



**STATE PERSONNEL DIRECTOR OFFICIAL COMMUNICATION**

**SPDOC No. 22-05**

TO: ALL APPOINTING AUTHORITIES, HUMAN RESOURCES OFFICERS,  
AND RECOGNIZED EMPLOYEE ORGANIZATIONS

FROM: JOHN GNODTKE, STATE PERSONNEL DIRECTOR

DATE: JULY 8, 2022

SUBJECT: **PROPOSED AMENDMENTS TO RULE 5-6, ADDITIONAL  
COMPENSATION, MISCELLANEOUS**

A handwritten signature in black ink, appearing to read "John Gnodtke", with a horizontal line extending to the right.

**THIS DOCUMENT IS AVAILABLE UPON REQUEST IN ALTERNATIVE FORMATS.  
FOR FURTHER INFORMATION CALL 517-284-0115.**

The state employer has asked the MDHHS to be allowed to participate in a retention recognition program for eligible non-exclusively represented employees employed at the Joint Laboratory under the same conditions contained in collectively bargained letters of understanding. Under the recognition program, eligible MDHHS employees employed at the Joint Laboratory on July 25, 2022, and who have been continuously employed at the Joint Laboratory since at least December 26, 2021, are eligible for a payment. Higher payment amounts are available for employees continuously employed at the Joint Laboratory since specified earlier dates. Payment amounts are decreased by the amounts of certain other payments received by employees since March 22, 2020. The purpose of the payment is to recognize eligible employees for their continuing employment and contribution toward meeting the unprecedented and on-going COVID-19 testing production standards required at the Joint Laboratory since March 22, 2020.

Staff proposes adding rule 5-6.18 to adopt similar provisions for NEREs as under the LOUs:

**5-6.18 Retention Payment for Joint Laboratory Employees**

(a) **Retention payment program.** The department of health and human services may pay a retention recognition bonus to eligible employees assigned to the Joint Laboratory.

(1) **Eligibility.** An employee who on July 25, 2022 is employed by the department of health and human services and whose work location is the Joint Laboratory, and who has been continuously employed by the department at the Joint Laboratory since one or more of the following dates,

is eligible to receive up to the payment amount corresponding to the earliest date for which they are eligible:

- (A) March 22, 2020: \$4,500.
- (B) December 27, 2020: \$2,000.
- (C) June 27, 2021: \$1,000.
- (D) December 26, 2021: \$500.

(2) **Continuously employed.** For purposes of this rule, time on an approved leave of absence or absence for an approved workers compensation claim does not interrupt continuous employment. A break in service, separation, appointment or lateral job change to a position in an agency other than the department of health and human services, or change in work location from the Joint Laboratory, interrupts continuous employment.

(3) **Payment reduction.** An employee's eligible payment amount is reduced by the total amount of any payments the employee received:

- (A) As performance pay or critical-position premium pay since March 22, 2020.
- (B) From the Unemployment Insurance Agency because of the employee serving one or more temporary layoff days for which the State of Michigan certified the employee's eligibility for the Work Share program during 2020.

(b) **Payment.** A payment under this program is made as a gross-pay adjustment as soon as administratively feasible.

Comments on the proposed amendments may be emailed to [MCSC-OGC@mi.gov](mailto:MCSC-OGC@mi.gov) or sent to Office of the General Counsel, Michigan Civil Service Commission, P.O. Box 30002, Lansing, Michigan, 48909. Comments must be received by July 22, 2022. The proposed rule changes will be considered by the commission at its July 25, 2022 meeting at 400 S. Pine Street, Lansing, Michigan. The proposed effective date of the changes is July 25, 2022.