

# Merit System Operations Committee

## 2021 End of Year Report

The Merit System Operations Committee (MSOC) meets quarterly.

### Committee Purpose

[Minn. Stat. § 256.012, subd. 3](#) provides that “The Commissioner shall ensure that participating counties are consulted regularly and offered the opportunity to provide input on the management of the Merit System to ensure effective use of resources and to monitor system performance.”

### Members

| Minnesota Association of County Social Service Administrators (MACSSA) Representatives | Region   |
|--|----------|
| Julie Sjostrand  | Region 1 |
| Jamie Halverson  | Region 2 |
| Kathy LaFrance   | Region 3 |
| Dave Saylor (Vice-Chair)   | Region 4 |
| Jackie Och & Jennifer Westrum  | Region 5 |
| Rae Ann Keeler-Aus (Chair)   | Region 6 |
| Chuck Hurd   | Region 7 |
| Kay Steffen  | Region 8 |
| Naomi Ochsendorf   | Region 9 |

| <b>Minnesota Association of County Social Service Administrators (MACSSA) Representatives</b> | <b>Region</b> |
|---|---------------|
| John Dahlstrom & Nina Arneson   | Region 10     |

| <b>Minnesota Association of County Administrators (MACA) Representative</b> | <b>County</b> |
|---|---------------|
| Kelsey Baker  | Swift County  |

| <b>Minnesota County Human Resources Management Association (MCHRMA) Representative</b> | <b>County</b>  |
|--|----------------|
| Tess Arrick-Krueger, Human Resources Director  | Houston County |

**Meeting Date: January 28, 2021**

Topics covered:

- A. Approval of December 2020 meeting minutes
- B. Upcoming recruiting events
- C. Trainee appointments
- D. 2022 Certification requests
- E. Meet & Greets
- F. Merit System survey
- G. Next meeting date/time

**Meeting Date: April 22, 2021**

Topics covered:

- A. Intros – Welcome
- B. Approval of January 2021 meeting minutes
- C. EEO/AA annual reports
- D. Review of Merit System handouts

- E. Cost projection for July 1 through December 31, 2021
- F. Merit System survey results and suggested improvements
- G. Next meeting date/time

**Meeting Date: July 22, 2021**

Topics covered:

- A. Introductions
- B. Approval of April 2021 meeting minutes
- C. Updated costs for July 1 through December 31, 2021
- D. Cost scenarios for January 1, 2022
- E. Preliminary discussion on 2022 COLAs
- F. Dual application process
- G. Requisition form and posting template
- H. Miscellaneous items
- I. Next meeting date/time

**Meeting Date: November 4, 2021**

Topics covered:

- A. Introductions
- B. Approval of July 2021 meeting minutes
- C. Vote on MSOC Chair and Vice-Chair
- D. Review MSOC Guidelines
- E. Gather feedback about the EEO/AA training on October 21, 2021
- F. Estimated costs for January through June 30, 2022
- G. Update on certification requests
- H. Gather input on testing for entry-level positions
- I. Government and Nonprofit Career Fair
- J. Next meeting date/time