	\$51.00 (1 month)	Eunice Meidinger	"	"
	"	\$50.00 (1 month)	LouAnn Nider	"	"
	"	\$48.00 (1 month)	Thomas Schiwal	"	"
	Total fiscal year 1999	\$30,798.00			
Human Services, Department of (2000)	Temporary salary adjustment	\$108.00 (3 months)	Jolene Hanson	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$150.00 (3 months)	Curtis Markel	"	"
	"	\$153.00 (3 months)	Eunice Meidinger	"	"
	"	\$150.00 (3 months)	LouAnn Nider	"	"
	"	\$144.00 (3 months)	Thomas Schiwal	"	"
	"	\$1,488.00 (12 months)	Marella Krein	Federal regulations change	Savings from employee turnover
	"	\$730.00 (10 months)	Joanne Hoesel	Medicaid waiver	"
	"	\$1,352.00 (8 months)	Victoria Pederson	Assist divisions in strategic planning effort	"
	"	\$1,176.00 (8 months)	Cheryl Wescott-Wetsch	"	"
	"	\$368.00 (4 months)	Katharine Bard	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$400.00 (5 months)	Rosemary Kopp	"	"
	"	\$490.00 (7 months)	Ethel Samuelson	"	"
	"	\$854.00 (7 months)	Patty Wanner	"	"
	"	\$400.00 (4 months)	Jane Ambers	"	"
	"	\$100.00 (1 month)	Kim Jacobson	"	"
	"	\$400.00 (4 months)	Kathy Paul	"	"
	"	\$882.00 (7 months)	Marella Krein	Temporary assistance for needy families/Medicaid project	Savings from employee turnover
	"	\$6,948.00 (18 months)	Brenda Peterson	"	"
	"	\$888.00 (6 months)	Lisa Bjerklie	Foster care project	Emergency Commission action
	"	\$882.00 (6 months)	Deanne Cermak	"	"
	"	\$876.00 (6 months)	Jade Cork	"	"
	"	\$740.00 (5 months)	Suzanne Witkowski	"	"
	"	\$888.00 (6 months)	Doreen Yantzer	"	"
	"	\$4,250.00 (17 months)	Connie Pederson	VISIONS project	Savings from employee turnover

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$387.00 (3 months)	Kathleen Schmaltz	Additional duties	"
	"	\$376.00 (2 months)	Greta Snyder	Leave of supervisor	"
	"	\$441.00 (3 months)	Rena Martin	Foster care project	"
	"	\$588.00 (4 months)	Karen Misterek	"	"
	"	\$286.00 (2 months)	Melissa Kinzler	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$1,302.00 (7 months)	Tove Mandigo	Leave of absence of executive director	"
	"	\$4,634.00 (7 months)	Yvonne Smith	"	"
	"	\$1,463.00 (7 months)	Debra McDermott	"	"
	"	\$3,395.00 (7 months)	Brenda Weisz	"	"
	"	\$138.00 (2 months)	Janis Johnson	Staff shortage	Savings from employee turnover
	Total fiscal year 2000	\$37,827.00			
Human Services, Department of (2001)	Temporary salary adjustment	\$286.00 (2 months)	Melissa Kinzler	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$140.00 (2 months)	Ethel Samuelson	"	"
	"	\$244.00 (2 months)	Patty Wanner	"	"
	"	\$876.00 (12 months)	Joanne Hoesel	Medicaid waiver	Savings from employee turnover
	"	\$2,028.00 (12 months)	Victoria Pederson	Assist divisions in strategic planning effort	"
	"	\$1,764.00 (12 months)	Cheryl Wescott-Wetsch	"	"
	"	\$1,488.00 (12 months)	Marella Krein	Federal regulations change	"
	"	\$688.00 (4 months)	Carolyn Peloubet	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$200.00 (2 months)	Deborah Huus-Peterson	"	"
	"	\$200.00 (2 months)	Diane Knauf	"	"
	"	\$1,200.00 (6 months)	Maureen Beck	VISIONS project	Savings from employee turnover
	"	\$1,200.00 (6 months)	Betty Earls	"	"
	"	\$1,200.00 (6 months)	Arlene Holtz	"	"
	"	\$1,200.00 (6 months)	Karen Ibach	"	"
	"	\$1,200.00 (6 months)	Roseanne Jose	"	"
	"	\$1,200.00 (6 months)	Pamela Jund	"	"
	"	\$1,200.00 (6 months)	Barbara Wieland	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$870.00 (5 months)	Holly Ell	Disability Determination Services computer project	"
	"	\$200.00 (2 months)	Barbara Gitter	Children and Family Services project	Vacant position rollup
	"	\$750.00 (5 months)	Deborah Huus-Peterson	Vacancy in division/work needed to be completed	"
	"	\$750.00 (5 months)	Deborah Masad	"	"
	"	\$750.00 (5 months)	Caroline Satterthwaite	"	"
	"	\$375.00 (5 months)	Myrna Bala	Supervision of support staff	Savings from employee turnover
	"	\$1,200.00 (6 months)	Jeremy McKay	Additional duties	"
	"	\$544.00 (4 months)	Eunice Meidinger	Leave of coworker	Vacant position rollup
	"	\$300.00 (3 months)	Sharren Goehring	Disability Determination Services computer project	Savings from employee turnover
	"	\$44.00 (1 month)	Cathy Bauer-Kottenbrock	Staff shortage	"
	"	\$249.00 (3 months)	Toni Boelke	"	"
	"	\$98.00 (2 months)	Paula Hatzenbuhler	"	"
	"	\$219.00 (3 months)	Julie Smith	"	"
	"	\$129.00 (3 months)	Daryl Van Hale	"	"
	"	\$69.00 (3 months)	Jeanne Witt	"	"
	"	\$808.00 (4 months)	Laurice Caswell	Absence of coworker	"
	"	\$956.00 (4 months)	Connie Erickson	"	"
	"	\$99.00 (1 month)	Diane Hastings	Vacancy in division/work needed to be completed	Vacant position rollup
	"	\$68.00 (1 month)	Connie Kleese	"	"
	"	\$81.00 (1 month)	Diane Walker	"	"
	"	\$84.00 (1 month)	Wanda Walker	"	"
	"	\$120.00 (1 month)	Cheryl Amundson	Supervision of support staff	Savings from employee turnover
	Total fiscal year 2001	\$25,077.00			
Information Technology Department (1999)	Certification bonus	\$100.00	Kyle Forster	One-time additional pay	Vacant position rollup
	"	\$100.00	Lynette Goroski	"	"
	"	\$100.00	Tim Degraff	"	"
	"	\$100.00	Steve Barreth	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
Information Technology Department (2000)	Total fiscal year 1999	\$400.00			
	Certification bonus	\$100.00	Terese Birnbaum	One-time additional pay	Vacant position rollup
	"	\$100.00	Dave Eckenrode	"	"
	"	\$100.00	Rob Gall	"	"
	"	\$100.00	Chuck Schreiber	"	"
	"	\$100.00	Nancy Walz	"	"
	"	\$100.00	Edward Weigel	"	"
	"	\$100.00	Ron Poer	"	"
	"	\$100.00	Lyle Ripplinger	"	"
	"	\$100.00	Bill Swenson	"	"
	"	\$100.00	Roxy Ennen	"	"
	"	\$100.00	Al Hoesel	"	"
	"	\$100.00	Dorothy Vetter	"	"
	"	\$100.00	Dennis Klipfel	"	"
	"	\$100.00	Philip Miller	"	"
"	\$100.00	Jocelyn Schneider	"	"	
"	\$100.00	Jean Renner	"	"	
Information Technology Department (2001)	Total fiscal year 2000	\$1,600.00			
	Certification bonus	\$100.00	Paula Dosch	One-time additional pay	Vacant position rollup
	"	\$100.00	Brenda Haugen	"	"
	"	\$100.00	Kory Hellman	"	"
	"	\$100.00	Vincent Iglehart	"	"
	"	\$100.00	Paul Ryba	"	"
	"	\$100.00	Bethany Sauter	"	"
	"	\$100.00	Bill Swenson	"	"
	"	\$100.00	Greg Van Vleet	"	"
	"	\$100.00	Dion Wirrenga	"	"
	"	\$100.00	John Wohl	"	"
	"	\$100.00	Tim Hagen	"	"
"	\$100.00	Roger Wetzel	"	"	

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$100.00	John Alvarez	"	"
	"	\$100.00	T. Jean Churchill	"	"
	"	\$100.00	Sandy Eckenrode	"	"
	"	\$100.00	Teri Evenson	"	"
	"	\$100.00	Mary Gilles	"	"
	"	\$100.00	Greg Grube	"	"
	"	\$100.00	Gary Kok	"	"
	"	\$100.00	Shawn Meier	"	"
	"	\$100.00	Ron Nelson	"	"
	"	\$100.00	Jeannine Wohl	"	"
	"	\$100.00	John Glaser	"	"
	"	\$100.00	John Sheldon	"	"
	Total fiscal year 2001	\$2,400.00			
Insurance Department (1999)	Temporary salary adjustment	\$1,400.00 (7 months)	Kathy Wolf	Assisted fire and tornado fund with processing claims during extremely high-volume time period. Processing of these claims was a higher level function for this employee.	Vacant position rollup
Insurance Department (2000) - No payments					
Insurance Department (2001) - No payments					
Job Service (1999)	Temporary salary adjustment	\$1,664.00 (8 months)	Gerald Brose	6.8% of salary (maximum)	Vacant manager position
	"	\$842.00 (2 months)	Patrick Forster	10% of salary	"
	"	\$592.00 (4 months)	Nelse Grundvig	5% of salary	Vacant position
	"	\$1,380.00 (4 months)	Garry Houim	10% of salary	"
	"	\$624.00 (4 months)	Sue Kunnanz	7% of salary	"
	Total fiscal year 1999	\$5,102.00			
Job Service (2000)	Temporary salary adjustment	\$112.00 (1 month)	LaVerne Hoake	5% of salary	Vacant position
	"	\$1,255.00 (2.5 months)	Wayne Kindem	9.5% of salary	Vacant executive director position
	Total fiscal year 2000	\$1,367.00			

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
Job Service (2001) - No payments					
Land Department (1999) - No payments					
Land Department (2000 and 2001)	Temporary salary adjustment	\$243 per month - Period of 20 to 24 months during the 1999-2001 biennium	Rick Larson - Acting Commissioner	Commissioner pay rate	Savings from the vacant commissioner position
Management and Budget, Office of (1999) - No payments					
Management and Budget, Office of (2000)	Temporary salary adjustment	\$500 (1 month)	Ken Purdy	Acting director	Savings from vacant position
Management and Budget, Office of (2001)	Temporary salary adjustment	\$6,000 (12 months)	Ken Purdy	Acting director	Savings from vacant position
Mill and Elevator (1999)	Gain-sharing/bonus payout ³	\$1,845.55	Wayne Aarnes	6.67% of employees' total wages for the fiscal year for all employees	Mill and Elevator achieved profit requirements for gain sharing (minimum of \$2 million profit)
	"	\$1,650.91	Kenneth Anderson	"	"
	"	\$2,367.58	Jule Arel	"	"
	"	\$2,553.28	Kevin Ayotte	"	"
	"	\$4,048.17	Edward Barchenger	"	"
	"	\$1,772.05	Arlene Barnum	"	"
	"	\$1,303.84	Peter Behling	"	"
	"	\$2,119.80	Gary Benjamin	"	"
	"	\$861.74	Larry Bennett	"	"
	"	\$1,662.82	Nicolette Bergman	"	"
	"	\$1,772.02	Tim Berhow	"	"
	"	\$2,717.45	Jeff Bertsch	"	"
	"	\$1,676.48	Jack Bina	"	"
	"	\$2,752.37	Mitchell Bjornson	"	"
	"	\$2,029.35	Dan Boe	"	"
	"	\$2,033.23	Chad Boushee	"	"
	"	\$2,815.25	Ron Bushaw	"	"
	"	\$2,765.24	Richard Capes	"	"
	"	\$2,221.44	Daniel Cariveau	"	"
	"	\$2,788.44	Paul Casserly	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$3,151.95	Doug Clemetson	"	"
	"	\$1,734.64	David Davidson	"	"
	"	\$1,400.99	Melody Davidson	"	"
	"	\$1,709.23	Shawn Deseth	"	"
	"	\$1,416.03	Sharla Devine	"	"
	"	\$4,251.32	Rick Dombovy	"	"
	"	\$2,103.14	Craig Dudgeon	"	"
	"	\$1,876.76	William Dudgeon	"	"
	"	\$3,014.23	Randal Egstad	"	"
	"	\$1,920.13	Darrell Ekberg	"	"
	"	\$2,383.26	Gerald Erstad	"	"
	"	\$1,302.49	Jon Everding	"	"
	"	\$1,753.33	Larry Ferguson	"	"
	"	\$2,288.32	Edward Filipi	"	"
	"	\$2,279.58	Myron Garceau	"	"
	"	\$3,083.74	Dwight Gerszewski	"	"
	"	\$1,619.59	Leona Gerszewski	"	"
	"	\$2,543.16	Mark Gonzales	"	"
	"	\$3,211.29	Roland Gaugen	"	"
	"	\$2,087.85	Judy Hefner	"	"
	"	\$1,576.55	Kathy Hjelden	"	"
	"	\$3,063.82	Jane Holm	"	"
	"	\$2,289.37	James Hoppe	"	"
	"	\$2,023.75	Darren Horter	"	"
	"	\$3,277.73	Ken Hursh	"	"
	"	\$2,916.79	Ben Hutton	"	"
	"	\$1,774.12	Patricia Jacquart	"	"
	"	\$1,942.40	Kevin Jerik	"	"
	"	\$2,246.49	Michael Johnson	"	"
	"	\$2,371.87	Arlyn Jorgenson	"	"
	"	\$1,588.98	Wendy Kennedy	"	"
	"	\$2,942.20	Gregory Kezar	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$3,252.61	David Klinger	"	"
	"	\$2,095.61	Todd Koppinger	"	"
	"	\$2,830.67	Daniel Korynta	"	"
	"	\$3,197.78	Ronald Kroll	"	"
	"	\$2,954.56	Larry Kuntz	"	"
	"	\$2,194.03	Mark Kuntz	"	"
	"	\$2,177.06	Craig Larson	"	"
	"	\$2,180.21	Dan Lee	"	"
	"	\$4,208.84	Edward Lemar	"	"
	"	\$4,161.85	Christopher Lemoine	"	"
	"	\$2,342.08	Gerald Lindemoen	"	"
	"	\$3,245.08	Sharry Lindsay	"	"
	"	\$2,975.55	David Lysne	"	"
	"	\$2,001.01	Allen Machovsky	"	"
	"	\$3,086.54	Robert Magenau	"	"
	"	\$2,000.09	Sam Makarim	"	"
	"	\$2,202.76	Janice Mastre	"	"
	"	\$1,812.37	Howard McGlynn	"	"
	"	\$1,770.35	Gregory McKeever	"	"
	"	\$3,548.69	Everett McLean	"	"
	"	\$2,216.56	Jean McMillen	"	"
	"	\$2,234.50	Harold Miller	"	"
	"	\$2,206.71	Clair Moe	"	"
	"	\$1,475.73	Laurel Moran	"	"
	"	\$2,555.03	Gregory Olimb	"	"
	"	\$1,791.54	Bryan Olson	"	"
	"	\$1,696.28	Kevin Olufson	"	"
	"	\$3,343.77	Kenneth Pahlen	"	"
	"	\$2,456.44	Don Patterson	"	"
	"	\$1,712.82	William Pederson	"	"
	"	\$1,522.00	Darlene Peterson	"	"
	"	\$1,759.26	Rodger Peterson	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$2,166.86	Robert Petrick	"	"
	"	\$1,935.86	Jon Purcell	"	"
	"	\$2,219.22	Jon Rebsch	"	"
	"	\$2,791.90	Jeremy Rinde	"	"
	"	\$1,901.84	Allen Roth	"	"
	"	\$3,655.18	Steven Sannes	"	"
	"	\$2,315.45	Robert Schmidt	"	"
	"	\$1,816.03	John Smith	"	"
	"	\$3,847.57	Robert Sombke	"	"
	"	\$1,982.32	Patrick Sorlien	"	"
	"	\$1,704.61	Anthony Spoor	"	"
	"	\$2,271.53	Jeffrey Stoa	"	"
	"	\$2,151.58	David Strand	"	"
	"	\$2,128.38	Jerry Strand	"	"
	"	\$2,189.56	David Thompson	"	"
	"	\$1,773.95	Victoria Thompson	"	"
	"	\$1,878.65	Todd Thorson	"	"
	"	\$3,216.85	Wayne Thorvilson	"	"
	"	\$2,158.75	David Uhlir	"	"
	"	\$1,565.37	Ross Walden	"	"
	"	\$3,343.69	Robert Weiland	"	"
	"	\$2,218.51	Wayne Weiss	"	"
	"	\$2,169.30	David Wells	"	"
	"	\$1,534.26	Debra Wilson	"	"
	"	\$2,590.98	Lee Wixo	"	"
	"	\$2,227.15	Larry Yarbro	"	"
	"	\$1,124.95	Christy Zainhofsky	"	"
	"	\$1,790.91	Patricia Zimmerman	"	"
	"	\$31,447.60	Mike Strobel	The bonus for the president and general manager is determined by the Industrial Commission. There is a maximum payout of 30% of salary.	Mill and Elevator achieved profit requirements for bonus payment

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	Total fiscal year 1999	\$290,229.30			
Mill and Elevator (2000)	Gain-sharing/bonus payout	\$19,989.48	Mike Stroebel	Mike Stroebel left the Mill and Elevator on December 31, 1999. The Industrial Commission determined the bonus for the six months ended December 31, 1999.	Budgeted in salary line item
Mill and Elevator (2001) - No payments					
Parks and Recreation Department (1999) - No payments					
Parks and Recreation Department (2000)	One-time pay adjustment	\$1,800.00	Jesse Hanson	Based on additional duties associated with flood recovery at Turtle River State Park	Federal Emergency Management Agency
	"	\$1,800.00	Dick Horner	"	"
	"	\$1,200.00	Steve Crandall	"	"
	"	\$750.00	Dan Schelske	"	"
	"	\$750.00	Todd Haugen	"	"
	Total fiscal year 2000	\$6,300.00			
Parks and Recreation Department (2001) - No payments					
Public Employees Retirement System (1999) - No payments					
Public Employees Retirement System (2000) - No payments					
Public Employees Retirement System (2001)	Temporary salary adjustment	\$609.00 (May-June 2001)	Kristi Bohn	Assumed additional duties for another employee on maternity leave	Savings from vacant position
Public Instruction, Department of (1999)	Temporary workload adjustment ⁴	\$448.00 (2 months)	Gloria Snyder	Legislative service/support	All adjustments are savings from employee turnover and/or inability to attract qualified candidates
	"	\$330.00 (2 months)	Lynette Norbeck	"	"
	"	\$154.00 (2 months)	Patty Carmichael	"	"
	"	\$150.00 (2 months)	Beverly Hanson	"	"
	"	\$312.00 (2 months)	Cheryl Moch	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$1,998.00 (6 months)	Kathryn Grafsgaard	Team leader representative	"
	"	\$1,038.00 (6 months)	Duane Schell	"	"
	"	\$1,116.00 (6 months)	Brenda Oas	"	"
	"	\$522.00 (6 months)	Jolli Marcellais	Language arts project	"
	"	\$900.00 (6 months)	Stephanie Gullickson	Legislative reduction in FTE position	"
	"	\$1,600.00 (12 months)	Mary Hayes	Staff shortage	"
	"	\$1,250.00 (5 months)	Ardyce Bergeson	"	"
	"	\$500.00 (5 months)	Melanie Hoff	"	"
	"	\$500.00 (5 months)	Adeline Schmaltz	"	"
	"	\$504.00 (4 months)	Melissa Becher	"	"
	"	\$504.00 (4 months)	Paula McKay	"	"
	"	\$2,000.00 (12 months)	Annette Miller	"	"
	"	\$150.00 (3 months)	Patty Mattern	"	"
	"	\$450.00 (3 months)	Jean Newborg	Special project	"
	"	\$450.00 (3 months)	Mariel Zeller	"	"
	"	\$450.00 (3 months)	Mary Rose	"	"
	"	\$450.00 (3 months)	Jeanette Kolberg	"	"
	"	\$1,206.00 (6 months)	Valerie Fischer	"	"
	Total fiscal year 1999	\$16,982.00			
Public Instruction, Department of (2000)	Temporary workload adjustment ⁴	\$450.00 (3 months)	Stephanie Gullickson	Legislative reduction in FTE position	All adjustments are savings from employee turnover and/or inability to attract qualified candidates.
	"	\$1,500.00 (12 months)	Ardyce Bergeson	Staff shortage	"
	"	\$50.00 (1 month)	Melanie Hoff	"	"
	"	\$100.00 (1 month)	Adeline Schmaltz	"	"
	"	\$126.00 (1 month)	Melissa Becher	"	"
	"	\$1,800.00 (12 months)	Mary Hayes	"	"
	"	\$126.00 (1 month)	Paula McKay	"	"
	"	\$1,800.00 (12 months)	Annette Miller	"	"
	"	\$150.00 (1 month)	Jean Newborg	Special project	"
	"	\$150.00 (1 month)	Mariel Zeller	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$150.00 (1 month)	Mary Rose	"	"
	"	\$150.00 (1 month)	Jeanette Kolberg	"	"
	"	\$150.00 (1 month)	Valerie Fischer	"	"
	"	\$200.00 (2 months)	Steve Hiebert	Staff shortage	"
	"	\$300.00 (3 months)	Lynette Norbeck	Reassignment to budget	"
	"	\$375.00 (2.5 months)	Maggie Anderson	Project development	"
	"	\$375.00 (2.5 months)	Kathryn Grafsgaard	"	"
	Total fiscal year 2000	\$7,952.00			
Public Instruction, Department of (2001)	Temporary workload adjust- ment ⁴	\$1,800.00 (12 months)	Maggie Anderson	Project development	All adjustments are savings from employee turnover and/or inability to attract qualified candidates.
	"	\$1,800.00 (12 months)	Kathryn Grafsgaard	"	"
	"	\$625.00 (5 months)	Ardyce Bergeson	Staff shortage	"
	"	\$800.00 (4 months)	Linda Johnson	Transition to new project	"
	"	\$800.00 (4 months)	Drinda Olsen	"	"
	"	\$1,000.00 (5 months)	Pauline Bjornson	Staff shortage	"
	"	\$450.00 (1.5 months)	Doug McCrory	"	"
	"	\$450.00 (3 months)	Marlys Lindemann	Project development	"
	"	\$2,000.00 (4 months)	Anita Decker	Legislative service/support	"
	"	\$3,000.00 (4 months)	Tom Decker	"	"
	"	\$3,000.00 (4 months)	Jerry Coleman	"	"
	"	\$3,000.00 (4 months)	Gary Gronberg	"	"
	"	\$3,000.00 (4 months)	Bonnie Miller	"	"
	"	\$3,000.00 (4 months)	Greg Gallagher	"	"
	"	\$2,000.00 (4 months)	Steve Hiebert	"	"
	"	\$2,000.00 (4 months)	Linda Johnson	"	"
	"	\$2,000.00 (4 months)	Bob Rutten	"	"
	"	\$2,000.00 (4 months)	Dave Massey	"	"
	"	\$1,200.00 (4 months)	Gloria Snyder	"	"
	"	\$1,200.00 (4 months)	Laurie Matzke	"	"
	"	\$1,200.00 (4 months)	Cheryl Moch	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$1,200.00 (4 months)	Lynette Norbeck	"	"
	"	\$1,200.00 (4 months)	Mari Rasmussen	"	"
	"	\$1,200.00 (4 months)	Candy Tollefson	"	"
	"	\$1,200.00 (4 months)	Irish Linnertz	"	"
	"	\$1,200.00 (4 months)	Duane Schell	"	"
	"	\$1,200.00 (4 months)	Joe Linnertz	"	"
	"	\$1,200.00 (4 months)	Tari LaLonde	"	"
	Total fiscal year 2001	\$44,725.00			
Retirement and Investment Office (1999)	Temporary salary adjustment	\$1,500.00 (December 1998-February 1999)	Gary Vetter	Temporary workload adjustment due to vacancy in division	Vacant position rollup
	"	\$250.00 (February-April 1999)	Estelle Kirchoffner	"	"
	"	\$500.00 (February-April 1999)	Bonnie Heit	"	"
	Total fiscal year 1999	\$2,250.00			
Retirement and Investment Office (2000)	Temporary salary adjustment	\$1,000.00 (July-October 1999)	Gary Vetter	Temporary workload adjustment due to vacancy in division	Vacant position rollup
	"	\$900.00 (September-November 1999)	Shelly Schumacher	Temporary workload adjustment due to one vacancy and two new staff in division	Vacant position rollup and salary savings due to employee turnover
	"	\$500.00 (August-December 1999)	Bonnie Heit	Temporary workload adjustment due to vacancy in division	Vacant position rollup
	"	\$300.00 (August-December 1999)	Ruby Benning	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$500.00 (October-November 1999)	Dottie Thorsen	Temporary workload adjustment due to vacancy in division (division supervisor resigned)	"
	"	\$300.00 (October-November 1999)	Connie Flanagan	Temporary workload adjustment due to multiple vacancies in agency	"
	"	\$600.00 (May-June 2000)	Paula Brown	Temporary workload adjustment due to vacancy in division	"
	"	\$400.00 (May-June 2000)	Estelle Kirchoffner	"	"
	"	\$800.00 (May-June 2000)	Shelly Schumacher	"	"
	Total fiscal year 2000	\$5,300.00			
Retirement and Investment Office (2001)	Temporary salary adjustment	\$300.00 (July 2000)	Paula Brown	Temporary workload adjustment due to vacancy in division	Vacant position rollup
	"	\$200.00 (July 2000)	Estelle Kirchoffner	"	"
	"	\$1,200.00 (July-September 2000)	Shelly Schumacher	"	"
	"	\$150.00 (October-November 2000)	Cyrena Weeks	"	"
	"	\$150.00 (October-November 2000)	Ruby Benning	"	"
	"	\$150.00 (October-November 2000)	Bonnie Heit	"	"
	"	\$250.00 (May-June 2001)	Durene Gruebele	Temporary workload adjustment due to military leave in division	"
	"	\$300.00 (August-October 2000)	Curt Richter	Temporary workload adjustment due to vacancy in division	"
	Total fiscal year 2001	\$2,700.00			
School for the Blind (1999)	Temporary salary adjustment	\$1,298.00 (July-December 1998)	Wallace Bergland	Employee assumed construction management responsibilities of building renovation project	Savings from employee turnover
School for the Blind (2000) - No payments					
School for the Blind (2001)	Temporary salary adjustment	\$137.95	Sandy Atkinson	Workload increase due to director of vision services resource center vacancy	Vacant position rollup
	"	\$113.81	Cheryl Misialek	"	"
	Total fiscal year 2001	\$251.76			
School for the Deaf (1999) - No payments					

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
School for the Deaf (2000) - No payments					
School for the Deaf (2001)	Temporary salary adjustment	\$655.00	Dwight Keck	5% increase for additional responsibilities as acting physical plant director	Employee turnover salary savings
State Seed Department (1999) - No payments					
State Seed Department (2000)	Temporary salary adjustment	\$120.00	Joe Magnusson	Temporary workload and responsibility increase due to vacancy in director's position	Vacant position rollup
	"	\$120.00	Kris Nicklay	Workload increase due to computer software conversion	"
		Total fiscal year 2000			
State Seed Department (2001)	Temporary salary adjustment	\$600.00 (5 months)	Joe Magnusson	Temporary workload and responsibility increase due to vacancy in director's position	Vacant position rollup
	"	\$600.00 (5 months)	Kris Nicklay	Workload increase due to computer software conversion	"
	"	\$170.00 (1.5 months)	Mike Oosterwijk	Project workload and responsibility increase due to vacancy in director's position (potato)	"
		Total fiscal year 2001			
State Tax Commissioner (1999)	Temporary salary adjustment	\$250.00 (March-April 1999)	Anita Fracassi	Additional processing coordinator duties were assigned to these employees. Adjustments were based on the percentage of duties assigned and for how long.	Savings from employee turnover
	"	\$100.00 (March-April 1999)	Marilyn Heidt	"	"
	"	\$200.00 (March-April 1999)	Darren Van Beek	"	"
	"	\$150.00 (March-April 1999)	Joyce Swenson	"	"
	"	\$100.00 (April 1999)	Janet Gatzke	"	"
		Total fiscal year 1999			
State Tax Commissioner (2000)	Temporary salary adjustment	\$600.00 (October 1999-March 2000)	Colleen Stoddart	All accounts for one collector were distributed among other collection staff members due to a terminal illness of a collector. Adjustments	Savings from employee turnover

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$600.00 (October 1999-March 2000)	Deanna Miller	were based on the volume of accounts taken on by employees and for how long.	"
	"	\$600.00 (October 1999-March 2000)	Pat Boechler	"	"
	"	\$300.00 (October 1999-March 2000)	Mary (Kraft) Rostad	"	"
	"	\$300.00 (April-June 2000)	Robert Palma	"	"
	Total fiscal year 2000	\$2,400.00			
State Tax Commissioner (2001) - No payments					
Transportation, Department of (1999)	One-time adjustment	\$200.00 (August 1-September 15, 1998)	Clifford Scott	Acting bridge engineer	Vacant position rollup
	Temporary salary increase	\$1,000.00 (March and April 1999)	Cal Gendreau	Additional duties during arbitration of Yellowstone Bridge project	"
	One-time adjustment	\$225.00 (April 12-May 24, 1999)	Clifford Scott	Acting bridge engineer	"
	Total fiscal year 1999	\$1,425.00			
Transportation, Department of (2000)	One-time adjustment	\$200.00 (November 1999)	Patsy Crooke	Additional duties to aid another state agency in delineating wetlands for proposed channel between Devils Lake and Stump Lake	Vacant position rollup
	"	\$200.00 (February 2000)	Ranka Samardzic	Additional duties during critical time for project completion while short-staffed in division	"
	Total fiscal year 2000	\$400.00			
Transportation, Department of (2001)	Temporary salary adjustment	\$1,800.00 (August 1, 2000-April 30, 2001)	Arne Arneson	Acting section supervisor	Vacant position rollup
	"	\$300.00 (November 2000)	Walt Peterson	Additional duties in Dickinson district during transitional management	"
	"	\$300.00 (November 2000)	Rob Rayhorn	"	"
	"	\$300.00 (November 2000)	Gary Skarphol	"	"
	One-time adjustment	\$300.00 (December 2000)	Ronald Tessier	"	"
	"	\$150.00 (January 2001)	Renee Seibel	"	"
	"	\$150.00 (January 2001)	Sandy Wallner	"	"
	Temporary salary adjustment	\$1,165.08 (December 13, 2000-February 28, 2001)	Rob Rayhorn	Acting Dickinson district engineer	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
University System ⁵	One-time adjustment	\$1,000.00 (June 2001)	Arden Johnson	Additional duties during five months of vacancies within division	"
	Temporary salary adjustment	\$100.00 (March 2001)	Duane Christensen	Additional duties due to absence of lead man	"
	Total fiscal year 2001	\$5,565.08			
Bismarck State College (1999)	Temporary salary adjustment	\$12,682.00	David Sitte	Interim dean of instruction duties	Savings from vacant position
	"	\$4,000.00 (2 months)	Russell Gilliss	Extra duties during athletic director's legislative leave	Savings from salary reduction during legislative leave
	"	\$2,000.00 (2 months)	Dee Bertsch	"	"
	"	\$1,050.00 (3.5 months)	Drake Carter	Interim department chair duties	"
	Total fiscal year 1999	\$20,782.00			
Bismarck State College (2000)	Temporary salary adjustment	\$1,000.00	Tanya Berger	Extra duties during the bookstore manager vacancy	Savings from vacant position
	"	\$1,000.00	Lael Hoerauf	"	"
	Bonus	\$1,000.00	Denise Aberle	Exemplary service	Salary appropriation - Critical salary pool
	"	\$600.00	Bob Arso	"	"
	"	\$300.00	Greg Bach	"	"
	"	\$650.00	Chuck Barth	"	"
	"	\$300.00	Carol Cashman	"	"
	"	\$650.00	Jim Eggert	"	"
	"	\$500.00	Kevin Fishbeck	"	"
	"	\$375.00	Carol Flaa	"	"
	"	\$1,000.00	Dean Gunsch	"	"
	"	\$600.00	Jackie Hagel	"	"
	"	\$800.00	Val Howard	"	"
	"	\$600.00	Pat Jund	"	Local funds
	"	\$900.00	Ken Lamont	"	Salary appropriation - Critical salary pool
"	\$750.00	Rita Lindgren	"	"	
"	\$400.00	Mike McCormack	"	"	

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
Bismarck State College (2001)	"	\$600.00	Janet Noah	"	Local funds
	"	\$1,500.00	David Sitte	"	Salary appropriation - Critical salary pool
	"	\$300.00	Donna Vallarano	"	"
	"	\$700.00	Lyle Warner	"	"
	"	\$650.00	Eva Wentz	"	Local funds
	Total fiscal year 2000	\$14,175.00			
	Temporary salary adjustment	\$1,400.00 (2 months)	Gordon Binek	Extra duties in president's medical absence	Salary appropriation - Critical salary pool
	"	\$2,000.00 (2 months)	Wayne Boekes	"	"
	"	\$3,000.00 (2 months)	Dave Clark	"	"
	"	\$1,000.00 (2 months)	Janet Decker	Extra duties during position vacancy	Salary savings from vacant position
Dickinson State University (1999, 2000, and 2001)	"	\$900.00 (9 months)	Paula Kemnitz	Additional duties during human resource officer's part-time status	Salary savings from part-time status
	"	\$1,000.00 (2 months)	Debbie Van Berkom	Extra duties in president's medical absence	Salary appropriation - Critical salary pool
	Total fiscal year 2001	\$9,300.00			
	Cash incentive awards	\$1,000 to \$1,500 (each faculty award); \$500 (each staff award)	Dickinson State University provides seven cash incentive awards each year, four to outstanding faculty and three to outstanding staff.	All awards are decided upon by the Dickinson State University Foundation.	All awards are funded by the Dickinson State University Foundation, with no state funds involved.
	Temporary salary adjustment	Varies depending on position	The adjustments are done on a limited basis (average less than five per year) and usually for duration of less than one year.	Temporary salary adjustments are given to employees who take on additional responsibilities or who fill a higher-level position on an interim basis.	Vacant position savings
Lake Region State College (1999)	Bonuses	None provided			
	Temporary salary adjustment	\$400.00 (2 months)	Val Wood	Employee covered a position for an individual on extended medical leave. The position was three pay grades above employee's regular position.	Part-time appropriated staff salary pool
Lake Region State College					

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
(2000) - No payments					
Lake Region State College (2001) - No payments					
Mayville State University (1999, 2000, and 2001)	Bonuses	None provided			
	Cash incentive awards	None provided			
	Temporary salary adjustment	Typically range from \$200 to \$500 per month	Two or three temporary salary adjustments are provided annually.	Payments are based on additional duties undertaken by employee.	Vacant position savings
Minot State University (1999, 2000, and 2001)	Bonuses	None provided			
	Temporary salary adjustment	The dollar amount of the temporary salary adjustments range from \$597 to \$10,406 per academic year.	Approximately 87 contracts were issued for the current year for overload responsibilities. The majority of the overload contracts are for teaching on-line courses.	Several faculty have received temporary salary adjustments for interim positions, overload responsibilities, and temporary chair assignments.	Primarily tuition fees from the on-line courses
	Cash incentive awards	\$500 to \$1,000 per award	Four or five cash incentive awards are presented annually.	Determined by Minot State University administration	Primarily foundation-funded awards
Minot State University (2001)	Cash incentive award	\$501.00	Thomas Froelich	Determined by Minot State University administration	Primarily foundation-funded awards
	"	\$750.00	Daniel Ringrose	"	"
	"	\$750.00	George Slanger	"	"
	"	\$1,000.00	Eileen Solberg	"	"
	"	\$1,000.00	Donald Strube	"	"
	Total fiscal year 2001	\$4,001.00			
Minot State University - Bottineau (1999) - No payments					
Minot State University - Bottineau (2000)	Faculty early retirement	\$10,000.00	John (Jack) Woods	Negotiations	Savings from hiring replacement at lower salary
Minot State University - Bottineau (2001) - No payments					
North Dakota State College of	Meritorious service	\$400.00 (\$100 each)	Brad Brandt, Shirley Fox,	Peer selection	Foundation

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
Science (1999)	Excellence in teaching	\$300.00 (\$100 each)	Judy Larson, and Elaine Wieser		
	Outstanding educator	\$500.00	Barb Bang, Maria Kaduc, and Randy Stach	"	"
	Total fiscal year 1999	\$1,200.00	Gary Hendrickson	"	"
North Dakota State College of Science (2000)	Meritorious service	\$400.00 (\$100 each)	Sarah Abel, Harvey Medenwaldt, Steve Oakland, and Betty Veland	Peer selection	Local funds
	Excellence in teaching	\$800.00 (\$200 each)	Cliff Dronen, David Eliason, Neil Rittenour, and Dave Sylvester	"	"
	Total fiscal year 2000	\$1,200.00			
North Dakota State College of Science (2001)	Temporary salary adjustment	\$7,200.00	Jerry Migler	Negotiated	Interim director of outreach and customized training - Vacancy savings
	Temporary salary adjustment	\$2,100.00	Barbara Bang	Negotiated	Interim dean - Vacancy savings
	Meritorious service	\$400.00 (\$100 each)	Janet Bell, Lorraine Dronen, Keith Sorensen, and Delbert Steffens	Peer selection	Local funds
	Excellence in teaching	\$800.00 (\$200 each)	Charles Henry, Jane Krump, Terry Marohl, and Duane Pederson	Peer selection	"
	Total fiscal year 2001	\$10,500.00			
North Dakota State University (including agricultural experiment stations, NDSU Extension Service, Northern Crops Institute, and Upper Great Plains Transportation Institute) (1999)	Bonus or one-time salary adjustment	\$1,000.00	Paul Brown	Recommendations submitted by unit or department heads to the vice president, who reviews and compiles the information for the president, who makes final approval	Vacant position rollup
	"	\$500.00	Donald Carey	"	"
	"	\$1,000.00	Scott Chapman	"	"
	"	\$1,000.00	Dogan Comez	"	"
	"	\$500.00	Joanne Cook	"	"
	"	\$500.00	Brenda Deckard	"	"
	"	\$500.00	Nancy Gress	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$1,000.00	Clarice Hackman	"	"
	"	\$1,000.00	Charles Harter	"	"
	"	\$500.00	John Helgeland	"	"
	"	\$1,000.00	Gerald MacIntosh	"	"
	"	\$1,000.00	Kenton Rodgers	"	"
	"	\$1,500.00	James Ross	"	"
	"	\$750.00	Kay Sizer	"	"
	"	\$2,000.00	William Slanger	"	"
	"	\$500.00	Joshua Smyth	"	"
	"	\$1,500.00	Janet Stringer	"	"
	"	\$1,000.00	Becky Torgerson	"	"
	Cash incentive awards	\$150 to \$2,500 per award	Approximately 45 awards given	For exceptional performance, nominated and selected by peers	Interest earned on local funds
	Temporary salary adjustment	Varies depending on position	Approximately 10 per year	Additional duties or interim position	Vacant position rollup or local funds
	Total fiscal year 1999	\$16,750.00			
North Dakota State University (including agricultural experiment stations, NDSU Extension Service, Northern Crops Institute, and Upper Great Plains Transportation Institute) (2000)	Bonus or one-time salary adjustment	\$1,500.00	Richard Frohberg	Recommendations submitted by unit or department heads to the vice president, who reviews and compiles the information for the president, who makes final approval	Vacant position rollup
	"	\$1,500.00	Robert Stack	"	"
	"	\$1,500.00	Truman Olson	"	"
	"	\$1,000.00	Cathy Heiraas	"	"
	"	\$1,000.00	Beth Hindman	"	"
	"	\$1,000.00	Ross Collins	"	"
	"	\$1,000.00	Charles Harter	"	"
	"	\$1,000.00	Joseph Jones	"	"
	"	\$1,000.00	Barbara Geeslin	"	"
	"	\$1,000.00	Dennis Colliton	"	"
	"	\$1,000.00	Charles McIntyre	"	"
	"	\$1,000.00	Siamak Yazdani	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$1,000.00	Nancy Gress	"	"
	"	\$1,000.00	Gregory Sanders	"	"
	"	\$1,000.00	Donald Miller	"	"
	"	\$750.00	Carol Jore	"	"
	"	\$1,000.00	Jeffrey Low	"	"
	"	\$1,000.00	Harvey Hanel	"	"
	"	\$1,000.00	Karen Arnell	"	"
	"	\$1,000.00	Alan White	"	"
	"	\$1,000.00	Yueshehg Xu	"	"
	"	\$1,000.00	Dan Wanner	"	"
	"	\$500.00	Dawn Kerr	"	"
	"	\$1,000.00	Dogan Comez	"	"
	"	\$1,240.00	Van Hoang	"	"
	"	\$2,000.00	Ayman Smadi	"	"
	"	\$1,500.00	Sandy Sprafka	"	"
	"	\$1,500.00	Dale Summers	"	"
	"	\$1,500.00	Mary Hoag	"	"
	"	\$1,500.00	Brian Abraham	"	"
	"	\$1,000.00	Vicki Sorum	"	"
	"	\$1,000.00	Clarice Hackman	"	"
	"	\$500.00	Beverly Clouse	"	"
	"	\$1,000.00	Richard Chenoweth	"	"
	"	\$1,000.00	Robert Harrold	"	"
	Cash incentive awards	\$150 to \$2,500 per award	Approximately 45 awards given	For exceptional performance, nominated and selected by peers	Interest earned on local funds
	Temporary salary adjustment	Varies depending on position	Approximately 10 per year	Additional duties or interim position	Vacant position rollup or local funds
	Total fiscal year 2000	\$38,490.00			
North Dakota State University (including agricultural experiment stations, NDSU Extension Service, Northern Crops Institute,	Bonus or one-time salary adjustment	\$500.00	Kimble Bromley	Recommendations submitted by unit or department heads to the vice president, who reviews and compiles the information for the	Vacant position rollup

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
and Upper Great Plains Transportation Institute) (2001)				president, who makes final approval	
	"	\$500.00	Tom Christensen	"	"
	"	\$500.00	James William Clifton	"	"
	"	\$500.00	Dennis Colliton	"	"
	"	\$2,000.00	Jane Cumber	"	"
	"	\$500.00	Brenda Deckard	"	"
	"	\$500.00	Joy Erickson	"	"
	"	\$1,500.00	Sharon Fangsrud	"	"
	"	\$500.00	Nancy Gress	"	"
	"	\$500.00	Thomas Gustad	"	"
	"	\$500.00	Pam Hansen	"	"
	"	\$500.00	Robert Harrold	"	"
	"	\$500.00	Nancy Kaler	"	"
	"	\$1,000.00	Sheila Kath	"	"
	"	\$500.00	Brenda Krupich	"	"
	"	\$500.00	Pam Larson	"	"
	"	\$500.00	Margaret Lee	"	"
	"	\$1,000.00	Bill Martin	"	"
	"	\$500.00	Drew Martin	"	"
	"	\$500.00	Charles McIntyre	"	"
	"	\$1,000.00	Raymond Miltenberger	"	"
	"	\$500.00	Gloria Nysveen	"	"
	"	\$1,000.00	Ingrid Scarski	"	"
	"	\$1,000.00	Brian Slator	"	"
	"	\$1,500.00	Elizabeth Smith	"	"
	"	\$500.00	Kevin Thompson	"	"
"	\$2,000.00	Terry Wieland	"	"	
"	\$500.00	Roxann Williams	"	"	
Cash incentive award	\$150.00	Brian Barton	For exceptional performance, nominated and selected by peers	Interest earned on local funds	
"	\$1,080.00	Robert Biberdorf	"	"	

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$250.00	Saidul Borhan, M.D.	"	"
	"	\$250.00	Susan Bornsen	"	"
	"	\$500.00	Kow Ching Chang	"	"
	"	\$300.00	James William Clifton	"	"
	"	\$2,500.00	Edward Deckard	"	"
	"	\$100.00	Dayna Delval	"	"
	"	\$500.00	Eric Devuyst	"	"
	"	\$200.00	Hope Eppler	"	"
	"	\$500.00	George Flaskerud	"	"
	"	\$250.00	Cheryl Fredrick	"	"
	"	\$2,500.00	Richard Frohberg	"	"
	"	\$300.00	Michael Garrison	"	"
	"	\$500.00	Trent Gilbery	"	"
	"	\$200.00	Debra Habedank	"	"
	"	\$250.00	Jean Hagen	"	"
	"	\$150.00	Thomas Hoag	"	"
	"	\$500.00	Barbara Holes-Dickson	"	"
	"	\$250.00	James Jacobs	"	"
	"	\$500.00	Carol Jean Jensen	"	"
	"	\$250.00	Sheila Kath	"	"
	"	\$2,000.00	Dinesh Katti	"	"
	"	\$250.00	Darlene Kirchoffner	"	"
	"	\$500.00	James Lorenzen	"	"
	"	\$300.00	Gerrard Macintosh	"	"
	"	\$200.00	Linda Manikowske	"	"
	"	\$200.00	Theodore May	"	"
	"	\$200.00	Carol McClafin	"	"
	"	\$250.00	Edward Mitchell	"	"
	"	\$200.00	John Monzingo	"	"
	"	\$2,000.00	Robert Nelson	"	"
	"	\$500.00	Jack Norland	"	"
	"	\$200.00	Valerie O'Regan	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$1,080.00	Stephen O'Rourke	"	"
	"	\$150.00	Steven Ottesen	"	"
	"	\$300.00	Anjali Pandey	"	"
	"	\$250.00	Kelly Paynter	"	"
	"	\$250.00	Robert Peterson	"	"
	"	\$2,500.00	Donald Schwert	"	"
	"	\$250.00	Delcy Sotillo	"	"
	"	\$200.00	Lorri Strand	"	"
	"	\$200.00	Kevin Thompson	"	"
	"	\$150.00	Jonathan Thorseth	"	"
	"	\$500.00	James Tilton	"	"
	Temporary salary adjustment	\$2,887.00	Susan Brantseg	Additional duties	Vacant position rollup and local funds
	"	\$5,819.00	Bonnie Cooper	Interim director - Disquisition editor	"
	"	\$5,000.00	Lynn Dorn	Interim women's athletic director	"
	"	\$2,000.00	Darrin Hauf	Additional duties	"
	"	\$3,435.00	Charlene Kuss	Additional duties	"
	"	\$3,000.00	Janna Mausolf Stolkopf	Additional duties	"
	"	\$15,590.00	Kerri Speiering d'Eustachio	Interim director - International programs	"
	"	\$4,800.00	Linda Stoetzer	Additional duties	"
	"	\$3,000.00	Janine Thull	Additional duties	"
	"	\$2,000.00	Margaret Tweten	Interim position - Extension agent	"
	"	\$1,800.00	Albert Vanderwal	Additional duties	"
	Total fiscal year 2001	\$95,441.00			
University of North Dakota (1999)	Bonuses	None provided			
	Cash incentive awards	\$200.00 to \$2,000.00	Provided 20 cash incentive awards	Recipients are nominated and selected by committee for outstanding performance.	Local and foundation funds
	Temporary salary adjustment	Typically 5% to 10%	125 to 150 temporary salary adjustments	Assumes additional duties, e.g., performs as interim chair until replacement is selected. Duration 30 days to six months typical.	Local, grant, and state funds accumulated through vacant positions

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
University of North Dakota (2000)	Bonuses	None provided			
	Cash incentive awards	\$275.00 to \$2,500.00	Provided 25 cash incentive awards	Recipients are nominated and selected by committee for outstanding performance.	Local and foundation funds
	Temporary salary adjustment	Typically 5% to 10%	130 to 140 temporary salary adjustments	Assumes additional duties, e.g., performs as interim chair until replacement is selected. Duration 30 days to six months typical.	Local, grant, and state funds accumulated through vacant positions
University of North Dakota (2001)	Bonuses	None provided			
	Cash incentive awards	\$275.00 to \$2,500.00	Provided 22 cash incentive awards	Recipients are nominated and selected by committee for outstanding performance.	Local and foundation funds
	Temporary salary adjustment	\$735.00	Roxanne Korynta	All are additional duties assumed during vacancies.	All are state funds accumulated through vacant positions.
	"	\$6,000.00	M. C. Diop	"	"
	"	\$1,484.00	Veriena Garver	"	"
	"	\$1,247.00	Connie Borboa	"	"
	"	\$1,122.00	Susan Johnson	"	"
	"	\$170.00	Ben Hoffman	"	"
	"	\$7,800.00	Carl Fox	"	"
	"	\$18,000.00	Al Fivizzani	"	"
	"	\$12,500.00	Dorette Kerian	"	"
	"	\$30,000.00	David Lambeth	"	"
	"	\$11,000.00	Tom Owens	"	"
	"	\$17,630.00	Stephen Rendahl	"	"
	Total fiscal year 2001	\$107,688.00			
Valley City State University (1999, 2000, and 2001)	Bonuses	None provided			
	Cash incentive awards	None provided			
	Temporary salary adjustment	Typically range from \$200 to \$500 per month	Two or three temporary salary adjustments are provided annually.	Payments are based on additional duties undertaken by employee.	Vacant position savings
Williston State College (1999) - No payments					

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
Williston State College (2000)	Early retirement buyout	\$46,000.00	Garvin Stevens	Determined by State Board of Higher Education	Carryover funds
Williston State College (2001)	Early retirement buyout	\$46,000.00	Garvin Stevens	Determined by State Board of Higher Education	Carryover funds
Veterans Home (1999) - No payments					
Veterans Home (2000) - No payments					
Veterans Home (2001)	Bonus	\$500.00	Jessica Greenmeyer	Signon bonus	Awards line item
	"	\$75.00	Sharon Ulmer	Recruiting bonus	"
	"	\$1,000.00	Faye Huether	Signon bonus	"
	"	\$350.00	Cheryl Thompson	Recruiting bonus	"
	"	\$250.00	Cheryl Thompson	Signon bonus	"
	"	\$400.00	Elizabeth Martin	Recruiting bonus	"
	"	\$150.00	Alyce Lueck	"	"
	"	\$150.00	Emilee Anderson	"	"
	"	\$200.00	Marty Muscha	"	"
	"	\$250.00	Wanda Speich	Signon bonus	"
	"	\$300.00	Naomi Mougey	Recruiting bonus	"
	"	\$200.00	Lori Olafson	"	"
	"	\$250.00	Della Teska	Signon bonus	"
	"	\$100.00	Lori Olafson	Recruiting bonus	"
	Temporary salary adjustment	\$535.00 (3 months)	Kathy Wiltse	Additional duties while coworker was sick	Vacant position rollup
	"	\$1,761.32	David Dahlgren	"	"
	Total fiscal year 2001	\$6,471.32			
Vocational and Technical Education, State Board for (1999)	Cash incentive award	\$500.00	Brenda Schuler	Employees took on the responsibility of learning different software packages and becoming an "expert" in the software. They then trained the rest of the staff, saving the agency money in training costs.	Employee turnover rollup
	"	\$500.00	Brenda Schilling	"	Federal (school-to-work) 50% Federal (tech prep) 50%

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$500.00	Yvonne Keniston	"	Employee turnover rollup
	"	\$500.00	Adeline Lea	"	"
	"	\$500.00	Lorie Ruff	"	"
	"	\$500.00	Linda Schneider-Zent	"	"
	Total fiscal year 1999	\$3,000.00			
Vocational and Technical Education, State Board for (2000) - No payments					
Vocational and Technical Education, State Board for (2001) - No payments					
Workers Compensation Bureau (1999)	Temporary salary adjustment	\$1,800.00 (August 1998-August 1999)	James Berg	Additional supervisory duties - Medical services	Employee turnover rollup
	"	\$250.00 (February 1998-April 1998)	Michele Blumhagen	Additional duties until vacancy is filled and trained	"
	"	\$1,100.00 (September 1998-March 1999)	Lynn Burgard	Increased duties when human resources director left	"
	"	\$1,380.00 (April 1999-July 1999)	Jim Busch	Workload adjustment of Y2K, Claims Management System (CMS), and Policyholder Information Computer System (PICS) implementation	"
	"	\$900.00 (April 1999-July 1999)	Nick Jolliffe	Acting claims operations manager	"
	"	\$1,350.00 (April 1999-July 1999)	Patrick Kelly	Workload adjustment for Y2K, CMS, and PICS implementation	"
	"	\$1.90 per hour starting May 1, 1999 ⁶	Christi Kieper	Lack of benefited position	"
	"	\$1,320.00 (April 1999-July 1999)	Thomas D. Mehlhoff	Workload adjustment for Y2K, CMS, and PICS implementation	"
	"	\$1.90 per hour starting February 1998 ⁶	Linda Mertz	Lack of benefited position	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$900.00 (April 1999-July 1999)	Jean Prindiville	Workload adjustment for Y2K, CMS, and PICS implementation	"
	"	\$1.90 per hour starting December 1, 1998 ⁶	Sandra Rasmussen	Lack of benefited position	"
	"	\$5,200.00 (November 1999-February 2000)	William P. Riedman	Acting policyholder services director	"
	"	\$900.00 (April 1999-July 1999)	Stewart Schatz	Workload adjustment for Y2K, CMS, and PICS implementation	"
	"	\$720.00 (April 1999-July 1999)	Patricia A. Scherf	"	"
	"	\$1.90 per hour starting November 1, 1997 ⁶	Robin Schuh	Lack of benefited position	"
	"	\$800.00 (March 1999-July 1999)	Robin Schuh	Additional duties until executive secretary position is filled	"
	"	\$1,350.00 (April 1999-July 1999)	Stephen Vaughan	Workload adjustment for Y2K, CMS, and PICS implementation	"
	"	\$3,887.00 (July 1998-June 2000)	Michael Voight	Additional duties as internal loss control coordinator	"
	"	\$720.00 (April 1999-July 1999)	Francis Weekes	Workload adjustment for Y2K, CMS, and PICS implementation	"
	Total fiscal year 1999	\$22,577.00			
Workers Compensation Bureau (2000)	Temporary salary adjustment	\$1,400.00 (September 1999-February 2000)	James Berg	Additional supervisory duties - Customer service	Employee turnover rollup
	"	\$1,664.00 (May 2000-September 2000)	James Berg	Additional supervisory duties - Operational services	"
	"	\$1,500.00 (September 1999-February 2000)	Lynn Burgard	Director assuming additional duties with loss of 1 FTE position	"
	"	\$1,000.00 (April 2000-June 2000)	Jim Busch	Workload adjustment	"
	"	\$300.00 (May 2000-June 2000)	Jim Busch	Additional workload adjustment - CMS issue team	"
	"	\$800.00 (July 1999-November 1999)	Michelle Collins	Additional workload during CMS conversion	"
	"	\$300.00 (June 2000-August 2000)	Michelle Collins	Additional workload adjustment - CMS issue team	"
	"	\$1,500.00 (April 1999-July 1999)	Scott Delmore	Additional workload during PICS conversion	"
	"	\$2,400.00 (June 1999-February 2000)	Tammy Dolan	Additional workload due to HB 1266 and HB 1296	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$1,000.00 (May 2000-July 2000)	Kim Frahm	Workload adjustment to cover maternity leave	"
	"	\$1,500.00 (May 1999-October 1999)	John Halvorson	Additional duties with vacancy of public information officer	"
	"	\$1,500.00 (April 2000-September 2000)	Ron Moxon	Overseeing two departments - Office of Independent Review (OIR and Legal	"
	"	\$300.00 (June 2000-August 2000)	Jean Prindiville	Additional workload adjustment - CMS issue team	"
	"	\$1,500.00 (March 2000-August 2000)	Angie Scherbenske	Additional responsibilities - Medical services supervisor	"
	"	\$300.00 (June 2000-August 2000)	Angie Scherbenske	Additional workload adjustment - CMS issue team	"
	"	\$300.00 (June 2000-August 2000)	Patricia A. Scherf	"	"
	"	\$2,800.00 (February 2000-September 2000)	Barry Schumacher	Additional duties as PICS project manager	"
	"	\$800.00 (July 1999-November 1999)	Mary Selzler	Additional duties during CMS conversion	"
	"	\$300.00 (June 2000-August 2000)	Mary Selzler	Additional workload adjustment - CMS issue team	"
	"	\$300.00 (June 2000-August 2000)	Amy Shawver	"	"
	"	\$1,000.00 (May 2000-July 2000)	Tami Solie	Workload adjustment to cover maternity leave	"
	Cash incentive award	\$65.05 (November 1999)	Susan Brockel	All incentive awards are part of pay-for-performance system instituted by the Workers Compensation Bureau for the front-line workers in its imaging, registration, and bill entry units	Program savings
	"	\$24.66 (November 1999)	Chris Cleveland	"	"
	"	\$83.92 (November 1999)	Kathy Wood	"	"
	"	\$53.48 (November 1999)	Kazzy Zoller	"	"
	"	\$100.96 (December 1999)	Susan Brockel	"	"
	"	\$25.12 (December 1999)	Pam Lang	"	"
	"	\$38.37 (December 1999)	Billi Leingang	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$23.60 (December 1999)	Kazzy Zoller	"	"
	"	\$104.84 (January 2000)	Susan Brockel	"	"
	"	\$77.18 (January 2000)	Chris Cleveland	"	"
	"	\$26.00 (January 2000)	Susan Glasser	"	"
	"	\$22.08 (January 2000)	Pam Lang	"	"
	"	\$44.44 (January 2000)	Billi Leingang	"	"
	"	\$20.95 (January 2000)	Kathy Wood	"	"
	"	\$24.72 (January 2000)	Kazzy Zoller	"	"
	"	\$69.00 (February 2000)	Susan Brockel	"	"
	"	\$89.35 (February 2000)	Chris Cleveland	"	"
	"	\$50.00 (February 2000)	Susan Glasser	"	"
	"	\$15.85 (February 2000)	Pam Lang	"	"
	"	\$141.44 (February 2000)	Billi Leingang	"	"
	"	\$62.50 (February 2000)	Kathy Wood	"	"
	"	\$19.50 (February 2000)	Kazzy Zoller	"	"
	"	\$83.12 (March 2000)	Susan Brockel	"	"
	"	\$71.96 (March 2000)	Chris Cleveland	"	"
	"	\$19.96 (March 2000)	Susan Glasser	"	"
	"	\$2.72 (March 2000)	Pam Lang	"	"
	"	\$162.00 (March 2000)	Billi Leingang	"	"
	"	\$61.56 (March 2000)	Kathy Wood	"	"
	"	\$37.92 (March 2000)	Kazzy Zoller	"	"
	"	\$67.83 (April 2000)	Susan Brockel	"	"
	"	\$78.18 (April 2000)	Vivian Buck	"	"
	"	\$89.94 (April 2000)	Chris Cleveland	"	"
	"	\$4.99 (April 2000)	Susan Glasser	"	"
	"	\$120.54 (April 2000)	Candace Hoff	"	"
	"	\$189.85 (April 2000)	Billi Leingang	"	"
	"	\$7.70 (April 2000)	Kathy Wood	"	"
	"	\$39.08 (April 2000)	Kazzy Zoller	"	"
	"	\$112.75 (May 2000)	Susan Brockel	"	"
	"	\$78.63 (May 2000)	Vivian Buck	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$157.90 (May 2000)	Chris Cleveland	"	"
	"	\$32.70 (May 2000)	Susan Glasser	"	"
	"	\$37.86 (May 2000)	Candace Hoff	"	"
	"	\$121.23 (May 2000)	Pam Lang	"	"
	"	\$232.35 (May 2000)	Billi Leingang	"	"
	"	\$111.25 (May 2000)	Kazzy Zoller	"	"
	"	\$128.20 (June 2000)	Susan Brockel	"	"
	"	\$32.91 (June 2000)	Vivian Buck	"	"
	"	\$108.35 (June 2000)	Chris Cleveland	"	"
	"	\$47.50 (June 2000)	Susan Glasser	"	"
	"	\$54.60 (June 2000)	Candace Hoff	"	"
	"	\$184.88 (June 2000)	Christi Kieper	"	"
	"	\$126.05 (June 2000)	Pam Lang	"	"
	"	\$312.35 (June 2000)	Billi Leingang	"	"
	"	\$41.34 (June 2000)	Katherine Mernitz	"	"
	"	\$44.00 (June 2000)	Kazzy Zoller	"	"
	Total fiscal year 2000	\$26,649.21			
Workers Compensation Bureau (2001)	Temporary salary adjustment	\$1,600.00 (July 2001-November 2001)	Kim Frahm	Workload adjustment to cover maternity leave	Employee turnover rollup
	"	\$2,500.00 (November 2000-April 2001)	Danita Lillis	Workload adjustment until department director vacancy filled	"
	"	\$1,600.00 (July 2001-November 2001)	Julie Porsborg	Workload adjustment to cover maternity leave	"
	"	\$300.00 (January 2001-March 2001)	Jolene Rohde	Additional responsibilities - Permanent partial impairment (PPI) case review	"
	"	\$4,000.00 (November 2000-July 2001)	Barry Schumacher	Workload adjustment until department director vacancy filled	"
	Cash incentive award	\$41.56 (July 2000)	Susan Brockel	All incentive awards are part of pay-for-performance system instituted by the Workers Compensation Bureau for the front-line workers in its imaging, registration, and bill entry units	Program savings

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$51.21 (July 2000)	Vivian Buck	"	"
	"	\$105.44 (July 2000)	Chris Cleveland	"	"
	"	\$82.36 (July 2000)	Susan Glasser	"	"
	"	\$18.15 (July 2000)	Candace Hoff	"	"
	"	\$196.88 (July 2000)	Christi Kieper	"	"
	"	\$77.50 (July 2000)	Pam Lang	"	"
	"	\$272.25 (July 2000)	Billi Leingang	"	"
	"	\$41.44 (July 2000)	Katherine Mernitz	"	"
	"	\$24.75 (July 2000)	Kazzy Zoller	"	"
	"	\$109.45 (August 2000)	Susan Brockel	"	"
	"	\$140.94 (August 2000)	Vivian Buck	"	"
	"	\$177.65 (August 2000)	Chris Cleveland	"	"
	"	\$161.40 (August 2000)	Susan Glasser	"	"
	"	\$74.88 (August 2000)	Candace Hoff	"	"
	"	\$268.31 (August 2000)	Christi Kieper	"	"
	"	\$40.10 (August 2000)	Pam Lang	"	"
	"	\$388.90 (August 2000)	Billi Leingang	"	"
	"	\$24.75 (August 2000)	Kazzy Zoller	"	"
	"	\$87.76 (September 2000)	Susan Brockel	"	"
	"	\$85.98 (September 2000)	Vivian Buck	"	"
	"	\$125.40 (September 2000)	Chris Cleveland	"	"
	"	\$59.01 (September 2000)	Candace Hoff	"	"
	"	\$239.96 (September 2000)	Christi Kieper	"	"
	"	\$17.60 (September 2000)	Pam Lang	"	"
	"	\$401.00 (September 2000)	Billi Leingang	"	"
	"	\$224.45 (October 2000)	Susan Brockel	"	"
	"	\$115.92 (October 2000)	Vivian Buck	"	"
	"	\$89.30 (October 2000)	Chris Cleveland	"	"
	"	\$184.75 (October 2000)	Susan Glasser	"	"
	"	\$78.18 (October 2000)	Candace Hoff	"	"
	"	\$223.13 (October 2000)	Christi Kieper	"	"
	"	\$152.93 (October 2000)	Pam Lang	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$566.00 (October 2000)	Billi Leingang	"	"
	"	\$44.38 (October 2000)	Katherine Mernitz	"	"
	"	\$212.30 (November 2000)	Susan Brockel	"	"
	"	\$114.18 (November 2000)	Vivian Buck	"	"
	"	\$239.05 (November 2000)	Chris Cleveland	"	"
	"	\$145.15 (November 2000)	Susan Glasser	"	"
	"	\$61.26 (November 2000)	Candace Hoff	"	"
	"	\$244.50 (November 2000)	Christi Kieper	"	"
	"	\$143.60 (November 2000)	Pam Lang	"	"
	"	\$569.80 (November 2000)	Billi Leingang	"	"
	"	\$33.08 (November 2000)	Katherine Mernitz	"	"
	"	\$234.65 (December 2000)	Susan Brockel	"	"
	"	\$84.00 (December 2000)	Vivian Buck	"	"
	"	\$228.75 (December 2000)	Chris Cleveland	"	"
	"	\$119.20 (December 2000)	Susan Glasser	"	"
	"	\$20.64 (December 2000)	Candace Hoff	"	"
	"	\$167.44 (December 2000)	Christi Kieper	"	"
	"	\$83.00 (December 2000)	Pam Lang	"	"
	"	\$428.40 (December 2000)	Billi Leingang	"	"
	"	\$55.13 (December 2000)	Katherine Mernitz	"	"
	"	\$130.45 (January 2001)	Susan Brockel	"	"
	"	\$134.93 (January 2001)	Vivian Buck	"	"
	"	\$194.90 (January 2001)	Chris Cleveland	"	"
	"	\$54.05 (January 2001)	Susan Glasser	"	"
	"	\$50.88 (January 2001)	Candace Hoff	"	"
	"	\$244.13 (January 2001)	Christi Kieper	"	"
	"	\$88.75 (January 2001)	Pam Lang	"	"
	"	\$313.90 (January 2001)	Billi Leingang	"	"
	"	\$34.88 (January 2001)	Katherine Mernitz	"	"
	"	\$145.10 (February 2001)	Susan Brockel	"	"
	"	\$91.65 (February 2001)	Vivian Buck	"	"
	"	\$176.55 (February 2001)	Chris Cleveland	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$111.75 (February 2001)	Susan Glasser	"	"
	"	\$64.98 (February 2001)	Candace Hoff	"	"
	"	\$205.88 (February 2001)	Christi Kieper	"	"
	"	\$56.00 (February 2001)	Pam Lang	"	"
	"	\$74.63 (February 2001)	Katherine Mernitz	"	"
	"	\$149.90 (March 2001)	Susan Brockel	"	"
	"	\$101.07 (March 2001)	Vivian Buck	"	"
	"	\$191.75 (March 2001)	Chris Cleveland	"	"
	"	\$76.70 (March 2001)	Susan Glasser	"	"
	"	\$167.57 (March 2001)	Christi Kieper	"	"
	"	\$20.70 (March 2001)	Pam Lang	"	"
	"	\$364.30 (March 2001)	Billi Leingang	"	"
	"	\$82.69 (March 2001)	Katherine Mernitz	"	"
	"	\$161.65 (April 2001)	Susan Brockel	"	"
	"	\$172.17 (April 2001)	Vivian Buck	"	"
	"	\$149.10 (April 2001)	Chris Cleveland	"	"
	"	\$103.85 (April 2001)	Susan Glasser	"	"
	"	\$75.86 (April 2001)	Candace Hoff	"	"
	"	\$182.81 (April 2001)	Christi Kieper	"	"
	"	\$63.85 (April 2001)	Pam Lang	"	"
	"	\$348.20 (April 2001)	Billi Leingang	"	"
	"	\$69.02 (April 2001)	Katherine Mernitz	"	"
	"	\$12.50 (May 2001)	Deann Begaye	"	"
	"	\$201.50 (May 2001)	Susan Brockel	"	"
	"	\$193.26 (May 2001)	Vivian Buck	"	"
	"	\$208.20 (May 2001)	Chris Cleveland	"	"
	"	\$137.50 (May 2001)	Susan Glasser	"	"
	"	\$70.74 (May 2001)	Candace Hoff	"	"
	"	\$294.75 (May 2001)	Christi Kieper	"	"
	"	\$127.55 (May 2001)	Pam Lang	"	"
	"	\$315.10 (May 2001)	Billi Leingang	"	"
	"	\$105.38 (May 2001)	Katherine Mernitz	"	"

Agency (Fiscal Year)	Type of Payment ¹	Total Payment (Time Period Payment Was Earned)	Individual Receiving Payment	How Payment Was Determined	Source of Funding
	"	\$88.20 (June 2001)	Deann Begaye	"	"
	"	\$190.90 (June 2001)	Susan Brockel	"	"
	"	\$98.16 (June 2001)	Vivian Buck	"	"
	"	\$276.50 (June 2001)	Chris Cleveland	"	"
	"	\$119.80 (June 2001)	Susan Glasser	"	"
	"	\$64.35 (June 2001)	Candace Hoff	"	"
	"	\$9.80 (June 2001)	Kathy Holzer	"	"
	"	\$277.88 (June 2001)	Christi Kieper	"	"
	"	\$169.55 (June 2001)	Pam Lang	"	"
	"	\$260.35 (June 2001)	Billi Leingang	"	"
	"	\$141.38 (June 2001)	Katherine Mernitz	"	"
	Total fiscal year 2001	\$26,195.85			

¹ **EXCLUDES:** Payroll corrections, shift differentials, accrued annual or sick leave, emergency services leave, overtime payments when required under the Fair Labor Standards Act, severance pay pursuant to North Dakota Century Code Section 54-14-04.3, employee suggestion incentive payments pursuant to Section 54-06-24, telecommuting incentive program payments pursuant to Section 54-06-24.1, performance bonuses pursuant to Section 54-06-30, and recruitment and retention bonuses pursuant to Section 54-06-31.

² The goal of the incentive is to maximize federal reimbursement of expenses relating to the manufacturer's extension partnership program. The cap on the incentive is \$4,896 per quarter (the program began on February 2001, so the cap for the first quarter was \$3,264). The salary for Randy Schwartz was reduced prior to the start of the incentive program in relation to the maximum incentive.

³ The gain-sharing plan is developed by an internal committee and approved by the Industrial Commission. The bonus payments are based on a percentage of the employee's gross wages for the fiscal year. The payments begin if the Mill and Elevator reaches a minimum profit of \$2 million, which results in a 2 percent bonus. There are four total profit goals, each worth a minimum of 1 percent and a maximum of 4 percent. The 1999 bonus payment was 6.67 percent--based on a profit of \$4,330,482. The president and general manager is under a bonus program that pays out a maximum of 30 percent of his salary. The amount is determined by the Industrial Commission.

⁴ The Department of Public Instruction based workload adjustments on the following:

Duration of adjustment.

Level of responsibility.

Time commitment.

Additional complexity to job responsibilities.

Assistance received by employee in accomplishment of assigned duties.

Level of responsibility or accountability associated with the work.

If position being assumed is for an employee absent on a full-time or part-time basis and the duration of absence or vacancy.

⁵ State colleges and institutions did not report cash incentive awards and temporary salary adjustments prior to fiscal year 2001. The University System office stated that as a result, the information is not readily accessible or retrievable and would require extensive manual effort to fully complete the survey. The University System office did agree to provide, at a minimum, an explanation of the type of payments made and criteria or nature of those payments.

⁶ The Workers Compensation Bureau paid an additional \$1.90 an hour to four temporary full-time employees, who were not full-time equivalents. The additional pay was to compensate the employees for not receiving the state benefits package. The increases were made on a temporary basis, so if the employees were made full-time equivalents their salary could go back to the original rate.

Nonmonetary Compensation

The survey results indicate the most common form of nonmonetary compensation is compensatory or "comp" time for overtime worked. Employees that are "nonexempt" from the Fair Labor Standards Act are required to receive overtime pay or compensatory time at a rate of 1.5 hours per hour worked. The survey indicates agencies provide compensatory time to exempt employees by various methods.

- **Fair Labor Standards Act** - The Fair Labor Standards Act applies on a workweek basis. Unless specifically exempted, employees covered by the Act must receive overtime pay for hours worked in excess of 40 hours a workweek at a rate not less than time and one-half their regular rates of pay. Employees of a public agency, which is a state, a political subdivision of a state, or an interstate government agency, may receive in lieu of overtime compensation, compensatory time off at a rate not less than one and one-half hours for each hour of employment for which overtime compensation is required. An employee's workweek is a fixed and recurring period of 168 hours--seven consecutive 24-hour periods. It need not coincide with the calendar week, but may begin on any day and at any hour of the day. Some employees are **exempt from overtime provisions**. The following is a list of some of the more commonly used exemptions:

Executive exemption - Employees who have management as their primary duty; who direct the work of two or more full-time employees; who have the authority to hire and fire or make recommendations regarding decisions affecting the employment status of others; and who regularly exercise a high degree of independent judgment in their work.

Administrative exemption - Employees who perform office or nonmanual work which is directly related to the management policies or general business operations of their employer or their employer's customers; who regularly exercise discretion and judgment in their work; and who either assist a proprietor or executive, perform specialized or technical work, or execute special assignments.

Professional exemption - Employees who perform work requiring advanced knowledge and education, work in an artistic field which is original and creative, work as a teacher, or work as a computer system analyst, programmer, software engineer, or similarly skilled worker in the computer software field; who regularly exercise discretion and judgment; and who perform work which is intellectual and varied in character, the accomplishment of which cannot be standardized as to time.

Outside sales exemption - Employees who engage in making sales or obtaining orders away from their employer's place of business.

Agency	Description of Policy Relating to Nonmonetary Compensation
Agriculture, Department of	Nonexempt employees are provided compensatory time off at a rate of time and one-half for all hours worked in excess of 40 hours. All overtime must be approved in advance. Exempt employees may be given hour-for-hour compensatory time for all hours worked in excess of 45 hours per workweek.
Attorney General's office	Nonexempt employees receive one and one-half hours of compensatory time for each hour of overtime worked during the week. Exempt employees receive compensatory time of one hour for every two hours worked when their total hours worked exceeds the number of required work hours for the month plus 20 additional overtime hours.
Auditor's office	In limited situations, employees who worked overtime may receive compensatory time.
Bank of North Dakota	Compensatory time off may be used in lieu of overtime compensation. Compensatory time accrues at a rate not less than one and one-half hours for each hour worked in excess of 40 hours in a week. Approval from supervisor is required to substitute compensatory time off for overtime prior to working overtime.
Commerce, Department of	Nonexempt employees can choose to take time off or take monetary compensation at one and one-half hours for each hour over 40 hours per week.
Corrections and Rehabilitation, Department of	Nonexempt employees are provided monetary compensation or compensatory time off at the time and one-half hour rate. Exempt employees do not normally receive monetary compensation or compensatory time off. However, at the discretion of the division appointing authority, exempt employees who work significant overtime hours may be afforded compensatory time off. This will be reviewed on a case-by-case basis and generally not compensated on an hour-for-hour basis.
Council on the Arts	Exempt employees are provided compensatory time on an hour-for-hour basis for time over 40 hours per week.
Division of Emergency Management	All employees, except the state director, are compensated for overtime by monetary reimbursement or through compensatory time when funds are unavailable.
Game and Fish Department	Overtime pay is seldom given. Compensatory time is provided and recorded on the state payroll system on an hour-for-hour basis, or if required by federal law, on a time and one-half basis.
Governor's office	Nonexempt employees receive compensatory time in lieu of overtime compensation at a rate of one and one-half hours for each hour of employment for which overtime would normally be required.

Agency	Description of Policy Relating to Nonmonetary Compensation
Health, State Department of	Exempt employees do not normally receive overtime compensation or compensatory time. However, at the discretion of the section chief, exempt employees who work significant overtime hours may be afforded compensatory time off or monetary compensation at a rate not to exceed time and one-half.
Highway Patrol	Nonexempt employees (sergeants and troopers) who work over 171 hours in a 28-day period are provided overtime benefits. If the overtime involves an emergency call-out, a nonexempt employee is paid time and one-half; if the overtime relates to administrative work, compensatory time is awarded on an hour-for-hour basis. A Fair Labor Standards Act exemption for Highway Patrol officers allows for 171 hours in a 28-day period.
Human Services, Department of	Supervisory discretion is allowed in providing time off the job for exempt staff required to expend an extra amount of time beyond the regular 40-hour week to meet unexpected demands or when required to work holidays. Supervisors are allowed to grant the exempt employee unofficial time off when the workload is less demanding to counterbalance the additional time required during a heavy work period. Supervisors shall exercise prudent care in assuring fairness in granting time off. The amount of accumulated compensatory time may not exceed 40 hours. All accumulated time not taken will be canceled upon termination of employment.
Industrial Commission (including the Oil and Gas Division, Geological Survey administration office, and Municipal Bond Bank)	Nonexempt employees receive compensatory time at a rate of one and one-half hours for holidays worked during the legislative session. Exempt employees are allowed compensatory time on an hour-for-hour basis for work on holidays. The Oil and Gas Division allows exempt employees to accrue compensatory time at the rate of one hour for every two hours worked in excess of 20 hours over the total number of normal hours worked in a month. The Geological Survey allows exempt employees one hour of compensatory time for every two hours worked over the normal 40-hour workweek. Compensatory time is to be used within two pay periods of when it was earned. When Lynn Helms was hired as director of the Oil and Gas Division, he was given 15 days of annual leave a year.
Insurance Department	Nonexempt employees must receive prior approval before working overtime. Exempt employees that work overtime receive compensatory time or overtime compensation.
Land Department	Compensatory time is offered on an hour-for-hour basis for those not eligible (exempt) for cash pay. Compensatory time is offered in lieu of cash whenever possible for others.
Legislative Council	Members of the staff may receive compensatory time on a limited basis in recognition of uncompensated overtime.
Management and Budget, Office of	Nonexempt employees receive compensatory time at a rate of one and one-half hours for each hour over 40 hours per week. Exempt employees rarely receive compensatory time. Budget analysts receive 40 hours of compensatory time after budget season.
Mill and Elevator	Nonunion employees are allowed compensatory time in lieu of overtime compensation at a rate not less than one and one-half hours for each hour of employment for which overtime pay would be required. There must be an agreement or understanding between employees and the supervisor or department manager, prior to the performance of work, to substitute compensatory time off for overtime pay. The union contract covers the issue of overtime for all union employees. When Vance Taylor was hired as president of the Mill and Elevator, he was given 20 days of annual leave a year.
Office of Administrative Hearings	Exempt employees may be allowed compensatory time for cases that require extraordinary hours. This policy has rarely been used by the Office of Administrative Hearings even though overtime is required for the administrative law judges.
Parks and Recreation Department	Compensatory time is allowed in lieu of overtime for nonexempt employees based on individual circumstances. It is recommended that compensatory time be used within 45 days of accruing.
Protection and Advocacy Project	Nonexempt employees receive time and one-half for each hour over 40 hours per week. Exempt staff receive compensatory time on an hour-for-hour basis for hours over 40 per week.
Public Employees Retirement System	Nonexempt employees have the option of receiving time and one-half or compensatory time at time and one-half. Employees may accrue up to 42 hours of compensatory time, which is equivalent to 28 overtime hours actually worked. Compensatory time in excess of 42 hours will be paid at time and one-half by a supplemental check.
Public Instruction, Department of	Nonexempt employees are awarded compensatory time off at a time and one-half rate, for each hour actually worked over the 40-hour workweek. The department's budget does not allow for overtime payments. Nonexempt employees may not exceed 240 hours of accrued compensatory time per fiscal year. Under normal circumstances, compensation for overtime is not provided for exempt personnel; however, when circumstances dictate that significant extra hours are worked, compensatory time off may be granted. The Department of Public Instruction provided compensatory time to 19 employees for legislative support in 1999.

Agency	Description of Policy Relating to Nonmonetary Compensation
Public Service Commission	The Public Service Commission does have a policy for compensatory time for nonexempt employees, but it is rarely used because those employees are restricted to 40 hours per week.
Retirement and Investment Office	Nonexempt employees are allowed to take their overtime in pay or compensatory time at a rate of time and one-half. Exempt employees are allowed to use compensatory time for extra hours worked at straight time.
School for the Blind	As per Department of Public Instruction policy, compensatory time off may be granted when circumstances dictate that "significant extra hours" be worked. This is arranged through the employee's immediate supervisor and approved by the superintendent.
Secretary of State	Nonexempt employees must be given either overtime compensation or compensatory time off at a rate of time and one-half. Exempt employees will not normally receive monetary overtime compensation or compensatory time off. However, with director approval, exempt employees who work significant overtime hours may be given compensatory time or monetary compensation. The balance of accrued compensatory time may not exceed 36 hours.
State Historical Society	Nonexempt employees are provided options of paid overtime or compensatory time. Exempt employees may be provided compensatory time for overtime hours worked in excess of 16 hours in a month. All compensatory time requires prior approval from the employee's supervisor.
State Library	Nonexempt employees are allowed to take compensatory time at a rate of one and one-half hours for each overtime hour. Exempt employees are given compensatory time on an hour-for-hour basis.
State Tax Commissioner	When overtime hours cannot be accommodated through adjusted scheduling, overtime or compensatory time off at one and one-half hours will be allowed.
Supreme Court	Except in emergency situations, an employee may work overtime in a workweek without the expressed prior approval of the employee's supervisor. Nonexempt employees will receive compensatory time at a rate of one and one-half hours for each hour of overtime worked. Exempt employees are not eligible to receive cash payments for overtime; however, an employee may be granted compensatory time at the rate of one hour for each hour of overtime worked.
Transportation, Department of	Compensatory time is earned at a time and one-half rate. Nonexempt employees may accrue no more than 240 hours of compensatory time per year. After 240 hours, any additional overtime will be compensated in cash. Unused compensatory time not exceeding 80 hours may be carried forward after April 30 of each year. Exempt employees may earn no more than 80 hours of compensatory time per year. After 80 hours, any additional overtime will be compensated in cash.
University System	
Bismarck State College	Compensatory time is provided in lieu of overtime at a rate of one and one-half hours for every one hour of overtime worked.
Minot State University - Bottineau	Overtime is usually paid, but compensatory time is used when requested by the supervisor and agreed to by the employee.
North Dakota State College of Science	Nonexempt employees may be provided compensatory time at a rate of time and one-half in lieu of cash overtime payments upon prior agreement. The department head may provide time off to exempt employees in recognition of required, continuous, or excessive hours.
North Dakota State University (including agricultural experiment stations, NDSU Extension Service, Northern Crops Institute, and Upper Great Plains Transportation Institute)	Nonexempt employees are provided compensatory time at a rate of one and one-half hours for each hour over 40 hours per week.
University of North Dakota	Compensatory time may be given to employees in lieu of overtime payment if agreed to by employee and supervisor before overtime is worked.
University System office	Nonexempt employees are provided either overtime compensation or compensatory time at a rate of one and one-half hours for each overtime hour worked.
Williston State College	During times in which overtime is necessary, employees are granted compensatory time in place of overtime. The compensatory time rate is one and one-half times the hours worked. The supervisor and employee make the necessary arrangements for the compensatory time or overtime.

Agency	Description of Policy Relating to Nonmonetary Compensation
Veterans Home	Employees are allowed compensatory time at a rate of one and one-half hours for each hour over 40 hours per week. The compensatory time is encouraged to be used by the end of the month and cannot be carried over at the end of the year.
Workers Compensation Bureau	Nonexempt employees are provided overtime pay or compensatory time according to the Fair Labor Standards Act. All overtime pay and compensatory time must be approved by the supervisor and department director.