



STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF HUMAN SERVICES
LANSING

MAURA D. CORRIGAN
DIRECTOR

December 23, 2013

The Honorable Bruce Caswell, Chair
Senate Appropriations Subcommittee on DHS
Michigan State Senate
Lansing, MI 48933

The Honorable Peter MacGregor, Chair
House Appropriations Subcommittee on DHS
Michigan House of Representatives
Lansing, MI 48933

Dear Senator Caswell and Representative MacGregor:

Section 214 of 2013 Public Act 59 requires the Department of Human Services (DHS) to report the number of full-time equated (FTE) positions in pay status by type of staff on a bimonthly basis. Attached is the report for the first reporting period reflecting data for the pay period ending November 27, 2013.

The report contains two sections: 1) program offices and central administration; and 2) local office staff. The first section provides an FTE count by organizational unit. The FTE count for local office staff, however, is grouped by worker category.

If you have any questions about the attached material, please contact Amanda Bright McClanahan, director of the Budget and Grants Management Division, at (517) 373-7904.

Sincerely,

Susan Kangas
Chief Financial Officer

Attachments

Cc: Senate and House Fiscal Agencies
Senate and House Policy Office
State Budget Director

Department of Human Services FTE (Full Time Equated) Report
Pay Period Ending 11/27/13

PROGRAM OFFICES AND CENTRAL ADMINISTRATION	Number of FTE's	Limited-Term FTE's
<i>Director/Chief Deputy Director</i>	8.2	1.8
<i>Office of Communications</i>	5.0	1.0
<i>Legislative Services</i>	5.0	1.0
<i>Office of Family Advocacy</i>	3.0	2.0
<i>Interagency Collaboration</i>	4.0	0.0
<i>Children's Legal Services</i>	9.0	3.0
<i>Policy and Field Legal Services</i>	10.0	1.0
<i>Office of Family Program Policy Services</i>	25.0	1.0
<i>Diversity Programs</i>	3.0	0.0
<i>Children's Services</i>	15.7	5.7
Bureau of Child Welfare	83.9	5.1
Child Welfare Urban Field Operations		
CW UFO Administration	79.5	1.0
CPS Centralized Intake	147.1	35.2
Child Welfare Program & Adoption Subsidy Division	29.0	8.0
Office of Adult Services	9.0	0.0
Bureau of CW Funding, Contracting & Juvenile Programs	180.1	16.5
Continuous Quality Improvement Division	24.0	0.0
<i>Bureau of Children & Adult Licensing</i>	210.5	0.0
<i>Data Management Unit</i>	11.0	0.0
<i>Technology & Information Management</i>		
OTIM: Director/Tech. Finance & Proj. Mgmt/Security	12.0	0.0
OTIM: Technology Coordination & Support	17.1	1.0
OTIM: Bridges	21.0	0.0
OTIM: Child Welfare Data Management Unit	6.0	0.0
<i>SACWIS Project</i>	138.7	17.0
<i>Organizational Services</i>		
Organizational Services Administration	5.0	0.0
Occupancy Services	5.0	0.0
Emergency Management	3.0	0.0
On-boarding	5.0	0.0
BSC Human Resources	6.0	0.0
Trades Unit	9.1	1.1
Forms and Mail Management	5.7	0.0
<i>Office of Workforce Development & Training</i>	55.6	0.0
<i>Financial Services</i>		
Chief Administrative Officer	4.0	3.0
Budget Division	9.0	0.0
Accounting	58.6	0.0
Grants Management	5.0	0.0
Staffing Standards & Allocations	2.0	1.0
Office of Contracts and Purchasing	23.0	0.0
<i>Fraud and Recoupment</i>		
Fraud and Recoupment Administration	3.4	3.0
Office of Inspector General	123.0	0.0
Recoupment and Debt Collection	9.0	0.0
<i>Bureau of Child Support</i>	177.8	0.0
<i>Office of Quality Assurance</i>	33.9	0.0
<i>Office of Monitoring & Internal Controls</i>	6.6	0.0
<i>Community Services Division</i>		
Bureau of Community Action	11.0	0.0
Michigan Community Service Commission	12.0	1.0
Domestic Violence	15.7	2.0
<i>Field Services</i>		
FOA Director's Office	7.1	4.0
Refugee Services	8.0	0.0
Migrant & Native America Affairs	3.0	0.0
Disability Determination	484.1	1.0
Contact Center	17.4	0.0
	2,164.8	116.4

Department of Human Services FTE (Full Time Equated) Report
Pay Period Ending 11/27/13

LOCAL OFFICE STAFF	Number of FTE's	Limited-Term FTE's
<i>Family Independence Specialists</i>		
Family Independence Specialists	444.6	1.0
NON-LRA FRC's	10.0	0.0
<i>Eligibility Specialists</i>		
Eligibility Specialists	2,957.2	158.5
Recoupment Specialists	46.0	1.0
<i>JET Coordinators</i>		
JET Coordinators	43.0	0.0
<i>Adult Service Workers</i>		
Adult Service Workers	410.1	7.0
<i>Juvenile Justice Workers</i>		
Juvenile Justice Workers	27.4	0.0
<i>Family & Children Services Workers</i>		
Child Protective Services Workers	1,300.2	19.0
Direct Care Workers	890.1	19.0
Title IV-E Workers	73.5	1.0
Permanency Planning Conference Coordinators	59.1	1.0
Health Liaisons	22.0	0.0
Education Planners	13.5	0.0
<i>Other Children's Services Workers</i>		
Preventive Services Workers	6.0	1.0
<i>Other Workers</i>		
Community Resource Coordinators	52.1	1.0
Indian Outreach Workers	9.0	0.0
Donated Funds Positions	133.0	72.0
Child Protection/Community Partners	6.0	5.0
Strong Families/Safe Children	0.0	0.0
SSI Advocacy	6.5	0.0
Migrant Services Program	33.1	0.0
Healthy Kids/Plan First	0.0	0.0
MICAP	0.0	0.0
<i>Administrative Support Position</i>		
Administrative Support Workers	1,134.9	57.0
<i>CW First Line Supervisors</i>		
CW First Line Supervisors	529.3	3.0
<i>Non-CW First Line Supervisors</i>		
Non-CW First Line Supervisors	475.9	4.0
<i>Second Line Supervisors</i>		
CW Second Line/PT	64.6	3.0
Non-CW Second Line/PT	137.6	2.0
<i>Michigan Rehabilitation Services</i>		
Michigan Rehabilitation Services	456.9	1.0
<i>Field Management & Administration</i>		
County Directors/District Mgrs & Related Admin.		
WC-Central Administration	7.0	0.0
County Directors	42.0	0.0
County District Managers	29.0	0.0
Public Assistance	23.0	2.0
Local Office Related Admin.	5.0	0.0
	9,447.6	358.5
 Department of Human Services Total FTE	 11,612.4	 474.9



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Chief Financial Officer
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STATE OF MICHIGAN
**Department of
Human
Services**

Memo

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To: Executive Staff

Date: December 23, 2013

From: Susan Kangas
Chief Financial Officer

A handwritten signature in cursive script that reads "Susan Kangas".

Subject: My Absence

I will be out of the office Thursday, Friday and Monday, December 26, 27 and 30, 2013.
I will return to the office Thursday, January 2, 2014.

In my absence, Amanda Bright McClanahan will serve as acting Chief Financial Officer and will have my signature authority.

c: FS Managers
Suzanne Kyes