

**Renville**  
COUNTY  
*Service · Stewardship · Shared Responsibility*

# **Board of Commissioners Meeting**

HR Update, Sept 2025

# Human Resources Technical Assistance Program

Renville County has been generous in allowing Human Resources to use funds to be a part of the AMC/DDA Human Resources Technical Assistance Program.

This program provides support through a ticketing system (for specific questions), a regular email update with legislative changes described in detail, training resources that can be used by the county, a knowledge base with forms and documents that can be customized, as well as other resources.

# HR Tech Assistance Cont.

As you know, one key area of Human Resources is to be sure the county stays compliant on providing all required notices to employees.

One of the items that the HR Technical Assistance Program provides all of the Notices and Periodic Requirements that Human Resources need to provide to employees or may need to provide (depending on the situation).

There are currently 40 documents that Human Resources may utilize.

# HR Tech Assistance Cont.

1. [Federal COBRA + Minnesota Continuation: Initial Notice](#)
2. [Federal COBRA + Minnesota Continuation: Qualifying Event; Termination of Employment](#)
3. [Summary of Benefits & Coverage \(SBC\) & Uniform Glossary of Terms](#)
4. [Summary Plan Description \(SPD\)](#)
5. [HIPAA Privacy Notice](#)
6. [HIPAA Notice of Special Enrollment](#)
7. [HIPAA Notice of Availability of Reasonable Alternative Standard in Wellness Program](#)
8. [HIPAA / HITECH Data Breach Notice](#)
9. [Wellness Program EEOC / ADA Notice](#)
10. [Newborns' and Mothers' Health Protection Act](#)
11. [Women's Health & Cancer Rights Act](#)
12. [Mental Health Parity and Addiction Equity Act \(MHPAEA\)](#)
13. [CHIP Notice – Medicaid and Children's Health Insurance Program](#)
14. [Medicare Part D Notice of Creditable \(or Non-Creditable\) Prescription Drug Coverage](#)
15. [Marketplace Exchange Notice \(Notice of Coverage Options\)](#)
16. [ACA Form 1095-C](#)
17. [ACA Form 1095-B](#)
18. [Annual Health Savings Account \(HSA\) Limit, Annual Flexible Spending Account \(FSA\) Limit](#)
19. [Retiree Indefinite Continuation of Coverage for Health & Dental Insurance](#)
20. [Licensed Peace Officer Disabled or Killed in Line of Duty](#)

# HR Tech Assistance Cont.

**Notice:**

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**Public Student Loan Forgiveness Program (PSLF)**

**What it Does:**

To increase awareness of federal public service loan forgiveness programs among Minnesota residents who are eligible for those programs.

**Applies to:**

All employees.

**Who/How Provided:**

All employers send to all employees in written or electronic format (all supplied by the Office of Higher Education):

1. One-page letter
2. Fact sheet
3. FAQs
4. Upon request, employment certification form

**Timing/When Given:**

Within 14 days of initial hire; annually; and upon request, provide the certification form.

**Sources & Comments:**

[Minnesota Statutes, Section 136A.1792, Subd. 4](#)

Visit the [Minnesota Office of Higher Education - Public Service Loan Forgiveness](#) website and scroll to the bottom to access PSLF forms.

# HR Tech Assistance Cont.

Example of the Ticket System and thoroughness of responses:

- Question: Why is there a 67 day max on seasonal employees?  
Also - how long does an employee have to be "off" before the next 67 days can start? Is it per calendar year or other?

# HR Tech Assistance Cont.

## Response:

It's 67 days, because that's what the Minnesota Legislature decided the limits should be. See Minnesota Statutes, Section 179A.03, Subd. 14 (a)(6), <https://www.revisor.mn.gov/statutes/cite/179A.03>.

**"Subd. 14. Public employee or employee.**(a) "Public employee" or "employee" means any person appointed or employed by a public employer except: (6) employees whose positions are basically temporary or seasonal in character and: (i) are not for more than 67 working days in any calendar year; or (ii) are not for more than 100 working days in any calendar year and the employees are under the age of 22, are full-time students enrolled in a nonprofit or public educational institution prior to being hired by the employer, and have indicated, either in an application for employment or by being enrolled at an educational institution for the next academic year or term, an intention to continue as students during or after their temporary employment;"

The limit allows the Employer to work someone for a "season" without having you or the employee or the union go through all of the work to put them in the union, decide whether they will be dues paying, and then turn around and cease the employment relationship.

The Bureau of Mediation Services (BMS) really does look to stick to a "season" and not just random days. Otherwise, label the person a "temporary." However, know that the 67 days are not automatically consecutive calendar days; they are days the employee has shown up and worked at least a portion of an hour. That is considered a "working day" and you get to work the person for 67 of them. So, a strategic decision would be for an outside crew is to tell them NOT to show up tomorrow because it will be raining (if you have no work for them to do when it is raining). Otherwise, if you need to tell them to turn around and go home for the day, you've arguably "wasted" one of your precious 67 days. Make the most productivity out of those 67 days!

The statute refers to 67 days in a calendar year. So, literally that is January 1 through December 31. On January 1, you can start over the 67 days. They don't have to be "off" for any period of time. Calendar years are looked at and days worked are counted.

If the person is a student, and intends and promises to continue to be a student again in the fall, and they will continue to remain under age 22 for the duration of their employment, then you can work the student a little longer, for 100 (not 67) working days.

It's just another quirky thing about public sector HR.

# HR Employee Benefit Numbers (as of 9/2025)

- Medical Insurance = 187
- Medical FSA, Dependent Care, HSA, VEBA options = 333 (includes duplicates)
- Dental = 174
- Life (basic, voluntary, spouse, child) = 417 (includes duplicates)
- Vision = 79
- Long & Short Term Disability = 144 (includes duplicates)
- Critical Illness, Accident & Hospital = 95 (includes duplicates)
- Deferred Comp = 28 (includes duplicates)
- MSRS Health Care Savings Plan (HCSP) = 66 (includes duplicates EE & ER)
- Education Reimbursement = 2 (2 individual employees in last 12 months)
- FMLA = 24 (in last 12 months)
- PERA: Coordinated; Police; Corrections; DCP = 218
- Employee Assistance Program = 9 (in last 12 months)

# HR Numbers

- As of September 2, 2024 – September 1, 2025
  - 233 EEs (including 7 seasonal)
  - 64 new in their positions in the last 12 months (8 promoted/transferred, 40 new, 16 seasonal/temp)

2024: 227 EEs

75 new in positions

(9 promoted, 45 new, 21 seasonal)

2023: 219 EEs

77 new in positions

(15 promoted, 45 new, 17 seasonal)

2022: 216 EEs

78 new in positions

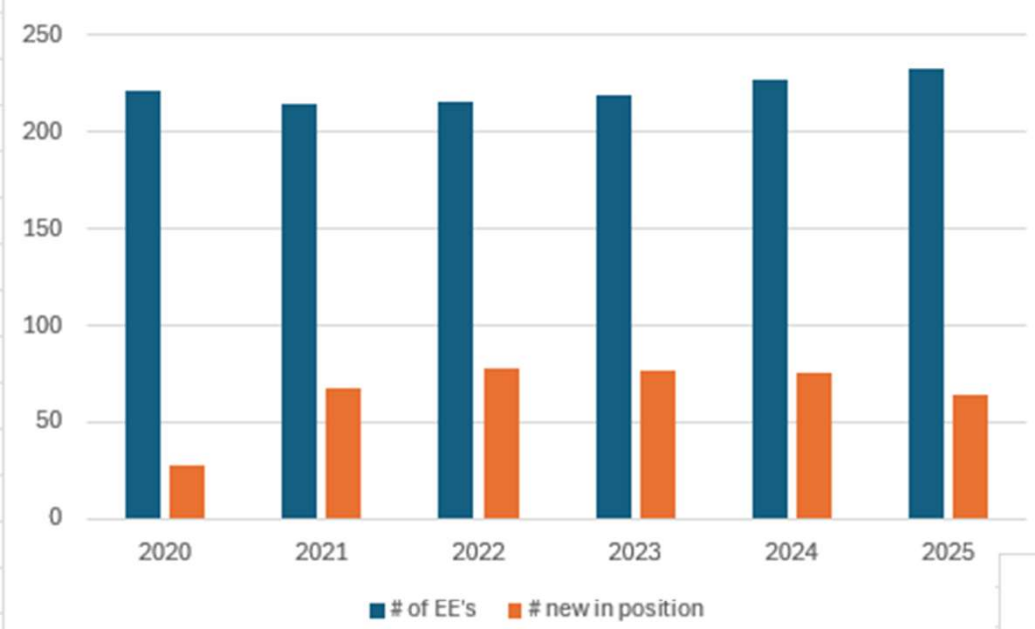
(17 promoted, 43 new, 18 seasonal)

2021: 215 EEs

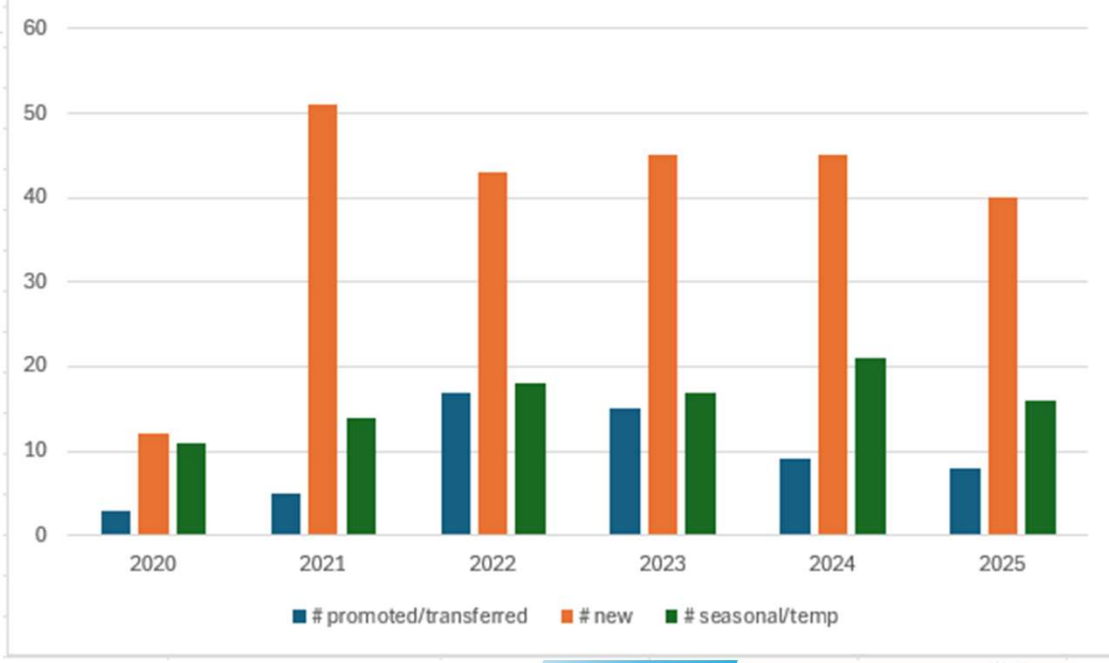
68 new in positions

(5 promoted, 51 new, 14 seasonal)

### Total EE's and hires for the year



### Reasons for hires



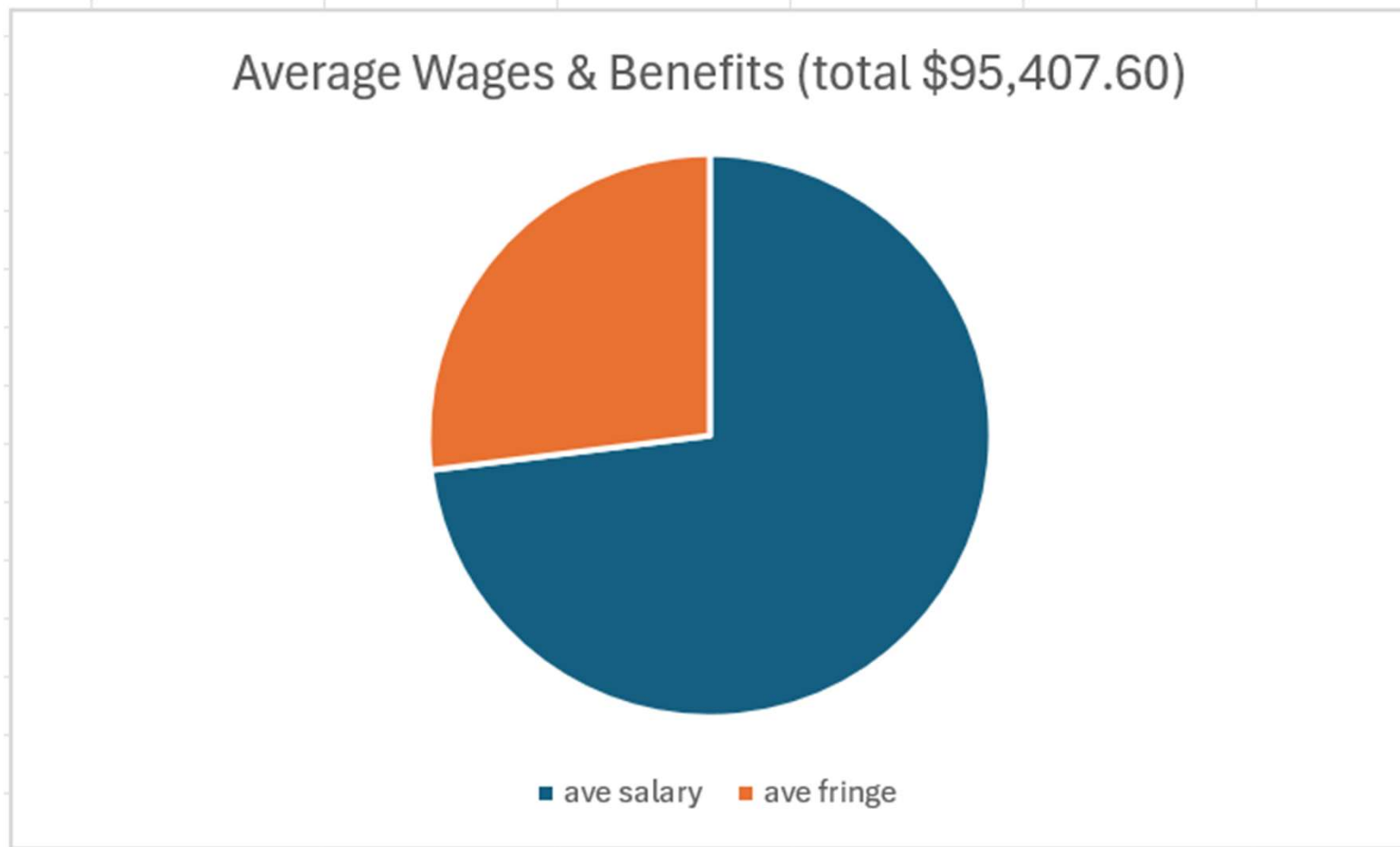
# Employee Statistics

## (as of 9/1/2025)

- 42 employees on probation (initial or probationary)
- 8.4 average years of service for all FT/PT employees
- \$34.21 average wage of all FT/PT employees (no elected or oncall included)
- \$25,721,83 average value of benefits for a benefit eligible employee per year. \$12.63 per hour value. Approximately 26.9% value added on to salary.
  - Includes, employer contributions to medical, dental, PERA, H.SA, HCSP, VEBA, sick, vacation, holiday, military leave, inclement weather, volunteer time

# Employee Statistics

(as of 9/1/2025)



# Comparison

- 2025 (9/2/24 – 9/1/25)
  - 342 Applications submitted
  - 311 Interviews (1<sup>st</sup> & 2<sup>nd</sup> round)
  - 62 positions posted (some multiple openings in one posting)
- 2024 (9/2/23 – 9/1/24)
  - 711 Applications submitted
  - 545 Interviews
  - 57 positions posted
- 2023 (9/2/22 – 9/1/23)
  - 542 applications submitted
  - 445 interviews
  - 72 positions posted
- 2022 (9/2/21 – 9/1/22)
  - 401 applications submitted
  - 332 interviews
  - 66 positions posted

# Comparison



# Questions?