

## Office Memorandum

**Date:** August 27, 2021  
**To:** Agency Payroll, HR, and Accounting Staff  
**From:** Mary Muellner, Director, Statewide Payroll Services  
**Subject:** **Recent Cost Projections Updates for Budget Fiscal Years 2022, 2023, and 2024**

This memo provides updated cost projection information for budget fiscal years (BFY) 2022, 2023, and 2024. The updated information will be available in the *Roster Staffing/Staffing Report*, Report FIHR6760 (Document Direct/InfoPac ID HP6760) on August 30, 2021, reflecting payroll expenditures as of the pay period ending August 17, 2021. This information will also be available in the SWIFT Data Warehouse.

The tables below indicate amounts and percentages used to calculate the BFY 2022 through 2024 projections:

<b>BFY 2022 projections are based on the following:</b>	
Working Hours	2088 hours
Wage and Salary Increases	<ul style="list-style-type: none"> <li>• Non-discretionary salary step increases are projected for those employees who are scheduled for a step increase during the budget fiscal year.</li> <li>• Discretionary step increases were not projected.</li> <li>• General wage adjustments of 2.5% are projected for all collective bargaining agreements effective July 1, 2021.</li> <li>• In addition, estimated general wage adjustments remain in place for Minnesota Law Enforcement Association (MLEA).               <ul style="list-style-type: none"> <li>▪ July 1, 2019 – 2.25%</li> <li>▪ July 1, 2020 – 2.50%</li> </ul> </li> </ul>
Insurance	<ul style="list-style-type: none"> <li>• Employer-paid insurance projections are based on each employee’s current insurance rates that were effective on January 1, 2021.</li> <li>• Effective on January 1, 2022 Minnesota Management &amp; Budget estimates a total increase of 2.88% employer cost of insurance.</li> <li>• The blended rate includes an increase of 3% medical, a reduction of 4.5% life, and no changes to dental, pretax accounts, or the administration fee.</li> <li>• Vacant positions currently project at a rate of \$999.60 for pay periods that have insurance deductions taken. *</li> </ul>
Retirement	<ul style="list-style-type: none"> <li>• Employer-paid retirement projections are based on the current retirement plan code indicated on each employee’s job record. Projections reflect the rate that was effective on July 1, 2021.</li> <li>• Vacant positions project based on a rate of 6.25% of wages. **</li> </ul>

<b>BFY 2023 and 2024 projections are based on the following:</b>	
Working Hours	<ul style="list-style-type: none"> <li>• BFY 2023 = 2088 hours</li> <li>• BFY 2024 = 2080 hours</li> </ul>
Wage and Salary Increases	<ul style="list-style-type: none"> <li>• Non-discretionary salary step increases are projected for those employees who are scheduled for a step increase during the budget fiscal year.</li> <li>• Discretionary step increases are not projected.</li> <li>• General wage adjustments of 2.50% are projected for all collective bargaining agreements effective July 1, 2022.</li> </ul>
Insurance	<ul style="list-style-type: none"> <li>• Employer-paid insurance projections are based on each employee’s current insurance rates that were effective on January 1, 2021. Currently, projected insurance increases are: <ul style="list-style-type: none"> <li>▪ January 1, 2023 – 3.45%</li> <li>▪ January 1, 2024 – 6.51%</li> </ul> </li> <li>• This blended rate includes projected changes of 3.6% medical in 2023 and 6.85% in 2024 and 0% dental in both years, as well as 0% for the administration fee in calendar year 2023.</li> <li>• Any future increases will also apply to vacant positions, which currently project at a rate of \$999.60 for pay periods that have insurances deductions taken. *</li> </ul>
Retirement	Employer-paid retirement projections are based on the current retirement plan code indicated on each employee’s job record. Projections reflect the rate that is expected to be in effect at that time. Vacant positions project retirement based on a rate of 6.25% of wages. **

\* Insurance is projected on vacant positions only if the agency selects the *Vacant Position Insurance Indc* check box on the Add/Update Position Info – Barg Unit/Cost Projection page. Insurance deductions are taken on 24 out of 26 pay periods.

\*\* Retirement is projected on vacant positions only if the agency selects the *Vacant Position Retirement Indc* check box on the Add/Update Position Info – Barg Unit/Cost Projection page.

Cost projections for budget fiscal years 2022, 2023, and 2024 will run each pay period and will be available following payroll posting. More detailed information about cost projections is available at [Cost Projection Overview](#).

**NOTE:** Cost projections do NOT include Minnesota State colleges and universities.

**Questions?**

- Minnesota State staff should contact Ge Thao at 651-201-1843 with questions.
- Agency Payroll, HR, and Accounting staff should contact Yer Lee at 651-201-8074 or [yer.lee@state.mn.us](mailto:yer.lee@state.mn.us) with questions.

**PLEASE SHARE THIS INFORMATION WITH APPROPRIATE AGENCY STAFF**