




STATE OF MICHIGAN  
EXECUTIVE OFFICE  
LANSING

RICK SNYDER  
GOVERNOR

BRIAN CALLEY  
LT. GOVERNOR

**EXECUTIVE DIRECTIVE**  
**No. 2014 - 1**

**DATE:** October 27, 2014  
**TO:** All Executive Branch Departments and Agencies  
**FROM:** Governor Rick Snyder   
**RE:** Employment Opportunities for Individuals with Disabilities

In February of 2013, I established the Mental Health and Wellness Commission, which has spent the past year working to identify gaps in our current mental health system and provide recommendations to address those gaps. With Lt. Governor Calley serving as the Chair, the Commission publicly issued its report on January 21, 2014. The Commission is now working towards the implementation of recommendations that include the need to focus on employment options for those with disabilities.

The Commission report urges adoption of a statewide employment policy that honors the choices and goals of an individual and would include a variety of appropriate options to achieve those goals. It is recommended that the State of Michigan be a leader in adopting the employment practices within state government.

It is important that the State of Michigan provide a welcoming environment to those with disabilities and encourage their employment in state government in a competitive integrated setting. While many individuals desire that their disability be kept confidential, raising awareness and providing adequate training to all state employees can help bridge the gap to ensure every employee is treated with dignity and respect at all times.

The State Equal Opportunity and Diversity Council (SEODC) acts in an advisory capacity to the Governor, the Civil Rights Commission and the Civil Service Commission on equal employment opportunity matters.

Section 1, Article 5 of the Michigan Constitution vests the executive power of the state of Michigan in the Governor. Section 8, Article 5 of the Michigan Constitution places each principal department under the supervision of the Governor. Pursuant to these provisions of the Michigan Constitution, I direct the following:

In coordination with the Department of Civil Rights, the Civil Rights Commission and the Civil Service Commission, the SEODC shall recommend a program for attracting and retaining individuals with mental illness, intellectual or developmental disabilities and physical disabilities that includes competitive integrated employment opportunities. The program shall require the participation and engagement of all Executive Branch departments and agencies.

The program shall include, but not be limited to:

- Working with the Civil Service Commission and Executive Branch Departments and Agencies to provide clear objectives and opportunities for individuals with disabilities who seek a position in state government in an integrated setting. Within 12 months of this directive, the SEODC shall issue a report to the Executive Office and all State Departments and Agencies outlining the objectives and opportunities.
- Reviewing current training programs for all state employees to ensure they cover disability etiquette and best practices. The review shall be completed by March 1, 2015, and recommendations shall be provided to the Civil Service Commission and state personnel director for consideration by April 1, 2015. It is my goal that all state employees will be adequately trained in disability etiquette by July 1, 2016.
- Recommending to the Executive Office and all State Departments and Agencies a goal of hiring self-identified individuals with disabilities within state government. The evaluation and recommendation shall be provided no later than April 1, 2015. An annual report shall be provided at the end of each fiscal year that compares previous years' progress and recommendations to increase hiring opportunities for persons with disabilities in the following year. The ultimate goal is to increase the overall integrated employment of those with disabilities while maintaining the confidentiality of the employees' personal information.
- Working with the Department of Civil Rights and legislative partners to establish a funding mechanism and policy that allows for employee etiquette training and job accommodations to be made for those with a disability.
- Enhancing current internship programs to ensure they are accessible to youth with disabilities.
- Working with all branches of government and the private sector to learn about best practices related to hiring individuals with disabilities so they can be implemented in state government where appropriate.
- Collecting and evaluating appropriate data to be used to measure progress in hiring persons with disabilities. The evaluation of such data shall be provided in an annual report to the Executive Branch and each State Department and Agency at the end of each fiscal year.
- Working with the Department of Technology, Management, and Budget (DTMB) to develop a long term strategy and plan for all documents, websites, and other printed materials to comply with Americans with

Disabilities Act (ADA) and Americans with Disabilities Act Accessibility Guidelines (ADAAG). This should include both internal and external information.

Each state department and agency ADA Coordinator and Human Resources (HR) Director will be responsible for overseeing the department/agency employment strategy to attract, engage, and advance people with disabilities. The ADA Coordinator and HR Director will be responsible for providing an annual report to the director of their respective department/agency and the director of the MDCR that addresses the progress, gaps, and next steps of the employment program. The report shall include the number of current self-identified individuals working within their respective department and measures to increase this number on an annual basis. The report shall be submitted at the end of each fiscal year and published on the pertinent department's website.

My Administration is committed to eliminating barriers for those with disabilities who wish to enter the workforce. I expect all state departments and agencies will work together with MDCR and the SEODC to ensure that the disability employment program is successful. Individuals with disabilities have much to offer our great state and should be provided the same opportunities for employment as other individuals.