



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF AGRICULTURE  
AND RURAL DEVELOPMENT

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DIRECTOR

VIA E-MAIL

**DATE:** July 22, 2022

**TO:** Senate Appropriations Committee Members  
House Appropriations Committee Members  
Senate Appropriations Subcommittee Members  
House Appropriations Subcommittee Members  
Senate Fiscal Agency  
House Fiscal Agency

**FROM:** Sylvia Renteria, Director of Finance and Budget

**SUBJECT:** Section 216 Full Time Equivalent Report

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In accordance with Section 216(1) of 2021 PA 87, attached is the Michigan Department of Agriculture and Rural Development's (MDARD) report on full-time equivalents (FTE) for the third quarter of fiscal year 2022.

The department was legislatively authorized to fill 527 positions and, as of the pay period ending June 25, 2022, the department had filled 474 positions. The department was able to increase staffing levels by 5 FTE over the third quarter.

The department will continue to work closely with human resources and the program offices to carefully balance staffing levels with programmatic needs and resources.

If any additional information is needed, please contact me at 517-599-3605.

Attachments

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SIGMA

Department Boilerplate FTE

## Agriculture and Rural Development

## Fiscal Year 2022 Quarterly FTE Comparison

Pay Period End Date - 6/25/2022

| Appropriation Category                  | Appropriation Name                                 | Authorized FTEs | Actual FTEs |  |
|---|--|-----------------|-------------|--|
| DEPARTMENTAL ADMINISTRATION AND SUPPORT | Unclassified salaries                              | 6.0             | 2.0         |  |
| DEPARTMENTAL ADMINISTRATION AND SUPPORT | Emergency management                               | 4.0             | 5.7         | The overage is due to the additional hours staff from other divisions charge for the federal Rapid Response grant. |
| DEPARTMENTAL ADMINISTRATION AND SUPPORT | Executive direction                                | 23.0            | 20.8        | The department is evaluating vacancies and working with human resources to fill.                                   |
| FOOD AND DAIRY                          | Food safety and quality assurance                  | 103.0           | 95.0        | The department is evaluating vacancies and working with human resources to fill.                                   |
| FOOD AND DAIRY                          | Milk safety and quality assurance                  | 36.0            | 37.9        | Division administrative support staff cost allocated to this program causing a quarterly overage.                  |
| ANIMAL INDUSTRY                         | Animal disease prevention and response             | 62.0            | 55.6        | The department is evaluating vacancies and working with human resources to fill.                                   |
| PESTICIDE AND PLANT PEST MANAGEMENT     | Animal feed safety                                 | 10.0            | 9.7         |  |
| PESTICIDE AND PLANT PEST MANAGEMENT     | Pesticide and plant pest management                | 85.0            | 78.2        | The department is evaluating vacancies and working with human resources to fill.                                   |
| ENVIRONMENTAL STEWARDSHIP               | Environmental stewardship - MAEAP                  | 26.0            | 20.1        | The department is evaluating vacancies and working with human resources to fill.                                   |
| ENVIRONMENTAL STEWARDSHIP               | Farmland and open space preservation               | 10.0            | 8.3         | The department is evaluating vacancies and working with human resources to fill.                                   |
| ENVIRONMENTAL STEWARDSHIP               | Intercounty drain                                  | 6.0             | 5.1         |  |
| ENVIRONMENTAL STEWARDSHIP               | Migrant labor housing                              | 9.0             | 8.4         |  |
| ENVIRONMENTAL STEWARDSHIP               | Qualified forest program                           | 9.0             | 7.2         | The department is evaluating vacancies and working with human resources to fill.                                   |
| ENVIRONMENTAL STEWARDSHIP               | Right-to-farm                                      | 6.5             | 5.9         |  |
| LABORATORY SERVICES                     | Central licensing and customer service call center | 12.5            | 12.5        |  |
| LABORATORY SERVICES                     | Consumer protection program                        | 42.0            | 38.4        | The department is evaluating vacancies and working with human resources to fill.                                   |

| Appropriation Category  | Appropriation Name   | Authorized FTEs | Actual FTEs  |  |
|-------------------------|--|-----------------|--------------|--|
| LABORATORY SERVICES     | Laboratory services  | 43.0            | 35.0         | The department is evaluating vacancies and working with human resources to fill. |
| LABORATORY SERVICES     | USDA monitoring  | 11.0            | 6.8          | The department is evaluating vacancies and working with human resources to fill. |
| AGRICULTURE DEVELOPMENT | Agriculture development                                    | 13.0            | 10.9         | The department is evaluating vacancies and working with human resources to fill. |
| AGRICULTURE DEVELOPMENT | Michigan craft beverage council                            | 3.0             | 1.0          | The department is evaluating vacancies and working with human resources to fill. |
| AGRICULTURE DEVELOPMENT | Office of rural development                                | 1.0             | 1.0          |  |
| AGRICULTURE DEVELOPMENT | Producer security/grain dealers                            | 5.0             | 4.1          |  |
| AGRICULTURE DEVELOPMENT | Rural development fund grant program                       | 1.0             | 1.0          |  |
| AGRICULTURE DEVELOPMENT | Food and agriculture investment program                    | 0.0             | .7           | The hours charged are for staff that are administering the program.              |
| ONE-TIME APPROPRIATIONS | Agricultural nutrient best mgt voluntary practices program | 0.0             | 1.0          | The hours charged are for staff that are administering the program.              |
| ONE-TIME APPROPRIATIONS | Farm innovation grant program                              | 0.0             | .6           | The hours charged are for staff that are administering the program.              |
| ONE-TIME APPROPRIATIONS | CRRSAA - farm stress program - Work Project                | 0.0             | .3           | The hours charged are for staff that are administering the program.              |
| ONE-TIME APPROPRIATIONS | CRRSAA - specialty crop block grant program - Work Project | 0.0             | .1           | The hours charged are for staff that are administering the program.              |
| ONE-TIME APPROPRIATIONS | Industrial hemp research and development - Work Project    | 0.0             | .7           | The hours charged are for staff that are administering the program.              |
|                         | <b>Total</b>   | <b>527.0</b>    | <b>474.0</b> |  |

**Notes:**

- 1) Authorized FTE levels are not necessarily fully funded within the corresponding line item appropriations.
- 2) This report includes unclassified FTEs whereas the FTEs by Classification and Job Type report doesn't.

**FTEs by Classification and Job Type**  
**Pay Period End Date 06/25/2022**  
**791 AGRICULTURE AND RURAL DEVELOPMENT**

|                                     |              |
|-------------------------------------|--------------|
| <b>OFFICE AND CLERICAL</b>          | 24.5         |
| <b>OFFICIALS AND ADMINISTRATORS</b> | 20.0         |
| <b>PARAPROFESSIONALS</b>            | 27.0         |
| <b>PROFESSIONALS</b>                | 353.2        |
| <b>SERVICE MAINTENANCE</b>          | 6.8          |
| <b>SKILLED CRAFT WORKERS</b>        | 1.0          |
| <b>TECHNICIANS</b>                  | 36.6         |
| <b>Total</b>                        | <b>469.1</b> |

| <b>Job Cd Desc</b>             | <b>Job Category Cd Desc</b> | <b>FTE</b> |
|--------------------------------|-----------------------------|------------|
| ANIMAL HEALTH INSPECTOR        | TECHNICIANS                 | 2.3        |
| AUDITOR                        | PROFESSIONALS               | 2.0        |
| BUYER                          | PROFESSIONALS               | 1.0        |
| CLINICAL HEALTH SCI SPL        | PROFESSIONALS               | 1.0        |
| COMMUNICATIONS REPRESENTATIVE  | PROFESSIONALS               | 4.0        |
| COMMUNICATIONS SPECIALIST      | PROFESSIONALS               | 2.0        |
| DAIRY INDUSTRY FIELD SCIENTIST | PROFESSIONALS               | 19.0       |
| DAIRY INDUSTRY SPECIALIST      | PROFESSIONALS               | 8.9        |
| DEPARTMENTAL ANALYST           | PROFESSIONALS               | 17.8       |
| DEPARTMENTAL MANAGER           | PROFESSIONALS               | 8.0        |
| DEPARTMENTAL SPECIALIST        | PROFESSIONALS               | 8.0        |
| DEPARTMENTAL TECHNICIAN        | PARAPROFESSIONALS           | 26.0       |
| ECONOMIC COMMUNITY DEV ALT     | PROFESSIONALS               | 1.0        |
| ECONOMIC COMMUNITY DEV SPL     | PROFESSIONALS               | 2.0        |
| ENVIRONMENTAL ENGINEER         | PROFESSIONALS               | 1.0        |
| ENVIRONMENTAL ENG LIC SPL      | PROFESSIONALS               | 1.0        |
| ENVIRONMENTAL MANAGER          | PROFESSIONALS               | 5.0        |
| ENVIRONMENTAL SANITARIAN       | PROFESSIONALS               | 5.0        |
| ENVIRONMENTAL SANITARIAN SPL   | PROFESSIONALS               | 1.0        |
| EPIDEMIOLOGIST                 | PROFESSIONALS               | 1.0        |
| EXAMINATION MONITOR            | OFFICE AND CLERICAL         | 0.4        |
| EXECUTIVE SECRETARY            | OFFICE AND CLERICAL         | 3.0        |
| FINANCIAL ANALYST              | PROFESSIONALS               | 5.0        |
| FINANCIAL MANAGER              | PROFESSIONALS               | 3.0        |

| Job Cd Desc                    | Job Category Cd Desc         | FTE  |
|--------------------------------|------------------------------|------|
| FINANCIAL SPECIALIST           | PROFESSIONALS                | 2.0  |
| FOOD AND DAIRY INDUSTRY MGR    | PROFESSIONALS                | 12.9 |
| FOOD INDUSTRY FIELD SCIENTIST  | PROFESSIONALS                | 66.0 |
| FOOD INDUSTRY SPECIALIST       | PROFESSIONALS                | 10.0 |
| FORESTER                       | PROFESSIONALS                | 1.0  |
| FRUIT AND VEGETABLE INSPECTOR  | TECHNICIANS                  | 7.1  |
| GENERAL OFFICE ASSISTANT       | OFFICE AND CLERICAL          | 12.1 |
| LABORATORY SCIENTIST           | PROFESSIONALS                | 12.1 |
| LABORATORY SCIENTIST MANAGER   | PROFESSIONALS                | 6.0  |
| LABORATORY SCIENTIST SPL       | PROFESSIONALS                | 2.0  |
| LABORATORY TECHNICIAN          | TECHNICIANS                  | 9.8  |
| LABORER                        | SERVICE MAINTENANCE          | 6.8  |
| MAINTENANCE MECHANIC           | SKILLED CRAFT WORKERS        | 1.0  |
| METROLOGIST                    | PROFESSIONALS                | 14.0 |
| METROLOGIST MANAGER            | PROFESSIONALS                | 4.0  |
| METROLOGY SPECIALIST           | PROFESSIONALS                | 3.0  |
| MICROBIOLOGIST                 | PROFESSIONALS                | 7.0  |
| NUTRITION FOOD MAN CST         | PROFESSIONALS                | 1.0  |
| OFFICE DIRECTOR                | OFFICIALS AND ADMINISTRATORS | 8.0  |
| PLANT INDUSTRY FIELD SCIENTIST | PROFESSIONALS                | 42.5 |
| PLANT INDUSTRY MANAGER         | PROFESSIONALS                | 8.0  |
| PLANT INDUSTRY SPECIALIST      | PROFESSIONALS                | 12.0 |
| PROCUREMENT TECHNICIAN         | PARAPROFESSIONALS            | 1.0  |
| PROMOTIONAL AGENT              | PROFESSIONALS                | 2.0  |
| PROMOTIONAL SPECIALIST         | PROFESSIONALS                | 1.0  |
| PROPERTY ANALYST               | PROFESSIONALS                | 4.0  |
| PROPERTY MANAGER               | PROFESSIONALS                | 1.0  |
| REGULATION AGENT               | PROFESSIONALS                | 2.0  |
| REGULATION MANAGER             | PROFESSIONALS                | 1.0  |
| REGULATION OFFICER             | PROFESSIONALS                | 1.0  |
| RESOURCE ANALYST               | PROFESSIONALS                | 16.0 |
| RESOURCE SPECIALIST            | PROFESSIONALS                | 3.0  |
| SECRETARY                      | OFFICE AND CLERICAL          | 8.0  |
| SENIOR EXECUTIVE MAN AST       | OFFICE AND CLERICAL          | 1.0  |
| SENIOR EXECUTIVE SERVICE       | OFFICIALS AND ADMINISTRATORS | 2.0  |
| STATE ADMINISTRATIVE MANAGER   | OFFICIALS AND ADMINISTRATORS | 7.0  |
| STATE ASSISTANT ADMINISTRATOR  | OFFICIALS AND ADMINISTRATORS | 3.0  |
| STATISTICIAN SPECIALIST        | PROFESSIONALS                | 1.0  |

| Job Cd Desc                 | Job Category Cd Desc | FTE          |
|-----------------------------|----------------------|--------------|
| STUDENT ASSISTANT           | TECHNICIANS          | 4.6          |
| TOXICOLOGIST                | PROFESSIONALS        | 1.0          |
| VETERINARIAN                | PROFESSIONALS        | 11.0         |
| VETERINARIAN MANAGER        | PROFESSIONALS        | 5.0          |
| VETERINARY SPECIALIST       | PROFESSIONALS        | 3.0          |
| VETERINARY TECHNICIAN       | TECHNICIANS          | 2.0          |
| WEIGHTS MEASURES INSPECTOR  | TECHNICIANS          | 10.8         |
| WILDLIFE BIOLOGY SPECIALIST | PROFESSIONALS        | 1.0          |
|                             |                      | <b>469.1</b> |
|                             |                      |              |