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August 1, 2014

To: Senator Tom Saxhaug, Chair  
Senator Roger Chamberlain, Ranking Minority Member  
Senate State Departments and Veterans Division

Representative Mary Murphy, Chair  
Representative Bob Dettmer, Ranking Minority Member  
House State Government Finance and Veterans Affairs Division

Senator Bobby Jo Champion, Chief Author  
Representative Rick Hansen, Chief Author

**RE: 2013 Ch. 87 (H.F. 840), Sec. 2 – Sick Leave Usage Report**

Dear Senators and Representatives:

Following 2013 Chapter 87 (H.F. 840), Section 2, I am writing to report on the use of accrued sick leave benefits by executive branch employees. This report will discuss whether amendments made in 2013 to M.S. 181.9413, Sick Leave Benefits; Care of Relatives, influenced the use of sick leave hours by executive branch employees. Overall, sick leave usage did not change significantly following the expansion of the sick leave law in 2013.

The 2013 Legislature amended M.S. 181.9413 to allow accrued sick leave benefits to be used for absences due to the illness or injury of an employee's adult child, spouse, sibling, parent, or stepparent. The Legislature also amended M.S. 181.9413 to clarify for the purpose of this statute, that "child" is defined to include a stepchild and a biological, adopted, and foster child. These amendments went into effect August 1, 2013.

To determine whether any changes to sick leave usage occurred following this amendment to the law, I reviewed data from SEMA4, which is our statewide employee management and payroll system. In FY2013, the year the Legislature amended M.S. 181.9413, there was an average of 58.50 sick leave hours (7.31 days) used per full-time equivalent (FTE). In FY2014, the year the amendment to the sick leave law went into effect, an average of 58.49 sick leave hours (7.31 days) was used per FTE. In FY2013 and FY2014, executive branch employees used an average of 7.31 sick leave days per FTE each year. Thus, no substantial change in the amount of used sick leave has occurred following the expansion of the sick leave law.

To gain a better understanding of sick leave usage overall, I reviewed data from the last five fiscal years. In general, the use of sick leave hours by executive branch employees has dropped. In FY2010, the average number of sick leave hours used per FTE was 60.81; in FY2011, it was 59.93; in FY2012, it was 56.67; in FY2013, it was 58.50; and in FY2014, it was 58.49.

The data demonstrating the decrease in the use of sick leave over the last five fiscal years is summarized in the following table.

	Number of FTE	Total Sick Hours Used	Sick leave hours per FTE	Sick leave days per FTE
FY10	31,862.65	1,937,658.72	60.81	7.60
FY11	31,904.30	1,912,170.31	59.93	7.49
FY12	31,562.95	1,788,752.36	56.67	7.08
FY13	32,101.75	1,878,072.39	58.50	7.31
FY14	32,641.47	1,909,311.35	58.49	7.31

Please note that SEMA4 does not track the reason an employee uses sick leave. It is not possible to collect data distinguishing between sick leave used for a personal illness and sick leave used to care for a qualifying relative. Therefore, although we can review trends of sick leave use over time, we cannot analyze the reason people are using their sick leave.

If you have any questions or would like additional information related to this data, please contact John Pollard at (651) 201-8039, or [john.pollard@state.mn.us](mailto:john.pollard@state.mn.us).

Sincerely,



Ann O'Brien  
Assistant Commissioner  
Enterprise Human Resources

cc: James Schowalter, Commissioner, MMB  
John Pollard, Legislative and Communications Director, MMB