



## Office Memorandum

**Date:** December 27, 2013  
**To:** Agency Payroll, HR and Accounting Staff  
**From:** Mary Muellner, Director  
Statewide Payroll Services  
**Subject:** Meal Reimbursement Rate Increases 2014

For agencies with employees in the **AFSCME Council 5, AFSCME Unit 8, AFSCME Unit 25, MAPE, MMA, Commissioner's Plan, Commissioner's Plan Medical Specialists' Addendum, and Managerial Plan** bargaining units and compensation plans, meal reimbursement rates will increase effective January 1, 2014.

For agencies with employees in the **SRSEA, MNA** and **MGEC** bargaining units, meal reimbursement rate increases will apply effective January 1, 2014, due to an MOU (Memo of Understanding).

Meal reimbursement rates remain the same for **MLEA** at this time. Continue to review the 2011-2013 **MLEA** contract for employee meal reimbursement information until the new contract is settled.

Agencies should take appropriate action to assure that employees are compensated accordingly.

Meal reimbursement rates effective January 1, 2014, for employees indicated above are:

Standard Maximum Rate

Breakfast: \$9.00  
Lunch: \$11.00  
Dinner: \$16.00

Designated Metropolitan Area Maximum Rate\*

Breakfast: \$11.00  
Lunch: \$13.00  
Dinner: \$20.00

\*See contract for metropolitan areas included

Be sure to review contracts for employee meal reimbursement eligibility conditions.

Agency Payroll, HR or Accounting staff should contact Erin Gregory in Statewide Payroll Services at [erin.gregory@state.mn.us](mailto:erin.gregory@state.mn.us) or 651-201-8077 if there are questions.

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