



STATE OF MICHIGAN
CIVIL SERVICE COMMISSION

STATE PERSONNEL DIRECTOR OFFICIAL COMMUNICATION

SPDOC No. 22-10

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

FROM: JOHN GNODTKE, STATE PERSONNEL DIRECTOR

DATE: NOVEMBER 18, 2022

SUBJECT: **PROPOSED AMENDMENTS TO RULES 1-3, REGULATIONS AND ADVISORIES; 2-7, DRUG AND ALCOHOL TESTING; 2-14, RIGHTS OF EMPLOYEES ABSENT DUE TO SERVICE IN THE UNIFORMED SERVICES; 3-7, REVOCATION OF APPOINTMENT; 4-6, SENIOR EXECUTIVE SERVICE (SES); 4-7, SENIOR EXECUTIVE MANAGEMENT ASSISTANT SERVICE (SEMAS); 5-4, ADDITIONAL COMPENSATION: OVERTIME, ETC; 5-5, ADDITIONAL COMPENSATION: PRISON EMPLOYEES; 5-6, ADDITIONAL COMPENSATION: MISCELLANEOUS; 5-7, EXPENSE REIMBURSEMENT; 5-8, LONGEVITY PAYMENT; 5-10, PAID HOLIDAYS AND LEAVE; 5-17, DEFERRED RETIREMENT OPTION PLAN FOR STATE POLICE COMMAND OFFICERS; 8-7, APPEAL TO CIVIL SERVICE COMMISSION; AND 9-1, DEFINITIONS**

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

Staff have identified several rules for possible amendment to streamline the rulebook, eliminate or update obsolete references, update provisions to more accurately reflect operational practices, and clarify definitions. Proposed amendments include:

- Amending rule 1-3 to clarify that regulations and advisories are available to employees through the internet.
- Eliminating the requirement in rule 2-7.4 for complainants to serve appointing authorities with new-hire drug complaints. Civil service staff can handle this instead.
- Including eligible service in the state defense force in employment and return-to-work protections provided by rule 2-14.
- Clarifying in rule 3-7.2 a limit on relief available in technical appointment complaints.
- Combining rules 4-6 and 4-7, clarifying when pay protection ends after declining recall to a position, and eliminating obsolete references.
- Eliminating obsolete references and expired programs in rule 5-5 and 5-6, amending rules 5-4.6 and 5-17.2 to clarify compensatory time accruals and payoffs

for certain classifications, including an inadvertently omitted classification in 5-7.3(b), clarifying longevity payment eligibility in rule 5-8 and treatment of prior military service for employees who separate and return in rule 5-10.2, and eliminating obsolete provisions describing the accrual of banked leave from rule 5-10.3.

- Updating the description of appellate filings from commission decisions to the circuit court in rule 8-7 to match the Michigan Court Rules.
- Amending the definition of “hire” to clarify that it includes appointments after a break in service and adding a definition of “state defense force.”

Additional non-substantive amendments to improve clarity and conciseness are also proposed throughout the above rules.

Comments on the proposed amendments may be emailed to MCSC-OGC@mi.gov or sent to Office of the General Counsel, Michigan Civil Service Commission, P.O. Box 30002, Lansing, Michigan, 48909. Written comments must be received by December 16, 2022.

Attachment