

STATE OF MICHIGAN  
CIVIL SERVICE COMMISSION

# **COMPENSATION PLAN**

**PAY RATES AND SALARY SCHEDULES FOR  
POSITIONS IN THE STATE CLASSIFIED SERVICE**

**Effective October 1, 2023**

## **Commissioners**

Jase Bolger – Chair  
Nick Ciaramitaro  
Jeff Steffel  
Gail M. Wilson

## **State Personnel Director**

John W. Gnodtke

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## Introduction

This compensation plan for the state classified service is effective October 1, 2023.

The rates published in this plan are the official rates of compensation for all classifications of positions listed.

### Pay Increases for FY 23-24 by Bargaining Unit

<b>Exclusive Representative</b>	<b>Unit</b>	<b>Base Pay Increase (10/1/23)</b>
MSEA	Labor & Trades	2%
	Safety & Regulatory	2%
MCO	Security	2%
SEIU 517M	Scientific & Engineering	2%
SEIU 517M	Human Services Support	2%
SEIU 517M	Technical	2%
MSPTA	Troopers & Sergeants	2%
UAW	Human Services	2%
	Administrative Support	2%
AFSCME	Institutional	2%
NEREs	Business & Administrative	2%
	Managerial	2%
	Supervisory	2%
	Confidential	2%

## **Article XI, Section 5, of the Constitution of the State of Michigan**

The classified state civil service shall consist of all positions in the state service except those filled by popular election, heads of principal departments, and members of boards and commissions, the principal executive officer of boards and commissions heading principal departments, employees of courts of record, employees of the legislature, employees of the state institutions of higher education, all persons in the armed forces of the state, eight exempt positions in the office of the governor, and within each principal department, when requested by the department head, two other exempt positions, one of which shall be policy-making. The civil service commission may exempt three additional positions of a policy-making nature within each principal department.

The civil service commission shall be non-salaried and shall consist of four persons, not more than two of whom shall be members of the same political party, appointed by the governor for terms of eight years, no two of which shall expire in the same year.

The administration of the commission's powers shall be vested in a state personnel director who shall be a member of the classified service and who shall be responsible to and selected by the commission after open competitive examination.

The commission shall classify all positions in the classified service according to their respective duties and responsibilities, fix rates of compensation for all classes of positions, approve or disapprove disbursements for all personal services, determine by competitive examination and performance exclusively on the basis of merit, efficiency, and fitness the qualifications of all candidates for positions in the classified service, make rules and regulations covering all personnel transactions, and regulate all conditions of employment in the classified service.

State police troopers and sergeants shall, through their elected representative designated by 50 percent of such troopers and sergeants, have the right to bargain collectively with their employer concerning conditions of their employment, compensation hours, working conditions, retirement pensions, and other aspects of employment except promotions which will be determined by competitive examination and performance on the basis of merit, efficiency, and fitness; and they shall have the right 30 days after commencement of such bargaining to submit any unresolved disputes to binding arbitration for the resolution thereof the same as now provided by law for public police and fire departments.

No person shall be appointed to or promoted in the classified service who has not been certified by the commission as qualified for such appointment or promotion. No appointments, promotions, demotions, or removals in the classified service shall be made for religious, racial, or partisan considerations.

Increases in rates of compensation authorized by the commission may be effective only at the start of a fiscal year and shall require prior notice to the governor, who shall transmit such increases to the legislature as part of his budget. The legislature may, by a majority vote of the members elected to and serving in each house, waive the notice and permit increases in rates of compensation to be effective at a time other than the start of a fiscal year.

Within 60 calendar days following such transmission, the legislature may, by a two-thirds vote of the members selected to and serving in each house, reject or reduce increases in rates of compensation authorized by the commission. Any reduction ordered by the legislature shall apply uniformly to all classes of employees affected by the increases and shall not adjust pay differentials already established by the civil service commission. The legislature may not reduce rates of compensation below those in effect at the time of the transmission of increases authorized by the commission.

The appointing authorities may create or abolish positions for reasons of administrative efficiency without the approval of the commission. Positions shall not be created nor abolished except for reasons of administrative efficiency. Any employee considering himself aggrieved by the abolition or creation of a position shall have a right of appeal to the commission through established grievance procedures.

The civil service commission shall recommend to the governor and to the legislature rates of compensation for all appointed positions within the executive department not a part of the classified service.

To enable the commission to exercise its powers, the legislature shall appropriate to the commission for the ensuing fiscal year a sum not less than one percent of the aggregate payroll of the classified service for the preceding fiscal year, as certified by the commission. Within six months after the conclusion of each fiscal year the commission shall return to the state treasury all money unexpended for that fiscal year.

The commission shall furnish reports of expenditures, at least annually, to the governor and the legislature and shall be subject to annual audit as provided by law.

No payment for personal services shall be made or authorized until the provisions of this constitution pertaining to civil service have been complied with in every particular. Violation of any of the provisions hereof may be restrained or observance compelled by injunctive or mandamus proceedings brought by any citizen of the state.

## Classification Group Codes

<u>Job Class</u>	<u>Job Class Title</u>	<u>Classification Types</u>
CL1	Equitable Classification Plan Group One	Technical, Office, Paraprofessional and Service Occupations (Non-Supervisory)
CL2	Equitable Classification Plan Group Two	Business, Human Service, Scientific, and Engineering Professional Classes (Non-Supervisory)
CL3	Equitable Classification Plan Group Three	Supervisors and Managers
CL4	Equitable Classification Plan Group Four	Executives and Administrators
CLA	Classified—Others	

## Overtime/On-call Eligibility Codes

<u>Exempt Code</u>	<u>Definition</u>
N	Eligible for overtime pay. (Non-exempt)
Y	Not eligible for overtime pay. (Exempt)

## Designating Salary Class Codes

<u>Code</u>	<u>Definition</u>
S	Salary
H	Hourly

### Maximum Overtime Rate for Ineligible Employees, Effective 10/1/23: \$53.55

Time and one-half times \$53.55 is \$80.33.

- Employees whose base hourly rate equals or is less than \$53.55 receive time-and-one-half payment.
- Employees earning between \$53.55 and \$80.33 will receive \$80.33.
- Employees earning \$80.33 or greater receive straight time payment.

## Bargaining Unit Codes and Exclusive Representatives

<u>Code</u>	<u>Unit</u>	<u>Exclusive Representative</u>
A02	Safety & Regulatory: Classes involved in inspections or investigations to detect violations of federal or state statutes, rules, regulations; enforcing these rules, regulations, or statutes; appraising the grade, condition, or sanitation of food, objects, activities, or procedures; protection of person, buildings, grounds, or natural resources.	Michigan State Employees Association (MSEA)
A31	Labor & Trades: Classes performing skilled and semi-skilled trades work and general labor activities.	Michigan State Employees Association (MSEA)
C12	Security: Classes involved in direct custody and treatment of inmates under the supervision of the Department of Corrections and residents of state facilities for the criminally insane.	Michigan Corrections Organization (MCO)
E42	Human Services Support: Classes delivering paraprofessional human services.	Service Employees International Union 517M (SEIU)
H21	Scientific & Engineering: Classes performing professional work in the physical and biological sciences or engineering or architecture.	Service Employees International Union 517M (SEIU)
L32	Technical: Classes providing nonprofessional support services in science and engineering.	Service Employees International Union 517M (SEIU)
T01	Troopers & Sergeants: Classes of all non-supervisory enlisted positions, including sergeants, in the Michigan State Police.	Michigan State Police Troopers Association (MSPTA)
U11	Institutional: Classes providing non-professional direct or indirect services to patients or residents of state facilities, except security classifications.	Michigan Council 25, AFL-CIO (AFSCME)
W22	Human Services: Classes performing professional work in counseling, education, rehabilitation, and other assistance for the socially disabled or disadvantaged.	United Automobile Workers (UAW)
W41	Administrative Support: Classes performing non-professional work preparing, transcribing, recording, filing, systematizing, maintaining, and routinely dispensing records, reports, communications, and information and operating various equipment and work products for clerical, paraprofessional, and technical business and administrative activities.	United Automobile Workers (UAW)

<b><u>Code</u></b>	<b><u>Unit</u></b>	<b><u>Exclusive Representative</u></b>
Y23	Business & Administrative: Classes performing professional work in personnel, accounting, training, auditing, commercial, information, and other fields related to business, commercial, and administration.	None (NERE)
Y50	Pending Unit Assignment	—
Y51	Supervisory	None (NERE)
Y52	Non-Career	None (NERE)
Y98	Managerial	None (NERE)
Y99	Confidential	None (NERE)

### **Job Categories and Codes**

Job categories are as defined by the Equal Employment Opportunity Commission for certain federal reporting purposes.

<b><u>Code</u></b>	<b><u>Category</u></b>
1	Officials and Administrators
2	Professionals
3	Technicians
4	Protective Service Workers
5	Para-Professionals
6	Administrative Support (Including Office & Clerical and Sales)
7	Skilled Craft Workers
8	Service/Maintenance Workers