



## **MN Wage Theft Law – Notice Statement**

This notice is being provided pursuant to Minn. Stat. Sec. 181.032 and is not intended to, and does not, form a contract between Scott County and the employee.

Employers are required to provide notice to employees regarding multiple aspects of their wages, hours, and benefits. This notice outlines those requirements and provides links to where employees can find further information. **Questions regarding items on this notice or questions about anything related to your employment are encouraged and may be brought to Employee Relations. Please contact us by any of the following methods:**

**Physical Address:** Scott County Employee Relations  
200 4<sup>th</sup> Avenue West  
Shakopee, MN 55379

**Phone Number:** 952.496.8103

**Email Address:** [employeerelationspayroll@co.scott.mn.us](mailto:employeerelationspayroll@co.scott.mn.us)  
OR  
[erbenefits@co.scott.mn.us](mailto:erbenefits@co.scott.mn.us)

**Items of notice to Employees.** Please follow the links for current information related to each item or contact our office for assistance:

1. **Employer Name:** Scott County
2. **Salary Ranges and FLSA hourly or salaried designations** (also called exemption statuses):  
[Compensation Index](#)
3. **Allowances related to meals or lodging:**  
[Financial Policy and Procedures](#)
4. **For information regarding time-off provisions and accruals:**
  - a. Non-bargaining employees may refer to:  
[Employee Relations Policy and Procedures](#)
  - b. Bargaining unit employees may refer to their applicable labor contract, found at:  
[Union Information](#)
5. **List of deductions that may be made from the employee's pay:**
  - a. Non-bargaining and bargaining unit employees may refer to:  
[Paycheck Deductions](#)
  - b. Bargaining unit employees may also refer to their applicable labor contract. Labor contracts may be found at: [Union Information](#)
  - c. Additionally, for a full range of benefit options, employees may refer to the Employment Benefits section in the Employee Relations Policy found here  
[Employee Relations Process and Procedures](#)  
Or at the [Employee Benefit Hub](#)  
Employees can access pay system information about themselves at any time by visiting the Employee Self-Service area in Infor. Available information includes their current benefits, job profile, paycheck & withholdings detail, and leave balances. Access can be obtained by copying and pasting:  
<https://sctprd-lsf01.cloud.infor.com:1448/lawson/portal> into a browser
  - d. Federal, State, Social Security, Medicare, and PERA deductions shall be made according to law and tax tables and/or deduction schedules disseminated.
  - e. Other deductions shall be made as remanded to us by legal authority. Examples of such deductions include but are not limited to: Garnishments and child support payments.
  - f. Deductions for Labor Union participation shall also be made as legally authorized.

6. **Pay days:** The County operates on a bi-weekly pay schedule. Scheduled pay days may be found here: [Payroll Calendar](#)  
 A listing of when deductions come out of paychecks can be found here: [Paycheck Deductions](#)
7. **Other:** This document contains important information about your employment. Check the box at left to receive this information in this language.

Spanish / Español	Este documento contiene información importante sobre su acuerdo de empleo. Marque la casilla a la izquierda para recibir esta información en este idioma.
Hmong / Hmoob	Daim ntawv no muaj cov xov tseem ceeb txog koj txoj cog lus ua hauj lwj. Khij lub npauv ntawm sab laug kom tau txais cov xov tseem ceeb no yam siv hom lus no.
Vietnamese / Việt ngữ	Tài liệu này chứa thông tin quan trọng về thỏa thuận việc làm của quý vị. Đánh dấu vào ô bên trái để nhận thông tin này bằng Việt ngữ.
Simp. Chinese / 简体中文	本文件包含与您的雇用协议相关的重要信息。勾选左边的方框将接收以这种语言提供的信息。
Russian / русский	Данный документ содержит важную информацию о вашем трудовом договоре. Отметьте галочкой квадрат слева для получения этой информации на данном языке.
Somali / Soomaali	Dokumentigan waxaa ku qoran macluumaad muhiim ah oo ku saabsan heshiiska shaqadaada. Calaamadi sanduqaan haddii aad rabto inaad macluumaadkan ku hesho luqaddan.
Laotian / ພາສາລາວ	ຂອບເຂດນີ້ມີຂໍ້ມູນທີ່ສໍາຄັນກ່ຽວກັບສັນຍາການຈ້າງງານຂອງທ່ານ. ກວດເບິ່ງກ່ອງທີ່ຢູ່ເບື້ອງຊ້າຍເພື່ອຮັບຂໍ້ມູນນີ້ໃນພາສານີ້.
Korean / 한국어	이 문서에는 귀하의 고용 계약 조건에 대한 중요한 정보가 담겨있습니다. 이 언어로 이 정보를 받기를 원하시면 왼쪽 상자에 체크하여 주세요.
Tagalog / Tagalog	Ang dokumentong ito ay nagtataglay ng mahalagang impormasyon tungkol sa kasaunduan sa iyong pagtatrabaho. Lagyan ng tsek ang kahon sa kaliwa upang matanggap ang impormasyong ito sa wikang ito.
Oromo / Oromoo	Waraqaan kun waayee waliigaltee hojii keetii odeeffannoo barbaachisoo ta’an qabatee jira. Saaxinnii karaa bitaatti argamu kana irratti mallattoo godhi yop afaan Kanaan barreeffama argachuu barbaadde.
Amharic / አማርኛ	ይህ ደብዳቤዎን አቀጣጠሮን በሚመለከት ስለተደረሰው ስምምነት አስፈላጊ መረጃ የያዘ ነው። ይህንን ደብዳቤዎን በስተግራ በኩል ባለው ቋንቋ ተተርጉሞ እንዲሰጥዎት ከፈለጉ በዛው በስተግራ በኩል ባለው ሳፕን ውስጥ ምልክት ያድርጉ።
Karen / ကညီကျိာ်	လိာ်တီလိာ်မိတခါအံလ်ဃုာ်တုာ်ဂုာ်တုာ်ကျိလုအရူဒိုာ်ဘုာ်ဃးနုတုာ်ဖဲတုာ်မအတုာ်အုာ်လီအီလီန့ာ်လီ. တုာ်န့ာ်တုာ်အဖဲလုအအိာ်လုအစ့ာ်လုတုာ်ကဒီးန့ာ်တုာ်ဂုာ်တုာ်ကျိလုကျိာ်တခါအံအဂီၢ်န့ာ်တက့ာ်.