



STATE OF MICHIGAN
 DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
 LANSING

GRETCHEN WHITMER
 GOVERNOR

SUSAN CORBIN
 DIRECTOR

Memorandum

DATE: October 31, 2022

TO: Case Parties and Representatives, Attorneys and Constituents

FROM: Sidney McBride, Director, Bureau of Employment Relations

SUBJECT: Recent Updates re: MERC Staffing and Case Processing

Effective Immediately

This communication is a follow-up to my memorandum of May 10, 2022. Please note the following information items as to the agency’s processes as we all continue to minimize the coronavirus exposure in our workplaces, homes, and communities. Also note we’ve added a virtual option to connect to each monthly Commission meeting.

1. **MERC Office Access:**
 All “in person” visits or meetings in the MERC offices in Lansing and Detroit continue to be suspended, except by appointment and only for those limited services that require “in person’ direct access. Contact staff directly, or at (313) 456-3510 or berinfo@michigan.gov. Video conferencing functionality using MS Teams is available to interact with MERC staff as an “in-person alternative”. (Also refer to items #2, #3, #4 and #5 below.)

2. **Case Initiations and Case Filings:**
 Submit electronically using MERC e-File or by email to one of the designated email addresses listed below in #6. You must include an email address for the filing party’s representative. If available, include an email address for the other party’s representative. Filings submitted by mail or fax will be accepted; however, processing will be delayed due to the limited staff assigned to office during this emergency period. Once filings are submitted using any method, regularly monitor the MERC e-File system for confirmation of the completed processing of your filed materials.

3. **General Case Information:**
 Case details can be viewed using the MERC e-File system accessible from the agency’s homepage at www.michigan.gov/merc. Instructions on using MERC e-File is available on the webpage. Case specific questions not available by viewing MERC e-File, use the appropriate designated email address listed in #6 below.

MICHIGAN EMPLOYMENT RELATIONS COMMISSION

Cadillac Place (Detroit Office) 3026 W. Grand Blvd., Ste. 2-750 P.O. Box 02988 Detroit, Michigan 48202-2988 (313) 456-3510-phone (313) 456-3511-fax	Mason Building (Lansing Office) 503 W. Allegan, Garden Level P.O. Box 30015 Lansing, Michigan 48909 (517) 373-3580-phone (517) 335-9181-fax
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www.michigan.gov/merc

4. **Case Hearings and Mediation:**

MERC case hearings and mediation sessions continue to use videoconferencing methods such as ZOOM, Microsoft Teams and others similar programs.

Several MERC Labor Mediators, Panel Members and MOAHR ALJs have successfully reached case dispositions using remote sessions. Feel free to reach out to the assigned MERC mediator, 312 Arbitrator or Fact Finder, as well as the assigned MOAHR Administrative Law Judge for more details. As restrictions are lifted and participants are able to assemble safely, in-person sessions will resume at least on a limited basis.

5. **MERC Monthly Commission Meetings:**

The agenda for each regular monthly meeting of the Commission is posted at least 72 hours prior to each meeting date under the "MERC Meeting Dates" section of the agency's webpage located at www.michigan.gov/merc. The monthly meetings are generally held on the second Tuesdays at 10:00am in Cadillac Place in Detroit. Please check the posted agenda closer to each meeting date for specific room location or any changes. For your added convenience, virtual connection information is available at the top of each posted agenda.

6. **Case Filing Email Addresses:**

- a. ULP: merc-ulps@michigan.gov
- b. Elections: merc-elections@michigan.gov
- c. Mediation (contract and grievance): merc-mediation@michigan.gov
- d. Grievance Arb Appointments: merc-grievancearb@michigan.gov
- e. General Information: berinfo@michigan.gov
- f. Act 312 and Fact-finding: mercpanel@michigan.gov
- g. ***Cases pending before the ALJ, send filings to their office: willisj2@michigan.gov***

7. **Training Programs:**

MERC staff offers various training opportunities using a virtual platform (e.g., Zoom and Microsoft Teams). Send your training requests to berinfo@michigan.gov. Training modules include MRC Basics, Beyond the Basics, Grievance Processing & Contract Administration, Interest Based Bargaining (IBB) and Interest Based Problem Solving (IBPS). Tutorials on the use of the MERC e-File system are also available and likely beneficial to those users that regularly file or respond to cases within the agency. Please email berinfo@michigan.gov for more information or to arrange a virtual training session. Sessions are offered to representatives of the Employer and Union, and may be conducted jointly or separately.

Thank you for your understanding and patience,



Sidney McBride, Director
Bureau of Employment Relations

cc: MERC Commissioners