



**STATE PERSONNEL DIRECTOR OFFICIAL COMMUNICATION**  
**SPDOC No. 23-14**

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

FROM: JOHN GNODTKE, STATE PERSONNEL DIRECTOR

DATE: NOVEMBER 15, 2023

SUBJECT: **PROPOSED AMENDMENTS TO RULE 5-7, EXPENSE  
REIMBURSEMENT**

A handwritten signature in black ink, appearing to read "John Gnodtke", written over the printed name of the State Personnel Director.

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

The state employer has requested that the amounts for safety shoe reimbursement for eligible non-exclusively represented employees (NEREs) be increased to the same amounts as provided to eligible employees in certain exclusively represented bargaining units.

Staff proposes amending rule 5-7.3(a) as follows:

**5-7 Expense Reimbursement**

\* \* \*

**5-7.3 Miscellaneous Reimbursements**

- (a) **Safety Shoes.** Employees required by their appointing authority to wear safety shoes or boots are eligible for reimbursement of the actual cost of, at the employee's option, up to either (1) ~~\$80~~125 annually or (2) ~~\$160~~250 every two years.

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 December 12, 2023. The proposed effective date of the amendments is January 1, 2024.