



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC DEVELOPMENT
LANSING

SUSAN CORBIN
DIRECTOR

MEMORANDUM

DATE: January 18, 2024

TO: The Honorable Sarah Anthony, Chair
Senate Appropriations Committee

The Honorable Angela Witwer, Chair
House Appropriations Committee

FROM: Susan Corbin, Director
Department of Labor and Economic Opportunity

SUBJECT: PA 119 of 2023, Sec. 216 - FTE Reports FY24 Q1

Pursuant to Public Act 119 of 2023, Section 216 please find attached the required FTE reports from the Department of Labor and Economic Opportunity (LEO).

Should you have any questions regarding these reports or need additional information please contact Jayshona Hicks, LEO Director of Legislative Affairs, at (248) 200-9134 or HicksJ15@michigan.gov.

cc: Senate Appropriations Committee
House Appropriations Committee
Jen Flood, State Budget Director
Corey Ackerman, State Budget Office
Kathryn Summers, Senate Fiscal Agency
Mary Ann Cleary, House Fiscal Agency

FTEs by Classification and Job Type
LEO - LABOR & ECON OPPORTUN Pay Period End Date 12/23/2023

| | |
|-------------------------------------|----------------|
| OFFICE AND CLERICAL | 196.8 |
| OFFICIALS AND ADMINISTRATORS | 126.8 |
| PARAPROFESSIONALS | 541.5 |
| PROFESSIONALS | 1,063.7 |
| PROTECTIVE SERVICE WORKERS | 5.1 |
| SERVICE MAINTENANCE | 17.9 |
| SKILLED CRAFT WORKERS | 15.0 |
| TECHNICIANS | 12.9 |
| Total | 1,979.7 |

| Job Cd Desc | Job Category Cd Desc | FTE |
|-------------------------------|-----------------------------|------------|
| ACCOUNTANT | PROFESSIONALS | 5.0 |
| ACCOUNT EXAMINER | PARAPROFESSIONALS | 9.0 |
| ACCOUNTING ASSISTANT | OFFICE AND CLERICAL | 1.0 |
| ACCOUNTING SPECIALIST | PROFESSIONALS | 6.0 |
| ACCOUNTING TECHNICIAN | PARAPROFESSIONALS | 15.0 |
| ADMINISTRATIVE LAW EXAMINER | PROFESSIONALS | 1.0 |
| ADMINISTRATIVE LAW SPECIALIST | PROFESSIONALS | 8.9 |
| ADMINISTRATIVE LAW SPL MGR | PROFESSIONALS | 1.0 |
| ADMINISTRATIVE TCH SPV | PARAPROFESSIONALS | 1.0 |
| AUDITING SPECIALIST | PROFESSIONALS | 3.0 |
| AUDITOR | PROFESSIONALS | 2.0 |
| AUDITOR MANAGER | PROFESSIONALS | 1.0 |
| BLIND REHABILITATION INS | PROFESSIONALS | 27.9 |
| BUYER | PROFESSIONALS | 1.0 |
| BUYER SPECIALIST | PROFESSIONALS | 1.0 |
| CALCULATIONS ASSISTANT | OFFICE AND CLERICAL | 1.0 |
| CLAIMS EXAMINER | PROFESSIONALS | 6.0 |
| COMMUNICATIONS REPRESENTATIVE | PROFESSIONALS | 4.0 |
| COMMUNICATIONS SPECIALIST | PROFESSIONALS | 5.0 |
| COOK | SERVICE MAINTENANCE | 3.0 |
| DATA CODING OPERATOR | OFFICE AND CLERICAL | 10.0 |
| DEPARTMENTAL ANALYST | PROFESSIONALS | 141.0 |

| Job Cd Desc | Job Category Cd Desc | FTE |
|---------------------------------|------------------------------|------|
| DEPARTMENTAL MANAGER | PROFESSIONALS | 40.0 |
| DEPARTMENTAL SPECIALIST | PROFESSIONALS | 67.5 |
| DEPARTMENTAL SUPERVISOR | PARAPROFESSIONALS | 6.0 |
| DEPARTMENTAL TECHNICIAN | PARAPROFESSIONALS | 36.3 |
| DIVISION ADMINISTRATOR | OFFICIALS AND ADMINISTRATORS | 25.0 |
| DOMESTIC SERVICES AIDE | SERVICE MAINTENANCE | 9.9 |
| ECONOMIC ANALYST | PROFESSIONALS | 1.0 |
| ECONOMIC COMMUNITY DEV SPL | PROFESSIONALS | 1.0 |
| ELECTRICIAN LICENSED | SKILLED CRAFT WORKERS | 1.0 |
| EMPLOYMENT AND EDUCATION COUNSE | PROFESSIONALS | 10.0 |
| EMPLOYMENT SERVICE INTERVIEWER | PARAPROFESSIONALS | 23.0 |
| EMPLOYMENT SERVICE MANAGER | PROFESSIONALS | 6.0 |
| EMPLOYMENT SERVICES ANALYST | PROFESSIONALS | 6.8 |
| EQUIPMENT TECHNICIAN | TECHNICIANS | 2.0 |
| EXECUTIVE SECRETARY | OFFICE AND CLERICAL | 21.9 |
| FINANCIAL ANALYST | PROFESSIONALS | 11.0 |
| FINANCIAL SPECIALIST | PROFESSIONALS | 7.1 |
| FIRE SAFETY OFFICER | PROTECTIVE SERVICE WORKERS | 5.1 |
| GENERAL OFFICE ASSISTANT | OFFICE AND CLERICAL | 88.0 |
| GRAPHIC ARTS DESIGNER | TECHNICIANS | 4.0 |
| HIGHER EDUCATION CONSULTANT | PROFESSIONALS | 5.0 |
| HUMAN RESOURCES DEVELOPER | PROFESSIONALS | 8.0 |
| INDUSTRIAL HYGIENE SPECIALIST | PROFESSIONALS | 4.0 |
| INDUSTRIAL HYGIENIST | PROFESSIONALS | 36.0 |
| INDUSTRIAL HYGIENIST MANAGER | PROFESSIONALS | 5.9 |
| LABORATORY SCIENTIST | PROFESSIONALS | 3.0 |
| LABORATORY SCIENTIST MANAGER | PROFESSIONALS | 1.0 |
| LABORATORY SCIENTIST SPL | PROFESSIONALS | 1.0 |
| LABOR MEDIATOR | PROFESSIONALS | 6.0 |
| LEGAL SECRETARY | OFFICE AND CLERICAL | 12.0 |
| LIABILITY EXAMINER | PARAPROFESSIONALS | 6.0 |
| LIBRARIAN | PROFESSIONALS | 6.0 |
| LIBRARY ASSISTANT | OFFICE AND CLERICAL | 1.0 |
| LIBRARY TECHNICIAN | PARAPROFESSIONALS | 2.0 |
| MAINTENANCE MECHANIC | SKILLED CRAFT WORKERS | 5.0 |
| MEDIA PRODUCTION SPECIALIST | PROFESSIONALS | 2.0 |

| Job Cd Desc | Job Category Cd Desc | FTE |
|-----------------------------------|------------------------------|-------|
| MIGRANT SERVICES WORKER | PARAPROFESSIONALS | 9.0 |
| OCCUPATIONAL SAFETY ADVISOR | PROFESSIONALS | 15.9 |
| OFFICE DIRECTOR | OFFICIALS AND ADMINISTRATORS | 13.0 |
| OFFICE SUPERVISOR | OFFICE AND CLERICAL | 2.0 |
| PHYSICIST | PROFESSIONALS | 12.1 |
| PHYSICIST MANAGER | PROFESSIONALS | 2.0 |
| PHYSICIST SPECIALIST | PROFESSIONALS | 3.0 |
| PROMOTIONAL AGENT | PROFESSIONALS | 5.0 |
| REGISTERED NURSE | PROFESSIONALS | 5.0 |
| REGULATION AGENT | PROFESSIONALS | 39.1 |
| REGULATION MANAGER | PROFESSIONALS | 4.0 |
| REGULATION OFFICER | PROFESSIONALS | 21.0 |
| REGULATION SPECIALIST | PROFESSIONALS | 1.0 |
| REHABILITATION CONSULTANT | PROFESSIONALS | 26.0 |
| REHABILITATION CONSULTANT MANAGE | PROFESSIONALS | 2.0 |
| REHABILITATION COUNSELOR | PROFESSIONALS | 255.4 |
| REHABILITATION SERVICES COORDINAT | PROFESSIONALS | 17.0 |
| REPRODUCTION MACHINE OPERATOR | SKILLED CRAFT WORKERS | 8.0 |
| REPRODUCTION MACHINES SPV | SKILLED CRAFT WORKERS | 1.0 |
| RESIDENT CARE AIDE | PARAPROFESSIONALS | 1.0 |
| RIGHTS REPRESENTATIVE | PROFESSIONALS | 3.0 |
| RIGHTS REPRESENTATIVE MANAGER | PROFESSIONALS | 1.0 |
| SECRETARY | OFFICE AND CLERICAL | 48.9 |
| SECRETARY SUPERVISOR | OFFICE AND CLERICAL | 1.0 |
| SENIOR EXECUTIVE MAN AST | OFFICE AND CLERICAL | 7.0 |
| SENIOR EXECUTIVE SERVICE | OFFICIALS AND ADMINISTRATORS | 9.8 |
| STATE ADMINISTRATIVE MANAGER | OFFICIALS AND ADMINISTRATORS | 63.0 |
| STATE ASSISTANT ADMINISTRATOR | OFFICIALS AND ADMINISTRATORS | 9.0 |
| STATE BUREAU ADMINISTRATOR | OFFICIALS AND ADMINISTRATORS | 7.0 |
| STOREKEEPER | SERVICE MAINTENANCE | 5.0 |
| STUDENT ASSISTANT | TECHNICIANS | 6.9 |
| TEACHER AIDE | PARAPROFESSIONALS | 1.0 |
| TRADES INSTRUCTOR | PROFESSIONALS | 19.8 |
| UNEMPLOYMENT CLAIMS MANAGER | PROFESSIONALS | 28.8 |
| UNEMPLOYMENT INSURANCE ANALYST | PROFESSIONALS | 70.4 |
| UNEMPLOYMNT INSURANCE EXAMINER | PARAPROFESSIONALS | 424.2 |

| Job Cd Desc | Job Category Cd Desc | FTE |
|-----------------------------------|----------------------|---------------|
| VOCATIONAL REHABILITATION MANAGER | PROFESSIONALS | 49.0 |
| WORD PROCESSING ASSISTANT | OFFICE AND CLERICAL | 3.0 |
| WORKPLACE SAFETY REPRESENTATIVE | PROFESSIONALS | 41.1 |
| YOUTH SPECIALIST | PARAPROFESSIONALS | 8.0 |
| | | 1979.7 |

Report ID: BUD-BPFTE-0064

SIGMA

Run Date: 01/18/2024

Department Boilerplate FTE

Run Time: 11:52:14 AM

Labor and Economic Opportunity

Fiscal Year 2024 Quarterly FTE Comparison

Pay Period End Date - 12/23/2023

| Appropriation Category | Appropriation Name | Authorized FTEs | Actual FTEs | Rationale for FTE Difference |
|---|--|-----------------|-------------|--|
| DEPARTMENTAL ADMINISTRATION AND SUPPORT | Unclassified salaries | 34.5 | 28.5 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| DEPARTMENTAL ADMINISTRATION AND SUPPORT | Executive direction and operations | 66.0 | 71.2 | 13.1 limited term positions included in FTE count |
| WORKFORCE DEVELOPMENT | Michigan reconnect grant program | 12.0 | 17.0 | 14 limited term positions included in FTE count |
| WORKFORCE DEVELOPMENT | MISTEM advisory council | 3.0 | 1.0 | Interview for vacancies and will be filled by end of next quarter. |
| WORKFORCE DEVELOPMENT | Workforce development | 219.0 | 169.6 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| REHABILITATION SERVICES | Bureau of services for blind persons | 116.0 | 107.4 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| REHABILITATION SERVICES | Michigan rehabilitation services | 555.0 | 512.6 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| EMPLOYMENT SERVICES | Bureau of employment relations | 22.0 | 16.5 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| EMPLOYMENT SERVICES | Insurance funds administration | 23.0 | 13.7 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| EMPLOYMENT SERVICES | Michigan occupational safety and health administration | 217.0 | 184.3 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| EMPLOYMENT SERVICES | Office of global Michigan | 15.0 | 17.0 | 6 limited term positions included in FTE count. |
| EMPLOYMENT SERVICES | Private and occupational distance learning | 3.0 | 3.8 | The manager's time causing increase of FTE count. Manager coded under Workforce Development. |
| EMPLOYMENT SERVICES | Radiation safety section | 21.4 | 20.7 | Not applicable |
| EMPLOYMENT SERVICES | Wage and hour program | 33.0 | 26.0 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| EMPLOYMENT SERVICES | Workers' compensation board of magistrates | 10.0 | 9.0 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| EMPLOYMENT SERVICES | Workers' disability compensation agency | 56.0 | 47.4 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| EMPLOYMENT SERVICES | Workers' disability compensation appeals commission | 4.0 | 1.0 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| UNEMPLOYMENT | Unemployment insurance agency | 736.0 | 711.3 | Includes 90.5 limited term positions in FTE count. |
| UNEMPLOYMENT | Unemployment insurance appeals commission | 8.0 | 16.4 | Includes 4 limited term positions in FTE count and 6 staff are borrowed from UI. |
| COMMISSIONS | Asian Pacific American affairs commission | 1.0 | 1.0 | Not applicable |
| COMMISSIONS | Commission on Middle Eastern American affairs | 1.0 | 0.0 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| COMMISSIONS | Hispanic/Latino commission of Michigan | 1.0 | 1.0 | Not applicable |
| COMMISSIONS | Michigan community service commission | 14.0 | 8.0 | Filling vacancies as budget allows based upon priorities and meeting program objectives. |
| COMMISSIONS | Michigan women's commission | 2.0 | 1.9 | Not applicable |

| | | | | |
|-------------------------|---|----------------|----------------|--|
| EMPLOYMENT SERVICES | First responder presumed coverage claims | 0.0 | 2.5 | Borrowing 2.5 FTEs from Workers Compensation |
| REHABILITATION SERVICES | Centers for independent living | 0.0 | .0 | Not applicable |
| UNEMPLOYMENT | Unemployment insurance agency - advocacy assistance | 0.0 | 2.6 | Borrowing 2.6 FTEs from Unemployment Insurance Agency |
| ONE-TIME APPROPRIATIONS | ARP - nonprofit relief grants - Work Project | 0.0 | .4 | FTE is LEO Ex but coding time to this grant for work completed. |
| ONE-TIME APPROPRIATIONS | ARP - unemployment insurance equity grant - Work Project | 0.0 | 13.9 | Includes 11.8 limited term positions in FTE count. The other 2 are managers in UI that oversee the work of limited term staff. |
| ONE-TIME APPROPRIATIONS | ARP - national community service - Americorps - Work Project | 0.0 | 1.0 | Includes 1 limited term position in FTE count |
| ONE-TIME APPROPRIATIONS | ARP - removal of workforce barriers - Work Project | 0.0 | .7 | Includes .7 limited term position in FTE count |
| ONE-TIME APPROPRIATIONS | Broadband equity, access, and deployment - Work Project | 0.0 | 3.1 | PA 53 of 2022, Sec. 359(20) allows up to 8.0 FTEs. 3.1 limited-term positions included in FTE count. |
| ONE-TIME APPROPRIATIONS | ARP - Michigan statewide broadband service grant program - Work Project | 0.0 | 1.0 | PA 53 of 2022, Sec. 359(20) allows up to 8.0 FTEs. 1 limited-term positions included in FTE count. |
| ONE-TIME APPROPRIATIONS | Population commission - Work Project | 0.0 | 4.0 | PA 119 of 2023 appropriated 5 FTEs. Includes 4 limited term positions in FTE count |
| ONE-TIME APPROPRIATIONS | Poverty task force - research and planning - Work Project | 0.0 | 0.0 | Not applicable |
| ONE-TIME APPROPRIATIONS | State digital equity planning grant - Work Project | 0.0 | 6.7 | PA 5 of 2023 allows the project to be accomplished utilizing state employees or contracts with service providers. |
| | Total | 2,172.9 | 2,022.2 | |

*Authorized FTE levels are not necessarily fully funded within the corresponding line item appropriations.

**FTEs by Classification and Job Type
Pay Period End Date 12/23/2023**

LEO - MSHDA

| | |
|-------------------------------------|--------------|
| OFFICE AND CLERICAL | 13.1 |
| OFFICIALS AND ADMINISTRATORS | 36.0 |
| PARAPROFESSIONALS | 65.8 |
| PROFESSIONALS | 210.2 |
| TECHNICIANS | 5.8 |
| Total | 330.9 |

| Job Cd Desc | Job Category Cd Desc | FTE |
|-------------------------------|------------------------------|------------|
| ACCOUNTANT | PROFESSIONALS | 2.0 |
| ACCOUNTANT MANAGER | PROFESSIONALS | 1.0 |
| ACCOUNTING ASSISTANT | OFFICE AND CLERICAL | 2.0 |
| ACCOUNTING TECHNICIAN | PARAPROFESSIONALS | 3.0 |
| ADMINISTRATIVE LAW SPECIALIST | PROFESSIONALS | 9.0 |
| ARCHITECT MANAGER LICENSED | PROFESSIONALS | 1.0 |
| AUDITING SPECIALIST | PROFESSIONALS | 2.0 |
| AUDITOR | PROFESSIONALS | 2.0 |
| AUDITOR MANAGER | PROFESSIONALS | 2.0 |
| BUILDING CONSTRUCTION MANAGER | PROFESSIONALS | 1.0 |
| BUILDING CONSTRUCTION SPL | PROFESSIONALS | 4.0 |
| BUYER SPECIALIST | PROFESSIONALS | 1.0 |
| COMMUNICATIONS REPRESENTATIVE | PROFESSIONALS | 2.0 |
| DEPARTMENTAL ANALYST | PROFESSIONALS | 65.0 |
| DEPARTMENTAL MANAGER | PROFESSIONALS | 21.0 |
| DEPARTMENTAL SPECIALIST | PROFESSIONALS | 43.1 |
| DEPARTMENTAL TECHNICIAN | PARAPROFESSIONALS | 58.8 |
| DIVISION ADMINISTRATOR | OFFICIALS AND ADMINISTRATORS | 6.0 |
| ENGINEER MANAGER-LICENSED | PROFESSIONALS | 1.0 |
| ENVIRONMENTAL MANAGER | PROFESSIONALS | 1.0 |
| ENVIRONMENTAL QUALITY ANALYST | PROFESSIONALS | 1.0 |
| ENVIRONMENTAL QUALITY SPL | PROFESSIONALS | 1.0 |

| Job Cd Desc | Job Category Cd Desc | FTE |
|-------------------------------|------------------------------|--------------|
| EXECUTIVE SECRETARY | OFFICE AND CLERICAL | 2.0 |
| FINANCIAL ANALYST | PROFESSIONALS | 25.0 |
| FINANCIAL MANAGER | PROFESSIONALS | 3.0 |
| FINANCIAL SPECIALIST | PROFESSIONALS | 3.0 |
| GENERAL OFFICE ASSISTANT | OFFICE AND CLERICAL | 7.1 |
| GRAPHIC ARTS DESIGNER | TECHNICIANS | 1.0 |
| HUMAN RESOURCES ANALYST | PROFESSIONALS | 1.0 |
| HUMAN RESOURCES DEVELOPER | PROFESSIONALS | 1.0 |
| HUMAN RESOURCES SPECIALIST | PROFESSIONALS | 1.1 |
| OFFICE DIRECTOR | OFFICIALS AND ADMINISTRATORS | 3.0 |
| OFFICE SUPERVISOR | OFFICE AND CLERICAL | 1.0 |
| PARALEGAL | PARAPROFESSIONALS | 4.0 |
| PROPERTY ANALYST | PROFESSIONALS | 13.0 |
| PROPERTY SPECIALIST | PROFESSIONALS | 3.0 |
| SENIOR EXECUTIVE MAN AST | OFFICE AND CLERICAL | 1.0 |
| SENIOR EXECUTIVE SERVICE | OFFICIALS AND ADMINISTRATORS | 2.0 |
| STATE ADMINISTRATIVE MANAGER | OFFICIALS AND ADMINISTRATORS | 17.0 |
| STATE ASSISTANT ADMINISTRATOR | OFFICIALS AND ADMINISTRATORS | 3.0 |
| STATE BUREAU ADMINISTRATOR | OFFICIALS AND ADMINISTRATORS | 5.0 |
| STUDENT ASSISTANT | TECHNICIANS | 4.8 |
| | | 330.9 |

| | |
|----------------------------------|-----------------------------------|
| Report ID: BUD-BPFTE-0064 | SIGMA |
| Run Date: 01/16/2024 | Department Boilerplate FTE |
| Run Time: 8:16:29 AM | |

Michigan State Housing Development Authority
Fiscal Year 2024 Quarterly FTE Comparison

Pay Period End Date - 12/23/2023

| Appropriation Category | Appropriation Name | Authorized FTEs | Actual FTEs | Rationale for FTE Difference |
|--|-------------------------------|------------------------|--------------------|---|
| MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY | Housing and rental assistance | 303.0 | 333.6 | 65 limited term positions included in FTE count |
| | Total | 303.0 | 333.6 | |

*Authorized FTE levels are not necessarily fully funded within the corresponding line item appropriations.

FTEs by Classification and Job Type

LEO - LANDBANK AUTHORITY

Pay Period End Date 12/23/2023

| | |
|-------------------------------------|------------|
| OFFICIALS AND ADMINISTRATORS | 4.0 |
| PROFESSIONALS | 5.0 |
| Total | 9.0 |

| Job Cd Desc | Job Category Cd Desc | FTE |
|-------------------------------|------------------------------|------------|
| PROPERTY ANALYST | PROFESSIONALS | 4.0 |
| PROPERTY SPECIALIST | PROFESSIONALS | 1.0 |
| SENIOR EXECUTIVE SERVICE | OFFICIALS AND ADMINISTRATORS | 2.0 |
| STATE ADMINISTRATIVE MANAGER | OFFICIALS AND ADMINISTRATORS | 1.0 |
| STATE ASSISTANT ADMINISTRATOR | OFFICIALS AND ADMINISTRATORS | 1.0 |
| | | 9.0 |
| | | |

| | |
|----------------------------------|-----------------------------------|
| Report ID: BUD-BPFTE-0064 | SIGMA |
| Run Date: 01/18/2024 | Department Boilerplate FTE |
| Run Time: 11:00:12 AM | |

State Land Bank Authority

Fiscal Year 2024 Quarterly FTE Comparison

Pay Period End Date - 12/23/2023

| Appropriation Category | Appropriation Name | Authorized FTEs | Actual FTEs | Rationale for FTE Difference |
|-------------------------------|---------------------------|------------------------|--------------------|-------------------------------------|
| STATE LAND BANK AUTHORITY | State land bank authority | 9.0 | 9.0 | Not applicable |
| | Total | 9.0 | 9.0 | |

*Authorized FTE levels are not necessarily fully funded within the corresponding line item appropriations.