

CHAPTER 3

LEGISLATURE

- Sec. LEGISLATURE**
- 3.011 Sessions
 - 3.012 Legislative day
 - 3.02 Evidence of membership
 - 3.05 Organization
 - 3.06 Officers and employees
 - 3.07 Additional employees
 - 3.08 Election; duties
 - 3.081 Jury exemption
 - 3.082 Members' employment; continuation
 - 3.083 Retention of seniority, fringe benefits and tenure
 - 3.087 Right of action in district court
 - 3.088 Leave of absence
 - 3.09 Compensation of employees
 - 3.095 Legislative employees, leaves
 - 3.096 Transfer of leave
 - 3.099 Members; compensation and expenses, flexible sessions
 - 3.101 Living expenses during session
 - 3.102 Legislative living expenses
 - 3.103 Special session living expenses
 - 3.13 President and speaker; compensation
 - 3.14 Contempts
 - 3.15 Punishment for contempt
 - 3.151 Disturbing legislature or intimidating member
 - 3.153 Legislative subpoenas
 - 3.16 Members, officers of, or attorneys employed by, excused from court duty
 - 3.17 Journals
 - 3.18 Other records
 - 3.185 Altering draft of bill
 - 3.19 Engrossing and enrolling
 - 3.191 Altering engrossed bill
 - 3.195 Reports to the legislature
- AMENDMENTS TO CONSTITUTION**
- 3.20 Form of act; submission
 - 3.21 Notice
 - 3.22 Payment
- STANDING APPROPRIATIONS**
- 3.23 Appropriations
 - 3.24 Standing appropriation repealed
 - 3.25 Appropriations; not disclosing source
- UNIFORM LEGISLATION**
- 3.251 Commission on uniform state laws
 - 3.252 Commissioners to represent state
 - 3.253 No compensation for commissioners
- INTERSTATE COOPERATION**
- 3.29 Commission on interstate cooperation
- LEGISLATIVE ADVISORY COMMITTEE**
- 3.80 Legislative advisory committee
- LEGISLATIVE SERVICES**
- 3.302 Legislative reference library
 - 3.303 Joint coordinating committee; creation and organization
 - 3.304 Office of legislative research
- STATE GOVERNMENT BUILDING NEEDS**
- 3.472 Abolition of legislative buildings commission, transfer of functions
- STATE CLAIMS COMMISSION**
- 3.66 State claims commission
 - 3.67 Officers and employees

- Sec.**
- 3.68 Meetings
 - 3.69 Clerk
 - 3.70 Expenses
 - 3.71 Member may not hear claim, when
 - 3.72 Attorney general to represent state
 - 3.7311 Claims which may be considered; payment
 - 3.732 Settlement of claims
 - 3.735 Jurisdiction
 - 3.751 Contract claims
 - 3.752 Claims which may not be considered
 - 3.753 Claims; damage by wild animals
 - 3.754 Budget requests; property improvement claims
 - 3.755 Damage by escaping inmates
 - 3.76 Rules of procedure for proceedings
 - 3.77 Consideration of claims, procedure
 - 3.78 Advisory determination of claims
 - 3.79 Claims not within jurisdiction
 - 3.80 Witnesses
 - 3.81 List of awards
 - 3.82 Records of claims, re-examination
 - 3.83 Official reporter
 - 3.84 Misdemeanor
- PUBLIC RETIREMENT COMMISSION**
- 3.85 Public Retirement Commission
- STANDING COMMITTEES OF THE LEGISLATURE**
- 3.921 Standing committees as interim study committees
- INDIAN AFFAIRS COMMISSION**
- 3.922 Indian affairs commission
- COUNCIL ON QUALITY EDUCATION**
- 3.924 Establishment
 - 3.925 Purpose
 - 3.926 Proposals
 - 3.927 State board and commissioner
 - 3.9271 Early childhood identification and education programs
 - 3.9272 Advisory committee on early childhood identification and education programs
 - 3.9273 State board of education; duties
 - 3.9274 Advisory committees
 - 3.9275 Voluntary participation
- CONTINUITY OF THE LEGISLATURE**
- 3.93 Definitions
 - 3.94 Place of session
 - 3.95 Special session in event of attack
 - 3.96 Quorum and vote requirements
 - 3.965 Committee to review administrative rules
- LEGISLATIVE AUDIT COMMISSION**
- 3.97 Audit policy; creation of commission; transfer of functions of public examiner
- LEGISLATIVE AUDITOR**
- 3.971 Powers and duties of legislative auditor
 - 3.972 Duties as to state agencies and semi-state agencies
 - 3.973 State treasurer; audit
 - 3.974 To file written reports
 - 3.975 Duties when violations are discovered
 - 3.976 Information collected from local governments
 - 3.977 Annual report
 - 3.978 Legislative auditor; subpoena powers; penalties
 - 3.98 Fiscal notes

NOTE: For Iron Range Resources and Rehabilitation Commission, see Section 298.22; for Minnesota Resources Commission, see Section 86.06; and for the Legislative Advisory Committee to the Minnesota-Wisconsin boundary commission, see Section 1.34.

LEGISLATURE

- 3.01 Subdivision 1. [Repealed, 1973 c 1 s 3]
- Subd. 2. [Repealed, 1971 c 71 s 1]

3.011 SESSIONS. The legislature shall assemble at the seat of government on the first Tuesday after the first Monday in January of each odd numbered year; provided, however, that when the first Monday in January falls on January 1, the

legislature shall assemble on the first Wednesday after the first Monday in January of that year; and at such other times as it may be called by the governor to meet in extra session.

[1973 c 1 s 1]

3.012 LEGISLATIVE DAY. A legislative day is any day when either house of the legislature is called to order. A legislative day shall commence at seven o'clock a. m. and continue until seven o'clock a. m. of the following calendar day.

[1973 c 1 s 2]

3.02 EVIDENCE OF MEMBERSHIP. For all purposes of organization of either house of the legislature, a certificate of election thereto, duly executed by the auditor of the proper county, or by the secretary of state when the member is elected from more than one county, shall be prima facie evidence of the right to membership of the person therein named.

[R L s 10; 1969 c 9 s 1] (25)

3.03 [Repealed, 1961 c 561 s 17]

3.04 [Repealed, 1961 c 561 s 17]

3.05 ORGANIZATION. At noon of the day appointed for the convening of the legislature, the members thereof shall meet in their respective chambers. The lieutenant governor shall call the senate to order; and the secretary of state, the house of representatives. In the absence of either of these officers, the oldest member present shall act in his place. The person so acting shall appoint, from the members present, a clerk pro tem, who shall call the legislative districts in the order of their numbers; and, as each is called, the persons claiming to be members therefrom shall present their certificates to be filed. All whose certificates are so presented shall then stand and be sworn.

[R L s 15] (28)

3.06 OFFICERS AND EMPLOYEES. Thereupon, a quorum being present, the respective houses shall elect the following officers, any of whom may be removed by resolution of the appointing body:

The senate, a secretary, a first and a second assistant secretary, an enrolling clerk, an engrossing clerk, a sergeant-at-arms, an assistant sergeant-at-arms, and a chaplain; and

The house, a speaker, who shall be a member thereof, a chief clerk, a first and a second assistant clerk, an index clerk, a chief sergeant-at-arms, a first and a second assistant sergeant-at-arms, a postmaster, an assistant postmaster, and a chaplain.

[G S 1894 s 220; R L s 14; 1905 c 52 s 1; Ex1936 c 4 s 1; 1947 c 233 s 1] (29, 30)

3.07 ADDITIONAL EMPLOYEES. Each house, after its organization, may appoint and at pleasure remove such employees as are provided for by its permanent rules or recommended by its committee on legislative expense. All officers and employees shall be paid by the day and shall receive such compensation as is provided by the permanent rules of the electing or appointing body or recommended by its committee on legislative expense; and, unless otherwise expressly provided by law, no such officer or employee shall receive any other compensation for his services.

[R L s 15; 1947 c 233 s 2] (31)

3.08 ELECTION; DUTIES. In addition to the duties prescribed by law, such officers and employees shall perform such services as may be required of them by rule or vote of the appointing body or by direction of any committee thereof.

[R L s 16; 1947 c 233 s 3] (32)

3.081 JURY EXEMPTION. Any member, officer, or employee of the legislature is exempt from duty as a juror during all sessions thereof.

[1947 c 233 s 4]

3.082 MEMBERS' EMPLOYMENT; CONTINUATION. Any member of the legislature of the state of Minnesota who held a position, other than a temporary position, in the employ of any private employer in Minnesota at the commencement of his service in any legislative session, who makes application for reemployment not later than 30 days after the last legislative day in each calendar year, shall be continued in or restored to such position, or to a position of like seniority, status and pay.

[1974 c 306 s 1]

3.083 RETENTION OF SENIORITY, FRINGE BENEFITS AND TENURE.

Any member of the legislature who is continued in or restored to a position in accordance with the provisions of section 3.082 shall be so continued or restored without loss of seniority, shall be entitled to participate in insurance or other benefits offered by the employer pursuant to its established rules and practices, and shall not be discharged from such position for a period of three years after his continuation or restoration except in the reverse order of his seniority with the employer within the field of the legislator's training and experience without good cause after such continuation or restoration.

[1974 c 306 s 2]

3.085 [Repealed, 1974 c 306 s 5]

3.086 [Repealed, 1974 c 306 s 5]

3.087 RIGHT OF ACTION IN DISTRICT COURT. In case any private employer fails or refuses to comply with the provisions of sections 3.082 and 3.083, the district court of the state of Minnesota for the district in which such private employer maintains a place of business, shall have the power, upon the filing of a memorandum, petition or other appropriate pleading by the member of the legislature entitled to the benefits of such provisions, to specifically require such employer to comply with such provisions, and, as an incident thereto, to compensate such member of the legislature for any loss of wages or benefits suffered by reason of such employer's unlawful action. The court shall order a speedy hearing in any such case and shall advance it on the calendar.

[1955 c 690 s 3; 1974 c 306 s 3]

3.088 LEAVE OF ABSENCE. Subdivision 1. **Leave of absence without pay.** Subject to the conditions herein prescribed, any officer or employee of any political subdivision, municipal corporation, or school district of the state or institution of learning maintained by the state who engages in service as a state legislator during a session shall be entitled to leave of absence from his public office or employment without pay during any part or all of the service, with right of reinstatement as hereinafter provided.

Subd. 2. Reinstatement. Except as otherwise hereinafter provided, upon the completion of the last legislative day in each calendar year the officer or employee shall be reinstated in the public position which he held at the time of entry into the legislature, or a public position of like seniority, status, and pay if it is available at the same salary which he would have received if he had not taken the leave, upon the following conditions: (1) that the position has not been abolished or that the term thereof, if limited, has not expired; (2) that he makes written application for reinstatement to the appointing authority within 30 days after the last legislative day in a calendar year. Upon reinstatement the officer or employee shall have the same rights with respect to accrued and future seniority status, efficiency rating, vacation, insurance benefits, sick leave, and other benefits as if he had been actually employed during the time of the leave. Provided, however, that no public employer shall be required to compensate a reinstated employee or officer for any time spent by that employee or officer away from his or her work for the employer and on the business of the state legislature at any time during the period between the first and last legislative day in each calendar year. No officer or employee reinstated shall be removed or discharged within one year thereafter except for cause, after notice and hearing; but this shall not operate to extend a term of service limited by law.

Subd. 3. Officers and employees to preserve pension and retirement rights. Any public officer or employee receiving leave of absence under this section or who is elected as a state constitutional officer and having rights in any state, municipal, or other public pension, retirement, or relief system shall retain all the rights accrued up to the time of taking leave. The time spent by the employee as a member of the legislature or who is elected as a state constitutional officer shall be calculated in the same manner as if he had spent that time in the service of his public employer for the purpose of determining vesting of his rights in the employer's pension, retirement or relief system. Under no circumstances shall two governmental units pay the employee's share of pension contributions for that period on which he is on leave of absence to serve in the legislature.

Subd. 4. Vacancies to be filled temporarily. When a public officer or employee is absent with leave under the provisions of this section and it is necessary in the public interest to provide for the performance of the duties of his position during

the absence, the authority having power to fill a vacancy in the position may appoint a substitute, to be known as acting incumbent, who shall qualify as required for the regular incumbent, receive the same compensation as fixed by law, or otherwise the compensation as fixed by proper authority, and have all the powers and perform all the duties of the position until the return of the regular incumbent. This section shall not preclude the making of any other provision for the discharge of the duties of the position which may be otherwise authorized by law.

Subd. 5. Supplementary. The rights and privileges granted by this section shall not apply when the legislative office is constitutionally or legally incompatible with the public office or employment or when the legislator chooses to take leave provided by other law.

Subd. 6. Notwithstanding the provisions of any other law or ordinance or the provisions of any state, municipal, or other public retirement or relief association regulation or by-law, a person who has served as a member of the legislature and has qualified for a legislative retirement pension or allowance shall not be disqualified from receiving that retirement pension or allowance by reason of the fact that he is entitled to receive a public pension or retirement benefit as a result of employment by another public employer, and the person shall receive both the legislative retirement pension or allowance and any state, municipal or other public pension or retirement benefit for which he has qualified.

[1974 c 306 s 4]

3.09 COMPENSATION OF EMPLOYEES. The compensation of officers and employees shall be at the rates per day fixed by the permanent rules of the electing or appointing body or recommended by its committee on legislative expense.

[R L s 17; 1907 c 229 s 1; 1909 c 132 s 1; Ex1936 c 115 s 1; Ex1937 c 82 s 1; 1947 c 233 s 5] (33)

3.095 LEGISLATIVE EMPLOYEES, LEAVES. Rules of the department of personnel pertaining to sick leave and annual leave shall apply to all permanent employees of the legislature and of legislative committees and commissions.

[1965 c 901 s 76; 1973 c 507 s 45]

3.096 TRANSFER OF LEAVE. An employee in the classified service who accepts a position as a permanent employee of the legislature shall have any accrued vacation or sick leave transferred and placed to his credit on the legislative records. A permanent employee of the legislature who accepts a position in the classified service shall have any accrued vacation or sick leave transferred and placed to his credit on the records of the new appointing authority.

[Ex1967 c 48 s 65]

3.099 MEMBERS; COMPENSATION AND EXPENSES, FLEXIBLE SESSIONS. The compensation of each member of the house of representatives of the legislature shall be \$16,800 for the entire term to which he is elected, which shall be due on the first day of the regular legislative session of the term and payable as follows:

\$700 on the fifteenth day of January and on the first day of each month, February to December, inclusive, during the term for which he was elected.

The compensation of each senator of the legislature shall be \$33,600 for the term to which he is elected, of which \$16,800 shall be due on the first day of each regular legislative session of the term and payable as follows:

\$700 on the fifteenth day of January and on the first day of each month February to December, inclusive, during the term for which he was elected.

Each member shall receive mileage for necessary travel in going to and returning from the place of meeting to his place of residence in such amount and for such trips as may be authorized by the senate as to senate members, and by the house of representatives as to house members.

Each member shall receive in addition to the foregoing, such per diem living expenses during a regular or special session of the legislature in such amounts and for such purposes as may be determined by the senate as to senate members and by the house of representatives as to house members.

On the fifteenth day of January and on the first day of each month, February to December, inclusive, the secretary of the senate and the chief clerk of the house of representatives, shall certify to the commissioner of finance, in duplicate, the

amount of compensation then payable to each member of their respective houses, and the aggregate thereof.

[*Ex1971 c 32 s 22 subd 1; 1973 c 492 s 14*]

3.10 [Repealed, *Ex1971 c 32 s 22 subd 2*]

3.101 LIVING EXPENSES DURING SESSION. A member of the legislature in addition to the compensation and mileage otherwise provided for by law shall be reimbursed for his living and other expenses incurred in the performance of his duties during a regular session, a special session, and when the legislature is not in session in the manner and in such amount as may be prescribed by the senate as to senate members and by the house of representatives as to house members.

[*1969 c 1139 s 70*]

3.102 LEGISLATIVE LIVING EXPENSES. Each member of the legislature shall be reimbursed for his expenses when he is required to attend meetings of standing committees, commissions, or is engaged in other legislative activity when the legislature is not in session. The amount of such reimbursement shall not exceed \$33 per day as a per diem expense allowance for all expenses incurred except travel. He shall also be reimbursed for his travel expenses in the same amount as state employees are reimbursed for such travel.

Reimbursements to members of the legislature for out-of-state meetings or other legislative activity shall be in the same amounts as state employees are reimbursed for such out-of-state expenses.

Expenses for members of the legislature are payable in the manner and in the amount designated by the senate committee on rules and administration as to members of the senate and by the committee on rules and legislative administration as to members of the house of representatives.

The expense allowances provided for herein to the persons designated are in lieu of any other expenses authorized by law or resolution for the same purposes.

[*Ex1971 c 3 s 83; Ex1971 c 48 s 15; 1973 c 720 s 55*]

3.103 SPECIAL SESSION LIVING EXPENSES. Each member of the legislature, during a special session thereof, shall be reimbursed for expenses incurred in the performance of his duties in the same amounts, for the same purposes, and in the same manner as were authorized for the members of the senate and the members of the house of representatives at the last regular session occurring immediately prior to such special session. Reimbursement for travel, however, shall not exceed more than one round trip per member per each seven calendar days in which the legislature meets in such special session. This section applies to each special session of the legislature commencing after May 24, 1971.

[*Ex1971 c 3 s 70*]

3.11 [Repealed, 1957 c 811 s 2]

3.12 [Repealed, 1961 c 561 s 17]

3.13 PRESIDENT AND SPEAKER; COMPENSATION. The president of the senate and the speaker of the house shall receive, in addition to the amounts specified in section 3.09, the sum of \$5 each per day during any session of the legislature.

[*1907 c 229 s 3*] (37)

3.14 CONTEMPTS. Each house may punish, as a contempt, any breach of its privileges, or of the privileges of its members, but only for one or more of the following offenses:

(1) Arresting or causing to be arrested, any member or officer thereof, in violation of his privilege from arrest;

(2) Disorderly conduct in its view and presence, or in the view and presence of any of its committees, tending to interrupt their proceedings;

(3) Giving or offering a bribe to any member, or attempting by menace or by any corrupt or improper means, directly or indirectly, to control or influence a member in giving or withholding his vote. No person shall be excused from attending and testifying before either house of the legislature, or a committee thereof, for an alleged offense upon an investigation in reference to such giving or offering of a bribe, or attempting by menace or by any corrupt or improper means, directly or indirectly, to control or influence a member in giving or withholding his vote upon the ground, or for the reason that the testimony or evidence, documentary or otherwise, required of him may tend to convict him of a crime or subject him to a penalty or forfeiture; but no person shall be prose-

cuted, or subjected to any penalty or forfeiture for, or on account of, any transaction, matter, or thing concerning which he may so testify, or produce evidence, documentary or otherwise, and no testimony, so given or produced, shall be received against him upon any criminal investigation or proceeding.

[R L s 19; 1907 c 319 s 1; 1971 c 227 s 2] (38)

3.15 PUNISHMENT FOR CONTEMPT. Punishment for contempt shall be by imprisonment, but the term thereof shall not extend beyond the session at which it is inflicted. When either house shall direct the imprisonment of any person for a contempt the keeper of the common jail of the county in which the seat of government is situated shall receive such person and detain him in close confinement during the term fixed by the order of commitment, or until he is discharged by vote of the committing body or by due process of law.

[R L s 20] (39)

3.151 DISTURBING LEGISLATURE OR INTIMIDATING MEMBER. Every person who shall wilfully disturb the legislature, or either house thereof, while in session, or who shall commit any disorderly conduct in the presence and view of either house thereof, tending to interrupt its proceedings or impair the respect due to its authority, or who, wilfully, by intimidation or otherwise, shall prevent any member of the legislature from attending any session of the house of which he shall be a member, or of any committee thereof, or from giving his vote upon any question which may come before such house, or from performing any other official act, shall be guilty of a gross misdemeanor.

[R L s 4815] (10000)

3.152 [Repealed, 1971 c 227 s 3]

3.153 LEGISLATIVE SUBPOENAS. Subdivision 1. Any standing or interim legislative committee by a two-thirds vote of its members, may request the issuance of subpoenas, including subpoenas duces tecum, requiring the appearance of persons, production of relevant records, and the giving of relevant testimony. Subpoenas shall be issued by the chief clerk of the house or the secretary of the senate upon receipt of such request. A person subpoenaed to attend a meeting of the legislature or a hearing of a legislative committee shall receive the same fees and expenses provided by law for witnesses in district court.

Subd. 2. Service of a subpoena authorized by this section shall be made in the manner provided by law for the service of subpoenas in civil actions at least seven days prior to the date fixed in the subpoena for appearance or production of records unless a shorter period of time is authorized by a majority vote of all the members of the legislative committee.

Subd. 3. Any person served with a subpoena shall also be served with a notice that he may be accompanied by counsel of his own choosing in the event a personal appearance is required. In addition, any person served with a subpoena issued by a legislative committee shall also be served with a copy of the resolution or statute establishing the committee, and a general statement informing him of the subject matter of the committee's investigation or inquiry.

Subd. 4. In order to carry out the authority granted by Laws 1971, Chapter 227, any committee authorized by subdivision 1 to request the issuance of subpoenas may, by a two-thirds vote of its members, request the issuance of attachments to compel the attendance of witnesses who, having been duly subpoenaed to attend, fail to do so. The chief clerk of the house or the secretary of the senate upon receipt of the request shall apply to the district court of Ramsey county for issuance of the attachment.

Subd. 5. Any person who without lawful excuse fails to respond to subpoenas issued pursuant to Laws 1971, Chapter 227 or who, having been subpoenaed, willfully refuses to be sworn or affirm or to answer any material or proper question before a committee of the legislature is guilty of a misdemeanor and upon conviction thereof may be punished accordingly.

[1971 c 227 s 1]

3.16 MEMBERS, OFFICERS OF, OR ATTORNEYS EMPLOYED BY, EXCUSED FROM COURT DUTY. No member or officer of, or any attorney employed by, the legislature shall be compelled to attend as a witness in any court of this state during the session of the legislature, or while attending meetings of any legislative committee or commission when the legislature is not in session unless the court in which the action is pending, upon sufficient showing, shall otherwise order

with the consent of the presiding officer of the body of which such witness is an employee or the consent of the body of which such witness is a member. No cause or proceeding, civil or criminal, in court or before any commission or officer or referee thereof or motion or hearing therein, in which a member or officer of, or any attorney employed by, the legislature is a party, attorney, or witness shall be tried or heard during the session of the legislature or while any member, officer of, or attorney employed by the legislature is attending meetings of any legislative committee or commission when the legislature is not in session but shall be continued until the legislature or the committee or commission meeting shall have adjourned. The member or officer of, or any attorney employed by, the legislature may, with the consent of the body of the legislature of which he is a member or officer, or employed by, waive this privilege and in this case the cause or proceeding, motion, or hearing may be tried or heard at such time as will not conflict with legislative duties.

[1909 c 51 s 1; 1925 c 18 s 1; 1927 c 47 s 1; 1929 c 19 s 1; 1941 c 45 s 1; 1957 c 183 s 1] (40)

3.17 JOURNALS. A journal of the daily proceedings in each house shall be printed and laid before each member at the beginning of the next day's session. After it has been publicly read and corrected, a copy of the journal, kept by the secretary and chief clerk, respectively, and a transcript thereof as approved shall be certified by the secretary or clerk to the printer, who shall print the corrected sheets for the permanent journal. Executive messages, addresses, reports, communications, and all voluminous documents other than amendments to the constitution or to bills and resolutions and the protests of members submitted under the Constitution of the State of Minnesota, Article 4, Section 16, shall be omitted from the journals, unless otherwise ordered by vote.

[R L s 21] (41)

3.18 OTHER RECORDS. Each house may determine, by rule or resolution, what number of copies of its journal shall be printed, and the form and contents of the other records it may see fit to keep. In like manner it may cause to be printed, in an appendix to its journal, the documents it shall desire to so preserve; but, if both houses shall order the same document to be so printed, it shall be inserted only in the appendix to the senate journal.

[R L s 22] (42)

3.185 ALTERING DRAFT OF BILL. Every person who shall fraudulently alter the draft of any bill or resolution which has been presented to either house of the legislature to be passed or adopted, with intent to procure it to be passed or adopted by either house, or certified by its presiding officer, in language different from that intended by such house, shall be guilty of a gross misdemeanor.

[R L s 4816] (10001)

3.19 ENGROSSING AND ENROLLING. All bills, joint resolutions, and legislative acts shall be engrossed or enrolled in the manner provided by the rules of the senate and the house of representatives or the joint rules thereof. In the engrossing or enrolling of bills copying machines and other labor saving devices and equipment shall be used to the greatest possible extent.

[1905 c 153 s 1; 1959 c 366 s 1] (43)

3.191 ALTERING ENGROSSED BILL. Every person who shall fraudulently alter the engrossed copy or enrollment of any bill which has been passed by the legislature, with intent to procure it to be approved by the governor, or certified by the secretary of state, or printed or published by the printer of the statutes, in language different from that in which it was passed by the legislature, shall be guilty of a felony.

[R L s 4817] (10002)

3.195 REPORTS TO THE LEGISLATURE. Whenever a report to the legislature is required of a department or agency of government, it shall be made, unless otherwise specifically required by law, by the filing of one copy with the secretary of the senate, one copy with the chief clerk of the house of representatives, and ten copies with the legislative reference library. The same distribution procedure shall be followed for other reports and publications unless otherwise requested by a legislator or the legislative reference library. The legislative reference library shall monthly give notice to each legislator of each publication filed pursuant to this section.

[1974 c 456 s 1]

AMENDMENTS TO CONSTITUTION

3.20 FORM OF ACT; SUBMISSION. Every act for the submission of an amendment to the constitution shall set forth the section as the same will read in case the amendment is adopted, with such other matter only as may be necessary to show in what section or article the alteration is proposed. It shall be submitted and voted upon at the general election next ensuing in the manner provided for by the general law relating to such elections. If adopted, the governor shall announce the fact by proclamation.

[*R L s 24*] (45)

3.21 NOTICE. At least four months preceding such election, the attorney general shall furnish to the secretary of state a statement of the purpose and effect of all amendments proposed showing clearly the form of the existing sections, and of the same as they will read if amended, except that when any section to which an amendment is proposed exceeds 150 words in length, the statement shall show that part of the section in which a change is proposed, both in its existing form and as it will read when amended, together with such portions of the context as the attorney general deems necessary to an understanding of the proposed amendment. In the month of October prior to the election, the secretary of state shall give two weeks published notice of such statement in all legal newspapers of the state. The secretary of state shall furnish such statement to such newspapers in plate, mat, or reproduction black and white paper form from seven-and-one-half-point type on eight-point slugs. The maximum rate for such publication shall be 16 cents per standard line for the two publications. If any newspaper shall refuse the publication of the amendments, this refusal and failure of the publication shall have no effect on the validity of the amendments. The secretary of state shall also forward to each county auditor copies of such statement, in poster form, in quantities sufficient to supply each election district of his county with two copies thereof. The auditor shall cause two copies to be conspicuously posted at or near each polling place on election day. Willful or negligent failure by any official named to perform any duty imposed upon him by this section shall be deemed a misdemeanor.

[*R L s 25; 1907 c 152; 1913 c 299 s 1; 1941 c 136 s 1; 1951 c 699 s 1; 1974 c 38 s 1; 1974 c 184 s 1*] (46)

3.22 PAYMENT. The publisher of any newspaper publishing the proposed amendments shall, before receiving his fees for the publication, file with the secretary of state an affidavit showing the qualification and legality of the newspaper and that the publication of such amendments has been made as required by law.

[*1913 c 299 s 2*] (47)

STANDING APPROPRIATIONS

3.23 APPROPRIATIONS. A standing appropriation, within the meaning of sections 3.23 and 3.24, is one which sets apart a specified or unspecified and open amount of public money or funds of the state general fund for expenditure for any purpose and makes that amount, or some part of it, available for use continuously and at a time more distant than the end of the second fiscal year after the session of the legislature at which the appropriation is made.

Every appropriation stated to be an "annual appropriation," "payable annually," "appropriated annually," or "annually appropriated," and every appropriation described by equivalent terms or language is to be included among the standing appropriations as hereinbefore defined.

[*1913 c 140 s 1; 1969 c 399 s 1*] (48)

3.24 STANDING APPROPRIATION REPEALED. Each and every provision of the laws of Minnesota constituting a standing appropriation of money from the general fund, or derived from any revenue of the state, or in any way justifying the continuous payment of any money from the treasury of the state, is hereby repealed, except in cases where there is a provision for a tax levy or fees or receipts for any purpose and set apart in a special fund, and also excepting the miscellaneous receipts of all state educational, charitable, and penal institutions, and the state agricultural society; and all standing or continuous appropriations not based on a tax levy, fees, or receipts, as heretofore provided, are hereby abolished and terminated and each and every word, clause, and paragraph providing for such appropriations is hereby stricken from the laws of this state, respectively, in which they occur.

All acts containing provisions for standing appropriations shall remain unaffected by sections 3.23 and 3.24, except as to such appropriations and the amount thereof. [1913 c 140 s 2; 1969 c 399 s 1] (49)

3.25 APPROPRIATIONS; NOT DISCLOSING SOURCE. Whenever moneys are appropriated from the state treasury and the appropriation does not disclose the source thereof, the appropriation is from the general fund. [Ex1971 c 3 s 97]

UNIFORM LEGISLATION

3.251 COMMISSION ON UNIFORM STATE LAWS. A commission on uniform state laws consisting of four commissioners is created. Before the first day of June, each odd-numbered year, the governor, the attorney general, and the chief justice of the supreme court shall appoint three persons learned in the law to serve as commissioners for a term of two years, and until their successors are appointed. The fourth commissioner is the revisor of statutes or his designated assistant. If a vacancy occurs in the commission the appointing officers shall fill the vacancy for the remainder of the term.

[1943 c 348 s 1; 1969 c 39 s 1]

3.252 COMMISSIONERS TO REPRESENT STATE. The commissioners shall represent this state in the National Conference of Commissioners on Uniform State Laws; examine into legal subjects on which uniformity of legislation in the different states is desirable; ascertain the best means to effect uniformity; represent Minnesota in conventions of like commissioners of other states; cooperate in the consideration and drafting of uniform acts for submission to the legislatures of the several states; prepare bills adapting such uniform acts to our statutes for introduction in the legislature. The commission shall keep a record of all its transactions.

[1943 c 348 s 2; 1969 c 540 s 1]

3.253 NO COMPENSATION FOR COMMISSIONERS. The commissioners shall serve without compensation for services as commissioners.

[1943 c 348 s 3]

3.254 [Expired]

INTERSTATE COOPERATION

3.29 COMMISSION ON INTERSTATE COOPERATION. Subdivision 1. **Senate committee.** There is hereby established a standing committee of the senate of this state, to be officially known as the senate committee on interstate cooperation, and to consist of five senators. The members and the chairman of this committee shall be designated in the same manner as is customary in the case of the members and chairmen of other standing committees of the senate. In addition to the regular members, the president of the senate shall be ex officio an honorary non-voting member of this committee.

Subd. 2. **House committee.** There is hereby established a similar standing committee of the house of representatives of this state, to be officially known as the house committee on interstate cooperation, and to consist of five members of the house of representatives. The members and the chairman of this committee shall be designated in the manner as is customary in the case of the members and chairmen of other standing committees of the house of representatives. In addition to the regular members the speaker of the house of representatives shall be ex officio an honorary non-voting member of this committee.

Subd. 3. **Governor's committee.** There is hereby established a committee of administrative officials and employees of this state, to be officially known as the governor's committee on interstate cooperation, and to consist of five members. Its members shall be the budget director or the corresponding official of this state, ex officio; the attorney general, ex officio; the chief of the staff of the state planning board or the corresponding official of this state, ex officio; and two other administrative officials or employees to be designated by the governor. If there is uncertainty as to the identity of any of the ex officio members of this committee, the governor shall determine the question, and his determination and designation shall be conclusive. The governor shall appoint one of the five members of this committee as its chairman. In addition to the regular members, the governor shall be ex officio an honorary non-voting member of this committee.

Subd. 4. **Minnesota commission.** There is hereby established the Minnesota commission on interstate cooperation, which shall be composed of 15 regular members, namely:

The five members of the senate committee on interstate cooperation;
 The five members of the house committee on interstate cooperation; and
 The five members of the governor's committee on interstate cooperation.
 The governor, the president of the senate, and the speaker of the house of representatives shall be, ex officio, honorary nonvoting members of this commission. The chairman shall be elected by the members of this commission.

Subd. 5. Senate council and house council of American legislators. The standing committee of the senate and the standing committee of the house of representatives shall function during the regular sessions of the legislature and also during the interim periods between the sessions during the term of their respective offices and until their successors are designated by the president of the senate and the speaker of the house, respectively; and they shall, respectively, constitute for this state the senate council and the house council of the American legislators' association. The incumbency of each administrative member of this commission shall extend until the first day of February next following his appointment, and thereafter until his successor is appointed.

Subd. 6. Functions of commission. It shall be the function of this commission:

(1) To carry forward the participation of this state as a member of the council of state governments;

(2) To encourage and assist the legislative, executive, administrative, and judicial officials and employees of this state to develop and maintain friendly contact by correspondence, by conference, and otherwise, with officials and employees of the other states, of the federal government, and of local units of government;

(3) To endeavor to advance cooperation between this state and other units of government whenever it seems advisable to do so by formulating proposals for, and by facilitating:

(a) The adoption of compacts;

(b) The enactment of uniform or reciprocal statutes;

(c) The adoption of uniform or reciprocal administrative rules and regulations;

(d) The informal cooperation of governmental offices with one another;

(e) The personal cooperation of governmental officials and employees with one another, individually;

(f) The interchange and clearance of research and information; and

(g) Any other suitable process.

(4) To do all such acts as will in the opinion of the commission enable this state to do its part, or more than its part, in forming a more perfect union among the various governments in the United States and in developing the council of state governments for that purpose.

Subd. 7. Powers and duties. The commission on interstate cooperation shall establish such delegations and committees as it deems advisable, in order that they may confer and formulate proposals concerning effective means to secure interstate harmony, and may perform other functions for the commission in obedience to its decisions. Subject to the approval of the commission, the member or members of each such delegation or committee shall be appointed by the chairman of the commission. State officials or employees who are not members of the commission on interstate cooperation may be appointed as members of any such delegation or committee, but private citizens holding no governmental position in this state shall not be eligible. The commission may provide such other rules as it considers appropriate concerning the membership and the functioning of any such delegation or committee. The commission may provide for advisory boards for itself and for its various delegations and committees, and may authorize private citizens to serve on such boards.

Subd. 8. Reports; expenses. The commission shall report to the governor and to the legislature on November 15, in each even numbered year, and at such other times as it deems appropriate. Its members and the members of all delegations and committees which it establishes shall serve without compensation for such service, but they shall be paid their necessary expenses in carrying out their obligations under this chapter. The commission may employ a secretary and a stenographer; it may incur such other expenses as may be necessary for the proper performance of its duties; and it may, by contributions to the council of state governments, participate with other states in maintaining the council's district and central secretariats, and its other governmental services.

Subd. 9. **Informal titles.** The committees and the commission established by this section shall be informally known, respectively, as the senate cooperation committee, the house cooperation committee, the governor's cooperation committee, and the Minnesota cooperation commission.

Subd. 10. **Council of state governments; governmental agency.** The council of state governments is hereby declared to be a joint governmental agency of this state and of the other states which cooperate through it.

Subd. 11. **Secretary of state; duties.** The secretary of state shall forthwith communicate the text of this measure to the governor, to the senate, and to the house of representatives, of each of the other states of the Union, and shall advise each legislature which has not already done so that it is hereby memorialized to enact a law similar to this measure, thus establishing a similar commission, and thus joining with this state in the common cause of reducing the burdens which are imposed upon the citizens of every state by governmental confusion, competition and conflict.

[1937 c 315 s 1-11; 1963 c 409 s 1; 1969 c 540 s 2] (53-61 to 53-71)

LEGISLATIVE ADVISORY COMMITTEE

3.30 LEGISLATIVE ADVISORY COMMITTEE. Subdivision 1. **Appropriation; transfers.** There is hereby authorized one general contingent appropriation for each year of the biennium in such amount as the legislature may deem sufficient. There is further authorized such additional special contingent appropriations as the legislature may deem necessary. Transfers from such appropriations to the appropriations of the various departments and agencies may be made by the commissioner of finance subject to the following provisions:

(a) Transfers may be authorized by the commissioner of finance not exceeding \$5,000 for the same purpose for any quarterly period;

(b) Transfers exceeding \$5,000 but not exceeding \$10,000 may be authorized by the commissioner of finance with the approval of the governor;

(c) Transfers exceeding \$10,000 may be authorized by the governor; provided, that no such transfer shall be made until the governor has consulted the legislative advisory committee hereinafter provided for and such committee has made its recommendation thereon. Such recommendation shall be advisory only. Failure or refusal of the committee to make a recommendation promptly shall be deemed a negative recommendation.

The commissioner of finance shall return to the appropriate contingent account any funds transferred under this subdivision that the commissioner determines are not needed.

Subd. 2. **Members; duties.** The chairman of the senate committee on taxes and tax laws, the chairman of the senate committee on finance, the chairman of the house committee on taxes and tax laws, and the chairman of the house committee on appropriations shall constitute a committee to be known as the legislative advisory committee. The governor shall preside over the meetings of the committee but shall not be a member thereof. If any of the legislative members elect not to serve on the committee, the house of which they are members, if in session, shall select some other member for such vacancy. If the legislature is not in session, vacancies in the legislative membership of the committee shall be filled by the last speaker of the house or, if he be not available, by the last chairman of the house rules committee, in case of a house vacancy, and by the last senate committee on committees or other appointing authority designated by the senate rules in case of a senate vacancy. The commissioner of finance shall act as secretary of the committee and shall keep a permanent record and minutes of its proceedings, which shall be made available for examination upon request of any interested citizen. The commissioner of finance shall transmit a report to the next legislature of all actions of said committee. The members of the committee shall receive travelling and subsistence expenses in attending meetings of the committee. From the appropriation made for the committee there shall be paid the travelling and subsistence expenses of members of the committee in attending meetings thereof and for the payment of stenographic services which if performed by a person in the classified service of the state shall be in addition to his regular salary. The committee shall meet from time to time upon the call of the governor or upon the call of the secretary at the request of three or more of its members.

Subd. 2a. Notwithstanding the provisions of subdivision 2, the commissioner of finance is not required to publish a biennial report of the actions of the legislative advisory committee.

Subd. 3. Limitations. The provisions of this section shall not be construed to prevent the appropriation of separate contingent funds to the governor and the attorney general, or to limit the use of said funds as otherwise authorized by law.

[1943 c 594 s 1; 1971 c 713 s 1, 2; Ex1971 c 48 s 3; 1973 c 492 s 4 subd 2; s 14]

LEGISLATIVE SERVICES

3.301 [Repealed, 1973 c 598 s 5]

3.302 LEGISLATIVE REFERENCE LIBRARY. Subdivision 1. A legislative reference library is established under the jurisdiction and control of the joint coordinating committee.

Subd. 2. The legislative reference library shall collect, index, and make available in suitable form information relative to governmental and legislative subjects which will aid members of the legislature in the performance of their duties in an efficient and economical manner. It shall maintain an adequate collection of public documents of Minnesota and other states and may enter into loan agreements with other libraries.

Subd. 3. The legislative reference library is a depository of all documents published by the state and shall receive such materials without cost in the same manner as other depositories.

Subd. 4. The legislative reference library may utilize the materials assembled to prepare studies and reports providing pertinent information regarding subjects which are or may become items of concern to members of the legislature and where warranted publish such studies and reports.

[1969 c 1130 s 2; 1973 c 598 s 3]

3.303 JOINT COORDINATING COMMITTEE; CREATION AND ORGANIZATION. Subdivision 1. A legislative committee is hereby created to be known as the joint coordinating committee, designated herein as the "committee", to coordinate the legislative activities of the senate and the house of representatives.

Subd. 2. The membership of the committee shall consist of the majority leader of the senate, the president of the senate, two senators appointed by the majority leader, the minority leader of the senate, and one senator appointed by the minority leader; and the majority leader of the house of representatives, the speaker of the house of representatives, two representatives appointed by the speaker, the minority leader of the house of representatives, and one representative appointed by the minority leader. Each member shall serve until a successor is named during a regular session following his appointment. A vacancy shall be filled for the unexpired term in the same manner as the original appointment.

Subd. 3. The president of the senate and the speaker of the house shall alternate annually as chairman of the committee.

Subd. 4. The members of the committee shall serve without compensation but shall be reimbursed in the same manner as members of standing committees of the senate and the house of representatives.

[1973 c 598 s 1]

3.304 OFFICE OF LEGISLATIVE RESEARCH. Subdivision 1. Notwithstanding any other law which may be to the contrary, an office of legislative research, including the office of revisor of statutes and the legislative reference library, is hereby established under the jurisdiction and control of the joint coordinating committee. The office shall consist of a director and such additional personnel as are needed to perform its assigned duties.

Subd. 2. All employees of the office of legislative research are employees of the legislature in the unclassified service of the state.

Subd. 3. The office of legislative research may call upon any agency of the state or political subdivision thereof for such data as may be available, and such agencies shall cooperate with the office to the fullest possible extent.

Subd. 4. The director of the office of legislative research shall supervise the activities of the staff of the office and perform such other duties as are prescribed by the committee.

Subd. 5. One-half the cost of operating the office, as determined by the committee, shall be allocated from the legislative expense fund of each house of the legislature to a legislative research account. The compensation of the personnel of the office, and other expenses of the office as approved by the committee, shall be

paid from the legislative research account upon vouchers signed by the director.

Subd. 6. Any appropriation heretofore or hereafter made to the office of revisor of statutes is preserved and transferred to the legislative research account, to be expended for the purposes for which the appropriation was originally made.

Subd. 7. During the biennium ending June 30, 1975, with the approval of the committee, the senate committee on rules and administration, and the house committee on rules and legislative administration, the director of research when full time personnel are not available to carry out the duties of the office of legislative research, may contract for legal, technical, or research services. A contractor under this subdivision shall be subject to the prohibitions and limitations otherwise applicable to the office of legislative research. The authority conferred may be redelegated to other officers within the office of legislative research by the director.

[1973 c 598 s 2; 1974 c 404 s 1, 2]

- 3.31 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.32 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.33 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.34 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.35 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.36 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.37 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.38 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.39 [Repealed, 1969 c 1130 s 4 subd 6]
- 3.40 [Expired]
- 3.41 [Repealed, 1951 c 37 s 1]
- 3.42 [Expired 1953 c 749 s 26]
- 3.421 [Repealed, 1973 c 660 s 1]
- 3.43 [Expired 1953 c 749 s 26]
- 3.431 [Repealed, 1973 c 660 s 1]
- 3.44 [Expired 1953 c 749 s 26]
- 3.441 [Repealed, 1973 c 660 s 1]
- 3.45 [Expired 1953 c 749 s 26]
- 3.451 [Repealed, 1973 c 660 s 1]
- 3.46 [Expired 1953 c 749 s 26]
- 3.461 [Repealed, 1973 c 660 s 1]
- 3.47 [Expired 1953 c 749 s 26]
- 3.471 [Repealed, 1973 c 660 s 1]

STATE GOVERNMENT BUILDING NEEDS

3.472 ABOLITION OF LEGISLATIVE BUILDINGS COMMISSION; TRANSFER OF FUNCTIONS. Subdivision 1. Notwithstanding the requirements of any law, on August 1, 1973, no administrators shall be required to consult with the legislative buildings commission, which is hereby abolished.

Subd. 2. All functions, powers and duties heretofore imposed upon, vested in and exercised by the legislative buildings commission are hereby transferred to, imposed upon and vested in the chairmen of the Minnesota house of representatives appropriations committee and the Minnesota senate finance committee. Such functions, powers and duties shall be exercised jointly by said chairmen, who may delegate such powers and duties to chairmen of appropriate subcommittees.

Subd. 3. The committee chairmen referred to in subdivision 2 shall be deemed and held to constitute a continuation of the legislative buildings commission as to matters within the commission's jurisdiction, and not a new authority, for purpose of succession to all rights, powers, duties and obligations of the commission as constituted at the time of the transfer of functions, with the same force and effect as if such functions, powers and duties had not been assigned or transferred.

Subd. 4. Any proceeding, court action, prosecution or other business or matter undertaken or commenced prior to August 1, 1973 by the legislative buildings commission may be conducted and completed by the committee chairmen referred to in subdivision 2.

Subd. 5. The legislative buildings commission shall transfer and deliver to the committee chairmen referred to in subdivision 2 all property of every description within its control. Said chairmen are hereby authorized to take possession of such property.

[1973 c 660 s 2]

3.48-3.65 [Expired 1953 c 749 s 26]

STATE CLAIMS COMMISSION

3.66 STATE CLAIMS COMMISSION. A commission to hear and adjudicate claims against the state is hereby created. Such commission shall be known as the state claims commission. The commission shall consist of six members, three of whom shall be senators appointed by the committee on committees and three shall be members of the house of representatives appointed by the speaker of the house. The commission shall be appointed upon the passage of sections 3.66 to 3.84 and any vacancy occurring shall be filled by the appointing power.

[1957 c 899 s 1; 1963 c 672 s 1]

3.67 OFFICERS AND EMPLOYEES. The commission shall select a chairman, a vice-chairman and such other officers from its members as it deems necessary and may employ such assistants as it deems necessary to effectually perform its duties.

[1957 c 899 s 2]

3.68 MEETINGS. The commission shall hold meetings at the state capitol at such times as it may designate and the department of administration shall provide adequate quarters therefor, and it may in its discretion hold meetings any place within the state.

[1957 c 899 s 3; 1961 c 453 s 1]

3.69 CLERK. The clerk shall have custody of all records and proceedings of the commission, shall attend meetings and hearings of the commission, may administer oaths and affirmations, and shall issue all official summons, orders, statements, and awards. The commission members may also administer oaths and affirmations.

[1957 c 899 s 4; 1971 c 25 s 4]

3.70 EXPENSES. The commission shall perform its duties during the two year period between the sine die adjournment of the regular sessions of the legislature. Each member of the commission shall receive actual expenses incurred in the performance of his duties. Each requisition for traveling expenses shall be accompanied by a sworn itemized statement which shall be filed with the commissioner of finance and preserved as a public record. Reimbursement for expenses incurred shall be made pursuant to the rules governing state employees.

[1957 c 899 s 5; 1973 c 492 s 14]

3.71 MEMBER MAY NOT HEAR CLAIM, WHEN. No member of the commission shall hear or participate in the consideration of a claim in which he has a personal interest.

[1957 c 899 s 6]

3.72 ATTORNEY GENERAL TO REPRESENT STATE. The attorney general shall represent the interests of the state in all claims coming before the commission.

[1957 c 899 s 7]

3.73 [Repealed, 1969 c 886 s 8]

3.731 [Repealed, 1971 c 962 s 12, subd 3]

3.7311 CLAIMS WHICH MAY BE CONSIDERED; PAYMENT. In accordance with sections 3.66 to 3.84, the commission shall consider claims which, but for some statutory restriction, inhibitions, or limitations, could be maintained in the courts of the state. No liability is imposed upon the state or any of its agencies by a determination of the commission approving a claim and recommending an award. If the commission recommends an award of \$250 or less to be paid from any account or fund in the state treasury, the department or agency against whom the award is made shall pay the claim from any appropriation made to it if funds are available therein for such purpose. The moneys in such appropriation are hereby reappropriated therefor. A department or agency making such payment shall biennially report to the legislature concerning the same on or before January 15 of each odd numbered year.

Except as provided in section 3.78, a claim shall be instituted by the filing of a written notice with the clerk. Each claim shall be considered by not less than four members of the commission. After consideration, if the commission finds that the claim is just and proper, it shall so determine and shall file with the clerk a brief statement of its reasons. A brief statement shall be similarly

filed with the clerk as to any claim rejected by the commission. If the determination of the commission is not unanimous, the reasons of each dissenting member of the commission shall be stated. As to an approved claim, the commission shall determine the amount that should be paid to the claimant, and shall itemize this amount as an award, with the reasons therefor, in its statement filed with the clerk. In determining the amount of a claim, interest shall not be allowed unless the claim is based upon a contract which specifically provides for the payment of interest.

[1971 c 962 s 12, subd 1]

3.732 SETTLEMENT OF CLAIMS. Subdivision 1. As used in this section the terms defined in this section have the meanings given them.

(1) "State" means each of its departments, boards, commissions, officers in the executive branch financed in whole or in part with moneys appropriated by the legislature and includes but is not limited to the university of Minnesota, state colleges, community colleges, state hospitals, state penal institutions, and other state agencies. It does not include a city, town, county, school district, or other body corporate and politic.

(2) "Employee of the state" means all officers or employees of the state or of any of the aforesaid enumerated agencies thereof, members of the national guard, or persons acting on behalf of such enumerated agencies in an official capacity, temporarily or permanently, with or without compensation.

Subd. 2. The head of each department or agency of the state, or his designee, acting on behalf of the state, shall attempt to determine, adjust and settle, at any time, any claim for money damages of \$500 or less against the state for injury to or loss of property or personal injury or death caused by an act or omission of any employee of the state while acting within the scope of his office or employment, under circumstances where the state, if a private person, would be liable to the claimant. Any such settlement shall be final and conclusive on all officers of the state, except where procured by fraud. The acceptance by the claimant of any such settlement shall be final and conclusive on the claimant and shall constitute a complete release of any claim against the state and against the employee of the state whose act or omission gave rise to the claim, by reason of the same subject matter.

Subd. 3. No settlement made under the provisions of this section shall be valid unless it is supported by a claim in writing, and is approved in writing by the attorney general as to its form and legality. The claim shall be in such form as the attorney general may prescribe.

Subd. 4. Claims settled under this section shall be paid by the affected state department or agency only from within the limits of its appropriation for the purposes specified in this section. Each department or agency shall report all settlements made under the terms of this section to the state legislature annually.

Subd. 5. Nothing in this section is to be construed as to deny a claimant who is not paid pursuant to the provisions hereof from presenting a claim to the state claims commission or the legislature.

[1971 c 962 s 13; 1973 c 123 art 5 s 7; 1973 c 349 s 2; 1974 c 557 s 8-10]

3.735 JURISDICTION. Except for the claims excluded by section 3.752, the jurisdiction of the commission shall extend to the following matters:

(1) Claims and demands against the state or any of its agencies, which the state in its sovereign capacity should in equity and good conscience discharge and pay.

(2) Claims and demands which may be asserted in the nature of set-off or counterclaim on the part of the state or any of its agencies.

(3) The status of any claim referred to the commission by the head of a state agency for an advisory determination.

(4) For injury to or death of an inmate of a state penal institution.

(5) Arising out of the care or treatment of a person in a state institution.

(6) For loss, damage, or destruction of property or for injury or death incurred or sustained by a member of the military forces, as defined in section 190.05, while in "active service" or "on duty" as defined in section 190.05, when such service or duty is ordered by state authority. Except as provided in section 192.38, the jurisdiction of the commission to hear such claims includes claims arising before or after April 2, 1965. The commission shall consider the following payments before making a determination on any such claim:

(a) Any payments made under section 192.38, and

(b) Any payments and awards made to a member of the military forces, as defined in section 190.05, his dependent widow, child, or parent under any law of the United States of America arising out of injury or death for which a claim for compensation is made against the state of Minnesota under this clause (6), except payments under the federal social security act or the federal government life insurance program for members of the armed forces.

In the determination of claims under this clause (6) arising from the injury or death of a member of the military forces, as defined in section 190.05, the commission shall consider the amount which would be allowed and the duration of the payment which would be provided by the workmen's compensation law as now or hereafter in force based on the member's usual earnings in civil life. If there be no evidence of previous occupation or earnings, the commission shall consider the member's earnings as a member of the military forces.

[1973 c 494 s 1]

3.74 [Expired]

3.741 [Expired]

3.742 [Expired]

3.743 [Expired]

3.744 [Expired]

3.745 [Expired]

3.746 [Expired]

3.747 [Expired]

3.748 [Expired]

3.75 [Repealed, 1969 c 1066 s 19 subd 2]

3.751 CONTRACT CLAIMS. Subdivision 1. When a controversy arises out of any contract for work, services, or the delivery of goods entered into by any state agency through established procedure, in respect to which controversy a person to the contract would be entitled to redress against the state, in a court of appropriate jurisdiction, if the state were suable, and when no claim against the state has been filed in the state claims commission or made in a bill pending in the legislature for the same redress against it, the state hereby waives immunity from suit in connection with such controversy and confers jurisdiction on the district court to hear and determine any such controversy in the manner provided for the trial of causes in the district court. Only a party to the contract may bring action against the state. The state does not waive immunity with respect to claims of patients or other inmates of state institutions.

Subd. 2. No action shall be maintained unless commenced within 90 days after the plaintiff has been furnished by the state with a final estimate under his contract, or, at the election of the plaintiff, within six months after the work provided for under his contract is completed.

Subd. 3. The action may be brought in the district court of the county in which the cause of action or some part thereof arose, or in the district court of Ramsey county. The action shall be commenced by filing a complaint with the clerk of court, and serving a summons and copy of the complaint upon the attorney general at the state capitol. The state shall have 40 days from the date of such service within which to serve an answer upon the plaintiff. The action shall proceed in the district court as other actions at law.

Subd. 4. An appeal from any final order or judgment in such action may be taken to the supreme court in the same manner as appeals in ordinary civil actions.

Subd. 5. This section does not apply to controversies arising out of any contract for the construction or repair of a state trunk highway.

[1961 c 453 s 4]

3.752 CLAIMS WHICH MAY NOT BE CONSIDERED. Unless specifically referred to it by the legislature, the jurisdiction of the state claims commission shall not extend to any claim:

(1) For loss, damage or destruction of property or for injury or death incurred by any person because of wild animals.

(2) Arising out of any contract to which the provisions of section 161.34, or section 3.751 apply, or any bid or contract negotiation in connection with such contract.

(3) For a disability or death benefit under chapter 176.

(4) For unemployment compensation under chapter 268.

(5) For relief or public assistance under chapter 256.

(6) With respect to which a proceeding may be maintained by or on behalf of the claimant against the state in the courts of the state.

[1969 c 1066 s 19 subd 1]

3.753 CLAIMS; DAMAGE BY WILD ANIMALS. It is the determination of the legislature that the state of Minnesota, a sovereign body, is not liable for the acts of its wild animals and therefore no claims involving damage by wild animals will be paid.

[1974 c 557 s 13]

3.754 BUDGET REQUESTS; PROPERTY IMPROVEMENT CLAIMS. All state departments and agencies including the state college board and the community college board shall include in their budget requests the amounts necessary to reimburse counties and municipalities for claims involving assessments for improvements benefiting state owned property located in their communities.

[1974 c 557 s 14]

3.755 DAMAGE BY ESCAPING INMATES. The department of corrections and the department of public welfare are directed to pay all claims involving property damage, not covered by insurance, resulting from actions of escaping inmates or runaway patients occurring while perfecting their escape, provided that the departments have verified the reasonableness of the amounts claimed.

[1974 c 557 s 12]

3.76 RULES OF PROCEDURE FOR PROCEEDINGS. The commission shall adopt rules of procedure governing proceedings before it and may amend such rules. The rules shall be designed to assure a simple, expeditious, and inexpensive consideration of claims. The commission shall adopt rules pertaining to persons appearing as representatives of claimants and may amend such rules. The rules shall permit a claimant to appear in his own behalf or present his claim through a qualified representative. A representative shall be a person who is competent to present and protect the interests of the claimant. Under its rules the commission shall not be bound by the usual common law or statutory rules of evidence. It may accept and weigh, in accordance with its evidential value, any information that will assist it in determining the factual basis of the claim.

[1957 c 899 s 11]

3.77 CONSIDERATION OF CLAIMS, PROCEDURE. The procedure for the consideration of claims shall be substantially as follows:

(1) The claimant shall give written notice to the clerk that he desires to maintain a claim. The notice shall sufficiently identify the claimant, state the circumstances giving rise to the claim, and the state agency concerned.

(2) The clerk shall transmit a copy of the notice to the state agency concerned. If the commission finds that a claim is prima facie within its jurisdiction, it shall order the claim to be placed upon its regular docket for hearing.

(3) The commission shall so conduct the hearing as to disclose all material facts and issues of liability. Any member of the commission may examine or cross-examine witnesses. The commission may call witnesses or require evidence not produced by the parties, may stipulate the questions to be argued by the parties, and may continue the hearing to permit a more complete presentation of the claim.

(4) After the close of the hearing the commission shall consider the claim and shall make a determination thereof within 30 days, if possible.

When a claim does not arise under an appropriation for the current fiscal year, the amount claimed does not exceed \$1,000, the state agency concerned concurs in the claim, and the attorney general approves it as a claim which, in view of the purposes of sections 3.66 to 3.84, should be paid, the commission shall consider the claim informally upon the record submitted. The state agency concerned shall prepare the record of the claim to the extent required by the rules of the commission, and this record shall be filed with the clerk. If the commission determines that the claim should be entered as an approved claim and an award made, it shall so order and shall file its statements with the clerk. If the commission finds that the claim should not be paid, it shall reject the claim.

[1957 c 899 s 12]

3.78 ADVISORY DETERMINATION OF CLAIMS. The governor or the head of a state agency may refer a claim against the state or a state agency to the commission for an advisory determination. The procedure shall be substantially as follows:

(1) The record of the claim, including a full statement of the facts, the contention of claimant, and such other materials as the rules of the commission require, shall be filed with the clerk. The record shall submit specific questions for the commission's consideration.

(2) The clerk shall examine the record and determine whether it is adequate or inadequate under the rules. If he determines that the record is inadequate he shall refer it back to the officer submitting it with the request that it be altered so as to be adequate under the rules. If he determines that the record is adequate he shall place the same on a special docket.

(3) When the claim is reached on the special docket, it shall be considered informally and without hearing. After consideration the commission shall prepare a brief opinion for the information and guidance of the officer submitting the claim. No claimant may appear in connection with the consideration of any such claim.

(4) The opinion shall be filed with the clerk and a copy thereof transmitted to the officer who referred the claim.

An advisory determination does not bar a subsequent consideration of the claim if it is properly submitted by or on behalf of the claimant.

[1957 c 899 s 13]

3.79 CLAIMS NOT WITHIN JURISDICTION. The commission shall not take jurisdiction over a claim which would have been barred by existing statutes of limitation operating against said claim if not brought against the state of Minnesota except as to claim specifically referred to the commission by the legislature. No claim that has been rejected by the legislature shall be considered by the commission unless referred to the commission by the legislature. A claim shall be considered to have been rejected by the legislature if a properly authorized committee of either house of the legislature shall have disapproved said claim by motion properly adopted in such committee.

[1957 c 899 s 14]

3.80 WITNESSES. In all hearings and proceedings before the commission the evidence of witnesses and the production of documentary evidence may be required by issuance of subpoenas. Such subpoenas may be issued by the commission for the appearance at any designated place of hearing. In case of disobedience to a subpoena or other summons the commission may invoke the aid of any district court in requiring the evidence and testimony of witnesses and the production of documentary evidence. Upon proper showing the district court shall issue an order requiring witnesses to appear before the commission, produce documentary evidence, and give testimony touching the matter in question. A person failing to obey the order may be punished by the district court as for contempt.

[1957 c 899 s 15]

3.81 LIST OF AWARDS. Upon the convening of the legislature, the clerk shall certify to the commissioner of administration a list of all awards recommended by the commission to the legislature for appropriation. The commissioner of administration shall include all awards so certified in the budget estimates submitted to the governor.

[1957 c 899 s 16; 1961 c 453 s 5]

3.82 RECORDS OF CLAIMS, RE-EXAMINATION. The complete record of each claim considered by the commission shall be preserved by the clerk and shall be made available to the legislature, or any member thereof, for the re-examination of the claim.

[1957 c 899 s 17]

3.83 OFFICIAL REPORTER. The clerk is the official reporter of the commission. He prepares the approved claims, awards, and statements for publication and submission to the legislature in the form of a biennial report.

Claims and awards shall be separately classified as follows:

(1) The approved claims and awards not satisfied but referred to the legislature for final consideration and appropriation.

(2) Claims rejected by the commission, with the reasons therefor.

(3) Advisory determination and opinions made at the request of the governor or the head of a state agency.

The commission may include other information or recommendations pertaining to the performance of its duties. The commission shall transmit its biennial report

to the governor and a copy thereof to the presiding officer of each house of the legislature. The biennial reports of the commission shall be published by the clerk as a public document.

[1957 c 899 s 18]

3.84 MISDEMEANOR. A person who knowingly and wilfully presents, or attempts to present, a false or fraudulent claim; or a state officer who knowingly and wilfully participates, or assists, in the preparation or presentation of a false or fraudulent claim is guilty of a misdemeanor. If a person convicted of such offense is a state officer, he also forfeits his office.

[1957 c 899 s 19]

PUBLIC RETIREMENT COMMISSION

3.85 PUBLIC RETIREMENT COMMISSION. Subdivision 1. **Creation.** A permanent commission to continually study and investigate public retirement systems is hereby created.

Subd. 2. **Powers.** The name of the commission is the legislative retirement study commission. The commission shall make a continuing study and investigation of retirement benefit plans applicable to non-federal government employees in this state. The powers and duties of the commission include, but are not limited to the following:

(a) The study of retirement benefit plans applicable to non-federal government employees in the state of Minnesota, including federal plans available to such employees;

(b) the making of recommendations within the scope of the study, including attention to financing of the various pension funds and financing of accrued liabilities;

(c) the consideration of all aspects of pension planning and operation and the making of recommendations designed to establish and maintain sound pension policy as to all funds;

(d) the filing of a report at least biennially to each session of the legislature;

(e) the analyzing of each item of proposed pension and retirement legislation, including amendments thereon, with particular reference to analysis as to cost, actuarial soundness, and adherence to sound pension policy, and the reporting of its findings to the legislature;

(f) the creation and maintenance of a library for reference concerning pension and retirement matters, including information as to laws and systems in other states; and

(g) to study, analyze, and have prepared reports in regard to subjects certified to the commission for such study.

Subd. 3. **Membership.** The commission consists of five members of the senate to be appointed by the committee on committees and five members of the house of representatives to be appointed by the speaker. The first members of this commission shall be selected to serve for a term expiring on January 15 of the next succeeding regular session of the legislature and until their successors are appointed. Subsequent members of the commission shall be appointed at the commencement of each regular session of the legislature for a two year term beginning January 16 of the year of such regular session. Vacancies on the commission occurring while the legislature is in session shall be filled in the same manner as original appointments to the commission. If the legislature is not in session, vacancies in the membership of the commission shall be filled by the last senate committee on committees or other appointing authority designated by the senate rules in case of a senate vacancy, and by the last speaker of the house, or if he be not available, by the last chairman of the house rules committee in case of a house vacancy.

Subd. 4. **Office, meetings, officers.** The commission shall maintain an office in the capitol group of buildings in space which the commissioner of administration shall provide. The commission shall hold meetings at such times and places as it may designate. It shall select a chairman, a vice chairman and such other officers from its membership as it may deem necessary.

Subd. 5. **Staff.** The commission may employ such professional, clerical, and technical assistants as it deems necessary in order to perform the duties herein prescribed.

Subd. 6. **Assistance of other agencies.** The commission may request information from any state officer or agency in order to assist in carrying out the terms of this section and such officer or agency is authorized and directed to promptly furnish any data requested.

Subd. 7. **Legislative bills furnished.** The secretary of the senate and the chief clerk of the house shall provide the commission with a copy of each bill introduced in the legislature concerning retirement and pensions.

Subd. 8. **Expenses, reimbursement.** The members of the commission and its assistants shall be reimbursed for all expenses actually and necessarily incurred in the performance of their duties hereunder. Reimbursement for expenses incurred shall be made pursuant to the rules governing state employees.

Subd. 9. **Expenses and reports.** Expenses of the commission shall be approved by the chairman or such other member as the rules of the commission may provide and the expenses shall then be paid in the same manner as other state expenses are paid. A general summary or statement of expenses incurred by the commission and paid shall be made to the legislature by November 15 of each even numbered year.

Subd. 10. **Effective date.** This section is effective May 1, 1967.

[1967 c 549 s 1-6; 1969 c 399 s 1; 1971 c 818 s 1, 2; 1974 c 406 s 53]

3.87 [Repealed, 1974 c 470 s 43]

3.88 [Repealed, 1974 c 470 s 43]

3.89 [Repealed, 1974 c 470 s 43]

3.90 [Repealed, 1974 c 470 s 43]

3.91 [Repealed, 1974 c 470 s 43]

3.92 [Repealed, 1974 c 470 s 43]

STANDING COMMITTEES OF THE LEGISLATURE

3.921 STANDING COMMITTEES AS INTERIM STUDY COMMITTEES. Subdivision 1. Each standing committee or subcommittee existing in the senate and house of representatives is continued during the intervals between sessions of the legislature to make studies and investigations within the general jurisdiction of each such committee, as directed by the committee on rules and administration of the senate and the committee on rules and legislative administration of the house of representatives, or as otherwise prescribed by resolution duly adopted or by law.

Subd. 2. Vacancies in any such committee or subcommittee during such intervals shall be filled by the last elected speaker of the house of representatives as to house committees and by the last elected senate committee on committees as to senate committees.

Subd. 3. Any standing committee of the senate that requires an appropriation of funds to defray expenses of its operations during the interim shall prepare a budget, which budget shall be submitted to the senate committee on rules and administration for its approval. No funds shall be expended by such standing committee without prior approval of the senate committee on rules and administration. Any standing committee of the house of representatives that requires an appropriation of funds to defray expenses of its operations during the interim shall prepare a budget, which budget shall be submitted to the rules committee of the house of representatives for its approval. No funds shall be expended by such standing committee without prior approval of the rules committee of the house of representatives.

Subd. 4. The expenses of any such committee shall be paid upon the certification to the commissioner of finance of the amount thereof. Payment of such expenses is hereby directed from any direct appropriation therefor to the legislature or either branch thereof.

[1963 c 887 s 1; 1973 c 492 s 14; 1973 c 720 s 69]

INDIAN AFFAIRS COMMISSION

3.922 INDIAN AFFAIRS COMMISSION. Subdivision 1. **Creation, membership.** There is created a state commission on Indian affairs to consist of the following members: The governor or a member of his official staff designated by him, the commissioner of education, the commissioner of public welfare, the commissioner of natural resources, the commissioner of human rights, and the com-

missioner of economic development, who shall be ex officio members thereof, but each may designate a member of his staff to serve in his place; the chairmen of the Fond du Lac, Grand Portage, Leech Lake, Mille Lacs, Nett Lake and White Earth reservation business committees, each of whom shall be an ex officio member thereof if their reservation is not represented by a voting member, but each may designate another member of their committee or another person of special qualifications by unanimous vote of their reservation business committee, to serve in his place; eight persons who are of at least one-fourth Indian ancestry, two of whom shall be a member of the Red Lake band of Chippewa Indians, one of whom shall be members of the Minnesota Chippewa tribe, with one to be selected to represent the Fond du Lac, Nett Lake, and Grand Portage reservations and the other to be selected to represent the Mille Lacs, White Earth, and Leech Lake reservations, one of whom shall be a member of the Sioux Indian tribes, one of whom shall be a resident of the city of Duluth, one a resident of the city of St. Paul, and two residents of the city of Minneapolis, all such eight members shall be appointed by the respective Indian groups which they represent and shall be subject to removal by such appointing group; three members of the state house of representatives appointed by the speaker of the house of representatives, three members of the state senate appointed by the committee on committees of the senate. Commission members appointed to represent the state house of representatives and the state senate shall no longer serve on the commission at such time as they are no longer members of the bodies which they represent, and upon such circumstances, their offices shall be vacant. Ex officio members or their designees on the commission shall not be voting members of the commission.

Subd. 2. **Terms.** To ensure a continuity of work, the initial appointments shall be: One of the three members selected from the Indian tribes shall be for a term of one year, one thereof for a term of two years, and one thereof for a term of three years, and two of the members selected from the cities shall be for a term of one year, one for a term of two years, and one for a term of three years, and until their successors are appointed and qualified. Appointments for succeeding terms shall all be for three years, and until their successors are appointed and qualified.

Subd. 3. **Compensation, expenses.** Members of the commission, other than state officials, shall receive as compensation for their services in attending meetings of the commission or a committee thereof, the sum of \$35 for each such meeting day so attended. Each member of the commission shall receive reimbursement for actual and necessary traveling expenses incurred on official business. Reimbursement shall be made in the manner provided by law for state employees. Expenses of the commission shall be approved by the chairman and one other member of the commission designated by the commission and shall then be paid in the same manner as other state expenses are paid.

Subd. 4. **Meetings.** The commission shall meet quarterly. Special meetings may be called by the chairman or at the written request of five members of the commission. A majority of the members of the commission constitutes a quorum.

Subd. 5. **Officers, personnel.** The state commission on Indian affairs shall elect a chairman and such other officers as it may deem necessary. It shall also employ, fix the compensation, and prescribe the duties of such clerks, employees, and agents as it deems necessary. The chairman shall be an ex officio member of the state board of human rights. The appropriations and other funds of this commission are subject to the provisions of chapter 16.

Subd. 6. **Duties.** The commission shall have as its primary duty to acquire information in the fields of employment and housing, civil rights, education, health and welfare, and law and order so that:

(a) Through its reports and recommendations adequate legislation may be enacted when it is required;

(b) Plans and programs may be worked out with Indian people who need assistance in finding employment, acquiring education, improving housing, getting medical care, developing natural resources and generally in becoming self-sufficient.

Further duties of the commission shall be:

(a) To provide information for and direction to a program designed to assist our Indian citizens to assume all the rights, privileges, and duties of full citizenship;

(b) To coordinate and cooperate with the many governmental and private agencies providing services to Indian people on the local, state, and national level;

(c) To help implement the findings of various private and governmental studies dealing with Indian needs in Minnesota.

Subd. 7. State officials and departments; cooperation. In carrying out these objectives and to ascertain Indian needs the commission shall have the right to confer with state officials and other governmental units, and to have access to such records as are necessary to obtain needed information. The commission also shall have the right to call upon various state departments for such technical advice and service as are needed to fulfill the purposes of the commission.

Subd. 8. Annual report. The commission shall make an annual report to the governor on its activities, its findings, and its recommendations, and a full report to the legislature on November 15 in each even numbered year.

[1963 c 888 s 2 subd 2, 3, 4, 6, 7, 8; 1965 c 888 s 7 subd 1, 3; 1967 c 299 s 9; Ex1967 c 55 s 1, 2; 1969 c 540 s 3; 1969 c 975 s 17; 1969 c 1005 s 1, 2; 1969 c 1129 art 3 s 1; 1974 c 539 s 1]

NOTE: Laws 1965, Chapter 888, Section 8, Subdivision 3 reads in part as follows:

"Subd. 3. (a) Commissions referred to in this act may subpoena witnesses and records. In case of the refusal by any person to comply with any subpoena issued hereunder or to testify to any matter regarding which he may be lawfully interrogated, the district court of any county, on application of the commission, may issue an order requiring the person to comply with the subpoena and to testify. Any failure to obey the order of the court may be punished by the court as a contempt thereof."

3.923 [Repealed, 1973 c 377 s 1]

COUNCIL ON QUALITY EDUCATION

3.924 ESTABLISHMENT. There is hereby created a council on quality education consisting of 17 persons. The members of such council shall be appointed as follows:

(1) One member shall be appointed by the Minnesota education association for a four year term;

(2) One member shall be appointed by the Minnesota federation of teachers for a four year term;

(3) One member shall be appointed by the Minnesota school board association for a four year term;

(4) One member shall be appointed by the Minnesota state advisory council for vocational education for a four year term;

(5) One member shall be appointed by the state college board for a four year term;

(6) One member shall be appointed by the state board for community colleges for a four year term;

(7) One member shall be appointed by the regents of the University of Minnesota for a four year term;

(8) One member shall be appointed by the private college council for a four year term;

(9) Eight members, one from each congressional district and one at large, shall be appointed by the governor, none of whom shall be officers, employees or board members of state educational institutions, departments, agencies or boards.

Four of said members first appointed, as designated by the governor, shall serve four year terms and four shall serve six year terms. Thereafter each member so appointed shall serve a six year term.

[Ex1971 c 31 art 15 s 1; 1973 c 349 s 2]

3.925 PURPOSE. The legislature of the state of Minnesota expresses concern over the future of elementary and secondary education in this state, its ability to meet the educational needs of the public school students, the professional growth and satisfaction of school staffs, the effectiveness and efficiency of present schools and their learning processes, continuing pupil unit cost escalation and the resulting financial crisis which this brings about. New approaches to the learning process, better utilization of professional staff and community resources, different requirements as to course offerings, course content, grading, graduation and school attendance must be researched and developed. It is believed that revised programs, innovations, new attitudes about learning and the public schools'

responsibilities can be effectively achieved if such research and development are performed at the local school level by the school's staff and with involvement by the students and their community. Although funds spent now for such purposes can produce substantial educational and cost benefits in the future, such capital type funds are seldom available within any single school district's budget.

The purpose of the council on quality education is, therefore, to encourage, promote and aid such research and development in elementary and secondary schools, to evaluate the results of such programs and disseminate information about same throughout the state.

To these ends, the council through the state board of education shall establish a venture fund from which grants or loans may be made in accordance with section 3.926. Such grants or loans shall be made in support of research and development programs relating to the problems and objectives heretofore described which shall include but not be limited to:

- (1) Effective utilization of community personnel and resources.
- (2) Developing model personnel policies and procedures, and new staffing concepts such as differentiated staffing.
- (3) Assessment and evaluation of education programs.
- (4) Developing a management and unit of instructional objectives design which will provide accountability by relating time and dollars to the amount of learning produced.
- (5) Determining responsibilities to be assumed by the schools exclusively or concurrently with other agencies or individuals.
- (6) Effective dissemination of educational information.
- (7) Developing new knowledge about learning and teaching.
- (8) Developing model educational programs as alternatives to existing educational practices and curricula.
- (9) Model programs and innovations to increase equality of educational opportunities.
- (10) Research and testing of new concepts of educational efficiency, effectiveness and cost benefits.

The council shall not be limited to supporting innovations, programs or procedures supplementary to existing school structures and programs but may assist entirely new schools or concepts such as open schools, informal schools and the like. It is the legislature's intent that any supported program shall hold promise of both educational and cost benefits and that the costs and improvements in learning effectiveness introduced thereby shall be measured and related. The council shall make a report by November 15 of each even numbered year to the legislature concerning all proposals received and the dispositions made thereof by the council and the state board of education.

[*Ex 1971 c 31 art 15 s 2; 1974 c 406 s 55*]

3.926 PROPOSALS. Subdivision 1. **Requirements.** The board of any local school district or any group of such boards may develop a proposal for a grant or loan in support of a research and development program of the kind described in section 3.925. Every such proposal shall include:

- (1) a statement of the objectives of the program, and the procedures for achieving the objectives;
- (2) a description of the evaluation procedures for measuring the effectiveness of the program;
- (3) provision for such fiscal control and fund accounting procedures as are necessary to assure proper disbursement and accounting for funds paid to the applicant;
- (4) provision for administration of the program by the local school district, or in cooperation with other school districts, educational institutions, or local agencies under the supervision of the local school district; and
- (5) a description of the involvement of local school staff, students, and members of the community in planning and implementing the program.

Subd. 2. **Procedure.** Every program proposal shall be submitted to the council created by section 3.924, not less than three months before the planned commencement of the program. The council shall recommend approval or disapproval, or

shall modify and then recommend such modification with respect to every proposal submitted to it. The council shall also recommend the amount and type of grant to be made in support of the proposed program in the light of the then currently available moneys in the venture fund, which information shall be provided to the council by the state board of education. The council shall also recommend what rules and regulations, if any, shall be suspended or modified in order to implement the proposal. Only such proposals as are recommended for approval shall be transmitted by the council to the state board, and all such proposals shall be approved and funded from the venture fund by the state board as recommended by the council unless the state board, within 30 days of receipt of a proposal from the council, shall make other disposition of the proposal by formal board action. One half of each grant recommended by the council and funded by the state board may be deemed an interest free loan to be repaid over a five year period.

[*Ex 1971 c 31 art 15 s 3; 1974 c 553 s 1*]

3.927 STATE BOARD AND COMMISSIONER. The state board of education shall develop and promulgate such additional recommendatory guidelines as may be appropriate for the furtherance of sections 3.924 to 3.927 and the development and implementation of the programs contemplated herein, for its benefit and the benefit of the council and applicants. The commissioner of education shall make available to the council at its request such staff as the council deems necessary to perform its functions. The council may also employ or contract for the services of outside consultants, and as much of the annual appropriation to the state department of education, made by Extra Session Laws 1971, Chapter 31, Article 15, Section 5, as is necessary, shall be made available to the council for this purpose. Members of the council shall be reimbursed for all actual and necessary expenses incurred in the performance of their duties.

[*Ex 1971 c 31 art 15 s 4*]

3.9271 EARLY CHILDHOOD IDENTIFICATION AND EDUCATION PROGRAMS. Subdivision 1. For the 1974-75 school year, the council on quality education shall make grants to no fewer than six pilot early childhood identification and education programs. Early childhood identification and education programs are programs for children before kindergarten and below age six which may include the following: identification of potential barriers to learning, education of parents on child development, libraries of educational materials, family services, education for parenthood programs in secondary schools, in-center activity, home-based programs, and referral services.

Notwithstanding section 3.926, subdivision 2, every early childhood identification and education program proposal shall be submitted to the council on quality education not less than six weeks before the planned commencement of the program. These programs shall be as equally distributed as possible among districts in cities of the first class, in suburbs, and outside the seven county metropolitan area. Each pilot program shall serve one elementary school attendance area in the local school district.

The council on quality education shall prescribe the form and manner of application and shall determine the participating pilot programs. In the determination of pilot programs, programs shall be given preference for their ability to coordinate their services with existing programs and other governmental agencies. The council on quality education shall report on the programs annually to the committees on education of the senate and house of representatives.

Subd. 2. Each district providing pilot programs shall establish and maintain an account separate from all other district accounts for the receipt and disbursement of all funds related to these early childhood identification and education programs.

Subd. 3. A school district providing early childhood identification and education programs shall be eligible to receive funds for these programs from other government agencies and from private sources when such funds are available.

Subd. 4. A district may charge reasonable fees for early childhood identification and education services; however, a district shall waive the charge or fee if any pupil, his parent or guardian is unable to pay it.

[*1974 c 521 s 2*]

3.9272 ADVISORY COMMITTEE ON EARLY CHILDHOOD IDENTIFICATION AND EDUCATION PROGRAMS. The council on quality education shall

appoint an advisory committee on early childhood identification and education programs.

[1974 c 521 s 3]

3.9273 STATE BOARD OF EDUCATION; DUTIES. The state board of education shall provide service to the pilot programs by:

(1) Applying for funds which are, or may become, available under federal programs pertaining to child development, including funds for administration, demonstration projects, training, technical assistance, planning, and evaluation;

(2) Making maximum use of existing information services to inform the public concerning comprehensive early childhood development;

(3) Providing professional and technical assistance.

[1974 c 521 s 4]

3.9274 ADVISORY COMMITTEES. Each pilot program shall provide for an advisory committee selected from the attendance area by the local board of education. A majority of the members of this committee shall be parents participating in the program. The committee shall report to the council on quality education, the local school board, and the district community school advisory council if this council has been established in the district.

[1974 c 521 s 5]

3.9275 VOLUNTARY PARTICIPATION. All participation by parents and children in these early childhood identification and education programs shall be voluntary, and shall not preclude participation in any other state or local program. All pilot programs shall provide services to all qualified children, regardless of race, religion or ethnic background, and no such programs shall be used in whole or in part for religious worship or instruction.

[1974 c 521 s 6]

CONTINUITY OF THE LEGISLATURE

3.93 DEFINITIONS. As used in sections 3.93 to 3.96 "attack" means any action or series of actions taken by an enemy of the United States resulting in substantial damage or injury to persons or property in this state whether through sabotage, bombs, missiles, shellfire, or atomic, radiological, chemical, bacteriological, or biological means.

[1961 c 572 s 1]

3.94 PLACE OF SESSION. Whenever, in the event of an attack, or a finding by the executive council that an attack may be imminent, the governor deems the place of the legislative session then prescribed to be unsafe, he may change it to any other place within or without the state which he deems safe and convenient.

[1961 c 572 s 2]

3.95 SPECIAL SESSION IN EVENT OF ATTACK. In the event of an attack, if the legislature is not then in session, the governor shall convene a special session thereof, as soon as practicable, and in no case later than 30 days following the inception of the attack. If the governor fails to issue such a call, the legislature, on the first Tuesday after the first Monday after the expiration of 30 days following the date of the inception of the attack, shall convene without call at the place where the governor then maintains his official office.

[1961 c 572 s 3]

3.96 QUORUM AND VOTE REQUIREMENTS. In the event of an attack the quorum requirement for the legislature shall be a majority of the members of each house who convene for the session. Where the affirmative vote of a specified proportion of members of the legislature would otherwise be required for approval of a bill, resolution, or for any other action, the same proportion of those members of each house convening at the session shall be sufficient.

[1961 c 572 s 4]

3.965 COMMITTEE TO REVIEW ADMINISTRATIVE RULES. Subdivision 1. **Composition; meetings.** A legislative joint committee for review of administrative rules defined pursuant to sections 15.0411 to 15.0422, consisting of five senators appointed by the committee on committees of the senate and five representatives appointed by the speaker of the house of representatives shall be appointed. The committee shall meet at the call of its chairman or upon a call signed by two of its members or signed by five members of the legislature. The joint committee chairmanship shall alternate between the two houses of the legislature every two years.

Subd. 2. Review of rules by committee. The committee shall promote adequate and proper rules by agencies and an understanding upon the part of the public respecting them. It may hold public hearings to investigate complaints with respect to rules if it considers the complaints meritorious and worthy of attention and may, on the basis of the testimony received at the public hearings, suspend any rule complained of by the affirmative vote of at least six members provided the provisions of subdivision 4 have been met. If any rule is suspended, the committee shall as soon as possible place before the legislature, at the next year's session, a bill to repeal the suspended rule. If the bill is defeated, or fails of enactment in that year's session, the rule shall stand and the committee may not suspend it again. If the bill becomes law, the rule is repealed and shall not be enacted again unless a law specifically authorizes the adoption of that rule. The committee shall make a biennial report to the legislature and governor of its activities and include therein its recommendations.

Subd. 3. Public hearings by state departments. By a vote of a majority of its members, the committee may request any department issuing rules to hold a public hearing in respect to recommendations made pursuant to subdivision 2. The department shall give notice as provided in section 15.0412, subdivision 4 of a hearing thereon, to be conducted in accordance with section 15.0412. The hearing shall be held not more than 60 days after receipt of the request.

Subd. 4. Review by standing committees. Before the committee suspends any rule, it shall request the speaker of the house and the president of the senate to refer the question of suspension of the given rule or rules to the appropriate committee or committees of the respective houses for the committees' recommendation. No suspension shall take effect until the recommendation is received, or 60 days after referral. However, the recommendation shall be advisory only.

[1974 c 355 s 69]

LEGISLATIVE AUDIT COMMISSION

3.97 AUDIT POLICY; CREATION OF COMMISSION; TRANSFER OF FUNCTIONS OF PUBLIC EXAMINER. Subdivision 1. Continuous legislative review of the effect of grant-in-aid programs, the spending of public funds and their financing at all levels of government is required in the public interest to enable the enactment of appropriate legislation.

Subd. 2. A legislative commission to be known as the legislative audit commission, designated herein as "the commission" is hereby created. The commission shall consist of the majority leader of the senate and the president of the senate, or their respective designees; the chairman of the senate committee on taxes or his designee, who shall be a member of the senate tax committee; the chairman of the senate committee on governmental operations or his designee, who shall be a member of the governmental operations committee; the chairman of the senate committee on finance or his designee, who shall be a member of the senate finance committee; and three members of the senate appointed by the senate minority leader; the speaker of the house and the chairman of the house committee on rules, or their respective designees; the chairman of the house committee on taxes or his designee, who shall be a member of the house tax committee; the chairman of the house committee on governmental operations or his designee, who shall be a member of the house governmental operations committee; the chairman of the house appropriations committee; and three members of the house appointed by the house minority leader. The appointed members of the commission shall serve for a term commencing upon appointment and expiring at the opening of the next regular session of the legislature in the odd numbered year and until a successor is appointed. A vacancy in the membership of the commission shall be filled for the unexpired term in such a manner as to preserve the representation established by this subdivision.

The commission shall elect its chairman and such other officers as it may determine necessary. It shall meet at the call of the chairman or at the call of its executive secretary. The members of the commission shall serve without compensation but shall be reimbursed for their reasonable expenses as members of the legislature. The commission may exercise the powers prescribed by section 3.153.

Subd. 3. The department of public examiner is transferred from the executive to the legislative branch.

Subd. 4. Until the expiration of his term the incumbent public examiner upon the effective date of this section shall continue in the legislative branch but as the legislative auditor. Thereafter, the commission shall appoint a legislative auditor. The legislative auditor is the executive secretary of the commission. After the expiration of the term of the incumbent public examiner the legislative auditor shall serve at the pleasure of the commission until May 1, 1977. Thereafter, the legislative auditor shall be appointed by the commission for a six year term. He shall serve in the unclassified service. He shall not at any time while in office hold any other public office. The legislative auditor appointed on May 2, 1977, shall not be removed from his office before the expiration of his term of service except for cause after public hearing.

Subd. 5. The legislative auditor may appoint a deputy legislative auditor and a confidential secretary each of whom shall serve at his pleasure in the unclassified service. Except as may be otherwise provided for by law the legislative auditor shall fix their salaries. The deputy may perform and exercise the powers, duties and responsibilities imposed by law on the legislative auditor and is authorized so to do by the legislative auditor. All other officers and employees of the legislative auditor shall continue to be in the classified civil service.

Subd. 6. All the powers, duties and responsibilities of the department of public examiner relating to the state of Minnesota, its departments and agencies as described in Minnesota Statutes 1971, Section 215.03, and any other law concerning powers, duties and responsibilities of the public examiner not otherwise dealt with by Laws 1973, Chapter 492 are hereby transferred to the legislative auditor. Nothing in this subdivision shall be deemed to supersede the powers conferred upon the commissioner of finance under section 16A.055.

Subd. 7. In addition to the legislative auditing duties concerning state financial matters, the legislative auditor shall also exercise and perform such duties as may be prescribed by rule or regulation of the legislature or either body thereof or by the commission. The legislative auditor shall review department policies and evaluate projects or programs requested by the commission. Any standing legislative committee having legislative jurisdiction may request the commission to review projects or programs.

Subd. 8. The legislature may provide by rule or regulation such testimonial powers as are conferred by law on legislative standing commissions or committees on the legislative auditor.

[1973 c 492 s 12; 1973 c 720 s 76 subd 2]

LEGISLATIVE AUDITOR

3.971 POWERS AND DUTIES OF LEGISLATIVE AUDITOR. The legislative auditor shall post-audit and make a complete examination and verification of all accounts, records, inventories, vouchers, receipts, funds, securities, and other assets of all state departments, boards, commissions, and other state agencies at least once a year, if funds and personnel permit, and oftener if deemed necessary or as directed by the legislature or the legislative audit commission. Audits may include detailed checking of every transaction or test checking as the legislative auditor deems best. The books of the state treasurer and commissioner of finance may be examined monthly. The legislative auditor shall see that all provisions of law respecting the appropriate and economic use of public funds are complied with by all departments and agencies of the state government.

A copy of all post-audits, reports and results of examinations made by the legislative auditor shall be deposited with the legislative reference library.

[1925 c 426 art 3 s 10; 1939 c 431 art 4 s 2, 9; 1949 c 33 s 1; 1973 c 492 s 27] (53-13, 3286-9, 3286-16)

3.972 DUTIES AS TO STATE AGENCIES AND SEMI-STATE AGENCIES. The legislative auditor shall make a constant audit of all financial affairs of all departments and agencies of the state, and of the financial records and transactions of public boards, associations, and societies supported, wholly or in part, by state funds. Once in each year, if funds and personnel permit, without previous notice, he shall visit each of such state departments and agencies, associations or societies and, so far as practicable, inspect such agencies, thoroughly examine the books and accounts thereof, verifying the funds, securities and other assets, check the items of receipts and disbursements with the voucher records thereof,

ascertain the character of the official bonds for the officers thereof and the financial ability of the bondsmen, inspect the sources of revenue thereof, the use and disposition of state appropriations and property, investigate the methods of purchase and sale, the character of contracts on public account, ascertain proper custody and depository for the funds and securities thereof, verify the inventory of public property and other assets held in trust, and ascertain that all financial transactions and operations involving the public funds and property of the state comply with the spirit and purpose of the law, are sound by modern standards of financial management and are for the best protection of the public interest.

[1913 c 555 s 3; 1949 c 33 s 2; 1973 c 492 s 28] (3276)

3.973 STATE TREASURER; AUDIT. At least once each year, and at such other times as he may deem appropriate, without previous notice to the state treasurer, the legislative auditor shall examine and audit the accounts, books, and vouchers of the state treasurer, ascertain the amounts of the several funds which should be in the treasury, count the sums actually on hand, and make a record of the facts found. On or before the third day of each regular session the legislative auditor shall report to the legislature the results of such examinations and his doings in the premises. He shall also witness and attest the transfer of books, accounts, vouchers, and funds from the out-going treasurer to his successor in office, verify the official record of all redeemed bonds, certificates of indebtedness, and interest coupons issued by the state; and, from time to time, shall cause to be destroyed all such obligations which shall have been redeemed for at least one year. A notation shall be made by the treasurer in his records of all such obligations destroyed and the legislative auditor shall certify to the correctness thereof. A copy of each such legislative auditor's certificate shall be filed with the state auditor and treasurer.

[1925 c 150 s 1; 1953 c 14 s 1; 1961 c 586 s 1; 1973 c 492 s 12 subd 6] (96)

3.974 TO FILE WRITTEN REPORTS. The legislative auditor shall file a written report covering his audits with the department, agency, society, or association concerned, and the legislative audit commission for its consideration and action.

Such audit reports shall set forth:

- (1) Whether all funds have been expended for the purposes authorized in the appropriations therefor;
- (2) Whether all receipts have been accounted for and paid into the state treasury as required by law;
- (3) All illegal and unbusinesslike practices, if any;
- (4) Assessment of the financial control practices used in the agency, measurement of performance and recommendations for improved effectiveness; and
- (5) Such other data, information, and recommendations as the legislative auditor may deem advisable and necessary.

[1939 c 431 art 4 s 3; 1973 c 492 s 29] (3286-10)

3.975 DUTIES WHEN VIOLATIONS ARE DISCOVERED. If any such legislative auditor's examinations shall disclose malfeasance, misfeasance, or non-feasance in office on the part of any officer or employee, a copy of such report shall be signed and verified, and it shall be the duty of the legislative auditor to file such report with the legislative audit commission and the attorney general. It shall be the duty of the attorney general to institute and prosecute such civil proceedings against such delinquent officer or employee, or upon his official bond, or both, as may be appropriate to secure to the state the recovery of any funds or other assets misappropriated, and he shall cause such criminal proceedings to be instituted by the proper authorities as the evidence may warrant.

[1939 c 431 art 4 s 4; 1973 c 492 s 30] (3286-11)

3.976 INFORMATION COLLECTED FROM LOCAL GOVERNMENTS. The state auditor, or his designated agent, shall collect annually from all city, county, and other local units of government, information as to the assessment of property, collection of taxes, receipts from licenses and other sources, the expenditure of public funds for all purposes, borrowing, debts, principal and interest payments on debts, and such other information as may be needful. The data shall be supplied upon blanks prescribed by the state auditor, and all public officials so called upon

shall fill out properly and return promptly all blanks so transmitted. The state auditor or his assistants, may examine local records in order to complete or verify the information. Copies of all reports so received shall be forwarded by the state auditor to the legislative auditor.

[1939 c 431 art 4 s 5; 1943 c 435 s 1; 1973 c 123 art 5 s 7; 1973 c 492 s 31] (3286-12)

3.977 ANNUAL REPORT. The state auditor shall make and file, annually, in his office a summary report of the information collected, with such compilations and analyses and interpretations as may be deemed helpful. Copies of such report may be made and distributed to interested persons and governmental units. A copy of the report shall be forwarded to the legislative auditor.

[1939 c 431 art 4 s 6; 1945 c 338 s 1; 1973 c 492 s 32] (3286-13)

3.978 LEGISLATIVE AUDITOR; SUBPOENA POWERS; PENALTIES. In all matters relating to his official duties, the legislative auditor shall have the powers possessed by courts of law to issue and have subpoenas served. All public officials and their respective deputies and employees, and all corporations, firms, and individuals having business involving the receipt, disbursement, or custody of public funds shall at all times afford reasonable facilities for examinations by the legislative auditor, make returns and reports to the legislative auditor as he may require, attend and answer under oath his lawful inquiries, produce and exhibit all books, accounts, documents, and property as he may desire to inspect, and in all things aid him in the performance of his duties. If a person refuses or neglects to obey any lawful direction of the legislative auditor, his deputy or his assistants, or withholds any information, book, record, paper or other document called for by the legislative auditor for the purpose of examination, after having been lawfully required by order or subpoena, upon application by the auditor, a judge of the district court in the county where the order or subpoena was made returnable shall compel obedience or punish disobedience as for contempt, as in the case of a similar order or subpoena issued by the court. If a person swears falsely concerning any matter stated under oath he is guilty of a gross misdemeanor.

[1974 c 118 s 1]

3.98 FISCAL NOTES. Subdivision 1. The head or chief administrative officer of each department or agency of the state government shall prepare a fiscal note at the request of the chairman of the standing committee to which a bill has been referred, or the chairman of the house appropriations committee, or the chairman of the senate committee on finance.

Subd. 2. The fiscal note, where possible, shall: (1) cite the effect in dollar amounts; (2) cite the statutory provisions affected; (3) estimate the increase or decrease in revenues or expenditures; (4) include the costs which may be absorbed without additional funds; and (5) specify the long range implication if any. The fiscal note may comment on technical or mechanical defects in the bill but shall express no opinions concerning the merits of the proposal.

Subd. 3. A copy of the fiscal note shall be delivered to the chairman of the committee of appropriations of the house of representatives, the chairman of the committee of finance of the senate, the chairman of the standing committee to which the bill has been referred, to the chief author of the bill and to the commissioner of administration.

Subd. 4. The commissioner of administration shall prescribe a uniform procedure to govern the departments and agencies of the state in complying with the requirements of this section.

[1974 c 355 s 34]