



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
LANSING

SUSAN CORBIN
DIRECTOR

MEMORANDUM

DATE: January 24, 2022

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

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

SUBJECT: PA 87 of 2021, Sec. 216 - FTE Reports

Pursuant to Public Act 87 of 2021, 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 Todd Cook, LEO Director of Legislative Affairs, at (517) 230-8900.

cc: Senate Appropriations Committee
House Appropriations Committee
Chris Harkins, 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
Pay Period End Date 12/25/2021**

**LEO
Labor and Economic Opportunity**

OFFICE AND CLERICAL	175.5
OFFICIALS AND ADMINISTRATORS	96.2
PARAPROFESSIONALS	956.0
PROFESSIONALS	998.3
PROTECTIVE SERVICE WORKERS	4.2
SERVICE MAINTENANCE	20.0
SKILLED CRAFT WORKERS	16.1
TECHNICIANS	10.4
Total	2,276.8

Job Cd Desc	Job Category Cd Desc	FTE
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	2.0
AUDITOR	PROFESSIONALS	1.0
BLIND REHABILITATION INS	PROFESSIONALS	27.0
BUYER SPECIALIST	PROFESSIONALS	1.0
CALCULATIONS ASSISTANT	OFFICE AND CLERICAL	1.0
CLAIMS EXAMINER	PROFESSIONALS	7.0
COMMUNICATIONS REPRESENTATIVE	PROFESSIONALS	5.0
COMMUNICATIONS SPECIALIST	PROFESSIONALS	2.0
COOK	SERVICE MAINTENANCE	3.0
DATA CODING OPERATOR	OFFICE AND CLERICAL	7.0
DEPARTMENTAL ANALYST	PROFESSIONALS	110.6
DEPARTMENTAL MANAGER	PROFESSIONALS	37.8
DEPARTMENTAL SPECIALIST	PROFESSIONALS	60.7
DEPARTMENTAL SUPERVISOR	PARAPROFESSIONALS	7.0
DEPARTMENTAL TECHNICIAN	PARAPROFESSIONALS	33.9

Job Cd Desc	Job Category Cd Desc	FTE
DIVISION ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	22.0
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 COUNSEL	PROFESSIONALS	7.0
EMPLOYMENT SERVICE INTERVIEWER	PARAPROFESSIONALS	28.5
EMPLOYMENT SERVICE MANAGER	PROFESSIONALS	6.0
EMPLOYMENT SERVICES ANALYST	PROFESSIONALS	7.0
EQUIPMENT TECHNICIAN	TECHNICIANS	2.0
EXECUTIVE SECRETARY	OFFICE AND CLERICAL	18.0
FINANCIAL ANALYST	PROFESSIONALS	10.0
FINANCIAL SPECIALIST	PROFESSIONALS	6.0
FIRE SAFETY OFFICER	PROTECTIVE SERVICE WORKERS	4.2
GENERAL OFFICE ASSISTANT	OFFICE AND CLERICAL	67.1
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	35.7
INDUSTRIAL HYGIENIST MANAGER	PROFESSIONALS	6.3
LABORATORY SCIENTIST	PROFESSIONALS	3.0
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	12.0

Job Cd Desc	Job Category Cd Desc	FTE
OCCUPATIONAL SAFETY ADVISOR	PROFESSIONALS	18.1
OFFICE DIRECTOR	OFFICIALS AND ADMINISTRATORS	7.0
OFFICE SUPERVISOR	OFFICE AND CLERICAL	2.0
PHYSICIST	PROFESSIONALS	6.0
PHYSICIST MANAGER	PROFESSIONALS	3.0
PHYSICIST SPECIALIST	PROFESSIONALS	3.0
PROMOTIONAL AGENT	PROFESSIONALS	5.0
REGISTERED NURSE	PROFESSIONALS	6.0
REGULATION AGENT	PROFESSIONALS	47.4
REGULATION MANAGER	PROFESSIONALS	4.0
REGULATION OFFICER	PROFESSIONALS	18.8
REGULATION SPECIALIST	PROFESSIONALS	1.0
REHABILITATION CONSULTANT	PROFESSIONALS	24.9
REHABILITATION COUNSELOR	PROFESSIONALS	272.1
REHABILITATION CST MGR	PROFESSIONALS	4.0
REHABILITATION SERVICE COORD	PROFESSIONALS	3.0
REPRODUCTION MACHINE OPERATOR	SKILLED CRAFT WORKERS	8.1
REPRODUCTION MACHINES SPV	SKILLED CRAFT WORKERS	1.0
RIGHTS REPRESENTATIVE	PROFESSIONALS	3.0
RIGHTS REPRESENTATIVE MANAGER	PROFESSIONALS	1.0
SECRETARY	OFFICE AND CLERICAL	52.4
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	47.2
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	6.0
STATE BUREAU ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	5.0
STOREKEEPER	SERVICE MAINTENANCE	7.0
STUDENT ASSISTANT	TECHNICIANS	3.4
TEACHER AIDE	PARAPROFESSIONALS	1.0
TRADES INSTRUCTOR	PROFESSIONALS	19.0
UNEMPLOYMENT CLAIMS MANAGER	PROFESSIONALS	28.2
UNEMPLOYMENT INSURANCE ANALYST	PROFESSIONALS	52.2
UNEMPLOYMNT INSURANCE EXAMINER	PARAPROFESSIONALS	830.6
VOCATIONAL REH MGR	PROFESSIONALS	43.9
WORD PROCESSING ASSISTANT	OFFICE AND CLERICAL	6.0

Job Cd Desc	Job Category Cd Desc	FTE
WORKPLACE SAFETY REP	PROFESSIONALS	39.5
YOUTH SPECIALIST	PARAPROFESSIONALS	9.0
		2276.8

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SIGMA
 Department Boilerplate FTE

Labor and Economic Opportunity
 Fiscal Year 2022 Quarterly FTE Comparison
 Pay Period End Date - 12/25/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale for FTE Difference
DEPARTMENTAL ADMINISTRATION AND SUPPORT	Unclassified salaries	35.5	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	60.0	50.3	Currently have 3 limited term employees included in FTE count. We are in the process of filling vacancies as the budget allows based on priority and meeting the program objectives.
WORKFORCE DEVELOPMENT	Michigan reconnect grant program	12.0	9.8	Currently all staff are listed as limited term employees. WD will continue to fill vacancies as the budget allows based on priority and meeting the program objectives.
WORKFORCE DEVELOPMENT	Workforce program administration	219.0	161.0	Currently have 20 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	98.2	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	495.2	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	14.6	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	184.0	Agency plans to fill vacancies as the budget allows based on priority and meeting the program objectives.
EMPLOYMENT SERVICES	Office of global Michigan	11.0	10.5	Currently have 1 FTE that are limited term included in the FTE count.
EMPLOYMENT SERVICES	Private and occupational distance learning	3.0	3.0	N/A
EMPLOYMENT SERVICES	Radiation safety section	21.4	14.8	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	27.0	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 magistrates	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.
UNEMPLOYMENT	Unemployment insurance agency	736.0	1,124.1	The actual FTEs include 540 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. 4 limited term staff are working for Unemployment Appeals Commission.
UNEMPLOYMENT	Unemployment insurance appeals commission	8.0	13.0	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	1.0	N/A
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.
COMMISSIONS	Michigan women's commission	1.0	2.0	Technical adjustment, will be corrected once Supplemental is approved.
EMPLOYMENT SERVICES	First responder presumed coverage claims	0.0	1.0	This employee is actually part of Workers comp
UNEMPLOYMENT	Unemployment insurance agency - advocacy assistance	0.0	2.7	This is part of UI

BOILERPLATE APPROPRIATIONS	Michigan enhancement grants	0.0	.3	This is the SPS employee for Tri Share
BOILERPLATE APPROPRIATIONS	Coronavirus public health emergency - federal - PA 67 - Work Project	0.0	.0	N/A
ONE-TIME APPROPRIATIONS	Poverty task force - research and planning	0.0	2.0	Executive Direction and Operations staff.
	Total	2,132.9	2,319.0	

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

**FTEs by Classification and Job Type
Pay Period End Date 12/25/2021**

LEO - MSHDA

OFFICE AND CLERICAL	12.0
OFFICIALS AND ADMINISTRATORS	26.0
PARAPROFESSIONALS	59.6
PROFESSIONALS	180.1
TECHNICIANS	2.8
Total	280.5

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	8.0
ARCHITECT MANAGER LICENSED	PROFESSIONALS	1.0
AUDITING SPECIALIST	PROFESSIONALS	1.0
AUDITOR	PROFESSIONALS	3.0
AUDITOR MANAGER	PROFESSIONALS	2.0
BUILDING CONSTRUCTION SPL	PROFESSIONALS	4.0
BUYER SPECIALIST	PROFESSIONALS	1.0
COMMUNICATIONS REPRESENTATIVE	PROFESSIONALS	1.0
DEPARTMENTAL ANALYST	PROFESSIONALS	64.0
DEPARTMENTAL MANAGER	PROFESSIONALS	15.0
DEPARTMENTAL SPECIALIST	PROFESSIONALS	28.9
DEPARTMENTAL SUPERVISOR	PARAPROFESSIONALS	1.0
DEPARTMENTAL TECHNICIAN	PARAPROFESSIONALS	52.6
DIVISION ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	5.0
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	4.0
GRAPHIC ARTS DESIGNER	TECHNICIANS	1.0
HUMAN RESOURCES ANALYST	PROFESSIONALS	1.0
HUMAN RESOURCES SPECIALIST	PROFESSIONALS	1.2
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	1.0
PROPERTY SPECIALIST	PROFESSIONALS	3.0
SENIOR EXECUTIVE SERVICE	OFFICIALS AND ADMINISTRATORS	1.0
STATE ADMINISTRATIVE MANAGER	OFFICIALS AND ADMINISTRATORS	13.0
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	2.0
STATE BUREAU ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	3.0
STUDENT ASSISTANT	TECHNICIANS	1.8
		280.5

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SIGMA

Run Date: 01/10/2022

Department Boilerplate FTE

Run Time: 9:32:32 AM

Michigan State Housing Development Authority

Fiscal Year 2022 Quarterly FTE Comparison

Pay Period End Date - 12/25/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale for FTE Difference
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY	Housing and rental assistance	273.0	281.3	Currently have 46 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.
	Total	273.0	281.3	

*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 12/25/2021

OFFICIALS AND ADMINISTRATORS	4.0
PROFESSIONALS	5.0
Total	9.0

Job Cd Desc	Job Category Cd Desc	FTE
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
		9.0

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SIGMA

Run Date: 01/07/2022

Department Boilerplate FTE

Run Time: 12:12:11 PM

State Land Bank Authority

Fiscal Year 2022 Quarterly FTE Comparison

Pay Period End Date - 12/25/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale for FTE Difference
STATE LAND BANK AUTHORITY	State land bank authority	9.0	9.0	N/A
	Total	9.0	9.0	

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