



STATE OF MICHIGAN

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

SUSAN CORBIN  
DIRECTOR

## Memorandum

**DATE:** May 10, 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 due to COVID-19

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### Effective Immediately

This communication is a follow-up to my memorandum of February 25, 2022. Please note the following information items as to the agency's processes as we continue to minimize the transmission of the coronavirus in our workplaces, homes, and communities--

1. **MERC Office Access:**

As you were aware, most state employees returned to the state office locations on a rotating hybrid schedule as of Monday, May 2, 2022. This is true for the MERC staff that was regularly reporting to either Cadillac Place or the Mason Building locations prior to the 2020 pandemic shutdowns. However, "in person" visits to the MERC offices in Lansing and Detroit continue to be reserved to prior arrangements due to business activities that absolutely require in person service. No in-person hearings, meetings or conferences are being held at either MERC location at this time. For general information, feel free to contact us by phone or email--- (313) 456-3510 or [berinfo@michigan.gov](mailto:berinfo@michigan.gov). Note that video conferencing functionality is available to interact with 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](http://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

**MICHIGAN EMPLOYMENT RELATIONS COMMISSION**

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

below.

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 regular monthly meetings of the Commission will be 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](http://www.michigan.gov/merc). The monthly meetings for calendar year 2022 are currently scheduled for the second Tuesdays at 10:00am on the main level in Room L-150 at Cadillac Place in Detroit. Please check the website closer to each meeting date for specific details or changes.

6. **Case Filing Email Addresses:**

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

7. **Virtual Training Programs:**

MERC staff offers various training opportunities using remote tools such as Zoom and Microsoft Teams. Send your training requests to any of the email addresses identified under item #6 above. Tutorials in the use of the MERC e-File system are also available and would be beneficial to those users that regularly files or responds to cases with the agency. Please email [berinfo@michigan.gov](mailto:berinfo@michigan.gov) for more information or to arrange a virtual training session comprised of employer, union, or joint representatives.

Thank you for your understanding and patience during these unparalleled times.



Sidney McBride, Director  
Bureau of Employment Relations

cc: MERC Commissioners