

Memo

Date: October 31, 2025

To: Agency Payroll, Human Resources, and Accounting Staff

From: Katie Karow, Director, Statewide Payroll Services

RE: Earnings Code for Voting Time Leave or for Approved Election Judge

Employees using voting time leave or who have approved leave to serve as an election judge may use earnings code - **MSL** (Miscellaneous Leave) to record their leave.

See current [Election Issues Guidance \(#1401\)](#) for more details.

Agency Payroll, Human Resources and Accounting staff should contact Jody Dahl at 651-201-8206 or by [email](#) if there are time reporting questions.

PLEASE SHARE THIS INFORMATION WITH APPROPRIATE AGENCY STAFF