



MINNESOTA HISTORICAL SOCIETY  
Minnesota State Archives

## HUMAN SERVICES OFFICE

### An Inventory of Its Records

#### OVERVIEW OF THE RECORDS

<b>Agency:</b>	Minnesota. Office of Human Services.
<b>Series Title:</b>	Records.
<b>Dates:</b>	1975-1977.
<b>Quantity:</b>	0.9 cu. ft. (2 partial boxes).
<b>Location:</b>	See Detailed Description section for box locations.

#### ADMINISTRATIVE HISTORY OF THE OFFICE

The Office of Human Services was officially created under Executive Order No. 114 on July 9, 1975. Monies for the operation of the office were provided in the 1975 Health, Welfare, and Corrections appropriations bill [Laws 1975 c434 s2 subd24]. The office's major charge was to recommend a reorganization plan for the state's human services agencies to the 1977 legislature. The office had a termination date of June 30, 1977.

#### SCOPE AND CONTENTS OF THE RECORDS

The project files detail two office projects: one, a restructuring project to develop a reorganization plan for the state's human services agencies; the other, a project to develop a model for a statewide unified human services personnel structure. The files include work plans, reports, organizational charts, agency critiques, correspondence, meeting notes, presentation papers, and proposals.

The published records and reports include the office's newsletter, reports to the Legislature, the office's final report, and various publications created by or for the office in its study and planning for reorganization.

## INDEX TERMS

*This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.*

### Topics:

Human services—Minnesota—Planning.  
Human services personnel—Minnesota.  
Public welfare—Minnesota.  
Social service—Minnesota—Reorganization.

### Organizations:

Minnesota State Planning Agency. Human Resources Planning Unit.  
Minnesota State Planning Agency. Human Services Act Coordinating Unit.

## ADMINISTRATIVE INFORMATION

### Preferred Citation:

*[Indicate the cited volume and page or item and folder title here].* Minnesota. Office of Human Services. Records. Minnesota Historical Society. State Archives.  
*See the Chicago Manual of Style for additional examples.*

### Accession Information:

Accession number(s): None; 990-32

### Processing Information:

Provenance: The project files were transferred by the State Planning Agency, Human Resources Planning Unit, which worked closely with the office and provided some support services for it.

Catalog ID No.: 1736802

## DETAILED DESCRIPTION OF THE COLLECTION

*Note to Researchers: To request materials, please note both the location and box numbers shown below.*

Location	Box	
114.K.18.7B	1	Project files, 1975-1977. 11 folders. Human Services Restructuring Project papers, 1975-1977. 8 folders. Include work plans, reports, organizational charts, agency critiques, correspondence, meeting notes, presentation papers, and related materials. Background, 1975-1977. 4 folders. Presentations, 1976-1977. 4 folders.

Location	Box	
114.K.18.7B	1	<p>Personnel Project background papers, 1975-1977. 3 folders.            The project concerned the development of a model for a statewide unified human services personnel structure. The files include reports, work plans, proposals, correspondence, and related papers.</p>
102.F.19.9B	2	<p>Published records and reports, 1975-1977. 14 folders and 1 volume.            Newsletter, October 8, 1975 – January 10, 1977. 1 folder.            Numbers 1-6.</p> <p>Report to 1976 Legislature on the Office of Human Services, March 1976. 1 folder.            Photocopy.</p> <p>[Licensing Study 1975-1976]. 1 folder.            Photocopy; no cover.</p> <p>The Regulation of Human Service Programs and Facilities, February 26, 1976. 1 folder.            Photocopy.</p> <p>Human Service Evaluation Project Report and Management Summary, June 1976. 2 items in folder.            By Touche Ross &amp; Co.</p> <p>Human Service Evaluation Project Appendix, June 1976. 1 volume.            Advocacy/Ombudsman Study, October 1976. 1 folder.            Consumer Access Study, November 1976. 1 folder.            Delivery Systems in Local Government: Human Services Act Recommendations, Executive Summary, December 1976. 1 folder.</p> <p>Economic Security and Health and Social Services: A Strategy for Change in State Government, Executive Summary and Appendices, December 1976. 3 folders.</p> <p>A Description of Human Services with Substate Service Areas, March 1977. 1 folder.</p> <p>Human Services Financial Reporting: A Preliminary Chart of Accounts for County Agencies and Development of Uniform Accounting and Reporting Practices, June 1977. 1 folder.            Office of Human Services: Final Report, June 1977. 1 folder.</p>