



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY  
LANSING

SUSAN CORBIN  
DIRECTOR

## MEMORANDUM

**DATE:** October 11, 2021

**TO:** Jim Stamas, Chair, Senate Appropriations Committee  
Thomas Albert, Chair, House Appropriations Committee

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

**SUBJECT:** Public Act 166 of 2020, Section 216 - FTE Reports

Pursuant to Public Act 166 of 2020, 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 Andrew Beardslee, LEO Legislative Analyst, at (517) 388-6101.

cc: Senate Appropriations Committee  
House Appropriations Committee  
David Massaron, State Budget Director  
Corey Ackerman, State Budget Office  
Chris Harkins, Senate Fiscal Agency  
Mary Ann Cleary, House Fiscal Agency

**Labor and Economic Opportunity**  
**Fiscal Year 2021 Quarterly FTE Comparison**  
 Pay Period End Date - 9/18/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale for FTE Difference
DEPARTMENTAL ADMINISTRATION AND SUPPORT	Unclassified salaries	34.5	29.0	Executive Order 2019-13, creation of LEO moved 27.5 unclassified positions consisting of gubernatorial appointments that include Commissioners and Board of Magistrates members. Various commissioners/magistrates are in the process of being appointed.
DEPARTMENTAL ADMINISTRATION AND SUPPORT	Executive direction and operations	53.0	78.2	Currently have 11 limited term UI employees inadvertently coded to Executive Direction. In addition, there are 5 limited term employees included in FTE count.
WORKFORCE DEVELOPMENT	Workforce program administration	219.0	171.0	Currently have 19 limited term employees included in FTE count. WD will continue to fill vacancies as the budget allows based on priority and meeting the program objectives.
REHABILITATION SERVICES	Bureau of services for blind persons	113.0	98.8	Currently have 1 limited term employees included in FTE count. BSBP will continue to fill vacancies as the budget allows based on priority and meeting the program objectives.
REHABILITATION SERVICES	Michigan rehabilitation services	555.0	490.8	In process of hiring staff. Currently have 4 limited term employees included in FTE count.
EMPLOYMENT SERVICES	Bureau of employment relations	22.0	16.0	Currently have 2 limited term employees included in FTE count. ER will continue to fill vacancies as the budget allows based on priority and meeting the program objectives.
EMPLOYMENT SERVICES	Insurance funds administration	23.0	15.6	Insurance Funds Administration will continue to fill vacancies as the budget allows based on priority and meeting the program objectives.
EMPLOYMENT SERVICES	Michigan occupational safety and health administration	197.0	174.3	Agency plans to fill vacancies as the budget allows based on priority and meeting the program objectives. .4 FTE from Coronavirus public health.
EMPLOYMENT SERVICES	Office of global Michigan	11.0	11.0	Global MI will continue to fill vacancies as the budget allows based on priority and meeting the program objectives. Currently have 2 FTEs that are limited term included in the FTE count.
EMPLOYMENT SERVICES	Private and occupational distance	3.0	3.0	N/A
EMPLOYMENT SERVICES	Radiation safety section	21.4	15.5	Have not been able to hire due to lack of available funding - legislation recommended to increase the radiological health fee rate (MCL 333.13522) which, if enacted, would allow the agency to hire and not worry about not having sufficient funding to pay for staff in future years.
EMPLOYMENT SERVICES	Wage and hour program	29.0	25.0	Wage and Hour will continue to fill vacancies as the budget allows based on priority and meeting the program objectives.
EMPLOYMENT SERVICES	Workers' compensation board of	10.0	9.0	Vacancy is still in the process of being filled as the budget allows.
EMPLOYMENT SERVICES	Workers' disability compensation agency	56.0	42.5	Workers' disability compensation agency will continue to fill vacancies as the budget allows based on priority and meeting the program objectives. Currently have 1 limited term employees included in FTE count. 1 FTE is Workers Compensation employee but works on First Responders.
EMPLOYMENT SERVICES	Workers' disability compensation appeals commission	4.0	1.0	WD appeals commission agency will continue to fill vacancies as the budget allows based on priority and meeting the program objectives. Currently have 1 limited term employees included in FTE count.

UNEMPLOYMENT	Unemployment insurance agency	736.0	1,106.0	The actual FTEs include 561 limited term due to pandemic. Hiring limited term FTEs were authorized per PA 123 of 2020, BP Sec. 501. 2.5 FTEs from Unemployment Insurance Agency - Advocacy also utilize this FTE authorization.
UNEMPLOYMENT	Unemployment insurance appeals commission	8.0	14.0	This program came over from LARA. Upon doing so, they transferred 10 employees but LEO only received authorization for 8 FTEs. Need a technical adjustment to the FTE count to ensure the FTE appropriation is in line with the size of the program. Currently have 4 limited term in the FTE count.
COMMISSIONS	Asian Pacific American affairs commission	1.0	0.0	Program utilizes a contractor so that they are able to provide administrative capacity as well as events to support the commission. Area is always looking at private funding and other funding streams which, if received, they would hire.
COMMISSIONS	Commission on Middle Eastern American affairs	1.0	0.0	Program utilizes a contractor so that they are able to provide administrative capacity as well as events to support the commission. Area is always looking at private funding and other funding streams which, if received, they would hire.
COMMISSIONS	Hispanic/Latino commission of Michigan	1.0	0.0	Program currently utilizing a contractor so that they are able to provide administrative capacity as well as events to support the commission. Area has filled this position September 20th hiring an Executive Director for their section.
COMMISSIONS	Michigan community service commission	14.0	7.0	MCSC will continue to fill vacancies as the budget allows based on priority and meeting the program objectives. Currently have 1 limited term employee included in FTE count.
ONE-TIME APPROPRIATIONS	Michigan reconnect grant program	12.0	8.3	Michigan Reconnect will continue to fill vacancies as the budget allows based on priority and meeting the program objectives. Currently have 8 FTEs that are limited term included in the FTE count.
EMPLOYMENT SERVICES	First responder presumed coverage	0.0	1.0	This employee is actually part of Workers comp
UNEMPLOYMENT	Unemployment insurance agency -	0.0	2.5	This is part of UI
BOILERPLATE APPROPRIATIONS	Michigan enhancement grants	0.0	.4	This is the SPS employee for Tri Share
BOILERPLATE APPROPRIATIONS	Coronavirus public health emergency -	0.0	.4	This employee is part of MIOSHA
<b>Total</b>		<b>2,123.9</b>	<b>2,320.4</b>	

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

**FTEs by Classification and Job Type**  
**LEO - LABOR & ECON OPPORTUN Pay Period End Date 09/18/2021**

<b>OFFICE AND CLERICAL</b>	177.9
<b>OFFICIALS AND ADMINISTRATORS</b>	98.0
<b>PARAPROFESSIONALS</b>	963.1
<b>PROFESSIONALS</b>	988.1
<b>PROTECTIVE SERVICE WORKERS</b>	4.2
<b>SERVICE MAINTENANCE</b>	18.3
<b>SKILLED CRAFT WORKERS</b>	16.0
<b>TECHNICIANS</b>	10.1
<b>Total</b>	<b>2,275.6</b>

<b>Job Cd Desc</b>	<b>Job Category Cd Desc</b>	<b>FTE</b>
ACCOUNTANT	PROFESSIONALS	6.0
ACCOUNT EXAMINER	PARAPROFESSIONALS	12.0
ACCOUNTING ASSISTANT	OFFICE AND CLERICAL	1.0
ACCOUNTING SPECIALIST	PROFESSIONALS	5.0
ACCOUNTING TECHNICIAN	PARAPROFESSIONALS	14.0
ADMINISTRATIVE LAW SPECIALIST	PROFESSIONALS	9.0
ADMINISTRATIVE LAW SPL MGR	PROFESSIONALS	1.0
AUDITING SPECIALIST	PROFESSIONALS	3.0
BLIND REHABILITATION INS	PROFESSIONALS	28.2
BUYER SPECIALIST	PROFESSIONALS	1.0
CALCULATIONS ASSISTANT	OFFICE AND CLERICAL	1.0
CLAIMS EXAMINER	PROFESSIONALS	7.0
COMMUNICATIONS REPRESENTATIVE	PROFESSIONALS	5.1
COMMUNICATIONS SPECIALIST	PROFESSIONALS	2.0
COOK	SERVICE MAINTENANCE	3.0
DATA CODING OPERATOR	OFFICE AND CLERICAL	7.0
DEPARTMENTAL ANALYST	PROFESSIONALS	111.4
DEPARTMENTAL MANAGER	PROFESSIONALS	38.1
DEPARTMENTAL SPECIALIST	PROFESSIONALS	59.3
DEPARTMENTAL SUPERVISOR	PARAPROFESSIONALS	7.0
DEPARTMENTAL TECHNICIAN	PARAPROFESSIONALS	34.9
DIVISION ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	23.0

Job Cd Desc	Job Category Cd Desc	FTE
DOMESTIC SERVICES AIDE	SERVICE MAINTENANCE	10.0
ECONOMIC ANALYST	PROFESSIONALS	2.0
ECONOMIC COMMUNITY DEV SPL	PROFESSIONALS	1.0
ELECTRICIAN-MASTER LICENSED	SKILLED CRAFT WORKERS	1.0
EMPLOYMENT AND EDUCATION COUNSE	PROFESSIONALS	7.0
EMPLOYMENT SERVICE INTERVIEWER	PARAPROFESSIONALS	30.0
EMPLOYMENT SERVICE MANAGER	PROFESSIONALS	6.0
EMPLOYMENT SERVICES ANALYST	PROFESSIONALS	5.0
EQUIPMENT TECHNICIAN	TECHNICIANS	2.0
EXECUTIVE SECRETARY	OFFICE AND CLERICAL	16.0
FINANCIAL ANALYST	PROFESSIONALS	12.0
FINANCIAL SPECIALIST	PROFESSIONALS	4.0
FIRE SAFETY OFFICER	PROTECTIVE SERVICE WORKERS	4.2
GENERAL OFFICE ASSISTANT	OFFICE AND CLERICAL	73.0
GRAPHIC ARTS DESIGNER	TECHNICIANS	5.0
HEARINGS REPORTER	OFFICE AND CLERICAL	1.0
HIGHER EDUCATION CONSULTANT	PROFESSIONALS	6.0
HUMAN RESOURCES DEVELOPER	PROFESSIONALS	7.0
INDUSTRIAL HYGIENE SPECIALIST	PROFESSIONALS	5.0
INDUSTRIAL HYGIENIST	PROFESSIONALS	31.0
INDUSTRIAL HYGIENIST MANAGER	PROFESSIONALS	6.0
LABORATORY SCIENTIST	PROFESSIONALS	2.0
LABORATORY SCIENTIST MANAGER	PROFESSIONALS	1.0
LABORATORY SCIENTIST SPL	PROFESSIONALS	1.0
LABOR MEDIATOR	PROFESSIONALS	7.0
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
MAINTENANCE MECHANIC SPV	SKILLED CRAFT WORKERS	1.0
MEDIA PRODUCTION SPECIALIST	PROFESSIONALS	2.0
MEDICAL CLAIMS ANALYST	PROFESSIONALS	1.0
MIGRANT SERVICES WORKER	PARAPROFESSIONALS	15.0
OCCUPATIONAL SAFETY ADVISOR	PROFESSIONALS	18.0

Job Cd Desc	Job Category Cd Desc	FTE
OFFICE DIRECTOR	OFFICIALS AND ADMINISTRATORS	6.0
OFFICE SUPERVISOR	OFFICE AND CLERICAL	2.1
PHYSICIST	PROFESSIONALS	6.7
PHYSICIST MANAGER	PROFESSIONALS	3.0
PHYSICIST SPECIALIST	PROFESSIONALS	3.0
PROMOTIONAL AGENT	PROFESSIONALS	5.0
REGISTERED NURSE	PROFESSIONALS	7.0
REGULATION AGENT	PROFESSIONALS	49.4
REGULATION MANAGER	PROFESSIONALS	4.0
REGULATION OFFICER	PROFESSIONALS	16.7
REGULATION SPECIALIST	PROFESSIONALS	1.0
REHABILITATION CONSULTANT	PROFESSIONALS	24.9
REHABILITATION COUNSELOR	PROFESSIONALS	266.6
REHABILITATION CST MGR	PROFESSIONALS	4.0
REHABILITATION SERVICE COORD	PROFESSIONALS	2.1
REPRODUCTION MACHINE OPERATOR	SKILLED CRAFT WORKERS	8.0
REPRODUCTION MACHINES SPV	SKILLED CRAFT WORKERS	1.0
RIGHTS REPRESENTATIVE	PROFESSIONALS	3.0
RIGHTS REPRESENTATIVE MANAGER	PROFESSIONALS	1.0
SECRETARY	OFFICE AND CLERICAL	49.8
SECRETARY SUPERVISOR	OFFICE AND CLERICAL	1.0
SENIOR EXECUTIVE MAN AST	OFFICE AND CLERICAL	6.0
SENIOR EXECUTIVE SERVICE	OFFICIALS AND ADMINISTRATORS	9.0
STATE ADMINISTRATIVE MANAGER	OFFICIALS AND ADMINISTRATORS	49.0
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	5.0
STATE BUREAU ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	6.0
STOREKEEPER	SERVICE MAINTENANCE	5.3
STUDENT ASSISTANT	TECHNICIANS	3.1
TRADES INSTRUCTOR	PROFESSIONALS	20.0
UNEMPLOYMENT CLAIMS MANAGER	PROFESSIONALS	27.4
UNEMPLOYMENT INSURANCE ANALYST	PROFESSIONALS	57.5
UNEMPLOYMNT INSURANCE EXAMINER	PARAPROFESSIONALS	834.1
VOCATIONAL REH MGR	PROFESSIONALS	43.0
WORD PROCESSING ASSISTANT	OFFICE AND CLERICAL	7.0
WORKPLACE SAFETY REP	PROFESSIONALS	36.7
YOUTH SPECIALIST	PARAPROFESSIONALS	8.1

Job Cd Desc	Job Category Cd Desc	FTE
		<b>2275.6</b>

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Run Date: 10/01/2021

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SIGMA

Department Boilerplate FTE

Michigan State Housing Development Authority

Fiscal Year 2021 Quarterly FTE Comparison

Pay Period End Date - 9/18/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale for FTE Difference
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY	Housing and rental assistance	273.0	244.0	Currently have 9 limited term employees included in FTE count. MSHDA will continue to fill vacancies as the budget allows based on priority and meeting the program objectives.
	<b>Total</b>	<b>273.0</b>	<b>244.0</b>	

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



**FTEs by Classification and Job Type  
Pay Period End Date 09/18/2021**

LEO - MSHDA

<b>OFFICE AND CLERICAL</b>	11.1
<b>OFFICIALS AND ADMINISTRATORS</b>	22.0
<b>PARAPROFESSIONALS</b>	32.4
<b>PROFESSIONALS</b>	176.2
<b>TECHNICIANS</b>	2.3
<b>Total</b>	<b>244.0</b>

<b>Job Cd Desc</b>	<b>Job Category Cd Desc</b>	<b>FTE</b>
ACCOUNTANT	PROFESSIONALS	2.0
ACCOUNTANT MANAGER	PROFESSIONALS	1.0
ACCOUNTING ASSISTANT	OFFICE AND CLERICAL	1.0
ACCOUNTING TECHNICIAN	PARAPROFESSIONALS	3.0
ADMINISTRATIVE LAW SPECIALIST	PROFESSIONALS	8.0
ARCHITECT MANAGER LICENSED	PROFESSIONALS	1.0
AUDITING SPECIALIST	PROFESSIONALS	1.0
AUDITOR	PROFESSIONALS	2.0
AUDITOR MANAGER	PROFESSIONALS	2.0
BUILDING CONSTRUCTION SPL	PROFESSIONALS	4.0
BUYER	PROFESSIONALS	2.0
COMMUNICATIONS REPRESENTATIVE	PROFESSIONALS	1.0
DEPARTMENTAL ANALYST	PROFESSIONALS	60.1
DEPARTMENTAL MANAGER	PROFESSIONALS	13.1
DEPARTMENTAL SPECIALIST	PROFESSIONALS	29.0
DEPARTMENTAL SUPERVISOR	PARAPROFESSIONALS	1.0
DEPARTMENTAL TECHNICIAN	PARAPROFESSIONALS	25.4
DIVISION ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	4.0
ECONOMIC COMMUNITY DEV ALT	PROFESSIONALS	1.0
ENGINEER MANAGER-LICENSED	PROFESSIONALS	1.0
ENVIRONMENTAL MANAGER	PROFESSIONALS	1.0
ENVIRONMENTAL QUALITY SPL	PROFESSIONALS	1.0

Job Cd Desc	Job Category Cd Desc	FTE
EXECUTIVE SECRETARY	OFFICE AND CLERICAL	5.0
FINANCIAL ANALYST	PROFESSIONALS	21.0
FINANCIAL MANAGER	PROFESSIONALS	4.0
FINANCIAL SPECIALIST	PROFESSIONALS	5.0
GENERAL OFFICE ASSISTANT	OFFICE AND CLERICAL	4.1
GRAPHIC ARTS DESIGNER	TECHNICIANS	1.0
HUMAN RESOURCES ANALYST	PROFESSIONALS	1.0
HUMAN RESOURCES SPECIALIST	PROFESSIONALS	2.0
OFFICE DIRECTOR	OFFICIALS AND ADMINISTRATORS	2.0
OFFICE SUPERVISOR	OFFICE AND CLERICAL	1.0
PARALEGAL	PARAPROFESSIONALS	3.0
PROPERTY ANALYST	PROFESSIONALS	8.0
PROPERTY MANAGER	PROFESSIONALS	2.0
PROPERTY SPECIALIST	PROFESSIONALS	3.0
SENIOR EXECUTIVE SERVICE	OFFICIALS AND ADMINISTRATORS	1.0
STATE ADMINISTRATIVE MANAGER	OFFICIALS AND ADMINISTRATORS	10.0
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	2.0
STATE BUREAU ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	3.0
STUDENT ASSISTANT	TECHNICIANS	1.3
		<b>244.0</b>

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SIGMA

Run Date: 09/30/2021

Department Boilerplate FTE

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**State Land Bank Authority**

**Fiscal Year 2021 Quarterly FTE Comparison**

Pay Period End Date - 9/18/2021

<b>Appropriation Category</b>	<b>Appropriation Name</b>	<b>Authorized FTEs</b>	<b>Actual FTEs</b>	
STATE LAND BANK AUTHORITY	State land bank authority	9.0	9.0	N/A
	<b>Total</b>	<b>9.0</b>	<b>9.0</b>	

\*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 09/18/2021

<b>OFFICIALS AND ADMINISTRATORS</b>	4.0
<b>PROFESSIONALS</b>	5.0
<b>Total</b>	<b>9.0</b>

<b>Job Cd Desc</b>	<b>Job Category Cd Desc</b>	<b>FTE</b>
PROPERTY ANALYST	PROFESSIONALS	5.0
SENIOR EXECUTIVE SERVICE	OFFICIALS AND ADMINISTRATORS	2.0
STATE ADMINISTRATIVE MANAGER	OFFICIALS AND ADMINISTRATORS	1.0
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	1.0
		<b>9.0</b>