



GRETCHEN WHITMER
GOVERNOR


STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
LANSING

SUSAN CORBIN
ACTING DIRECTOR

MEMORANDUM

DATE: July 29, 2021

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

FROM: Susan Corbin, Acting 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

FTEs by Classification and Job Type

LEO - LABOR & ECON OPPORTUN Pay Period End Date 06/26/2021

OFFICE AND CLERICAL	183.2
OFFICIALS AND ADMINISTRATORS	96.0
PARAPROFESSIONALS	1,004.6
PROFESSIONALS	988.5
PROTECTIVE SERVICE WORKERS	5.0
SERVICE MAINTENANCE	18.1
SKILLED CRAFT WORKERS	16.0
TECHNICIANS	12.9
Total	2,324.3

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	16.0
ADMINISTRATIVE LAW SPECIALIST	PROFESSIONALS	8.0
AUDITING SPECIALIST	PROFESSIONALS	3.0
BLIND REHABILITATION INS	PROFESSIONALS	27.0
CALCULATIONS ASSISTANT	OFFICE AND CLERICAL	1.0
CLAIMS EXAMINER	PROFESSIONALS	7.0
COMMUNICATIONS REPRESENTATIVE	PROFESSIONALS	6.0
COMMUNICATIONS SPECIALIST	PROFESSIONALS	2.0
COOK	SERVICE MAINTENANCE	3.0
DATA CODING OPERATOR	OFFICE AND CLERICAL	8.0
DEPARTMENTAL ANALYST	PROFESSIONALS	107.2
DEPARTMENTAL MANAGER	PROFESSIONALS	39.2
DEPARTMENTAL SPECIALIST	PROFESSIONALS	57.8
DEPARTMENTAL SUPERVISOR	PARAPROFESSIONALS	7.0
DEPARTMENTAL TECHNICIAN	PARAPROFESSIONALS	35.5
DIVISION ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	21.0
DOMESTIC SERVICES AIDE	SERVICE MAINTENANCE	10.0
ECONOMIC ANALYST	PROFESSIONALS	2.0

Job Cd Desc	Job Category Cd Desc	FTE
ECONOMIC COMMUNITY DEV SPL	PROFESSIONALS	1.0
ELECTRICIAN-MASTER LICENSED	SKILLED CRAFT WORKERS	1.0
EMPLOYMENT AND EDUCATION COUNSE	PROFESSIONALS	8.0
EMPLOYMENT SERVICE INTERVIEWER	PARAPROFESSIONALS	29.0
EMPLOYMENT SERVICE MANAGER	PROFESSIONALS	4.0
EMPLOYMENT SERVICES ANALYST	PROFESSIONALS	7.0
EQUIPMENT TECHNICIAN	TECHNICIANS	2.0
EXECUTIVE SECRETARY	OFFICE AND CLERICAL	14.0
FINANCIAL ANALYST	PROFESSIONALS	11.1
FINANCIAL SPECIALIST	PROFESSIONALS	6.0
FIRE SAFETY OFFICER	PROTECTIVE SERVICE WORKERS	5.0
GENERAL OFFICE ASSISTANT	OFFICE AND CLERICAL	73.2
GRAPHIC ARTS DESIGNER	TECHNICIANS	5.0
HEARINGS REPORTER	OFFICE AND CLERICAL	1.0
HIGHER EDUCATION CONSULTANT	PROFESSIONALS	7.0
HUMAN RESOURCES DEVELOPER	PROFESSIONALS	7.9
INDUSTRIAL HYGIENE SPECIALIST	PROFESSIONALS	5.0
INDUSTRIAL HYGIENIST	PROFESSIONALS	30.1
INDUSTRIAL HYGIENIST MANAGER	PROFESSIONALS	6.1
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	11.0
LIABILITY EXAMINER	PARAPROFESSIONALS	6.0
LIBRARIAN	PROFESSIONALS	5.0
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	16.0
OCCUPATIONAL SAFETY ADVISOR	PROFESSIONALS	18.0
OFFICE DIRECTOR	OFFICIALS AND ADMINISTRATORS	5.0
OFFICE SUPERVISOR	OFFICE AND CLERICAL	2.0

Job Cd Desc	Job Category Cd Desc	FTE
PHYSICIST	PROFESSIONALS	6.9
PHYSICIST MANAGER	PROFESSIONALS	3.0
PHYSICIST SPECIALIST	PROFESSIONALS	3.0
PROMOTIONAL AGENT	PROFESSIONALS	6.0
REGISTERED NURSE	PROFESSIONALS	6.0
REGULATION AGENT	PROFESSIONALS	51.7
REGULATION MANAGER	PROFESSIONALS	4.0
REGULATION OFFICER	PROFESSIONALS	16.0
REGULATION SPECIALIST	PROFESSIONALS	1.0
REHABILITATION CONSULTANT	PROFESSIONALS	24.8
REHABILITATION COUNSELOR	PROFESSIONALS	268.8
REHABILITATION CST MGR	PROFESSIONALS	4.0
REHABILITATION SERVICE COORD	PROFESSIONALS	4.0
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	56.0
SECRETARY SUPERVISOR	OFFICE AND CLERICAL	1.0
SENIOR EXECUTIVE MAN AST	OFFICE AND CLERICAL	7.0
SENIOR EXECUTIVE SERVICE	OFFICIALS AND ADMINISTRATORS	9.0
STATE ADMINISTRATIVE MANAGER	OFFICIALS AND ADMINISTRATORS	50.0
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	5.0
STATE BUREAU ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	6.0
STOREKEEPER	SERVICE MAINTENANCE	5.1
STUDENT ASSISTANT	TECHNICIANS	5.9
TEACHER AIDE	PARAPROFESSIONALS	0.1
TRADES INSTRUCTOR	PROFESSIONALS	21.0
UNEMPLOYMENT CLAIMS MANAGER	PROFESSIONALS	29.5
UNEMPLOYMENT INSURANCE ANALYST	PROFESSIONALS	54.3
UNEMPLOYMNT INSURANCE EXAMINER	PARAPROFESSIONALS	872.1
VOCATIONAL REH MGR	PROFESSIONALS	41.0
WORD PROCESSING ASSISTANT	OFFICE AND CLERICAL	7.0
WORKPLACE SAFETY REP	PROFESSIONALS	39.2
YOUTH SPECIALIST	PARAPROFESSIONALS	9.0
		2324.3

Report ID: BUD-BPFTE-0064

SIGMA

Run Date: 07/21/2021

Department Boilerplate FTE

Run Time: 2:24:27 PM

Labor and Economic Opportunity

Fiscal Year 2021 Quarterly FTE Comparison

Pay Period End Date - 6/26/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale for FTE Difference
DEPARTMENTAL ADMINISTRATION AND SUPPORT	Unclassified salaries	34.5	30.5	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	58.8	Currently have 7 limited term employees included in FTE count.
WORKFORCE DEVELOPMENT	Workforce program administration	219.0	163.2	Currently have 15 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	102.7	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	492.4	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	178.7	Agency plans to fill vacancies as the budget allows based on priority and meeting the program objectives .8 FTE from Coronavirus public health.
EMPLOYMENT SERVICES	Office of global Michigan	11.0	11.0	Currently have 2 FTEs that are limited term included in the FTE count.
EMPLOYMENT SERVICES	Private and occupational distance learning	3.0	3.4	.4 FTE improperly charged to Private Occupational. Will be moved.
EMPLOYMENT SERVICES	Radiation safety section	21.4	15.6	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	26.0	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	44.5	1 FTE is supporting First Responders Presumed Coverage program. 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 employee included in FTE count.
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	1,164.3	The actual FTEs include 643 limited term due to pandemic. Hiring limited term FTEs were authorized per PA 123 of 2020, BP Sec. 501. 2.9 FTEs from Unemployment Insurance Agency - Advocacy also utilize this FTE authorization. 2 FTE's from UIAC will also be taken on temporarily.

UNEMPLOYMENT	Unemployment insurance appeals commission	8.0	11.5	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 2 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 is always looking at private funding and other funding streams. Area is looking to fill 1 position by September 2021 to replace recently vacant position.
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	9.0	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 claims	0.0	0.0	N/A
UNEMPLOYMENT	Unemployment insurance agency - advocacy assistance	0.0	0.0	N/A
BOILERPLATE APPROPRIATIONS	Michigan enhancement grants	0.0	.4	.4 FTE Special Personal Services included in FTE count.
BOILERPLATE APPROPRIATIONS	Coronavirus public health emergency - federal - PA 67 - Work Project	0.0	0.0	N/A
Total		2,123.9	2,360.5	

*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 06/26/2021

OFFICIALS AND ADMINISTRATORS	3.0
PROFESSIONALS	6.0
Total	9.0

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

Report ID: BUD-BPFTE-0064

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Run Date: 07/21/2021

Department Boilerplate FTE

Run Time: 2:11:27 PM

State Land Bank Authority

Fiscal Year 2021 Quarterly FTE Comparison

Pay Period End Date - 6/26/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs
STATE LAND BANK AUTHORITY	State land bank authority	9.0	9.0
	Total	9.0	9.0

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

**FTEs by Classification and Job Type
Pay Period End Date 06/26/2021**

LEO - MSHDA

OFFICE AND CLERICAL	12.1
OFFICIALS AND ADMINISTRATORS	24.0
PARAPROFESSIONALS	35.3
PROFESSIONALS	167.9
TECHNICIANS	1.4
Total	240.7

Job Cd Desc	Job Category Cd Desc	FTE
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	3.0
AUDITOR MANAGER	PROFESSIONALS	2.0
BUILDING CONSTRUCTION SPL	PROFESSIONALS	4.0
BUYER	PROFESSIONALS	2.0
COMMUNICATIONS REPRESENTATIVE	PROFESSIONALS	1.0
DEPARTMENTAL ANALYST	PROFESSIONALS	52.0
DEPARTMENTAL MANAGER	PROFESSIONALS	12.0
DEPARTMENTAL SPECIALIST	PROFESSIONALS	30.0
DEPARTMENTAL SUPERVISOR	PARAPROFESSIONALS	1.0
DEPARTMENTAL TECHNICIAN	PARAPROFESSIONALS	28.3
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	6.0
FINANCIAL ANALYST	PROFESSIONALS	19.9
FINANCIAL MANAGER	PROFESSIONALS	3.0
FINANCIAL SPECIALIST	PROFESSIONALS	6.0
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	11.0
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	3.0
STATE BUREAU ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	3.0
STUDENT ASSISTANT	TECHNICIANS	0.4
		240.7

Report ID: BUD-BPFTE-0064

SIGMA

Run Date: 07/22/2021

Department Boilerplate FTE

Run Time: 8:25:03 AM

Michigan State Housing Development Authority

Fiscal Year 2021 Quarterly FTE Comparison

Pay Period End Date - 6/26/2021

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale for difference in FTE's
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY	Housing and rental assistance	273.0	241.7	Currently have 6 limited term employees.
	Total	273.0	241.7	

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