

**State of Michigan
CIVIL SERVICE COMMISSION
Public Meeting
March 14, 2012**

Present: Thomas M. Wardrop, Chair
James Barrett, Commissioner
Charles Blockett, Jr., Commissioner
Robert W. Swanson, Commissioner
Jeremy Stephens, State Personnel Director

1. CALL TO ORDER

The meeting of the Civil Service Commission was opened by Chair Thomas Wardrop at 10:06 a.m. in Conference Room A, Lower Level, Capitol Commons Center, 400 S. Pine Street, Lansing, Michigan.

a. Approval of Minutes

Chair Wardrop requested a motion to approve the minutes of the December 15, 2011 meeting. On motion duly made and supported, the Commission approved the minutes of the December 15, 2011, meeting.

b. Tribute

Chair Wardrop requested a motion to approve a Tribute to former Commissioner Andrew Abood. On motion duly made and supported, the Tribute was adopted.

2. AMENDMENTS TO AGENDA

There were no amendments to the agenda.

3. INFORMATIONAL REPORTS

State Personnel Director's Report

The Commission received the following report from Jeremy Stephens, State Personnel Director:

Unclassified Position Report

- On December 19, 2011 a request was received from the Department of Military & Veterans Affairs to establish an unclassified position to serve as the Executive Director of Public Safety. The request was approved on January 13, 2012.
- On December 27, 2011, a request was received from the Department of Attorney General to establish an unclassified position to serve as the Solicitor General.

Concurrently, the Director of Constituent Relations for SE Michigan and the Constituent Relations Representative positions are abolished. The request was approved on January 4, 2012.

Regulations

Civil Service Commission Rules require that the State Personnel Director report to the Commission on the promulgation of regulations, which are issued to further implement Commission Rules.

Regulation 5.18, Complaints About Benefits

Director Stephens indicated the following changes:

1. Updated references to new insurance plan offerings and newly selected third-party administrators.
2. Added new definitions.
3. Streamlined the appeal process for complaints over benefit decisions made by Civil Service staff.
4. Clarified the plans over which the Employee Benefits Division may hear HIPAA privacy complaints.

4. UNFINISHED BUSINESS

There was no unfinished business.

5. NEW BUSINESS

Rules

General Counsel John Gnodtke presented the following proposed Rule amendments:

- **Amendments to Rule 6-6.3, Insurance Examiners Working Out of State**

Mr. Gnodtke stated that this amendment updates references to the Department of Labor and Economic Growth, which is now the Department of Licensing and Regulatory Affairs. Chair Wardrop requested a motion to approve the proposed amendment to Rule 6-6.3. On motion duly made and supported, the motion was unanimously approved.

- **Amendment to Rule 6-16, Payroll Deduction for Contributions to Separate Segregated Funds**

Mr. Gnodtke stated that this rule was never implemented and is being rescinded due to recently concluded litigation. Chair Wardrop requested a motion to approve the proposed amendment to Rule 6-16. On motion duly made and supported, the motion was unanimously approved.

6. PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further items for Commission approval or public comments to be heard, Chair Wardrop adjourned the meeting at 10:11 a.m.

NOTE:

Copies of any written statements, reports, or staff proposals which were presented to the Commission may be obtained by contacting the Civil Service Commission, Executive Office, Capitol Commons Center, 400 S. Pine Street, P.O. Box 30002, Lansing, Michigan, 48909, or by telephone at 517-373-3020.

I, Jeremy Stephens, State Personnel Director, hereby certify that the foregoing are the Minutes of the Civil Service Commission meeting of March 14, 2012.



Jeremy S. Stephens
State Personnel Director