From: Schmidt, Lauri (MCSC) <schmidtl@michigan.gov>
Sent: Friday, January 29, 2016 1:08 PM
To: Winters, Jan (MCSC)
Subject: FW: Aid for Flint, MI - CVS Health
Attachments: MI Giving Profile 2014-2015 final_CVS.pdf

FYI.....just wanted to share.

Lauri

From: Anzaldi, Santo [redacted]
Sent: Friday, January 29, 2016 11:32 AM
To: Schmidt, Lauri (MCSC)
Subject: Aid for Flint, MI - CVS Health

Hi Lauri,
Good Morning and I hope your new year is off to a great start. It's been awhile since we last connected and I wanted to pass along a brief update regarding how CVS Health is supporting the residents in Flint.

Our organization is partnering with Good 360, a disaster relief organization, to deliver products and goods to help residents affected by the water crisis. Donors have provided an overwhelming amount of water for the community, but residents still have a strong need for personal, cleaning and baby products. CVS Health is responding by donating Vitamin C, antibacterial soap, hand sanitizer, diapers, baby wipes, toothbrushes, toothpaste and formula. Several community organizations, including the Michigan Community Service Commission, Catholic Charities and Mission of Hope, will distribute these much needed items.

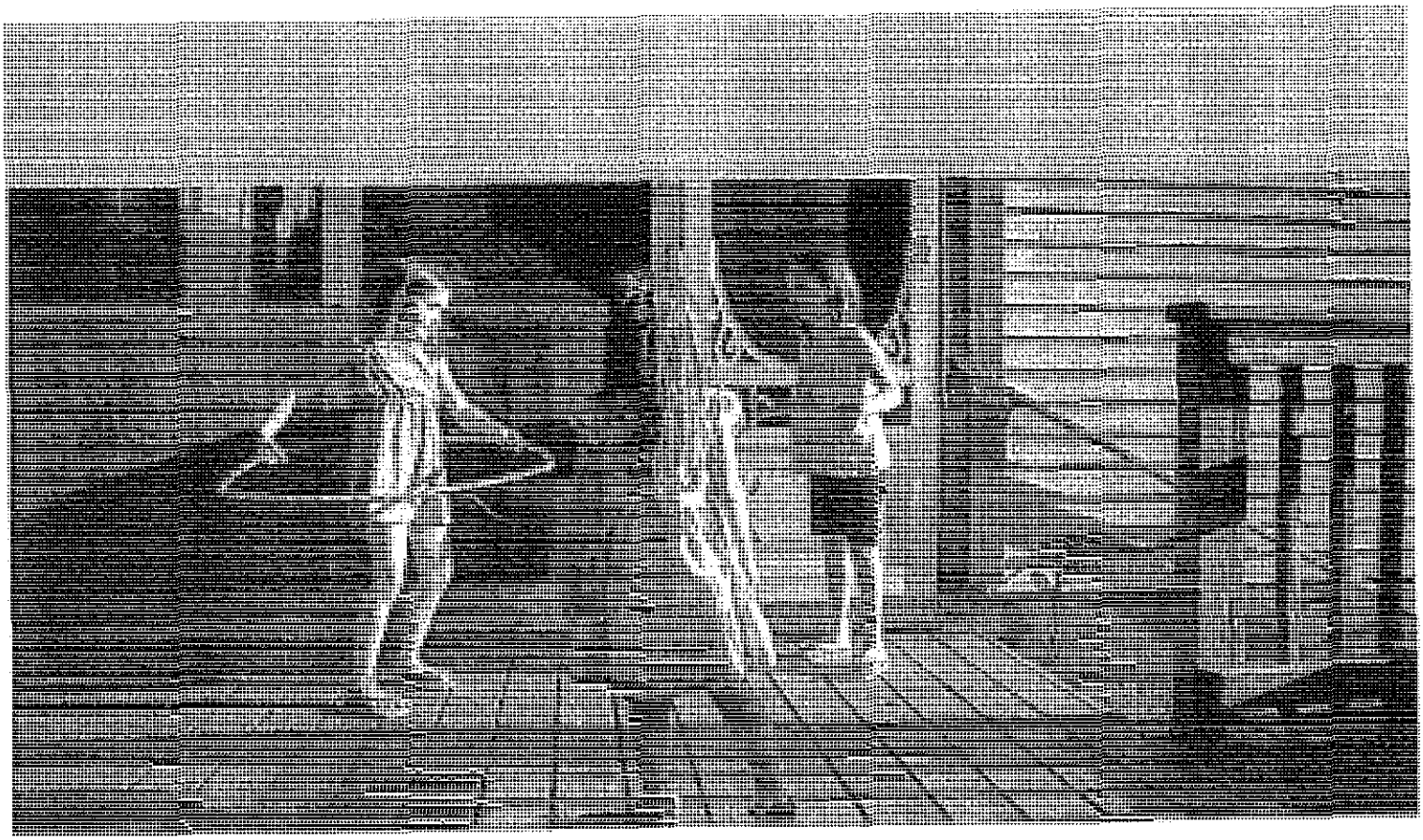
I have also attached an overview of the various ways CVS Health has worked with leading health care organizations, local non-profits, etc. to make a positive impact throughout Michigan.

I hope you find this information helpful and please let me know if you have any questions.

Best regards,
Santo

Santo Anzaldi | Vice President, Government Sales, CVS/caremark
p 630-797-5355 | **c** [redacted] | **e**
CVS Health | 2211 Sanders Road, Northbrook, IL 60062

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2014 - 2015 Michigan Giving Profile

Building Healthier Communities

By working with our charitable partners, engaging our colleagues and investing in leading health care organizations, we are able to make a positive impact in communities throughout the state of Michigan.

Community Grants

CVS Health Community Grants are designed to support nonprofits that provide services in the same communities where we operate our stores and business locations.

Featured Grant Recipients

Baldwin Family Health Care
Baldwin, MI

Catherine's Care Center
Grand Rapids, MI

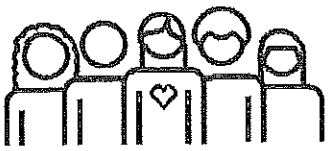
Dr. Gary Burnstein Community Health Center Pontiac, MI

Covenant Community Care
Detroit, MI

City on a Hill Ministries
Zeeland, MI

Color of Autism Foundation
Birmingham, MI

Oakwood Healthcare Foundation
Dearborn, MI



Total Contributions
$688,911

$468,000
In-store campaigns

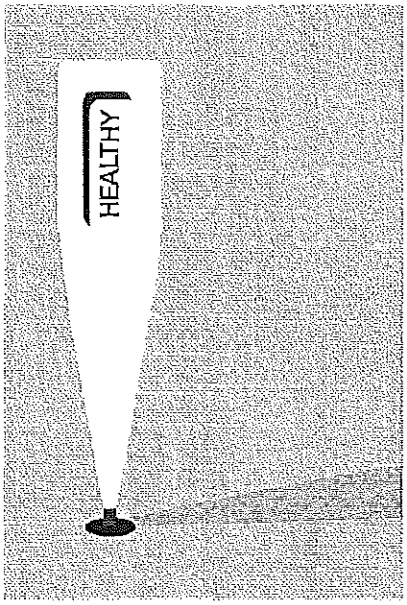
$155,550
CVS Health Foundation

$55,000
Community Grants

$10,361
Gift Cards & Product Donations

CVSHealth

Grant highlights



The CVS Health Foundation is a private foundation created by CVS Health Corporation.

CVS Health Pharmacy Grants are supported by the CVS Health Foundation and given to Colleges and Universities that have pharmacy schools.

$11,500

in pharmacy grants awarded in the state of Michigan in 2014 & 2015

Baldwin Family Health Care
Baldwin, MI

Baldwin Family Health Care was awarded a $50,000 grant from the CVS Health Foundation. Family Health Care was one of the first community health centers in the nation to develop a "one-stop shopping" concept for health care services. They've been in the business of taking care of families since 1967. They offer medical, dental, laboratory, x-ray, full service retail pharmacies, health education, and school-based Child and Adolescent Health Centers in Baldwin, Grant and White Cloud. They are also an FTCA, FQHC, and PCMH deemed facilities accredited by the AAAHC

CVS Health Community Grants are awarded to local non-profits which improve access to health care at a local level.

Covenant Community Care
Detroit, MI

Covenant Community Care, Inc. is the recent recipient of a $10,000 Community Grant from CVS Health. While most of Covenant Community Care's mission happens in five clinics located throughout the city, they have developed a dedicated team committed to caring and seeking justice for homeless individuals, prostitutes, and those involved in human trafficking against their will. Detroit presents some unique opportunities, as it is located on an international border, has some of the highest crime and poverty rates in the United States, is poor in municipal resources, and is geographically expansive. The outreach team works to break these barriers to seek and find those individuals in need of quality and holistic care. The CVS Health grant will allow expansion of this program to occur in 2016.

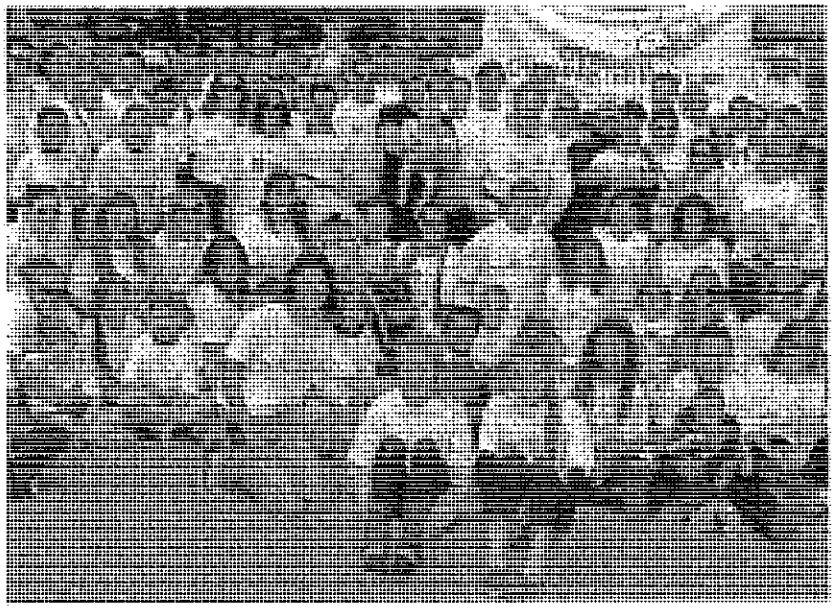
Oakwood Healthcare Foundation
Dearborn, MI

The Oakwood Healthcare System (OHS) serves the Southeastern Michigan community by providing health care services across a number of hospitals, clinics, schools, churches, senior centers and other community venues. CVS Health has provided a $10,000 grant to the Oakwood Taylor Teen Health Center (TTHC), a community-based adolescent health center serving adolescents and young adults who reside in Wayne County, with a particular emphasis on the community of southwest Taylor. Funding from CVS Health will allow 90 teens and young adults to participate in Oakwood's TTTC smoking cessation program, "Stop Today and Remove Tobacco" (S.T.A.R.T.).

CVS Health Key Partnerships

Easter Seals
CVS Health became the National Premier Sponsor of Easter Seals' signature event, *Walk With Me*, in 2006 to highlight its commitment to children of all abilities in communities nationwide. Walk With Me provides CVS Health colleagues the opportunity to give back to their local communities by supporting a cause that they are passionate about.

Since 2006, nearly 35,000 CVS Health colleagues have participated in Easter Seals Walks and together, they have raised more than $11.3 million through events nationwide. Funds raised support Easter Seals affiliates in the communities where the events took place.



In the past 2 years, Michigan CVS/pharmacy stores raised over $236,000 in support of American Lung Association's LUNG FORCE

American Lung Association & Stand Up 2 Cancer

To align with our commitment to help people lead tobacco-free lives, in 2014 we launched two new in-store fundraising campaigns. The spring campaign supported the American Lung Association's Lung Force initiative focused on raising awareness of Lung Cancer as the leading cancer killer in women. The fall campaign was for Stand Up to Cancer which is focused on creating "Dream Teams" of clinicians and physicians from around the country to support innovative cancer research. Together with our customers and our colleagues – we donated more than $7 million to these great causes.



In the past 2 years, Michigan CVS/pharmacy stores raised over $232,000 In support of Stand Up 2 Cancer

CVS Health Diversity and Workforce Initiatives
At CVS Health, Diversity Management creates an inclusive environment wherein differences and similarities are valued and integrated into every part of our business. to:

- ensure exceptional customer service;
- ensure the mental, physical, and emotional well-being of colleagues;
- achieve exceptional workplace and business performance;
- deliver the highest quality products and services;
- remain the nation's premier integrated pharmacy and healthcare services provider;
- and create a unified, aligned and high performance workforce through the power of inclusion

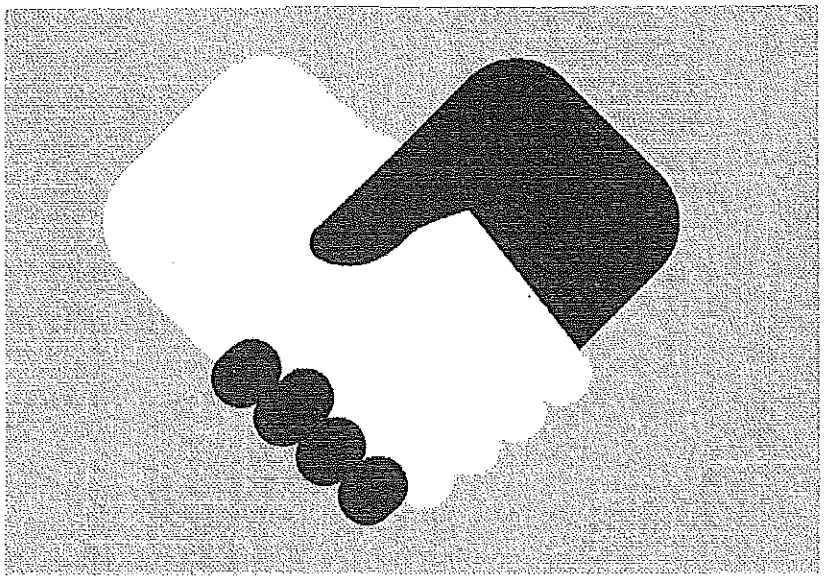
Workforce Initiatives
CVS Health's mission is to hire, train, develop, retain and support life-long learning of diverse, qualified associates, adding value to CVS Health by establishing partnerships with local, state, and federal agencies, educational institutions, non-profits and faith-based organizations.

CVS Health Presence in Michigan

Our CVS/pharmacy stores provide access to highly trained pharmacists who dispense prescriptions and helpful advice.

Our MinuteClinics provide residents with convenient, affordable health care through nurse practitioners and physician assistants who diagnose and treat common illnesses and minor injuries.

Our Pharmacy Benefits Management (PBM) team helps make prescription medications more affordable and accessible, and helps people use them safely and effectively.



Community Giving supports a range of important causes including access to health care for underserved populations, chronic disease management and education and tobacco cessation programs.

In 2014 & 2015, we contributed $220,911 to Michigan non-profits

Our Partners
We work with dozens of nonprofits that are dedicated to children and families as well as others dedicated to closing the gap for underserved populations seeking healthcare

305

CVS/pharmacy stores

17

MinuteClinic locations

7,880

Employees

From: Waalkes, Marie (DTMB) <WaalkesM1@michigan.gov>
Sent: Wednesday, February 03, 2016 7:58 PM
To: Schmidt, Lauri (MCSC); Winters, Jan (MCSC)
Subject: Re: Flint Water Crisis

Thanks Jan and Lauri. We can touch base.

"Schmidt, Lauri (MCSC)" <schmidtl@michigan.gov> wrote:

Yes, I will ask Arva and let you know what she finds out.

Sent from my iPad

On Feb 3, 2016, at 7:54 PM, Winters, Jan (MCSC) <WintersJ@michigan.gov> wrote:

> Let's discuss, Lauri. I am copying Marie as well. Can you ask Arva if BCBSM is working with the Governor's office and Flint given the number of plans they must have in the Flint area? Clearly a good message from BCBSM. Thanks - Jan
>
> "Schmidt, Lauri (MCSC)" <schmidtl@michigan.gov> wrote:
>
> FYI
>
> Begin forwarded message:
>
> **From:** "Overton, Arva"
> **Date:** February 3, 2016 at 7:25:33 PM EST
> **To:** "schmidtl@michigan.gov" <schmidtl@michigan.gov>, "FellD@michigan.gov" <FellD@michigan.gov>
> **Subject: Flint Water Crisis**
>
> This message was sent securely using ZixCorp
>
> Hi Ladies,
>
> As you are aware, elevated levels of lead have been found within the City of Flint's water system. BCBSM mailed member letters last week related to the Flint water crisis. The number of BCBSM letters mailed is small – 562 subscribers with approximately 690 high risk dependents in about 170 different group customers. The number of BCBSM members under the State Health Plan was 22. BCN completed their first member mailing on January 15 to approximately 200 subscribers. I do not know the number of members enrolled in your BCN plan.
>
> The objective of the member letter is to follow the public health leadership recommendation that the highest risk population receive a lead test and/or report their test finding to their primary care physicians. The highest risk

populations are children 6 and under and those that are pregnant is a seven zip code area associated with Flint City water (48501-48507).

BCBSM is updating the system to allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507). Services are reimbursable in and out of network, effective 4/1/2014.

Let me know if you have questions or concerns.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)
(cell)
877 877 8965 (fax)

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This message was secured by ZixCorp(R).

From: Overton, Arva
Sent: Wednesday, February 03, 2016 8:35 PM
To: Fell, Danielle (MCSC); Schmidt, Lauri (MCSC)
Subject: RE: Flint Water Crisis
Attachments: BCN Lead alert pregnant women Flint water.doc; BCN Lead alert parent guardian letter.doc; Flint water parent guardian letter 012816.docx

This message was sent securely using ZixCorp.

Ladies,

Attached are the letters.

Let me know if you have questions or concerns.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)
(cell)
877 877 8965 (fax)

From: Fell, Danielle (MCSC) [mailto:FellD@michigan.gov]
Sent: Wednesday, February 03, 2016 8:06 PM
To: Overton, Arva; Schmidt, Lauri (MCSC)
Subject: RE: Flint Water Crisis

Thanks Arva-

Could you please provide us a copy of the letter that was mailed?

Thanks-
Danielle

Danielle M. Fell
Insurance Benefit Specialist
Employee Benefits Division
517-373-8710

From: Overton, Arva
Sent: Wednesday, February 03, 2016 7:26 PM

To: Schmidt, Lauri (MCSC) <schmidtl@michigan.gov>; Fell, Danielle (MCSC) <FellD@michigan.gov>
Subject: Flint Water Crisis

This message was sent securely using ZixCorp.

Hi Ladies,

As you are aware, elevated levels of lead have been found within the City of Flint's water system. BCBSM mailed member letters last week related to the Flint water crisis. The number of BCBSM letters mailed is small – 562 subscribers with approximately 690 high risk dependents in about 170 different group customers. The number of BCBSM members under the State Health Plan was 22. BCN completed their first member mailing on January 15 to approximately 200 subscribers. I do not know the number of members enrolled in your BCN plan.

The objective of the member letter is to follow the public health leadership recommendation that the highest risk population receive a lead test and/or report their test finding to their primary care physicians. The highest risk populations are children 6 and under and those that are pregnant is a seven zip code area associated with Flint City water (48501-48507).

BCBSM is updating the system to allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507). Services are reimbursable in and out of network, effective 4/1/2014.

Let me know if you have questions or concerns.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)

(cell)

877 877 8965 (fax)

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This message was secured by **ZixCorp**(R).

Blue Care Network of Michigan

P.O. Box 5043
Southfield, MI 48086-5043

<DATE>

<Member first name> <Member last name>
<Address>
<City>, <State> <ZIP>

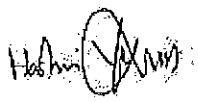
Dear Parent or Guardian of <Member first name> <Member last name>:

Because of the recent public health advisory regarding the levels of lead in the Flint River, Blue Care Network is recommending that your child get a lead screening blood test. **Blue Care Network covers this screening free of charge.**

Lead, a toxic metal, can cause serious health problems in a child's body and potentially damage the brain. Young children are particularly vulnerable to the effects of lead poisoning, as their brain and central nervous system are still forming.

Please schedule an appointment with your child's doctor to have your child's blood tested for levels of lead and to discuss lead exposure prevention. Call Customer Service at the number on the back of your card if you need help identifying your child's doctor.

Sincerely,



Hashim Yar, M.D., M.B.A., C.Q.M.
Regional and Clinical Quality Medical Director

Blue Care Network of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

Blue Care Network of Michigan

P.O. Box 5043
Southfield, MI 48086-5043

<DATE>

<Member first name> <Member last name>
<Address>
<City>, <State> <ZIP>

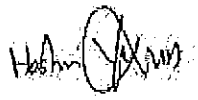
Dear <Member first name>:

Because of the recent public health advisory regarding the levels of lead in the Flint River, Blue Care Network is recommending that you get a lead screening blood test. **Blue Care Network covers this screening free of charge.**

Lead, a toxic metal, can cause serious health problems and potentially damage the brain. Pregnant women are at greater risk because lead crosses the placenta and enters the fetus.

Please schedule an appointment with your primary care physician to have your blood tested for levels of lead and to discuss lead exposure prevention.

Sincerely,



Hashim Yar, M.D., M.B.A., C.Q.M.
Regional and Clinical Quality Medical Director

Blue Care Network of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

Blue Cross
Blue Shield
of Michigan

600 E. Lafayette Blvd.
Detroit, MI 48226-2998

<DATE>

<Subscriber first name> <Subscriber last name>
<Address>
<City>, <State> <ZIP>

Dear Parent or Guardian:

Because of the recent public health advisory regarding the levels of lead in Flint city water, Blue Cross Blue Shield of Michigan is recommending that any child age 0 to 6 get a lead screening blood test if the child has not been tested.

Lead, a toxic metal, can potentially damage the growing brain in young children.

Please schedule an appointment with your child's doctor to have your child's blood tested for lead and to discuss lead exposure prevention. If your child was already tested for lead by a public health agency, we encourage you to share the test results with your child's doctor.

For children with higher than normal levels of lead in the blood, the Genesee County Health Department, in collaboration with the State of Michigan, is offering services to help support parents or guardians in assuring these children have the best possible health outcome. If your child has an elevated level, your primary care physician will refer you to the county case management program. Or, if you prefer to seek help from Blue Cross's case management staff for help in finding a doctor for your child, dietary counseling or other health care resources, please call 1-800-775-2583.

Sincerely,

David Share MD, MPH

David Share M.D., M.P.H.
Senior Vice President
Value Partnerships

Ann M. Baker

Ann Baker
Vice President
Wellness and Care Management

Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

From: Overton, Arva <.
Sent: Thursday, February 04, 2016 8:06 AM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water Crisis

This message was sent securely using ZixCorp.

Lauri,

BCBSM Government Affairs and our Medical Affairs areas are actively involved with local, state and federal meetings around this topic. It appears that BCBSM was the only commercial carrier involved at this level as the other carriers were only involved due to their Medicaid populations.

This is a long term health issue and BCBSM is in it for the long haul.

Let me know if you have questions or concerns.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)

877 877 8965 (fax)

From: Overton, Arva
Sent: Wednesday, February 03, 2016 8:36 PM
To: 'schmidtl@michigan.gov'
Subject: RE: Flint Water Crisis

I sent this to the area overseeing this. I hope to have a response tomorrow.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)

(cell)

877 877 8965 (fax)

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Wednesday, February 03, 2016 7:55 PM
To: Overton, Arva
Subject: Fwd: Flint Water Crisis

Do you have the answers to Jan's questions?

Sent from my iPad

Begin forwarded message:

> **From:** "Winters, Jan (MCSC)" <WintersJ@michigan.gov>
> **Date:** February 3, 2016 at 7:54:15 PM EST
> **To:** "Schmidt, Lauri (MCSC)" <schmidtl@michigan.gov>
> **Cc:** "Waalkes, Marie (DTMB)" <WaalkesM1@michigan.gov>
> **Subject: Re: Fwd: Flint Water Crisis**
>
> Let's discuss, Lauri. I am copying Marie as well. Can you ask Arva if BCBSM is working with the Governor's office and Flint given the number of plans they must have in the Flint area? Clearly a good message from BCBSM. Thanks - Jan
>
> "Schmidt, Lauri (MCSC)" <schmidtl@michigan.gov> wrote:
>
> FYI
>
> Begin forwarded message:
>
> > **From:** "Overton, Arva" <AOverton@BCBSM.com>
> > **Date:** February 3, 2016 at 7:25:33 PM EST
> > **To:** "schmidtl@michigan.gov" <schmidtl@michigan.gov>, "FellD@michigan.gov" <FellD@michigan.gov>
> > **Subject: Flint Water Crisis**
> >
> > This message was sent securely using ZixCorp.
> >
> > Hi Ladies,
> >
> > As you are aware, elevated levels of lead have been found within the City of Flint's water system. BCBSM mailed member letters last week related to the Flint water crisis. The number of BCBSM letters mailed is small – 562 subscribers with approximately 690 high risk dependents in about 170 different group customers. The number of BCBSM members under the State Health Plan was 22. BCN completed their first member mailing on January 15 to approximately 200 subscribers. I do not know the number of members enrolled in your BCN plan.
> >
> > The objective of the member letter is to follow the public health leadership recommendation that the highest risk population receive a lead test and/or report their test finding to their primary care physicians. The highest risk populations are children 6 and under and those that are pregnant is a seven zip code area associated with Flint City water (48501-48507).

BCBSM is updating the system to allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507). Services are reimbursable in and out of network, effective 4/1/2014.

Let me know if you have questions or concerns.

Ava Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)

877 877 8965 (fax)

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This message was secured by **ZixCorp**(R).

From: Winters, Jan (MCSC)
Sent: Thursday, February 04, 2016 9:16 AM
To: Fedorchuk, Matthew (MCSC)
Subject: FW: Fwd: Flint Water Crisis
Attachments: BCN Lead alert parent guardian letter.doc; BCN Lead alert pregnant women Flint water.doc; Flint water parent guardian letter 012816.docx

FYI, Matt. I would think the executive office would want this news. Perhaps they are already aware of the BCN and BCBSM efforts in Flint, including state employees in the area enrolled in one of the plans.

I have another thought on this and will stop by.

Thanks-
Jan

From: Schmidt, Lauri (MCSC)
Sent: Thursday, February 04, 2016 8:32 AM
To: Winters, Jan (MCSC)
Cc: Waalkes, Marie (DTMB)
Subject: RE: Fwd: Flint Water Crisis

Below is the response from Arva on your question Jan. I have also attached the letters that were sent.

Lauri,

BCBSM Government Affairs and our Medical Affairs areas are actively involved with local, state and federal meetings around this topic. It appears that BCBSM was the only commercial carrier involved at this level as the other carriers were only involved due to their Medicaid populations.

This is a long term health issue and BCBSM is in it for the long haul.

Let me know if you have questions or concerns.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)

877 877 8965 (fax)

Lauri Schmidt
Director

Employee Benefits Division

From: Winters, Jan (MCSC)
Sent: Wednesday, February 03, 2016 7:54 PM
To: Schmidt, Lauri (MCSC)
Cc: Waalkes, Marie (DTMB)
Subject: Re: Fwd: Flint Water Crisis

Let's discuss, Lauri. I am copying Marie as well. Can you ask Arva if BCBSM is working with the Governor's office and Flint given the number of plans they must have in the Flint area? Clearly a good message from BCBSM. Thanks - Jan

"Schmidt, Lauri (MCSC)" <schmidtl@michigan.gov> wrote:

FYI

Begin forwarded message:

From: "Overton, Arva" <[redacted]>
Date: February 3, 2016 at 7:25:33 PM EST
To: "schmidtl@michigan.gov" <schmidtl@michigan.gov>, "FellD@michigan.gov" <FellD@michigan.gov>
Subject: Flint Water Crisis

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Hi Ladies,

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BCBSM is updating the system to allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507). Services are reimbursable in and out of network, effective 4/1/2014.

Let me know if you have questions or concerns.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)

877 877 8965 (fax)

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This message was secured by **ZixCorp**(R).

From: Schmidt, Lauri (MCSC)
Sent: Thursday, February 04, 2016 12:37 PM
To: Winters, Jan (MCSC)
Subject: Medicaid and blood lead screening test.

Medicaid has covered this prior to the situation in Flint and they have to cover it, so no change for Medicaid.

Lauri Schmidt
Director
Employee Benefits Division

From: Vance, Quinton (MCSC) <VanceQ@michigan.gov>
Sent: Thursday, February 04, 2016 1:32 PM
To: Guyski, Rebecca (MCSC); McGhee, Lori (MCSC)
Subject: RE: Report Request
Attachments: FlintActive.xlsx; FlintCOBRA.xlsx

Hi Becky,

I've attached the results of your request. There are two separate spreadsheets, one for active benefits and the other for COBRA. As we discussed, waive plans (H3ZN & H4ZN) have been excluded from the results. Please let me know if you need anything else.

Q

From: Guyski, Rebecca (MCSC)
Sent: Thursday, February 04, 2016 9:43 AM
To: McGhee, Lori (MCSC) <McGheeL@michigan.gov>; Vance, Quinton (MCSC) <VanceQ@michigan.gov>
Subject: Report Request
Importance: High

Good morning!

Lori, I see that you're out so I contacted Quinton to discuss a high priority report request that our office has to see if we can have to run today. Due to the sensitive nature of this request, there will not be an AI created relating to it (I'm sure you'll understand). Could you please provide a report that identifies all employee and COBRA participant's (and their covered dependents on health) health plans that currently have Flint as their city listed in HRMN and include the following fields:

Attachments Withheld

EEID# or Participant #
First Name
M.I.
Last Name
Suffix
Address 1
Address 2
Address 3
City
State
Postal Code
County
Plan
Plan Description
Option
Dependent Name
Dependent Number
Relationship
Age
Gender

Please let me know if you have any questions and thank you in advance for expediting this request, we really appreciate it!

Thanks,
Beck

Becky Guyski
State Administrative Manager
Employee Benefits Division (EBD)
Civil Service Commission
517-335-2323

Attachments Withheld

From: SCOTT FELDPAUSCH <S. [illegible]>
Sent: Thursday, February 04, 2016 3:14 PM
To: Schmidt, Lauri (MCSC)
Cc: BRIDGET HOLLINGSWORTH; Fell, Danielle (MCSC); Sheila Powell (HAP); JENNIFER BERLIN; Marc Vanderburg (HAP)
Subject: RE: Flint Water situation

Hi Lauri,

I'm glad you asked! HealthPlus/HAP efforts to date:

- We are fully engaged with community partners including the Greater Flint Health Coalition, health care providers, American Red Cross, the United Way of Genesee County, and others
- Outreach by case managers to some 10,000 HAP/HealthPlus members in the affected area for education, instructions to see their provider, and to assess immediate needs for water and filters
- Established a HAP/HealthPlus Flint Water Crisis Committee to develop a plan to respond in an organized fashion that will bring necessary resources and service to the Flint community. We are focused on outreach, advocacy and medical assessment.
- Member newsletter with information about lead poisoning and its effects on children and adults.

Thanks!

Scott Feldpausch
Senior Account Executive
HealthPlus® – *Now part of the HAP® family*
2050 S. Linden Rd., Flint, MI 48532
Phone: (810) 733-8968 | Fax: (810) 230-2208

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 3:07 PM
To: SCOTT FELDPAUSCH
Subject: RE: Flint Water situation

OK, thank you. Did Health Plus do anything special for the water crisis?

Lauri Schmidt
Director
Employee Benefits Division

From: SCOTT FELDPAUSCH [mailto:[illegible]]
Sent: Thursday, February 04, 2016 3:05 PM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water situation

Hi Lauri,

Yes, it is covered. No age or diagnosis restrictions or frequency/quantity limitations. If performed at in-network Quest Lab or JVHL (joint venture hospital labs, www.jvhl.org), no member cost share.

Thanks.

Scott Feldpausch
Senior Account Executive
HealthPlus® – *Now part of the HAP® family*
2050 S. Linden Rd., Flint, MI 48532
Phone: (810) 733-8968 | Fax: (810) 230-2208



From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 2:44 PM
To: Fornwall, Lisa; SCOTT FELDPAUSCH
Subject: Flint Water situation

I am curious if your health plans allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507).

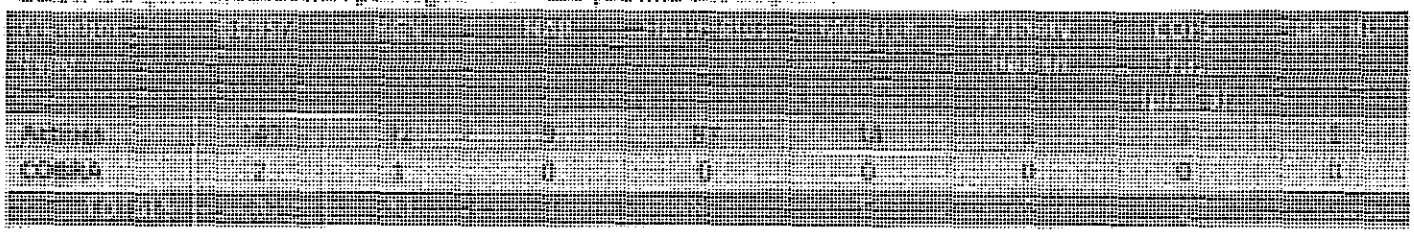
Thank you

Lauri Schmidt
Director
Employee Benefits Division

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From: Guyski, Rebecca (MCSC) <guyskir@michigan.gov>
Sent: Thursday, February 04, 2016 3:42 PM
To: Schmidt, Lauri (MCSC)
Subject: FW: Flint Water Crisis

Below is a quick breakdown I put together in case you find this helpful ☺



Thanks,
Beck

Becky Guyski
State Administrative Manager
Employee Benefits Division (EBD)
Civil Service Commission
517-335-2323

From: Schmidt, Lauri (MCSC)
Sent: Thursday, February 04, 2016 9:19 AM
To: Guyski, Rebecca (MCSC) <guyskir@michigan.gov>
Subject: FW: Flint Water Crisis

Lauri Schmidt
Director
Employee Benefits Division

From: Overton, Arva [l[redacted]]
Sent: Wednesday, February 03, 2016 7:26 PM
To: Schmidt, Lauri (MCSC); Fell, Danielle (MCSC)
Subject: Flint Water Crisis

This message was sent securely using ZixCorp.

Hi Ladies,

As you are aware, elevated levels of lead have been found within the City of Flint's water system. BCBSM mailed member letters last week related to the Flint water crisis. The number of BCBSM letters mailed is small – 562 subscribers with approximately 690 high risk dependents in about 170 different group customers. The number of

BCBSM members under the State Health Plan was 22. BCN completed their first member mailing on January 15 to approximately 200 subscribers. I do not know the number of members enrolled in your BCN plan.

The objective of the member letter is to follow the public health leadership recommendation that the highest risk population receive a lead test and/or report their test finding to their primary care physicians. The highest risk populations are children 6 and under and those that are pregnant is a seven zip code area associated with Flint City water (48501-48507).

BCBSM is updating the system to allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507). Services are reimbursable in and out of network, effective 4/1/2014.

Let me know if you have questions or concerns.

Arva Overton
Key Account Manager
Key State Accounts

313 448 5912 (office)

877 877 8965 (fax)

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Blue Cross Blue Shield of Michigan and Blue Care Network of Michigan are nonprofit corporations and independent licensees of the Blue Cross and Blue Shield Association.

This message was secured by ZixCorp(R).

From: [redacted]
Sent: Thursday, February 04, 2016 3:53 PM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water Situation

Good question, I will check for you.

Jeri Bond
Key Account Manager

248.324.2838 (o)
[redacted]

PriorityHealth

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 3:43 PM
To: Bond, Jeri L.
Subject: Flint Water Situation

I am curious if your health plans allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507).
I know that this is part of your service area and you have two active enrollees.

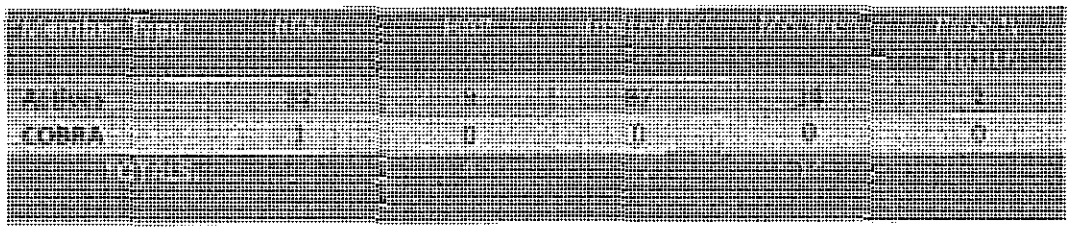
Thank you

Lauri Schmidt
Director
Employee Benefits Division

From: Schmidt, Lauri (MCSC) <schmidtl@michigan.gov>
Sent: Thursday, February 04, 2016 4:04 PM
To: Winters, Jan (MCSC)
Cc: Guyski, Rebecca (MCSC); Fell, Danielle (MCSC)
Subject: Flint Water and the HMO's

McLaren, BCN, and Health Plus/HAP and Priority Health are the HMO's that we offer to the employees in the zip codes that are effected by the water situation.

Below is the enrollment numbers in the plans that are offered in the zip code area that is involved with the water situation.



All plans cover the screening on an in- network basis. All plans have worked in and with the area within the community endeavors and given money to assist.

Hope this is helpful and what you are looking for.

Lauri

From: [redacted]
Sent: Friday, February 05, 2016 11:26 AM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water Situation

Absolutely.

Jeri Bond
Key Account Manager

248.324.2838 (o)
[redacted]

PriorityHealth

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Friday, February 05, 2016 11:26 AM
To: Bond, Jeri L.
Subject: RE: Flint Water Situation

Ok, thank you. If you do will you please let us know what you will do? We would discourage a mailing.

Lauri Schmidt
Director
Employee Benefits Division

From: [redacted] [mailto:[redacted]]
Sent: Friday, February 05, 2016 11:23 AM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water Situation

Nothing to date. We are still exploring a couple of options to support the Flint Community, but nothing specific to our members.

Jeri Bond
Key Account Manager

248.324.2838 (o)
[redacted]

PriorityHealth

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Friday, February 05, 2016 10:23 AM
To: Bond, Jeri L.
Subject: RE: Flint Water Situation

Has PH done anything special for Flint in anyway? Thank you for your response.

Lauri Schmidt
Director
Employee Benefits Division

From: [redacted]
Sent: Friday, February 05, 2016 9:33 AM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water Situation

Hi Lauri,

Here is the information provided to me: This code is payable as preventive for these diagnosis codes: V70.0, V72.62. There are no limitations for this code for age or frequency and no limits on these codes for screening purposes. The only thing to consider is that once a child is diagnosed with lead poisoning, subsequent tests are surveillance and not screening, therefore cost sharing does apply.

Hope this helps, but if you need anything else, let me know.

Thanks,

Jeri Bond
Key Account Manager

248.324.2838 (o)

PriorityHealth

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 3:43 PM
To: Bond, Jeri L.
Subject: Flint Water Situation

I am curious if your health plans allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507).
I know that this is part of your service area and you have two active enrollees.

Thank you

Lauri Schmidt
Director
Employee Benefits Division

From: Fornwall, Lisa <
Sent: Wednesday, February 10, 2016 3:57 PM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water situation

Hi Lauri
This info was in our employee newsletter. I was not able to find the other article, it was in Crains or Detroit Free Press.

In response to the water crisis in the Flint area, McLaren Health Plan has increased our efforts to make sure all our members age 0-6 years are screened for lead poisoning in the identified high risk zip codes (48501 – 48507). MHP has collaborated with the Genesee County Health Department and held several lead testing clinics. In addition to these screening events, MHP has blitzed our PCPs and members with educational ma-terials about the dangers of lead and actively encourages PCPs to lead screen children in their practice.
Plus:
⇒ MHP donated $10,000 to the Genesee County Health Department to assist in the funding of expenses related to the lead screen/testing of Flint Residents.
⇒ MHP invited over 1,400 MHP children to a lead screen clinic on Jan 28th held at MHP from 1:00 - 7:00 pm
⇒ MHP will be partnering with Molina Health Plan and the Genesee Health Department to hold two lead clinic screenings at Carriage Town Ministries in February
⇒ MHP encourages any of our members to "walk-in" to our Flint office and be screened between Monday – Friday 8:30 am – 5:00 pm
Our members are important to us. We will continue to monitor and educate our members and PCPs regard-ing the Flint Water crisis situation.

Thank you MHP staff for donating water for
Flint Community Schools.

The final count is equivalent to **209,** 24/packs of water. MHP will donate **250** cases, not only matching the quanti-ty donated by employees, but adding extra cases as well. The total combined is **459** cases of water!!!

Thank you all for helping our community!

Lisa Fornwall
Sales Manager
[redacted]
810-733-9736 – office

810-733-9596 – fax
McLaren Health Plan
G3245 Beecher Rd.
Flint, MI 48532

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 3:20 PM
To: Fornwall, Lisa <
Subject: RE: Flint Water situation

ok

Lauri Schmidt
Director
Employee Benefits Division

From: Fornwall, Lisa
Sent: Thursday, February 04, 2016 3:15 PM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water situation

I'll find the information and send to you next week.

Lisa Fornwall
Sales Manager

810-733-9736 – office

810-733-9596 – fax
McLaren Health Plan
G3245 Beecher Rd.
Flint, MI 48532

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 3:10 PM
To: Fornwall, Lisa <
Subject: RE: Flint Water situation

Yes, I agree that it is awful thing to happen. Thank you for the information.

Lauri Schmidt
Director
Employee Benefits Division

From: Fornwall, Lisa
Sent: Thursday, February 04, 2016 3:08 PM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water situation

Well, the staff here did a water drive with water going to some schools in Flint. And we have had walk in lead clinics. I would imagine that they are also doing outreach in the community for the Medicaid population. I also believe I read that a donation has been made by the health plan. I can't remember where I read this, but it was a significant amount. I think the donation will be to cover testing.

Everywhere you go, you hear a different story. I don't know what to believe. It's just an awful thing to have happen here.

Lisa Fornwall
Sales Manager

810-733-9736 – office

810-733-9596 – fax
McLaren Health Plan
G3245 Beecher Rd.
Flint, MI 48532

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 3:03 PM
To: Fornwall, Lisa <
Subject: RE: Flint Water situation

Ok, thank you. did McLaren do any special anything because of the water crisis?

Lauri Schmidt
Director
Employee Benefits Division

From: Fornwall, Lisa [
Sent: Thursday, February 04, 2016 2:52 PM
To: Schmidt, Lauri (MCSC)
Subject: RE: Flint Water situation

Hi Lauri,
Yes, we will pay on this code according to your benefit. Labs are subject to deductible, then 100% covered.
Thanks

Lisa Fornwall
Sales Manager

810-733-9736 – office

810-733-9596 – fax
McLaren Health Plan
G3245 Beecher Rd.
Flint, MI 48532

From: Schmidt, Lauri (MCSC) [mailto:schmidtl@michigan.gov]
Sent: Thursday, February 04, 2016 2:44 PM
To: Fornwall, Lisa <; SCOTT FELDPAUSCH <
Subject: Flint Water situation

I am curious if your health plans allow payment of procedure code 83655 (blood lead screening test) without cost share, age, frequency and quantity, location, or diagnosis restrictions for members in the seven code area associated with Flint City water (48501-48507).

Thank you

Lauri Schmidt
Director
Employee Benefits Division

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RICK SNYDER
GOVERNOR

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October 8, 2015

Ms. Tami Eyer, Director
Office of Human Resources
Department of Environmental Quality
Constitution Hall
525 W. Allegan
P.O. Box 30473
Lansing, MI 48909

Dear Ms. Eyer:

This is in response to the October 7, 2015, correspondence requesting approval to grant special project pay to George Krisztian. Mr. Krisztian has been assigned to act as the DEQ point of contact for evaluating the safety of the City of Flint water supply, in addition to his regular duties as a State Administrative Manager 15.

Based on the justification provided in the letter and in accordance with Civil Service Rule 5-3.4(e), Salary Rate for Temporary Projects, your request for 5% project pay for this employee is approved from September 27, 2015 through September 24, 2016, or completion of the project, whichever comes first. DEQ/HR staff can update Mr. Krisztian's salary to $104,568 ($106,660 effective 10/1/15) in HRMN, or issue biweekly gross pay adjustments, whichever method is preferred

Comments should also be entered on the employee's HR11 record which state ***Project pay approved by CSC from September 27, 2015 through September 24, 2016.***

Sincerely,

Amy Cahoon, Director
Office of Classification, Selection & Compensation

cc: Office of Compliance
Ruth Howard

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

RICK SNYDER
GOVERNOR

DAN WYANT
DIRECTOR

October 7, 2015

Confidential

Amy Cahoon, Director
Classification, Selection & Compensation
Civil Service Commission
P.O. Box 30002
Lansing, MI 48909

Dear Ms. Cahoon:

The DEQ is seeking approval for a 5% project pay for George Krisztian, State Administrative Manager 15 for the period of one year. Mr. Krisztian is being assigned to the DEQ Executive Office to act as the point of contact for evaluating the safety of the City of Flint water supply to the schools served by the City of Flint and also individual residences that are tested and determined to be a concern for lead exposure to children and pregnant women.

This is a very serious health concern as concentrations of lead in drinking water can have serious ramifications to the health of children less than 6 years of age. These exposures can also cause developmental problems as these children grow up.

Mr. Krisztian will be the point of contact for the City and the Environmental Protection Agency (EPA) to coordinate the development of a monitoring protocol and implement that protocol for those areas serviced by Flint Water. He will have weekly phone calls with representatives of the City and they will meet on at least a monthly basis while the protocol is being carried out. He will coordinate the collection of data that is needed from sites utilizing the City's water system and evaluate the data along with the City and the Department of Health and Human Services. This effort will continue until the City of Flint can be assured that the drinking water being utilized by their residents is safe.

If you have any questions, please contact me at 517-284-5032. Thank you.

Sincerely,

Tami Eyer, HR Director
Quality of Life-Human Resources

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
CIVIL SERVICE COMMISSION

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STATE PERSONNEL DIRECTOR
JANINE M. WINTERS

January 25, 2016

Mr. Joseph Collins, Director
Office of Human Resources
Department of Health & Human Services
320 S. Walnut Street
Lansing, MI 48913

Dear Mr. Collins:

This is in response to the January 25, 2016, correspondence requesting approval to grant special project pay to Sheryl Thompson. Ms. Thompson has been assigned to lead a task force that will coordinate departmental response to the Flint water crisis, in addition to her regular duties as a Senior Management Executive.

Based on the justification provided in the memo and in accordance with Civil Service Rule 5-3.4(e), Salary Rate for Temporary Projects, your request for 5% project pay for this employee is approved from February 1, 2016 through July 2, 2016, or completion of the project, whichever comes first.

DHHS/HR may update the employee's salary from $135,252 to $142,014.60 or issue periodic gross pay adjustments, whichever method is preferred. Your office should also enter a comment line on the employee's HR11 record which states ***Project pay approved by CSC from February 1, 2016 through July 2, 2016.***

Sincerely,

Ruth Howard

Ruth Howard, Compensation Specialist
Office of Classification, Selection and Compensation

cc: Office of Compliance
Amy Cahoon

MDHHS
STATE OF MICHIGAN
Department of
Health and
Human Services

www.michigan.gov/mdhhs

Tel: 517 241 0228
Fax:

Memo

To: Matthew Fedorchuk, Deputy Director
Civil Service Commission

From: Joseph Collins, Director
Office of Human Resources

Subject: Project Pay Request

Date: January 25, 2016

This is to request approval for project pay to be awarded to Sheryl Thompson, Deputy Director of MDHHS Field Operations Administration. The department has assigned her to lead a task force that will coordinate departmental response to the Flint water crisis. We are requesting approval to award 5% project pay.

This assignment is to commence on February 1, 2016 and expected to last until July 1, 2016. The termination date could be extended.

Your consideration of this request is appreciated.

cc: Terry Beurer
Victoria Grant

Beal, Julie (MCSC)

rom: Howard, Ruth (MCSC)
Sent: Wednesday, February 10, 2016 11:32 AM
To: Beal, Julie (MCSC)
Subject: FW: Project Pay Approval Thompson
Attachments: DHHS Thompson Project Pay.pdf; ATT00001.htm

Hi Julie.
Not sure why they asked for 5% when they were only planning on 3.5%.
Go ahead and adjust our spreadsheet (also check the column that shows "Base Pay Adjustment" and remove red comments) and attach this email to our approval letter,...also let Compliance know.
Thanks and let me know if you have any questions.
Ruth

From: Howard, Ruth (MCSC)
Sent: Wednesday, February 10, 2016 11:29 AM
To: Wilson, Kristen (DHHS) <WilsonK15@michigan.gov>
Subject: FW: Project Pay Approval Thompson

Hi Kristen.
Yes, compensating her @ $140K is fine, we'll adjust our records to reflect the project pay is being paid at 3.5% instead of 5%.
Thanks for the heads up!
Ruth

From: Wilson, Kristen (DHHS)
Sent: Wednesday, February 10, 2016 10:56 AM
To: Howard, Ruth (MCSC) <howardr@michigan.gov>
Subject: FW: Project Pay Approval Thompson

Attached is the approval. $140K was within the range that was approved. I think Joe just wanted me to touch base more as an FYI and to make sure that was ok. He mentioned as he was walking out for meeting. I have to apologize, I am not very familiar with this process therefore, I am really just passing information from Joe so if I am missing some details, I can certainly touch base with Joe when he gets back this afternoon.

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
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STATE PERSONNEL DIRECTOR
JANINE M. WINTERS

February 2, 2016

Ms. Bari Thomas, Director
Office of Human Resources
Michigan State Housing Authority
735 East Michigan Avenue – 4th Floor
PO Box 30044
Lansing, MI 48909

Dear Ms. Thomas:

This is in response to your February 1, 2016 correspondence requesting approval to grant special project pay to Troy Thelen. Mr. Thelen will assist with the development and future deployment of programming assistance for the municipal water infrastructure in Flint, in addition to his regular duties as a Departmental Manager 14.

Based on the justification provided in your memo and in accordance with Civil Service Rule 5-3.4(e), Salary Rate for Temporary Projects, your request for 5% project pay for this employee is approved from February 1, 2016 through May 31, 2016, or completion of the project, whichever comes first.

Civil Service Compensation staff will update Mr. Thelen's pay rate in HRMN to $41.52. Your office should also enter a comment line on the employee's HR11 record (MAIN tab, comments button) which states ***Project pay approved by CSC through May 31, 2016.***

Sincerely,

Ruth Howard

Ruth Howard, Compensation Specialist
Office of Classification, Selection & Compensation

cc: Office of Compliance
Amy Cahoon, OCSC Director

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

KEVIN ELSENHEIMER
EXECUTIVE DIRECTOR

DATE: February 1, 2016

TO: Amy Cahoon, Civil Service Commission

FROM: Angela Huntoon, MSHDA Human Resources

SUBJECT: Special Project Pay Request for Troy Thelen ([redacted])

As a result of new federal program revenue through the federal Hardest Hit Fund, Michigan stands to gain between $84-$400 million in additional support for housing assistance programs and blight/demolition.

Pursuant to the trials associated with water infrastructure in the City of Flint, Michigan plans to put together an application for these dollars to be used specifically for replacing lead-based municipal water infrastructure in Flint. The Michigan State Housing Development Authority (MSHDA) is seeking to better coordinate its application, program administration and implementation for this newly created water infrastructure program. Doing so will necessitate the need to have someone act in project manager role to oversee and lead logistical and programmatic supervision of MSHDA's administration of programing. Executive Director Kevin Elsenheimer and Chief Operating Officer Brian Mills have asked Troy Thelen ([redacted]) to devote 75% of his time over the next four months to managing this project. Having Troy in this capacity will assist the development of new policies and programing to better coordinate the future deployment of programming assistance for municipal water infrastructure in Flint. As such, MSHDA is requesting special project pay for Troy Thelen to perform these functions.

Troy Thelen's special project will consist of the following tasks which will all be subject to the approval of Executive Director Kevin Elsenheimer and Chief Operating Officer Brian Mills: 1) Research and respond to various questions associated with federal and municipal regulations. 2) Explore models of successful programmatic operations that would best assist the administration and implementation of deploying new municipal water infrastructure for Flint. 3) Assist staff in devising suggestions for successful application and program implementation for MSHDA. 4) Coordinate, manage and oversee the implementation of program services to best assist MSHDA's water infrastructure program. 5) Formulating new ideas and share opinion to best execute MSHDA's water infrastructure program.

735 East Michigan Avenue, P.O. Box 30044, Lansing, Michigan 48909
michigan.gov/mshda • 517.373.8370 • FAX 517.335.4797 • TTY 800.382.4568

Equal Housing Employer/Lender

Beal, Julie (MCSC)

From: Cahoon, Amy (MCSC)
Sent: Tuesday, February 02, 2016 6:39 AM
To: Beal, Julie (MCSC); Howard, Ruth (MCSC)
Subject: Fw: Scanned document from huntoona
Attachments: Thelen Proj Pay.pdf

Hi Julie and Ruth,
I already ran this one by Matt, given the reason for the project pay. This is OK to approve.
He is Dept Mgr 14, so will have to have PROJECT pay schedule added.
Thanks!

From: Huntoon, Angela (MSHDA)
Sent: Monday, February 1, 2016 12:23 PM
To: Cahoon, Amy (MCSC)
Cc: Mills, Brian (MSHDA); Thelen, Troy (MSHDA); Pearson, Sarah (MSHDA)
Subject: FW: Scanned document from huntoona

Amy,
Attached you will find a Special Project Pay request for Troy Thelen ([redacted]). Please let me know if you have any questions or concerns.

Thanks.

From: huntoona [mailto:huntoona@michigan.gov]
Sent: Monday, February 01, 2016 12:21 PM
To: Huntoon, Angela (MSHDA) <huntoona@michigan.gov>
Subject: Scanned document from huntoona

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
CIVIL SERVICE COMMISSION

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STATE PERSONNEL DIRECTOR
JANINE M. WINTERS

February 5, 2016

Ms. Tami Eyer, Director
Office of Human Resources
Department of Environmental Quality
Constitution Hall
525 W. Allegan
P.O. Box 30473
Lansing, MI 48909

Dear Ms. Eyer:

This is in response to the February 4, 2016, correspondence requesting approval to grant special project pay to Barb Schaibly. Ms. Schaibly has been assigned as the Document Management Coordinator assisting with coordination of Flint water emergency documents, in addition to her regular duties as a State Administrative Manager 15.

Based on the justification provided in the letter and in accordance with Civil Service Rule 5-3.4(e), Salary Rate for Temporary Projects, your request for 5% project pay for this employee is approved from January 31, 2016 to January 31, 2018, or completion of the project, whichever comes first. DEQ HR staff can update Ms. Schaibly's salary in HRMN to $99,345.75 or issue periodic GPAs, whichever method is preferred.

DEQ HR should enter comments on the employee's HR11 record which state ***"Project pay approved by CSC through January 31, 2018".***

Sincerely,

Ruth Howard

Ruth Howard, Compensation Specialist
Office of Classification, Selection & Compensation

cc: Office of Compliance
Amy Cahoon

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

RICK SNYDER
GOVERNOR

KEITH CREAGH
DIRECTOR

February 4, 2016

Ms. Amy Cahoon, Director
Civil Service Commission
Classification, Selection and Compensation
400 S. Pine Street
Lansing, MI 48909

Dear Ms. Cahoon:

This is to request approval for project pay for Ms. Barb Schaibly (HMRN employee ID #[redacted]), a State Administrative Manager 15.

Effective pay period beginning January 31, 2016, Ms. Schaibly will take on the role of Document Management Coordinator, to provide assistance and leadership in the coordination of Flint documents.

Ms. Schaibly has prior experience with multi-office document management and her organizational skills will be a tremendous asset as the Department of Environmental Quality (DEQ) takes steps to move forward in response to the Flint water emergency. Some of Ms. Schaibly's initial steps will include coordinating with the various division and office staff who have been involved with Flint to develop an overall document structure for the department.

Ms. Schaibly will be devoting a significant amount of time and effort performing the numerous tasks associated with her role as the Flint Document Coordinator. I am requesting a base pay adjustment of 5% effective January 31, 2016, extending through January 31, 2018.

If you have any questions or need additional information, please feel free to contact me at 517-284-5032.

Sincerely,

Tamara Eyer, HR Director
Civil Service Commission
Quality of Life Office of Human Resources

Beal, Julie (MCSC)

From:	Cahoon, Amy (MCSC)
Sent:	Thursday, February 04, 2016 4:54 PM
To:	Beal, Julie (MCSC)
Cc:	Howard, Ruth (MCSC)
Subject:	FW: Project Pay Request - B. Schaibly
Attachments:	Project Pay Memo.Barb Schaibly.Signed TE 20416.pdf

I did run this one by Matt and we are OK with approving.

Thanks!

From: Watson-Artis, P. Gail (DEQ)
Sent: Thursday, February 04, 2016 3:34 PM
To: Cahoon, Amy (MCSC)
Cc: Eyer, Tamara (DEQ)
Subject: Project Pay Request - B. Schaibly

Please see attached subject request for your review/approval.

Sending this request in behalf of Tami Eyer.

Thank you & have a great day!

P. Gail Watson-Artis
HR Representative
Civil Service Commission
Quality of Life Human Resources Office
Serving DEQ, DNR & MDARD
517.284-5020 – office phone
517.241.7433 – fax
watson-artisg@michigan.gov

MCSC-Compensation

From: MCSC-Compensation
Sent: Tuesday, January 12, 2016 9:37 AM
To: Crawford, Karen (DHHS)
Cc: Harrington, Anne (MCSC); Hillman, Kristen (MCSC)
Subject: ***Corrected*** 43-01 WOC Overtime Approval Letter

This is a response to your January 12, 2016 request to pay overtime compensation to the following employee(s):

Brian Wilson [redacted] Dept. Tech 9 (WOC as DA12)

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of February 13, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 3, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Crawford, Karen (DHHS)
Sent: Tuesday, January 12, 2016 8:43 AM
To: MCSC-Compensation
Subject: OTX1 Request for DHHS

Brian Wilson [redacted], Dept Tech E9, WOC as DA 12. DHHS is requesting exception overtime for Brian 1-3-16 thru 2-13-16 to assist MI State Police in emergency water handling in Flint.

Please let me know if you have any questions and thank you.

Karen Crawford
DHHS Personnel Services
517-373-8524

MCSC-Compensation

From: Crawford, Karen (DHHS)
Sent: Tuesday, January 12, 2016 8:43 AM
To: MCSC-Compensation
Subject: OTX1 Request for DHHS

Brian Wilson [redacted], Dept Tech E9, WOC as DA 12. DHHS is requesting exception overtime for Brian 1-3-16 thru 2-13-16 to assist MI State Police in emergency water handling in Flint.

Please let me know if you have any questions and thank you.

Karen Crawford
DHHS Personnel Services
517-373-8524

MCSC-Compensation

From: Holben, Margie (LARA)
Sent: Wednesday, January 13, 2016 12:44 PM
To: MCSC-Compensation
Cc: Botke, Carol (LARA)
Subject: FW: Request for Exception re Overtime Pay

Hi Ruth - we are writing to request an overtime exception for Tony Weber ([redacted] who is a Departmental Analyst 12 in FAS. The justification is below. Please let me know if you need further information. Thank you! Have a good long weekend!

Margie

Margie Holben
LARA/OHR
(517)373-4771

-----Original Message-----
From: Towne, Karen (LARA)
Sent: Wednesday, January 13, 2016 8:42 AM
To: Holben, Margie (LARA); Lisle, Marie (LARA)
Subject: Request for Exception re Overtime Pay

Good morning.

Due to the Governor's declaration of Emergency in Flint, LARA has been designated as one of the primary departments in recovery efforts. The State Emergency Operation Center hours have been extended resulting in necessary coverage at the SEOC from 8 a.m. To 8 p.m.

As Emergency Management Coordinator, I have alternates to assist with this coverage. Tony Weber, Department Analyst 12 is an alternate for me and will need to handle some evening and weekend coverage. Due to his classification, I am requesting an exception to allow compensation for his time at the EOC over and above his normal working hours.

As a result of this event, I anticipate needing coverage to be 40 hours per pay period with Tony being scheduled for 50% of that time. Documentation of any participation at the EOC is required due to the declaration. I would like this to begin 1/4/2016 and go through 12/31/2016.

If you need additional information, please let me know.

Sent from my iPad

MCSC-Compensation

From: MCSC-Compensation
Sent: Wednesday, January 13, 2016 4:29 PM
To: Vaughn, Brian (MCSC)
Cc: Conklin, Selena (DEQ); Harrington, Anne (MCSC)
Subject: 75-01 Overtime Approval Letter

This is a response to your January 13, 2016 request to pay overtime compensation to the following employee(s):

[redacted] [redacted] Consv. Law Spv. 3 (15)

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of April 23, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 3, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Vaughn, Brian (MCSC)
Sent: Wednesday, January 13, 2016 3:09 PM
To: MCSC-Compensation
Cc: Conklin, Selena (DEQ); Vaughn, Brian (MCSC)
Subject: OT Exception

Good afternoon,

DNR (7501) Law Enforcement Division is requesting for paid overtime exception for the following supervisor. The request exception for paid overtime is for [redacted], Conservation Officer Law Supervisor-3. The Exception for paid overtime would cover the period of January 3, 2016 – April 11, 2016, due to the governor's declaration of emergency for Genesee County. [redacted] is the Emergency Management coordinator for the Departments of Environmental Quality and Natural Resources. [redacted] has the expertise necessary for the duties and to handle the State Emergency Operations Center (SEOC).

Thank you,

Brian Vaughn
Human Resources Representative
Quality of Life-Human Resources Office
Serving DEQ, DNR, & MDARD
517-284-5018
517-241-7433 fax
Link here to the QOL HR SharePoint site!

MCSC-Compensation

From: Vaughn, Brian (MCSC)
Sent: Wednesday, January 13, 2016 3:09 PM
To: MCSC-Compensation
Cc: Conklin, Selena (DEQ); Vaughn, Brian (MCSC)
Subject: OT Exception

Categories: Pending OTX

Good afternoon,

DNR (7501) Law Enforcement Division is requesting for paid overtime exception for the following supervisor. The request exception for paid overtime is for [redacted], Conservation Officer Law Supervisor-3. The Exception for paid overtime would cover the period of January 3, 2016 – April 11, 2016, due to the governor's declaration of emergency for Genesee County. [redacted] is the Emergency Management coordinator for the Departments of Environmental Quality and Natural Resources. [redacted] has the expertise necessary for the duties and to handle the State Emergency Operations Center (SEOC).

Thank you,

Brian Vaughn
Human Resources Representative
Quality of Life-Human Resources Office
Serving DEQ, DNR, & MDARD
517-284-5018
517-241-7433 fax
Link here to the QOL HR SharePoint site!

MCSC-Compensation

From: MCSC-Compensation
Sent: Wednesday, January 13, 2016 12:48 PM
To: Holben, Margie (LARA)
Cc: Botke, Carol (LARA); Harrington, Anne (MCSC)
Subject: 64-01 Overtime Approval Letter

This is a response to your January 13, 2016 request to pay overtime compensation to the following employee(s):

Tony Weber [redacted] Dept. Analyst 12

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of December 31, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 3, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

-----Original Message-----
From: Holben, Margie (LARA)
Sent: Wednesday, January 13, 2016 12:44 PM
To: MCSC-Compensation
Cc: Botke, Carol (LARA)
Subject: FW: Request for Exception re Overtime Pay

HI Ruth - we are writing to request an overtime exception for Tony Weber [redacted] who is a Departmental Analyst 12 in FAS. The justification is below. Please let me know if you need further information. Thank you! Have a good long weekend!

Margie

Margie Holben
LARA/OHR
(517)373-4771

-----Original Message-----
From: Towne, Karen (LARA)
Sent: Wednesday, January 13, 2016 8:42 AM
To: Holben, Margie (LARA); Lisle, Marie (LARA)
Subject: Request for Exception re Overtime Pay

Good morning.

Due to the Governor's declaration of Emergency in Flint, LARA has been designated as one of the primary departments in recovery efforts. The State Emergency Operation Center hours have been extended resulting in necessary coverage at the SEOC from 8 a.m. To 8 p.m.

As Emergency Management Coordinator, I have alternates to assist with this coverage. Tony Weber, Department Analyst 12 is an alternate for me and will need to handle some evening and weekend coverage. Due to his classification, I am requesting an exception to allow compensation for his time at the EOC over and above his normal working hours.

As a result of this event, I anticipate needing coverage to be 40 hours per pay period with Tony being scheduled for 50% of that time. Documentation of any participation at the EOC is required due to the declaration. I would like this to begin 1/4/2016 and go through 12/31/2016.

If you need additional information, please let me know.

Sent from my iPad

MCSC-Compensation

From: MCSC-Compensation
Sent: Thursday, January 14, 2016 10:02 AM
To: Miller, Amy (MCSC)
Cc: Harrington, Anne (MCSC)
Subject: 08-01 Overtime Approval Letter

This is a response to your January 14, 2016 request to pay overtime compensation to the following employee(s):

Joel Locke	[redacted]	Dept. Analyst P11
Steven Cross	[redacted]	Dept. Analyst P11
Joshua Ross	[redacted]	Dept. Mgr. 14

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of December 31, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 3, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Miller, Amy (MCSC)
Sent: Thursday, January 14, 2016 9:39 AM
To: MCSC-Compensation
Subject: OT Exception
Importance: High

Hi,

DTMB is requesting OT exception for the following employees:

Joel Locke	[redacted]	Departmental Analyst P11
Steven Cross	[redacted]	Departmental Analyst P11

Joshua Ross [redacted] Departmental Manager 14

The necessity for this is required support of MSP Emergency Operations Center, specifically has a need for mapping backup support due to the Flint Water Crisis.

Duration: until crisis is lifted

Up to 30 hours per pay

Can this be effective 1/3/2016 due to the need to be out there this weekend.

Let me know if you need anything else.

Thank you,

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317





MCSC-Compensation

From: Miller, Amy (MCSC)
Sent: Thursday, January 14, 2016 9:39 AM
To: MCSC-Compensation
Subject: OT Exception

Importance: High

Hi,

DTMB is requesting OT exception for the following employees:

Joel Locke	Departmental Analyst P11
Steven Cross	Departmental Analyst P11
Joshua Ross	Departmental Manager 14

The necessity for this is required support of MSP Emergency Operations Center, specifically has a need for mapping backup support due to the Flint Water Crisis.

Duration: until crisis is lifted

Up to 30 hours per pay

Can this be effective 1/3/2016 due to the need to be out there this weekend.

Let me know if you need anything else.

Thank you,

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317





MCSC-Compensation

From: MCSC-Compensation
Sent: Friday, January 22, 2016 11:04 AM
To: Collins, Joseph (DHHS)
Cc: Warner, Kurt (DHHS); Grant, Victoria (DHHS); Harrington, Anne (MCSC)
Subject: 43-01 Overtime Approval Letter

This is a response to your January 21, 2016 correspondence regarding **retroactive** approval of overtime payment **January 3, 2016** through **April 9, 2016** for:

Richard Thelen Dept. Mgr. 14

Regulation 5.02, addressing overtime for exempt employees, requires Civil Service approval ***in advance of assigning overtime***. However, based on the rationale for the overtime hours, the request would have been approved.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if this employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) use DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Howard, Ruth (MCSC)
Sent: Thursday, January 21, 2016 8:28 AM
To: MCSC-Compensation
Subject: FW: Richard Thelen OTX

Does Amy need to approve these (i.e. 14 level)?
Ruth

From: Collins, Joseph (DHHS)
Sent: Thursday, January 21, 2016 8:21 AM
To: Warner, Kurt (DHHS)
Cc: Grant, Victoria (DHHS); Howard, Ruth (MCSC)
Subject: RE: Richard Thelen

Yes we can approve it.
Ruth, the request for OT is for Richard Thelen for the period that began January 9, 2016 through March 31, 2016. He is emergency service manager dealing with the Flint Water crisis. Is that sufficient for your approval?

Thanks
Joseph Collins, Director
Office of Human Resources
Michigan Department of Health and Human Services
320 S. Walnut
Lansing, MI 48909
517-241-0228 (office)
517-373-7123 (fax)

From: Warner, Kurt (DHHS)
Sent: Tuesday, January 19, 2016 10:12 AM
To: Collins, Joseph (DHHS)
Subject: RE: Richard Thelen

Sorry. He is a Departmental Manager 14.

From: Collins, Joseph (DHHS)
Sent: Tuesday, January 19, 2016 10:05 AM
To: Warner, Kurt (DHHS) <WarnerK5@michigan.gov>
Subject: RE: Richard Thelen

What is his classification?

From: Warner, Kurt (DHHS)
Sent: Tuesday, January 19, 2016 9:48 AM
To: Collins, Joseph (DHHS)
Cc: Scott, Jackie (DHHS)
Subject: Richard Thelen
Importance: High

Joe,

I am requesting approval to allow for the payment of overtime for the work that Richard is doing due to the Flint Water Crisis. Richard has been active to the State Emergency Operations Center and has been working numerous hours there to meet the demand and mandates being assigned to the department regarding this emergency situation. His role has been the Branch director, coordinating the activities of multiple departments for this initiative. Dr. Jackie Scott has approved this request as well and I've copied her on this email.

Therefore, I am requesting approval to allow for overtime for Richard for the period that began January 9, 2016 through March 31, 2016.

Thanks for your consideration.

Kurt

Kurt Warner, Director
Bureau of Organizational Services
Financial Operations Administration
Michigan Department of Health & Human Services

Telephone – 517-335-6911
Cellular –

MDHHS

Confidentiality Notice: This message, including any attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure or distribution of any confidential and/or privileged information contained in this e-mail is expressly prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy any and all copies of the original message.

MCSC-Compensation

From:	MCSC-Compensation
Sent:	Monday, January 25, 2016 9:48 AM
To:	Spohn, Laura (MSP)
Cc:	Lisabeth, Nicole (MSP); Brown, Tiffany (MSP); Medrano, Sierra (MSP); Brown, Nicole (MSP); Harrington, Anne (MCSC)
Subject:	55-01 Overtime Approval Letter

This is a response to your January 25, 2016 correspondence regarding **retroactive** approval of overtime payment **January 3, 2016** through **May 21, 2016** for:

Nicole Lisabeth	Dept. Mgr. 14
Tiffany Brown	Communications Rep. 12
Sierra Medrano	Communications Rep. P11

Regulation 5.02, addressing overtime for exempt employees, requires Civil Service approval ***in advance of assigning overtime***. However, based on the rationale for the overtime hours, the request would have been approved.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if this employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) use DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Spohn, Laura (MSP)
Sent: Monday, January 25, 2016 7:31 AM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Cc: Lisabeth, Nicole (MSP) <LisabethN@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Medrano, Sierra (MSP) <MedranoS@michigan.gov>; Brown, Nicole (MSP) <BrownN11@michigan.gov>
Subject: Overtime Exception Request- Communications Staff

Good Morning,

Per the attached requisition, the Michigan State Police respectfully requests overtime exemption exception approvals for the listed Communications staff on the accompanying memo. The request's date shall cover the time between January 3, 2016, and May 21, 2016.

Please let me know if you have any questions.

Thank you!! ☺

Laura Spohn
Student Assistant
Human Resources Division
Michigan State Police
P.O. Box 30634
Lansing, MI 48909
Tx: 517-241-3912
Fax: 517-241-1480

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"



UD-40 (10/02)
MEMORANDUM

STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE

DATE: January 12, 2016

TO: Ms. Stephanie Horton, Director
Human Resources Division

FROM: Capt. Chris A. Kelenske, Commander CAK
Emergency Management and Homeland Security Division

SUBJECT: Overtime Exemption Request

The Emergency Management and Homeland Security Division (EMHSD) is requesting advance approval for an exception to the overtime compensation policy for employees who are not eligible to receive overtime.

This approval would apply to the operation of the State Emergency Operations Center during times of emergency or disaster or due to a homeland security related issue when these employees are in overtime status. This approval will also apply to urgent and/or unforeseen circumstances which require immediate action as identified and approved by the division commander.

While every attempt is made to complete tasks during scheduled or flexible work schedules, these employees often have little option outside of doing what is necessary to meet mandated and immediate needs of local, state, and federal agencies.

Below are the employees who have been activated for the Emergency Management Operations and need to be added to our overtime exception list:

Name	Employee ID	Classification
LISABETH, NICOLE		DEPARTMENT MANAGER 14
BROWN, TIFFANY		COMMUNICATIONS REP - 12
MEDRANO, SIERRA		COMMUNICATIONS REP 11

We request that this approval cover the period of Jan 6, 2016 through May 13, 2016, and that all employees on this list have the same overtime expiration date listed above.

If you have any questions or need additional information, you may contact Ms. Michelle Gilsdorf at 333-5049. I appreciate your assistance in this matter.

NEOGOV

Laura Spohn

Post Approvals Admin

View/Edit Requisition
Edit

Class Title: Overtime Request
Class Code: OVT
Creator: GARZA, ORALYA

* Required

Desired Start Date:
Requisition #:
Working Title: Overtime Exemption Request
Vacancies: 3
* Department: State Police
Division:
* Hiring Manager: BURGER, PENELOPE
Managers: GARZA, ORALYA
Job Term: Unclassified
List Type: Departmental Promotional Only
Position Type: Existing Position (Replacement of Staff)

Position Control	Position #	First Name	Last Name	Vacancy Date

Skills: Emergency Response
Comments: This requisition is to assure the SEOC has appropriate and sufficient Communications staff available during the disaster response to the Flint Water disaster. The requested exemption period begins on 1/6/2016 through May 13, 2016, and covers Nicole Lisabeth, Tiffany Brown, Sierra Medrano.
Action Type: Other
Index Code/PCA:
Employee Name:
Employee ID:
WOC Start Date:
WOC End Date:
WOC Position Code:
Funding Source: Federal
Department Code: 551
Department Code Name: State Police
Supervisor Name:
Supervisor Code:
Bargaining Unit:
Location Address:
County:
Pay Schedule:
Hourly Rate:
TKU:

Approval 1: MSP - Division/Office - Kelenske, Chris	Must approve before next approval
Approval 2: MSP - Bureau - Gorski, Gary	Must approve before next approval
Approval 3: MSP - HR Director - HORTON, STEPHANIE	Must approve before next approval
Approval 4: MSP - Compensation - Spohn, Laura	Final approval

Attachments: Add New

Attachment Title	Date Uploaded	File Name	Action
01-13-2016 OT Request - FLINT	01/19/16	01-13-2016 Overtime Exemption - rev0001	Delete

MCSC-Compensation

From:	MCSC-Compensation
Sent:	Tuesday, January 26, 2016 6:45 AM
To:	Watson-Artis, P. Gail (DEQ)
Cc:	Harrington, Anne (MCSC)
Subject:	76-01 Overtime Approval Letter

This is a response to your January 25, 2016 correspondence regarding **retroactive** approval of overtime payment **January 3, 2016** through **October 8, 2016** for:

Mitch Adelman Env. Mgr. 15

Regulation 5.02, addressing overtime for exempt employees, requires Civil Service approval ***in advance of assigning overtime***. However, based on the rationale for the overtime hours, the request would have been approved.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if this employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) use DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Watson-Artis, P. Gail (DEQ)
Sent: Monday, January 25, 2016 4:22 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: RE: Overtime Exception Request

End date should be 9/30/2016.

Thanks so much!

P. Gail Watson-Artis

HR Representative
Civil Service Commission
Quality of Life Human Resources Office
Serving DEQ, DNR & MDARD
517.284-5020 – office phone

517.241.7433 – fax
watson-artisg@michigan.gov

From: MCSC-Compensation
Sent: Monday, January 25, 2016 4:13 PM
To: Watson-Artis, P. Gail (DEQ)
Subject: RE: Overtime Exception Request

I will need an end date for the exception, please make sure it is the end of a pay period. Thanks!

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Watson-Artis, P. Gail (DEQ)
Sent: Monday, January 25, 2016 3:32 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: Overtime Exception Request

Good Afternoon,
Please see overtime exception request below with related emails and attachment of initial request. Your review and approval are requested.

Thanks,
P. Gail Watson-Artis
HR Representative
Civil Service Commission
Quality of Life Human Resources Office
Serving DEQ, DNR & MDARD
517.284-5020 – office phone
517.241.7433 – fax
watson-artisg@michigan.gov

From: Wagner, Robert (DEQ)
Sent: Monday, January 25, 2016 2:44 PM
To: Joseph, Susan (DEQ)
Cc: Adelman, Mitch (DEQ); Leeming, Susan (DEQ); McClellan, Michael (DEQ); Shirey, Kathleen (DEQ); Watson-Artis, P. Gail (DEQ); Fonger, David (MCSC)
Subject: Re: Overtime

I approve of the overtime exception for Mitch Adelman to assist the Flint emergency response.

Sent from my iPhone

On Jan 25, 2016, at 1:59 PM, Joseph, Susan (DEQ) <JOSEPHS1@michigan.gov> wrote:

Bob – Per the procedure for an overtime exception, we will need your approval. Mitch Adelman, Employee ID [redacted], Environmental Manager 15, TKU 707; will be working overtime hours on the Flint matter per the attached request from Mr. Jim Sygo. Mitch started on this project with pay period ending January 16, 2016, and will be ongoing.

Please reply to everyone with your approval so the request can be submitted to Civil Service for their approval. Thanks.

Susan Joseph
Personnel Liaison
Administration Section
Remediation and Redevelopment Division
Department of Environmental Quality
JosephS1@michigan.gov
517-284-5117

MCSC-Compensation

From: MCSC-Compensation
Sent: Thursday, January 28, 2016 10:24 AM
To: Watson-Artis, P. Gail (DEQ)
Cc: Harrington, Anne (MCSC)
Subject: 76-01 Overtime Approval Letter

This is a response to your January 28, 2016 request to pay overtime compensation to the following employee(s):

Gerald Tiernan Env. Mgr. 13

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of October 8, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 17, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.
Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Watson-Artis, P. Gail (DEQ)
Sent: Thursday, January 28, 2016 9:40 AM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: OT Exception Request - G. Tiernan

Good Morning,
Please see overtime exception request below with related emails (i.e., arrow down). Your review and approval are requested.

Thanks,
P. Gail Watson-Artis

HR Representative
Civil Service Commission
Quality of Life Human Resources Office
Serving DEQ, DNR & MDARD
517.284-5020 – office phone

517.241.7433 – fax
watson-artisg@michigan.gov

From: Wagner, Robert (DEQ)
Sent: Thursday, January 28, 2016 9:28 AM
To: Joseph, Susan (DEQ)
Cc: Lundy, Anastasia (DEQ); McClellan, Michael (DEQ); Shirey, Kathleen (DEQ); Fonger, David (MCSC); Watson-Artis, P. Gail (DEQ); Tiernan, Gerald (DEQ)
Subject: Re: OT Exception

I approve of this OT Exception.

Sent from my iPhone

On Jan 28, 2016, at 8:56 AM, Joseph, Susan (DEQ) <JOSEPHS1@michigan.gov> wrote:

> Bob – Per the procedure for an overtime exception, we will need your approval. Gerald Tiernan, Employee ID [redacted] Environmental Manager 13, TKU 708; will be working overtime hours on the Flint matter. We would like this approved for the current pay period through October 8, 2016.
>
> Please reply to everyone with your approval so the request can be submitted to Civil Service for their approval. Thanks.

Susan Joseph
Personnel Liaison
Administration Section
Remediation and Redevelopment Division
Department of Environmental Quality
JosephS1@michigan.gov
517-284-5117

From: Tiernan, Gerald (DEQ)
Sent: Wednesday, January 27, 2016 5:20 PM
To: Joseph, Susan (DEQ)
Cc: Shirey, Kathleen (DEQ)
Subject: OT Exception

Hello Susan,

So I've been tapped to work on the Flint water response and need the same exceptions that were granted to Mitch. Kathy is aware of this request and is cc'ed on this.

Thanks

Gerald Tiernan, C.P.G.
Asst. District Supervisor
Michigan Department of Environmental Quality
Remediation and Redevelopment Division
Southeast Michigan District Office
586-753-3818

MCSC-Compensation

From: MCSC-Compensation
Sent: Thursday, February 04, 2016 2:47 PM
To: Watson-Artis, P. Gail (DEQ)
Cc: Harrington, Anne (MCSC)
Subject: 76-01 Overtime Approval Letter

This is a response to your February 3, 2016 request to pay overtime compensation to the following employee(s):

Julia Pieper Lab Scientist Mgr. 13

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of October 8, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Watson-Artis, P. Gail (DEQ)
Sent: Wednesday, February 03, 2016 4:17 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: Overtime Exception Request - Julia Pieper

Good Afternoon,

Please see overtime exception request below with related emails (i.e., arrow down). Your review and approval are requested.

Thanks,
P. Gail Watson-Artis
HR Representative
Civil Service Commission
Quality of Life Human Resources Office

Serving DEQ, DNR & MDARD
517.284-5020 – office phone
517.241.7433 – fax
watson-artisg@michigan.gov

From: Leeming, Susan (DEQ)
Sent: Wednesday, February 03, 2016 10:22 AM
To: Joseph, Susan (DEQ)
Cc: Wagner, Robert (DEQ); Lundy, Anastasia (DEQ); Smith, Carol (DEQ); Shane, Kirby (DEQ); Watson-Artis, P. Gail (DEQ)
Subject: Re: OT Exception Request - Julia Pieper

Approval for julia for overtime. Thanks.

Sue Leeming
Sent from my iPhone

On Feb 3, 2016, at 9:57 AM, Joseph, Susan (DEQ) <JOSEPHS1@michigan.gov> wrote:

> Bob / Sue – Per the request below and the procedure for an overtime exception, we will need your approval. Julia Pieper, Employee ID Laboratory Scientist Manager 13, TKU 709; will be working overtime hours on the Flint matter. We would like this approved through October 8, 2016.
>
> Please reply to everyone with your approval so the request can be submitted to Civil Service for their approval. Thanks.

Susan Joseph
Personnel Liaison
Administration Section
Remediation and Redevelopment Division
Department of Environmental Quality
JosephS1@michigan.gov
517-284-5117

MCSC-Compensation

From: MCSC-Compensation
Sent: Thursday, February 04, 2016 2:49 PM
To: Watson-Artis, P. Gail (DEQ)
Cc: Harrington, Anne (MCSC)
Subject: 76-01 Overtime Approval Letter

This is a response to your February 3, 2016 request to pay overtime compensation to the following employee(s):

Carol Smith Lab Scientist Mgr. 14

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of October 8, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Watson-Artis, P. Gail (DEQ)
Sent: Wednesday, February 03, 2016 4:07 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: Overtime Exception Request - Carol Smith

Good Afternoon,

Please see overtime exception request below with related emails (i.e., arrow down). Your review and approval are requested.

Thanks,
P. Gail Watson-Artis
HR Representative
Civil Service Commission
Quality of Life Human Resources Office

Serving DEQ, DNR & MDARD
517.284-5020 – office phone
517.241.7433 – fax
watson-artisg@michigan.gov

From: Leeming, Susan (DEQ)
Sent: Tuesday, February 02, 2016 12:39 PM
To: Joseph, Susan (DEQ); Wagner, Robert (DEQ)
Cc: Lundy, Anastasia (DEQ); Smith, Carol (DEQ); Shane, Kirby (DEQ); Watson-Artis, P. Gail (DEQ)
Subject: RE: OT Exception Request - Carol Smith

Overtime is approved for Carol Smith at the Laboratory for FY16. Thank you.

Sue Leeming, Assistant Chief
Remediation and Redevelopment Division
Department of Environmental Quality
517-897-2839 (cell)
517-284-5091 (desk)

From: Joseph, Susan (DEQ)
Sent: Tuesday, February 2, 2016 12:35 PM
To: Wagner, Robert (DEQ) <WAGNERR1@michigan.gov>; Leeming, Susan (DEQ) <LeemingS@michigan.gov>
Cc: Lundy, Anastasia (DEQ) <LundyA1@michigan.gov>; Smith, Carol (DEQ) <SMITHC@michigan.gov>; Shane, Kirby (DEQ) <SHANEK@michigan.gov>; Watson-Artis, P. Gail (DEQ) <Watson-ArtisG@michigan.gov>
Subject: OT Exception Request - Carol Smith

Bob / Sue – Per the procedure for an overtime exception, we will need your approval. Carol Smith, Employee ID Laboratory Scientist Manager 14, TKU 709; will be working overtime hours on the Flint matter. We would like this approved through October 8, 2016.

Please reply to everyone with your approval so the request can be submitted to Civil Service for their approval. Thanks.

Susan Joseph
Personnel Liaison
Administration Section
Remediation and Redevelopment Division
Department of Environmental Quality
JosephS1@michigan.gov
517-284-5117

MCSC-Compensation

From: MCSC-Compensation
Sent: Thursday, February 04, 2016 2:53 PM
To: Watson-Artis, P. Gail (DEQ)
Cc: Harrington, Anne (MCSC); Hillman, Kristen (MCSC)
Subject: 76-01 Overtime Approval Letter

This is a response to your February 3, 2016 request to pay overtime compensation to the following employee(s):

Kirby Shane Lab Scientist Mgr. 14

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of October 8, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Watson-Artis, P. Gail (DEQ)
Sent: Wednesday, February 03, 2016 4:04 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: Overtime Exception Request - K. Shane

Good Afternoon,

Please see overtime exception request below with related emails (i.e., arrow down). Your review and approval are requested.

Thanks,

P. Gail Watson-Artis

HR Representative
Civil Service Commission
Quality of Life Human Resources Office

Serving DEQ, DNR & MDARD
517.284-5020 – office phone
517.241.7433 – fax
watson-artisg@michigan.gov

From: Joseph, Susan (DEQ)
Sent: Tuesday, February 02, 2016 12:37 PM
To: Watson-Artis, P. Gail (DEQ)
Cc: Leeming, Susan (DEQ); Shane, Kirby (DEQ); Lundy, Anastasia (DEQ); Wagner, Robert (DEQ)
Subject: FW: OT Exception

FYI approval from Sue Leeming for Kirby's OT Exception. Can you please process? Thanks.

Susan Joseph
Personnel Liaison
Administration Section
Remediation and Redevelopment Division
Department of Environmental Quality
JosephS1@michigan.gov
517-284-5117

From: Leeming, Susan (DEQ)
Sent: Tuesday, February 02, 2016 10:28 AM
To: Joseph, Susan (DEQ)
Cc: Smith, Carol (DEQ); Shane, Kirby (DEQ); Lundy, Anastasia (DEQ); Wagner, Robert (DEQ)
Subject: RE: OT Exception

The OT pay at the 14 level for Kirby is approved. Thanks.

Sue Leeming, Assistant Chief
Remediation and Redevelopment Division
Department of Environmental Quality
517-897-2839 (cell)
517-284-5091 (desk)

From: Joseph, Susan (DEQ)
Sent: Tuesday, February 2, 2016 8:04 AM
To: Leeming, Susan (DEQ) <LeemingS@michigan.gov>; Wagner, Robert (DEQ) <WAGNERR1@michigan.gov>
Cc: Smith, Carol (DEQ) <SMITHC@michigan.gov>; Shane, Kirby (DEQ) <SHANEK@michigan.gov>; Lundy, Anastasia (DEQ) <LundyA1@michigan.gov>
Subject: OT Exception

Bob – Per the procedure for an overtime exception, we will need your approval. Kirby Shane, Employee ID Laboratory Scientist Manager 14, TKU 709; will be working overtime hours on the Flint matter. We would like this approved through October 8, 2016.

Per a discussion with OHR yesterday, Kirby can get the OT pay at the 14 level with this exception. Kirby will then get two adjustments, one for the working out of class at the SAM 15, and one for the OT at the 14 level.

Please reply to everyone with your approval so the request can be submitted to Civil Service for their approval. Thanks.

Susan Joseph
Personnel Liaison
Administration Section
Remediation and Redevelopment Division
Department of Environmental Quality
JosephS1@michigan.gov
517-284-5117

MCSC-Compensation

From: MCSC-Compensation
Sent: Friday, February 05, 2016 8:30 AM
To: Farhat, Cheryl (DNR); Sundberg, Erika (MCSC)
Cc: Harrington, Anne (MCSC)
Subject: 75-01 Overtime Approval Letter

Sensitivity: Confidential

This is a response to your February 4, 2016 request to pay overtime compensation to the following employee(s):

Brian Maki Nat. Resources Mgr. 14

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of November 5, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Farhat, Cheryl (DNR)
Sent: Thursday, February 04, 2016 3:22 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>; Sundberg, Erika (MCSC) <SundbergE1@michigan.gov>
Subject: RE: Overtime Payment Authorization for NERE Employee
Sensitivity: Confidential

I need it effective from January 31, 2016 through October 31, 2016. Thanks.

Cheryl Farhat, Personnel Liaison
Forest Resources Division
Michigan Department of Natural Resources
Constitution Hall, 4th Floor, North Tower
525 W. Allegan Street
Lansing, MI 48933
517-284-5859

517-373-2443 (fax)
farhatc@michigan.gov

From: MCSC-Compensation
Sent: Thursday, February 04, 2016 3:20 PM
To: Sundberg, Erika (MCSC)
Cc: Farhat, Cheryl (DNR)
Subject: RE: Overtime Payment Authorization for NERE Employee
Sensitivity: Confidential

I will need a begin and end date in order to approve the overtime exception. Please make sure they are the first day of a pay period.

Thank you.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Sundberg, Erika (MCSC)
Sent: Thursday, February 04, 2016 3:18 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Cc: Farhat, Cheryl (DNR) <FARHATC@michigan.gov>
Subject: FW: Overtime Payment Authorization for NERE Employee
Sensitivity: Confidential

Please add the OT exception for this employee.

Thank you!
Erika

From: Farhat, Cheryl (DNR)
Sent: Thursday, February 04, 2016 3:12 PM
To: Sundberg, Erika (MCSC)
Cc: Maki, Brian (DNR); Forstat, David (DNR)
Subject: Overtime Payment Authorization for NERE Employee
Sensitivity: Confidential

Brian Maki is a Natural Resources Manager 14 and I need to have Civil Service approve him for exception overtime in the system ASAP. He has been working on the Flint Drinking Water Situation and has been working many long hours and will continue to do to into the next month or so. Please send this over to Civil Service today. Thank you so much!

His HRMN ID is[redacted]

Cheryl Farhat, Personnel Liaison
Forest Resources Division

Michigan Department of Natural Resources
Constitution Hall, 4th Floor, North Tower
525 W. Allegan Street
Lansing, MI 48933
517-284-5859
517-373-2443 (fax)
farhatc@michigan.gov

MCSC-Compensation

From: MCSC-Compensation
Sent: Thursday, February 11, 2016 6:49 AM
To: Sundberg, Erika (MCSC)
Cc: Harrington, Anne (MCSC)
Subject: 7S-01 Overtime Approval Letter

This is a response to your February 9, 2016 request to pay overtime compensation to the following employee(s):

Brenda Mikula Dept. Spec. 13

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of October 8, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

-----Original Message-----
From: Sundberg, Erika (MCSC)
Sent: Monday, February 08, 2016 7:12 AM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: OT

Please process this OT exception.

Thanks!
Erika

2015-3653

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

INTEROFFICE COMMUNICATION

TO: Erika Sundberg, Personnel Specialist
Human Resources

FROM: Ron Olson, Chief
Parks and Recreation Division

SUBJECT: Overtime Payment Authorization
NERE Employee Needing Civil Service Approval

I am requesting overtime authorization for Parks and Recreation Division (PRD) employee, Brenda Mikula, HRMN # Departmental Specialist 13, from February 1, 2016 through September 30, 2016. This is due to our department's coordination response to the Flint Water Incident. All expenses will be charged to the employee standard Index/PCA number, and captured through Project/Phase number 310439/01.

If you have questions please contact Jan Fredette, Personnel Liaison, at (517) 284-6099.

cc: Jason Fleming, PRD
Jackie Blodgett, PRD
Jan Fredette, PRD

MCSC-Compensation

From: MCSC-Compensation
Sent: Tuesday, February 16, 2016 7:36 AM
To: Rosas, Renee (DEQ)
Cc: Harrington, Anne (MCSC)
Subject: 75-01 Overtime Approval Letter

This is a response to your February 11, 2016 request to pay overtime compensation to the following employee(s):

Nicole Colberg Dept. Analyst 12

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of September 24, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Rosas, Renee (DEQ)
Sent: Thursday, February 11, 2016 3:47 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: OT Exception

Hi Ruth,

Please see attached memo.

Thank You,
Renee Rosas, Payroll/Transactions Supervisor
Human Resources – Quality of Life
Serving DEQ, DNR and MDARD

517-284-5024
517-241-7433 (fax)

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

INTEROFFICE COMMUNICATION

TO: Mary Withers, Manager
Quality of Life Human Resources

FROM: Trevor VanDyke, Director
Legislative and Legal Affairs – Executive Division

SUBJECT: Overtime Payment Authorization
NERE Employee Needing Civil Service Approval

I am requesting overtime authorization for Executive (EXE) employee, Nicole M. Colberg, HRMN # Departmental Analyst 12, from February 1, 2016 through September 30, 2016. This is due to our department's coordination response to the Flint Water Incident. All expenses will be charged to the employee's standard Index/PCA number (23100/55950), and captured through Project/Phase number 310439/01.

+ 1/31/16 – 9/24/16

KH

MCSC-Compensation

From: MCSC-Compensation
Sent: Tuesday, February 16, 2016 7:39 AM
To: Rosas, Renee (DEQ)
Cc: Eyer, Tamara (DEQ); Estrada, Mary Beth (DNR); Harrington, Anne (MCSC)
Subject: 76-01 Overtime Approval Letter

This is a response to your February 11, 2016 request to pay overtime compensation to the following employee(s):

Brian Muench	Environmental Mgr. 14
Laura Verona	Environmental Mgr. 14

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of September 24, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Rosas, Renee (DEQ)
Sent: Thursday, February 11, 2016 3:54 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Cc: Eyer, Tamara (DEQ) <Eyert@michigan.gov>; Estrada, Mary Beth (DNR) <EstradaM@michigan.gov>
Subject: RE: OT Exceptions - Flint

Hi Ruth,

Attached is the new list with the only 2 people that need the exception (as discussed the others already had an exception). Please start the exception effective 1/31/16 and end effective 9/30/16.

Thank You,

Renee Rosas, Payroll/Transactions Supervisor
Human Resources – Quality of Life
Serving DEQ, DNR and MDARD
517-284-5024
517-241-7433 (fax)

From: Howard, Ruth (MCSC)
Sent: Thursday, February 11, 2016 3:00 PM
To: Rosas, Renee (DEQ)
Cc: Eyer, Tamara (DEQ)
Subject: RE: OT Exceptions - Flint

Hi Renee.
Can you please resend to the Compensation mailbox with the employees' classes and levels identified and the start and end date of the OT exception?
Thanks much!
Ruth

From: Rosas, Renee (DEQ)
Sent: Thursday, February 11, 2016 2:41 PM
To: Howard, Ruth (MCSC) <howardr@michigan.gov>
Cc: Eyer, Tamara (DEQ) <Eyert@michigan.gov>; Estrada, Mary Beth (DNR) <EstradaM@michigan.gov>
Subject: OT Exceptions - Flint
Importance: High

Hi Ruth,

Attached is a list of DEQ employees that need OT exceptions due to the Flint Water Crisis.

You help is appreciated.

Thank You,
Renee Rosas, Payroll/Transactions Supervisor
Human Resources – Quality of Life
Serving DEQ, DNR and MDARD
517-284-5024
517-241-7433 (fax)

Hillman, Kristen (MCSC)

From:	Rosas, Renee (DEQ)
Sent:	Thursday, February 11, 2016 3:54 PM
To:	MCSC-Compensation
Cc:	Eyer, Tamara (DEQ); Estrada, Mary Beth (DNR)
Subject:	RE: OT Exceptions - Flint
Attachments:	DEQ Flint Team2.xlsx

76-01

Hi Ruth,

Attached is the new list with the only 2 people that need the exception (as discussed the others already had an exception). Please start the exception effective 1/31/16 and end effective 9/30/16.

1/31/16 – 9/24/16

Thank You,
Renee Rosas, Payroll/Transactions Supervisor
Human Resources – Quality of Life
Serving DEQ, DNR and MDARD
517-284-5024
517-241-7433 (fax)

From: Howard, Ruth (MCSC)
Sent: Thursday, February 11, 2016 3:00 PM
To: Rosas, Renee (DEQ)
Cc: Eyer, Tamara (DEQ)
Subject: RE: OT Exceptions - Flint

Hi Renee.
Can you please resend to the Compensation mailbox with the employees' classes and levels identified and the start and end date of the OT exception?
Thanks much!
Ruth

From: Rosas, Renee (DEQ)
Sent: Thursday, February 11, 2016 2:41 PM
To: Howard, Ruth (MCSC) <howardr@michigan.gov>
Cc: Eyer, Tamara (DEQ) <Eyert@michigan.gov>; Estrada, Mary Beth (DNR) <EstradaM@michigan.gov>
Subject: OT Exceptions - Flint
Importance: High

Hi Ruth,

Attached is a list of DEQ employees that need OT exceptions due to the Flint Water Crisis.

You help is appreciated.

Thank You,
Renee Rosas, Payroll/Transactions Supervisor
Human Resources – Quality of Life
Serving DEQ, DNR and MDARD
517-284-5024
517-241-7433 (fax)

Name	ID#	Class/Level
Brian Muench		Environmental Manager 14
Laura Verona		Environmental Manager 14

MCSC-Compensation

From:	MCSC-Compensation
Sent:	Tuesday, February 16, 2016 7:43 AM
To:	Baker, LoRita (LARA)
Cc:	Harrington, Anne (MCSC)
Subject:	64-01 Overtime Approval Letter

This is a response to your February 11, 2016 request to pay overtime compensation to the following employee(s):

Joseph Madzlar	Code Insp. Spv. 3 (15)
Andy Neuman	Code Insp. Spv. 2 (14)

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of April 9, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Baker, LoRita (LARA)
Sent: Thursday, February 11, 2016 4:22 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: Overtime Exempt Employee Requests

Good Afternoon,

Enclosed in this mailing are the Overtime Exempt Memos for both Andy Neuman and Joseph Madizar these employees will be working overtime. The Bureau of Construction Codes is requesting that they are approved until 4/9/2016.

Please let me know if you have any questions.
Thank you

LoRita Baker
Labor Relations/Human Resource Analyst
Office of Human Resources/LARA
Phone: 517 335-6472
Fax: 517 373-6526

64-01

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

MIKE ZIMMER
DIRECTOR

February 11, 2016

TO: Irvin J. Poke, Director, BCC

FROM: Keith E. Lambert, Deputy Director, BCC

SUBJECT: OT Approval Request for Exempted Staff

no of hours ot per AC
2/11/16
PW

Joseph Madziar, Code Inspection Supervisor 15, is in an overtime exempt position. Overtime, although undesired, is necessary due to the Flint Water Emergency Crisis. This memo is to request that Joseph Madziar be approved to work overtime when needed and deemed appropriate by the Bureau Director, starting pay period 1/31/2016. No more than 20 hours of overtime per pay period would be approved.

4/4/16

Please consider approving this request. Thank you for your consideration.

Keith Lambert
Keith E. Lambert, Deputy Director, BCC

2-11-2016
Date

Sally Edgerton Chief Deputy
Irvin J. Poke, Director, BCC

2/11/2016
Date

Howard, Ruth (MCSC)

From: Baker, LoRita (LARA)
Sent: Thursday, February 11, 2016 4:22 PM
To: MCSC-Compensation
Subject: Overtime Exempt Employee Requests
Attachments: BCC Overtime Exempt Neuman Request.pdf; BCC Overtime Exempt Madzlar Request.pdf

Good Afternoon,

Enclosed in this mailing are the Overtime Exempt Memos for both Andy Neuman and Joseph Madizar these employees will be working overtime. The Bureau of Construction Codes is requesting that they are approved until 4/9/2016.

Please let me know if you have any questions.
Thank you

LoRita Baker
Labor Relations/Human Resource Analyst
Office of Human Resources/LARA
Phone: 517 335-6472
Fax: 517 373-6526

64-01

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

MIKE ZIMMER
DIRECTOR

February 11, 2016

TO: Irvin J. Poke, Director, BCC

[redacted]

FROM: Keith E. Lambert, Deputy Director, BCC

SUBJECT: OT Approval Request for Exempted Staff

Andy Neuman, Code Inspection Supervisor 14, is in an overtime exempt position. Overtime, although undesired, is necessary due to the Flint Water Emergency Crisis. This memo is to request that Andy Neuman be approved to work overtime when needed and deemed appropriate by the Bureau Director, starting pay period 1/31/2016. No more than 20 hours of overtime per pay period would be approved.

Please consider approving this request. Thank you for your consideration.

Keith Lambert
Keith E. Lambert, Deputy Director, BCC

2-11-2016
Date

Shelly Edgerton, Chief Deputy
Irvin J. Poke, Director, BCC

2/11/2016
Date

Howard, Ruth (MCSC)

From: Baker, LoRita (LARA)
Sent: Thursday, February 11, 2016 4:22 PM
To: MCSC-Compensation
Subject: Overtime Exempt Employee Requests
Attachments: BCC Overtime Exempt Neuman Request.pdf; BCC Overtime Exempt Madziar Request.pdf

Good Afternoon,

Enclosed in this mailing are the Overtime Exempt Memos for both Andy Neuman and Joseph Madizar these employees will be working overtime. The Bureau of Construction Codes is requesting that they are approved until 4/9/2016.

Please let me know if you have any questions.
Thank you

LoRita Baker
Labor Relations/Human Resource Analyst
Office of Human Resources/LARA
Phone: 517 335-6472
Fax: 517 373-6526

MCSC-Compensation

From: MCSC-Compensation
Sent: Tuesday, February 16, 2016 7:48 AM
To: Watson-Artis, P. Gail (DEQ)
Cc: Withers, Mary (MCSC); Harrington, Anne (MCSC)
Subject: 76-01 Overtime Approval Letter

This is a response to your February 11, 2016 request to pay overtime compensation to the following employee(s):

Kris Philip	[redacted]	Environmental Mgr. 14
Dana DeBruyn		Environmental Mgr. 14
Jon Bloemker		Environmental Mgr. 14
Amy Lachance		Environmental Mgr. 15
Kris Donaldson		Environmental Mgr. 14

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of September 24, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Watson-Artis, P. Gail (DEQ)
Sent: Thursday, February 11, 2016 4:28 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Cc: Withers, Mary (MCSC) <WithersM@michigan.gov>
Subject: OT Exception Approval Request

Good Afternoon,
Please see overtime exception request below with related emails (i.e., arrow down). Your review and approval are requested.

Thanks,

P. Gail Watson-Artis
HR Representative
Civil Service Commission
Quality of Life Human Resources Office
Serving DEQ, DNR & MDARD
517.284-5020 – office phone
517.241.7433 – fax
watson-artisg@michigan.gov

From: Cole, Kelsea (DEQ)
Sent: Thursday, February 11, 2016 3:21 PM
To: Watson-Artis, P. Gail (DEQ)
Cc: Tetzlaff, Katherine (DEQ)
Subject: OT Exception Approval

Hi Gail, The below list has been approved by Mary Ann.

From: Dolehanty, Mary Ann (DEQ)
Sent: Thursday, February 11, 2016 3:04 PM
To: Cole, Kelsea (DEQ)
Cc: Tetzlaff, Katherine (DEQ)
Subject: RE: OT Exception Approval

Approved.

From: Cole, Kelsea (DEQ)
Sent: Thursday, February 11, 2016 2:35 PM
To: Dolehanty, Mary Ann (DEQ)
Cc: Tetzlaff, Katherine (DEQ)
Subject: OT Exception Approval
Importance: High

Good afternoon Mary Ann,

Do you approve the below employees for an OT Exception beginning this pay period and lasting until the end of FY 2016?

Employee, Classification	Employee ID	Reason
Kris Philip, Env Mgr 14	[redacted]	Response Activities
Laura Verona, Env Mgr 14	[redacted]	Response Activities
Dana DeBruyn, Env Mgr 14	[redacted]	Response Activities
Jon Bloemker, Env Mgr 14	[redacted]	Response Activities
Amy Lachance, Env Mgr 15	[redacted]	Response Activities
Kris Donaldson, Env Mgr 14	[redacted]	Response Activities

Thanks,

Kelsea Cole
Department of Environmental Quality.
Resource Management Group

Employee, Classification	Employee ID	Reason
Kris Philip, Env Mgr 14 ✓	[redacted]	Response Activities
Laura Verona, Env Mgr 14	[redacted]	Response Activities
Dana DeBruyn, Env Mgr 14 ✓	[redacted]	Response Activities
Jon Bloemker, Env Mgr 14 ✓	[redacted]	Response Activities
Amy Lachance, Env Mgr 15 ✓	[redacted]	Response Activities
Kris Donaldson, Env Mgr 14 ✓	[redacted]	Response Activities

- already have

ok per AC
1/31/16 - 9/24/16

Thanks,

Kelsea Cole

Department of Environmental Quality
Resource Management Group
Administration Section
Constitution Hall, 4th Floor South, F8
(517) 284-5405
Colek10@michigan.gov

2/12/16

Howard, Ruth (MCSC)

From: Watson-Artis, P. Gail (DEQ)
Sent: Thursday, February 11, 2016 4:28 PM
To: MCSC-Compensation
Cc: Withers, Mary (MCSC)
Subject: OT Exception Approval Request

Good Afternoon,
Please see overtime exception request below with related emails (i.e., arrow down). Your review and approval are requested.

Thanks,
P. Gail Watson-Artis
HR Representative
Civil Service Commission
Quality of Life Human Resources Office
Serving DEQ, DNR & MDARD
517.284-5020 -- office phone
517.241.7433 -- fax
watson-artisg@michigan.gov

From: Cole, Kelsea (DEQ)
Sent: Thursday, February 11, 2016 3:21 PM
To: Watson-Artis, P. Gail (DEQ)
Cc: Tetzlaff, Katherine (DEQ)
Subject: OT Exception Approval

Hi Gail, The below list has been approved by Mary Ann.

From: Dolehanty, Mary Ann (DEQ)
Sent: Thursday, February 11, 2016 3:04 PM
To: Cole, Kelsea (DEQ)
Cc: Tetzlaff, Katherine (DEQ)
Subject: RE: OT Exception Approval

Approved.

From: Cole, Kelsea (DEQ)
Sent: Thursday, February 11, 2016 2:35 PM
To: Dolehanty, Mary Ann (DEQ)
Cc: Tetzlaff, Katherine (DEQ)
Subject: OT Exception Approval
Importance: High

Good afternoon Mary Ann,

Do you approve the below employees for an OT Exception beginning this pay period and lasting until the end of FY 2016?

MCSC-Compensation

From: MCSC-Compensation
Sent: Tuesday, February 16, 2016 7:50 AM
To: Villarreal, Sarah (MDARD)
Cc: Harrington, Anne (MCSC)
Subject: 79-01 Overtime Approval Letter

This is a response to your February 12, 2016 request to pay overtime compensation to the following employee(s):

Debra Merrill [redacted] Dept. Analyst 12

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of September 24, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on January 31, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Villarreal, Sarah (MDARD)
Sent: Friday, February 12, 2016 10:32 AM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Subject: overtime exception request

Hello,

The Department of Agriculture and Rural Development is requesting approval for exception overtime pay for the following employee through 09/30/2016 in relation to Flint water crisis activities:

Debra Merrill, [redacted] DEPTALTAT79N

This employee is assisting at the State Emergency Operations Center (SEOC) in response to the Flint water crisis. Please let me know if you need any additional information. Thank you.

Howard, Ruth (MCSC)

From:	Villarreal, Sarah (MDARD)
Sent:	Friday, February 12, 2016 10:32 AM
To:	MCSC-Compensation
Subject:	overtime exception request

19.01

Hello,

The Department of Agriculture and Rural Development is requesting approval for exception overtime pay for the following employee through 09/30/2016 In relation to Flint water crisis activities:

24

Debra Merrill, [redacted], DEPTALTAT79N

This employee is assisting at the State Emergency Operations Center (SEOC) In response to the Flint water crisis. Please let me know if you need any additional information. Thank you.

1/31/16 - 9/24/16

RW 2/12/16

MCSC-Compensation

From: MCSC-Compensation
Sent: Thursday, February 18, 2016 11:27 AM
To: Rosas, Renee (DEQ)
Cc: Eyer, Tamara (DEQ); Estrada, Mary Beth (DNR); Harrington, Anne (MCSC)
Subject: 76-01 Overtime Approval Letter

This is a response to your February 17, 2016 request to pay overtime compensation to the following employee(s):

Robert Day [redacted] Environmental Mgr. 14

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of October 8, 2016 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on February 14, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Rosas, Renee (DEQ)
Sent: Wednesday, February 17, 2016 9:29 AM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Cc: Eyer, Tamara (DEQ) <Eyert@michigan.gov>; Estrada, Mary Beth (DNR) <EstradaM@michigan.gov>
Subject: OT Exception - Flint (7601)

Hi Ruth,

An OT Exception is needed for Robert M. Day (#[redacted]), Environmental Manger 14, due to the Flint Water Crisis. The exception would be from 2/14/16 through 9/30/16.

Thank You,

Renee Rosas, Payroll/Transactions Supervisor
Human Resources – Quality of Life
Serving DEQ, DNR and MDARD
517-284-5024
517-241-7433 (fax)

MCSC-Compensation

From:	MCSC-Compensation
Sent:	Friday, February 19, 2016 8:23 AM
To:	Spohn, Laura (MSP)
Cc:	Hinkley, Lori (MSP); Wieber, Emily (MSP); Harrington, Anne (MCSC)
Subject:	55-01 Overtime Approval Letter

This is a response to your February 18, 2016 request to pay overtime compensation to the following employee(s):

Lori Hinkley [redacted] Dept. Mgr.
4 (15)

Under Regulation 5.02, Standard 3. B, 2, b, and based on the justification provided, overtime approval is granted. An expiration date of February 11, 2017 has been added to the employee(s) HRMN record(s) to permit overtime rate calculation beginning on February 14, 2016 in accordance with Civil Service Regulations.

HRMN requires placing the exception (expiration date) on the employee. Therefore, if the employee transfers out of the above classification, you will need to notify this office so we can remove the overtime exception/expiration date. Also, if the employee(s) uses DCDS for time and attendance reporting, these overtime exception hours must be entered under "OTX1, OTX2, or OTX3," depending on shift.

Teresa Hillis

Teresa Hillis
State of Michigan
Office of Classification, Selection & Compensation
400 S. Pine
Lansing, MI 48933
(517) 335-0316

From: Spohn, Laura (MSP)
Sent: Thursday, February 18, 2016 2:57 PM
To: MCSC-Compensation <MCSC-Compensation@michigan.gov>
Cc: Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Wieber, Emily (MSP) <WieberE1@michigan.gov>
Subject: Overtime Exception Request- Hinkley

Good afternoon,

The Michigan State Police respectfully requests an overtime exception exemption approval for Ms. Lori Hinkley [redacted], per the attached requisition, beginning February 14, 2016, through February 11, 2017.

Please let me know if further justification is needed.

Thank you and have a great day!! ☺

Laura Spohn
Student Intern
Human Resources Division
Michigan State Police
P.O. Box 30634
Lansing, MI 48909
Tx: 517-241-3912
Fax: 517-241-1480

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"



NEOGOV

Laura Spohn

Post Approvals Admin

View/Edit Requisition
Edit

Class Title: Departmental Manager 15
Class Code: DEPTMGR4
Creator: BROWN, NICOLE

* Required

Desired Start Date: 02/17/16
Requisition #:
Working Title: OOD - Legislative and Legal Resources Section - Department Manager 15 - OT Request
Vacancies: 1
* Department: State Police
Division:
* Hiring Managers: Hawkins, Christopher
Job Term: Permanent Full Time
List Type:
Position Type: Existing Position (Replacement of Staff)
Position Control: Position # First Name Last Name Vacancy Date
Skills:
Comments: Overtime request for Lori Hinkley to fulfill Flint water document request effective 02/14/2016 for 1 year.
Action Type : Other
Index Code/PCA : 28900/28670
Employee Name : Lori Hinkley
Employee ID [redacted]
WOC Start Date :
WOC End Date :
WOC Position Code :
Funding Source : General Funds
Department Code : AAACD
Department Code Name : FOI UNIT
Supervisor Name : CHRIS HAWKINS
Supervisor Code : 1001036
Bargaining Unit :
Location Address :
County :
Pay Schedule :
Hourly Rate :
YKU :
Approval 1: MSP - HR Director - HORTON, STEPHANIE — Must approve before next approval
Approval 2: MSP - Classification/Selection - Spohn, Laura — Final approval

Attachments: Add New

Attachment Title	Date Uploaded	File Name	Action

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Mollenhour, C.

DEQ

NEOGOV

MCSC Compensation

Post Approvals

View/Edit Requisition

Edit

Class Title: Environmental Manager 14
Class Code: ENVRMGR3
Creator: JOSEPH, SUSAN

* Required

Desired Start Date: 01/31/16
Requisition #: 7601-16-RRD-021
Working Title: WOC - Environmental Manager 14
Vacancies:
* Department: Environmental Quality
Division:
* Hiring Managers: JOSEPH, SUSAN
MOSHER, JOSHUA
Job Term:
List Type:
Position Type: Existing Position (Replacement of Staff)

Position Control:	Position #	First Name	Last Name	Vacancy Date
	ENVRMGR3A29N	Joshua	Mosher	01/30/2016

Skills:
Comments: This is a WOC request to replace Joshua Mosher's position and duties. Joshua will be WOC as the SAM15 for the section.
Action Type : Working Out Of Class
Index Code/PCA : 45750 30133
Flint
Employee Name : Cyndi Mollenhour
Employee ID [redacted]
WOC Start Date : 1/31/16
WOC End Date : 5/7/16
WOC Position Code : ENVRMGR3A29N
Funding Source : Restricted Funds
Department Code : 45120
Department Code Name : RRD C/E-Enforcement Unit
Supervisor Name : Joshua Mosher
Supervisor Code :
Bargaining Unit : Y51
Location Address : 33-3825
County : Ingham
Pay Schedule :
Hourly Rate :
TKU : 702

Approval 1: DEQ - Budget Liaison	- LUNDY, ANASTASIA - AUSTIN, DAWN	Must approve before next approval
Approval 2: DEQ - Bureau/Division/Office/Designee	- WAGNER, ROBERT - ERICKSON, SUSAN	Must approve before next approval
Approval 3: DEQ - CFO	- EPKEY, AMY	Must approve before next approval
Approval 4: DEQ - Deputy Director	- SYGO, JIM	Must approve before next approval
Approval 5: QOL - HR Rep	- WATSON-ARTIS, PRISCILLA	Must approve before next approval
Approval 6: QOL - HR Rep	- ROSAS, RENEE	Must approve before next approval
Approval 7: MCSC - Compensation	- Compensation, MCSC	Final approval

Attachments: Add New

Attachment Title	Date Uploaded	File Name	Action

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Mosher, J.

DEQ

NEOGOV

MCSC Compensation

Post Approvals

View/Edit Requisition

Edit

Class Title: State Administrative Manager 15
Class Code: STDDADM1
Creator: JOSEPH, SUSAN

* Required

Desired Start Date: 01/31/16
Requisition #: 7601-16-RRD-020
Working Title: WOC - State Administrative Manager 15
Vacancies: 1
* Department: Environmental Quality
Division:
* Hiring Managers: ERICKSON, SUSAN
JOSEPH, SUSAN
Job Term:
List Type:
Position Type: Existing Position (Replacement of Staff)

Position Control:	Position #	First Name	Last Name	Vacancy Date
	STDADM1L37N	Barb	Schalbly	01/30/2016

Skills:
Comments: This is a WOC request as Barb Schalbly was assigned to help with records management for the Flint water issue.
Action Type : Working Out Of Class
Index Code/PCA : 45750 / 30133
Employee Name : Joshua Mosher
Employee ID : [redacted]
WOC Start Date : 1/31/16
WOC End Date : 10/6/16
WOC Position Code : STDDADM1L37N
Funding Source : Restricted Funds
Department Code : 45100
Department Code Name : RRD Compliance & Enforcement
Supervisor Name : Susan Leeming
Supervisor Code : 7601DIRA16
Bargaining Unit : Y98
Location Address : 33-3825
County : Ingham
Pay Schedule : NERE-060P
Hourly Rate :
TKU : 703

Approval 1: DEQ - Budget Liaison - LUNDY, ANASTASIA - AUSTIN, DAWN	Must approve before next approval
Approval 2: DEQ - Bureau/Division/Office/Designee - WAGNER, ROBERT - ERICKSON, SUSAN	Must approve before next approval
Approval 3: DEQ - CFO - EPKEY, AMY	Must approve before next approval
Approval 4: DEQ - Deputy Director - SYGO, JIM	Must approve before next approval
Approval 5: QOL - HR Rep - WATSON-ARTIS, PRISCILLA	Must approve before next approval
Approval 6: QOL - HR Rep - ROSAS, RENEE	Must approve before next approval
Approval 7: MCSC - Compensation - Compensation, MCSC	Final approval

Attachments: Add New

Attachment Title	Date Uploaded	File Name	Action

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Hundley, A

DHS

NEOGOV [redacted]

MCSC Compensation

Post Approvals

View/Edit Requisition

Edit

Class Title: Senior Management Executive 19
Class Code: SENMGEXC
Creator: MICHAEL, JAYNE

* Required

Desired Start Date: 01/31/16
Requisition #: 4301-CE-WOC-200471-SME19
Working Title: WOC Senior Mgt Exec 19
Vacancies:
* Department: Health and Human Services - Central Office
Division:
* Hiring Managers: LISTMAN, LISA
MICHAEL, JAYNE
Job Term:
List Type:
Position Type:
Position Control: Position # First Name Last Name Vacancy Date
Skills:
Comments: WOC request for for employee filling behind Sheryl Thompson who is leading the Genesee Task Force. Duration of this assignment is excepted to be 1 year. We will not be filling behind Ms. Hundley.
Effective date 1/31/16
Please link Ms. Hundley to supervisor code 4301EXCA30
It appears as if Ms. Hundley already has access to TKU 108 & 109.
No change to her TKU or location code
Prepared by JM 2/03/16

EE qualifies for the SME 19. SD 02/4/2016

Action Type : Working Out Of Class
Index Code/PCA : 95010/62648
Employee Name : Amy Hundley
Employee ID : [redacted]
WOC Start Date : 1/31/16
WOC End Date : 1/28/17
WOC Position Code : SENMGEXCA99N
Funding Source :
Department Code : F0100
Department Code Name : Central Office Outstate Operations
Supervisor Name : Beurer
Supervisor Code : 4301EXCA15
Bargaining Unit : Y98
Location Address : 33-3780
County :
Pay Schedule :
Hourly Rate :
TKU : 43-01-109

Approval 1: DHS – Business Center - MICHAEL, JAYNE	Must approve before next approval
Approval 2: DHS - HR Representative - DENNIS, SHANIKA	Must approve before next approval
Approval 3: DHS - HR Transactions - DOLTON, TINA	Must approve before next approval
Approval 4: MCSC - Compensation - Compensation, MCSC	Must approve before next approval
Approval 5: DHS - HR Transactions - YAUCH, CAROL	Final approval

Attachments: Add New

Attachment Title	Date Uploaded	File Name	Action
Approval email	02/03/16	2.3.16 RE WOC Amy Hundley behind Sheryl Thompson	Delete

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DEQ

NEOGOV -- MCSC Compensation

Post Approvals

View/Edit Requisition
Edit

Class Title: Environmental Manager 14
Class Code: ENVRMGR3
Creator: SMITH, LAURA

* Required

Desired Start Date: 02/01/16
Requisition #: 7601-16-WRD-017
Working Title: Environmental Manager 14 - Dan Beauchamp WOC
Vacancies:
* Department: Environmental Quality
Division:
* Hiring Managers: OSTLUND, PETER
SMITH, LAURA
VAUGHN, BRIAN
WITHERS, MARIA
Job Term:
List Type:
Position Type: Existing Position (Replacement of Staff)

Position Control:	Position #	First Name	Last Name	Vacancy Date
	ENVRMGR3B52N	Laura	Verona	02/01/2016

Skills:
Comments: Begin Date: 1/31/16
End Date: 7/30/16
Current employee (Laura Verona) is on special assignment regarding Flint for 6 months effective 1/31/16.

Bill Creal has reviewed WRD's budget and approved this WOC request.
Action Type : Working Out Of Class
Index Code/PCA :
Employee Name : Dan Beauchamp
Employee ID : [redacted]
WOC Start Date : 1/31/16
WOC End Date : 7/30/16
WOC Position Code : ENVRMGR3B52N
Funding Source :
Department Code : 50240
Department Code Name : WATER FOS E/H - SEMI PW
Supervisor Name : Jon Russell
Supervisor Code : 7601ADMA68
Bargaining Unit : Y51
Location Address : 27700 Donald Court, Warren, MI 48092-2793/50-5811
County : Macomb
Pay Schedule : NERE-108
Hourly Rate :
TKU : 756

Approval 1: QOL - HR Rep - WITHERS, MARIA	Must approve before next approval
Approval 2: DEQ - Budget Liaison - MARINANGELI, LOIS	Must approve before next approval
Approval 3: DEQ - Bureau/Division/Office/Designee - CREAL, WILLIAM	Must approve before next approval
Approval 4: DEQ - CFO - EPKEY, AMY	Must approve before next approval
Approval 5: DEQ - Deputy Director - SYGO, JIM	Must approve before next approval
Approval 6: QOL - HR Rep - ROSAS, RENEE	Must approve before next approval
Approval 7: MCSC - Compensation - Compensation, MCSC	Final approval

Attachments: Add New

Attachment Title	Date Uploaded	File Name	Action

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From: Cahoon, Amy (MCSC)
Sent: Monday, October 19, 2015 4:56 PM
To: Fedorchuk, Matthew (MCSC)
Subject: FW: Information on the City of Flint's Drinking Water and Announcement of Interim Chief for ODWMA - Message from Director Dan Wyant

Can we chat about this before I respond?

From: Eyer, Tamara (DEQ)
Sent: Monday, October 19, 2015 4:05 PM
To: Cahoon, Amy (MCSC)
Subject: FW: Information on the City of Flint's Drinking Water and Announcement of Interim Chief for ODWMA - Message from Director Dan Wyant

Amy,

I can't seem to find a vacant 18 anywhere in DEQ. Is it possible to establish one immediately so we can move her into the position and I will work to get a PD to you asap? The Director needs to make this official this pay period. Please advise. Thanks.

Tami Eyer, HR Director
Quality of Life Human Resources
DEQ, DNR, MDARD
517-284-5032

From: Wyant, Dan (DEQ)
Sent: Monday, October 19, 2015 3:59 PM
Subject: Information on the City of Flint's Drinking Water and Announcement of Interim Chief for ODWMA - Message from Director Dan Wyant

Dear Colleagues:

I know you have all heard a lot lately about the drinking water situation in Flint, and I want to update you on recent developments.

Today, I released a statement announcing Chief Deputy Director Jim Sygo will immediately assume the role of interim chief of the Office of Drinking Water and Municipal Assistance.

As details of the situation have emerged, it has become apparent staff made a mistake while working with the city of Flint. Simply stated, staff employed a federal protocol they believed was appropriate,

and it was not. However, I am convinced our program staff believed they were doing their job correctly, and simply did not have the experience with the particular issue of corrosion control in cities of more than 50,000 people.

Today's actions were the result of a long process. In the spring of 2013, the city of Flint announced it would leave the Detroit Water and Sewerage Department (DWSD) in favor of joining the Karegnondi Water Authority, which is constructing a pipeline to bring drinking water from Lake Huron. In the meantime, the city used the Flint River, treated at the Flint Water Treatment Plant, as its full-time drinking water source.

Since then, the system experienced a number of problems, including most recently, elevated lead levels in some homes and schools. To address public health, the Governor led a charge to bring $6 million in state funds, plus an additional $2 million from the city and $4 million from the C.S. Mott Foundation, to fund the city's reconnection with DWSD.

This was a huge first step in fixing the problem. However, while the switch back to Detroit water carried numerous public health benefits, lead in drinking water is largely a function of outdated local infrastructure. For a long-term fix, we are looking at several options to help the city update its infrastructure and remove all lead service lines.

To ensure safe drinking water in the short-term, the state is providing water filters to every resident in the city of Flint. Many local partners, including the United Way, are also stepping up to ensure the city's schools have bottled water available for children as we design a thorough protocol to test all schools.

I know this is a stressful time for many of you, and I appreciate your dedication and hard work. This is a good time to reflect, as a staff, on our purpose as an agency. Our mission is to protect public health and the environment. Whatever the particular protocol or statute you help to implement or uphold, that is our core reason for being. Keep that at the forefront of your mind.

I am proud to lead a staff of such knowledgeable, committed individuals. Thanks, as always, for the work you do.

Sincerely,

Dan Wyant
Director

From: Eyer, Tamara (DEQ)
Sent: Monday, October 19, 2015 7:05 PM
To: Cahoon, Amy (MCSC)
Subject: Re: Information on the City of Flint's Drinking Water and Announcement of Interim Chief for ODWMA - Message from Director Dan Wyant

Ok I'll give you a call first thing. Thx.

Tami Eyer, HR Director
QOL Human Resources
Sent from my iPhone

On Oct 19, 2015, at 6:45 PM, Cahoon, Amy (MCSC) <CahoonA@michigan.gov> wrote:

> Hey Tami,
>
> Let's chat in the a.m....
>
> ---
>
> **From:** Eyer, Tamara (DEQ)
> **Sent:** Monday, October 19, 2015 4:05 PM
> **To:** Cahoon, Amy (MCSC)
> **Subject:** FW: Information on the City of Flint's Drinking Water and Announcement of Interim Chief for ODWMA - Message from Director Dan Wyant
>
> Amy,
>
> I can't seem to find a vacant 18 anywhere in DEQ. Is it possible to establish one immediately so we can move her into the position and I will work to get a PD to you asap? The Director needs to make this official this pay period. Please advise. Thanks.
>
> *Tami Eyer*, HR Director
>
> Quality of Life Human Resources
>
> DEQ, DNR, MDARD
>
> 517-284-5032

From: Wyant, Dan (DEQ)
Sent: Monday, October 19, 2015 3:59 PM
Subject: Information on the City of Flint's Drinking Water and Announcement of Interim Chief for ODWMA - Message from Director Dan Wyant

Dear Colleagues:

I know you have all heard a lot lately about the drinking water situation in Flint, and I want to update you on recent developments.

Today, I released a statement announcing Chief Deputy Director Jim Sygo will immediately assume the role of interim chief of the Office of Drinking Water and Municipal Assistance.

As details of the situation have emerged, it has become apparent staff made a mistake while working with the city of Flint. Simply stated, staff employed a federal protocol they believed was appropriate, and it was not. However, I am convinced our program staff believed they were doing their job correctly, and simply did not have the experience with the particular issue of corrosion control in cities of more than 50,000 people.

Today's actions were the result of a long process. In the spring of 2013, the city of Flint announced it would leave the Detroit Water and Sewerage Department (DWSD) in favor of joining the Karegnondi Water Authority, which is constructing a pipeline to bring drinking water from Lake Huron. In the meantime, the city used the Flint River, treated at the Flint Water Treatment Plant, as its full-time drinking water source.

Since then, the system experienced a number of problems, including most recently, elevated lead levels in some homes and schools. To address public health, the Governor led a charge to bring $6 million in state funds, plus an additional $2 million from the city and $4 million from the C.S. Mott Foundation, to fund the city's reconnection with DWSD.

This was a huge first step in fixing the problem. However, while the switch back to Detroit water carried numerous public health benefits, lead in drinking water is largely a function of outdated local infrastructure. For a long-term fix, we are looking at several options to help the city update its infrastructure and remove all lead service lines.

To ensure safe drinking water in the short-term, the state is providing water filters to every resident in the city of Flint. Many local partners, including the United Way, are also stepping up to ensure the city's schools have bottled water available for children as we design a thorough protocol to test all schools.

I know this is a stressful time for many of you, and I appreciate your dedication and hard work. This is a good time to reflect, as a staff, on our purpose as an agency. Our mission is to protect public health and the environment. Whatever the particular protocol

or statute you help to implement or uphold, that is our core reason for being. Keep that at the forefront of your mind.

I am proud to lead a staff of such knowledgeable, committed individuals. Thanks, as always, for the work you do.

Sincerely,

Dan Wyant

Director

From: Eyer, Tamara (DEQ)
Sent: Wednesday, October 21, 2015 9:59 AM
To: Cahoon, Amy (MCSC)
Cc: Eyer, Tamara (DEQ)
Subject: FW: PD AND CONTRACT FOR LIANE
Attachments: shekter smith pd.docx; LIMITED TERM AGREEMENT SHEKTER SMITH.docx

Amy,
Here is the pd that Jim Sygo and I agreed on. Can you help me get it established this pay period and we'll move her in it effective 10/11/15? As soon as I have her signature on the contract, I'll forward to Ruth.

Thank you so much!

Tami Eyer, HR Director
Quality of Life Human Resources
DEQ, DNR, MDARD
517-284-5032

From: Eyer, Tamara (DEQ)
Sent: Tuesday, October 20, 2015 7:28 PM
To: Sygo, Jim (DEQ)
Cc: Eyer, Tamara (DEQ)
Subject: PD AND CONTRACT FOR LIANE

JIM,
Attached is the pd w/ the changes we talked about this afternoon and the contract. If you're ok with the pd I'll send to CS for establishment first thing tomorrow.

Thanks for all your help!

Tami Eyer, Human Resources Director
Quality of Life Human Resources
Serving DEQ, DNR and MDARD
517-284-5032 eyert@michigan.gov

CS-214
Rev 11/2013

Position Code
1.

State of Michigan
Civil Service Commission
Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909

POSITION DESCRIPTION

This position description serves as the official classification document of record for this position. Please complete this form as accurately as you can as the position description is used to determine the proper classification of the position.

2.Employee's Name (Last, First, M.I.)	8.Department/Agency
SHEKTER-SMITH, LIANE	ENVIRONMENTAL QUALITY
3.Employee Identification Number	**9.Bureau (Institution, Board, or Commission)**
[redacted]	
4.Civil Service Position Code Description	**10.Division**
SENIOR POLICY EXEC 18	EXECUTIVE
5.Working Title (What the agency calls the position)	**11.Section**
SENIOR POLICY ADVISOR TO THE DEPUTY DIRECTOR	
6.Name and Position Code Description of Direct Supervisor	**12.Unit**
JIM SYGO, SENIOR CHIEF DEPUTY DIRECTOR 21	
7.Name and Position Code Description of Second Level Supervisor	**13.Work Location (City and Address)/Hours of Work**
DAN WYANT, DIRECTOR	**CONSTITUTION HALL, LANSING**

14. General Summary of Function/Purpose of Position

Provide assistance to the chief deputy regarding issues surrounding groundwater discharge, campgrounds/pools, revolving loans, and manufactured housing.

15. Please describe the assigned duties, percent of time spent performing each duty, and what is done to complete each duty.

List the duties from most important to least important. The total percentage of all duties performed must equal 100 percent.

Duty 1

General Summary of Duty 1 **% of Time 70____**

Advise and provide assistance to the chief deputy on policy issues affecting groundwater, waste water, campgrounds, pools, revolving loans and manufactured housing..

Individual tasks related to the duty.

- Review recommendations regarding proposed changes in regulation, statute and policy and advise the deputy director
- Provide recommendations and implementation plans for changes
- Provide input to the deputy on the formulation and implementation of rules and policies being developed
- Other tasks as assigned by the deputy director

Duty 2

General Summary of Duty 2 **% of Time 20____**

Assist the deputy director to prepare proposals for alternative funding sources for department programs.

Individual tasks related to the duty.

- Assist in the identification of existing funds and programs that would appropriately be supported by alternative funding sources
- Assist in evaluating options for alternative funding sources
- Conduct research into funding strategies used in other jurisdictions.

Duty 3

General Summary of Duty 3 **% of Time 10____**

Special projects as assigned by the Deputy Director or Director

Individual tasks related to the duty.

- Assist in evaluation and resolution of site-specific issues and facilitate projects that contribute to the Department's goals for stewardship, economic development and customer service.
- Draft statements and prepare reports on policy and program issues.
-

Duty 4

General Summary of Duty 4 **% of Time _____**

Individual tasks related to the duty.

-

Duty 5

General Summary of Duty 5 **% of Time _____**

Individual tasks related to the duty.

•

Duty 6

General Summary of Duty 6 **% of Time _____**

Individual tasks related to the duty.

•

16. **Describe the types of decisions made independently in this position and tell who or what is affected by those decisions.**

Decisions about who to involve in evaluation of policy or programmatic issues. Decisions about a course of action to take or direct with regard to special projects.

17. **Describe the types of decisions that require the supervisor's review.**

Decisions that involve the commitment of Department financial resources. Decisions on sensitive or controversial regulatory decisions.

18. **What kind of physical effort is used to perform this job? What environmental conditions is this position physically exposed to on the job? Indicate the amount of time and intensity of each activity and condition. Refer to instructions.**

Work is primarily conducted in an office setting. Occasional stauding, walking, lifting, carrying are required.

19. **List the names and position code descriptions of each classified employee whom this position immediately supervises or oversees on a full-time, on-going basis. (If more than 10, list only classification titles and the number of employees in each classification.)**

NAME	CLASS TITLE	NAME	CLASS TITLE

20. **This position's responsibilities for the above-listed employees includes the following (check as many as apply):**

___Complete and sign service ratings.
___Provide formal written counseling.
___Approve leave requests.
___Approve time and attendance.
___Orally reprimand.
___Assign work.
___Approve work.
___Review work.
___Provide guidance on work methods.
___Train employees in the work.

22. Do you agree with the responses for Items 1 through 20? If not, which items do you disagree with and why?

New position.

23. What are the essential functions of this position?

See duties 1-3.

24. Indicate specifically how the position's duties and responsibilities have changed since the position was last reviewed.

New position.

25. What is the function of the work area and how does this position fit into that function?

The Executive Division of DEQ provides overall executive direction, establish policy, maintains favorable relations with stakeholders including elected officials; the regulated community; trade and professional organizations; environmental advocacy groups, local units of government and counterpart agencies in other states. This position assists in the formulation and implementation of policies in support of the Department's goals, conducts outreach and liaison functions and carries out special projects as assigned.

26. What are the minimum education and experience qualifications needed to perform the essential functions of this position?

EDUCATION:

Bachelor's degree

EXPERIENCE:

Two years professional experience as a manager and/or program/staff specialist or equivalent experience.

KNOWLEDGE, SKILLS, AND ABILITIES:

Exceptional oral and written communication skills

CERTIFICATES, LICENSES, REGISTRATIONS:

NOTE: Civil Service approval of this position does not constitute agreement with or acceptance of the desirable qualifications for this position.

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

_____ _____

Supervisor's Signature **Date**

TO BE FILLED OUT BY APPOINTING AUTHORITY

Indicate any exceptions or additions to statements of the employee(s) or supervisors.

I certify that the entries on these pages are accurate and complete.

_____ _____

Appointing Authority Signature **Date**

TO BE FILLED OUT BY EMPLOYEE

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

_____ _____

Employee's Signature **Date**

NOTE: Make a copy of this form for your records.

CS-1720
REV 7/2013

State of Michigan
Civil Service Commission
400 South Pine Street, P.O. Box 30002
Lansing, Michigan 48909

SENIOR EXECUTIVE SERVICE
LIMITED-TERM EMPLOYMENT AGREEMENT

Department (Process Level)	Senior Executive Service Class (Core Position Title)
Environmental Quality	Senior Policy Executive 18
Appointee	**Employee ID Number**
Liane Shekter Smith	
Organizational Title	**Senior Executive Service Position Code**
Senior Exec Asst	

Initial Rate of Pay (Annual)	Date Appointment Begins	Date Appointment Ends
$135,252.00	October 11, 2015	April 1, 2017

SECTION I: AGREEMENT

This agreement is a binding, limited-term employment contract between the department and me. The agreement automatically expires at the end of the term.

I agree to accept an appointment to the Senior Executive Service (SES) in the department, which is an agency of the state of Michigan. You and I agree that my appointment and the terms and conditions of my employment are governed by this agreement and the Civil Service Commission rules and regulations governing the SES.

1. **APPOINTMENT.** You agree to appoint me to the position identified above. My duties and responsibilities are listed in the attached Position Description (Form CS-214). My appointment begins on the date above. The term of the appointment cannot exceed two years.

2. **PAY AND PERFORMANCE STANDARDS.** You will pay me a salary at the rate of pay listed above. I will also receive other benefits approved by the Civil Service Commission. You will evaluate my job performance at least annually.

3. **CHANGES IN PAY.** The Civil Service Commission sets the schedule of pay and benefits for my position. You may change my pay or recommend a variable pay award based on my job performance. You are not required to increase my pay or to recommend a variable pay award during my appointment.

4. **LIMITATION ON APPOINTMENT. My appointment is for a limited term that will end on the ending date given above or two years after the appointment date, whichever occurs first.** When this appointment ends, I agree that you are under no implicit or explicit obligation to offer me a new appointment. You may decline to offer me a new SES agreement for any reason or no reason; however you cannot discriminate against me regarding appointment or compensation, as provided in rule 1-8. I cannot file a grievance or sue you or the state of Michigan to compel you or the state of Michigan to offer me another SES appointment.

5. **MY EMPLOYMENT RIGHTS WHEN MY APPOINTMENT ENDS.** When my SES appointment expires, my future employment status with the state of Michigan is determined by the Civil Service Commission rules and regulations then in effect. If I do not have continuing status in the classified service when appointed to the SES, my appointment to the SES will not result in any employment preference, fall-back rights, or other rights to continued employment with the state when my appointment expires. If I have continuing status in the classified service in a classification containing non-protected positions on the effective date of my SES appointment, I will have the rights and options to retain a position in the classified service, in accordance with and subject to, the Civil Service Commission rules and regulations in effect when the SES appointment expires.

6. **EARLY TERMINATION OF APPOINTMENT.** You may terminate my employment before my term expires: (a) for cause, including unsatisfactory performance or (b) if you abolish my SES position. If you do this, I may file a grievance, but even if my grievance is upheld, I cannot be awarded damages for any time beyond the expiration date of this appointment.

7. **OTHER LIMITATIONS.** My employment is governed exclusively by this written agreement and the Civil Service Commission rules and regulations governing the SES. This agreement and the Civil Service Commission rules and regulations cannot be modified by any oral statement, promise, or agreement. No written promise or agreement, including this agreement, is valid or enforceable by me unless (a) the State Personnel Director has approved the promise or agreement in writing and (b) Civil Service Commission rules and regulations permit the promise or agreement.

8. **CHANGES IN RULES AND REGULATIONS.** The Civil Service Commission and State Personnel Director may amend the Civil Service Commission rules and regulations governing the SES at any time. An amendment may modify this agreement, and I agree to be bound by any such agreement.

9. **CONFLICT.** If this agreement conflicts with any Civil Service Commission rule or regulation, the rule or regulation will control. I agree to abide by all Civil Service Commission rules and regulations that apply to my position or me.

I have read this agreement and received a copy of the Senior Executive Service rule. I signify my acceptance to the terms and conditions, as stated, by signing below.

_____ (Appointee's Signature)	_____ (Date Signed by Appointee)
_____ (Appointing Authority's Signature)	_____ (Date Signed by Appointing Authority)
_____ (Name of Immediate Supervisor — Please Print)	
_____ (Signature of Immediate Supervisor)	_____ (Date Signed by Immediate Supervisor)

NOTE: THIS AGREEMENT DOES NOT BECOME FINAL AND BINDING UPON THE PARTIES UNTIL IT IS APPROVED BY THE STATE PERSONNEL DIRECTOR.

SECTION II: FOR CIVIL SERVICE USE ONLY

☐ No Prior Continuing Status

☐ Prior Continuing Status

Most recent classification and level at which employee could apply preference: _____

Classification and level immediately prior to appointment to SES: _____

Civil Service Action ☐ Approved ☐ Disapproved ☐ Other (Explain below.)

Other Action

Approving Official _____

From: Eyer, Tamara (DEQ)
Sent: Wednesday, October 21, 2015 10:44 AM
To: Cahoon, Amy (MCSC)
Subject: updated pd
Attachments: shekter smith pd.docx; LIMITED TERM AGREEMENT SHEKTER SMITH.docx

Thank you Amy! ☺

Tami Eyer, HR Director
Quality of Life Human Resources
DEQ, DNR, MDARD
517-284-5032

CS-214
Rev 11/2013

Position Code
1.

State of Michigan
Civil Service Commission
Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909

POSITION DESCRIPTION

This position description serves as the official classification document of record for this position. Please complete this form as accurately as you can as the position description is used to determine the proper classification of the position.

2.Employee's Name (Last, First, M.I.)	8.Department/Agency
SHEKTER-SMITH, LIANE	ENVIRONMENTAL QUALITY
3.Employee Identification Number	**9.Bureau (Institution, Board, or Commission)**
[redacted]	
4.Civil Service Position Code Description	**10.Division**
SENIOR EXEC ASST DEPUTY DIRECTOR	EXECUTIVE
5.Working Title (What the agency calls the position)	**11.Section**
SENIOR ADVISOR TO THE DEPUTY DIRECTOR	
6.Name and Position Code Description of Direct Supervisor	**12.Unit**
JIM SYGO, SENIOR CHIEF DEPUTY DIRECTOR 21	
7.Name and Position Code Description of Second Level Supervisor	**13.Work Location (City and Address)/Hours of Work**
DAN WYANT, DIRECTOR	**CONSTITUTION HALL, LANSING**

14. General Summary of Function/Purpose of Position

Provide assistance to the chief deputy regarding issues surrounding groundwater discharge, campgrounds/pools, revolving loans, and manufactured housing.

15. Please describe the assigned duties, percent of time spent performing each duty, and what is done to complete each duty.

List the duties from most important to least important. The total percentage of all duties performed must equal 100 percent.

Duty 1

General Summary of Duty 1 **% of Time 70____**

Advise and provide assistance to the chief deputy on policy issues affecting groundwater, waste water, campgrounds, pools, revolving loans and manufactured housing..

Individual tasks related to the duty.

- Review recommendations regarding proposed changes in regulation, statute and policy and advise the deputy director
- Provide recommendations and implementation plans for changes
- Provide input to the deputy on the formulation and implementation of rules and policies being developed
- Other tasks as assigned by the deputy director

Duty 2

General Summary of Duty 2 **% of Time 20____**

Assist the deputy director to prepare proposals for alternative funding sources for department programs.

Individual tasks related to the duty.

- Assist in the identification of existing funds and programs that would appropriately be supported by alternative funding sources
- Assist in evaluating options for alternative funding sources
- Conduct research into funding strategies used in other jurisdictions.

Duty 3

General Summary of Duty 3 **% of Time 10____**

Special projects as assigned by the Deputy Director or Director

Individual tasks related to the duty.

- Assist in evaluation and resolution of site-specific issues and facilitate projects that contribute to the Department's goals for stewardship, economic development and customer service.
- Draft statements and prepare reports on policy and program issues.
-

Duty 4

General Summary of Duty 4 **% of Time _____**

Individual tasks related to the duty.

-

Duty 5

General Summary of Duty 5 **% of Time _____**

Individual tasks related to the duty.

•

Duty 6

General Summary of Duty 6 **% of Time _____**

Iudividual tasks related to the duty.

•

16. **Describe the types of decisions made independently in this position and tell who or what is affected by those decisions.**

Decisions about who to involve in evaluation of policy or programmatic issues. Decisions about a course of action to take or direct with regard to special projects.

17. **Describe the types of decisions that require the supervisor's review.**

Decisions that involve the commitment of Department financial resources. Decisions on sensitive or controversial regulatory decisions.

18. **What kind of physical effort is used to perform this job? What environmental conditions is this position physically exposed to on the job? Indicate the amount of time and intensity of each activity and condition. Refer to instructions.**

Work is primarily conducted in an office setting. Occasional standing, walking, lifting, carrying are required.

19. **List the names and position code descriptions of each classified employee whom this position immediately supervises or oversees on a full-time, on-going basis. (If more than 10, list only classification titles and the number of employees in each classification.)**

NAME	CLASS TITLE	NAME	CLASS TITLE

20. **This position's responsibilities for the above-listed employees includes the following (check as many as apply):**

____Complete and sign service ratings.
____Provide formal written counseling.
____Approve leave requests.
____Approve time and attendance.
____Orally reprimand.
____Assign work.
____Approve work.
____Review work.
____Provide guidance on work methods.
____Train employees in the work.

22. Do you agree with the responses for Items 1 through 20? If not, which items do you disagree with and why?

New position.

23. What are the essential functions of this position?

See duties 1-3.

24. Indicate specifically how the position's duties and responsibilities have changed since the position was last reviewed.

New position.

25. What is the function of the work area and how does this position fit into that function?

The Executive Division of DEQ provides overall executive direction, establish policy, maintains favorable relations with stakeholders including elected officials; the regulated community; trade and professional organizations; environmental advocacy groups, local units of government and counterpart agencies in other states. This position assists in the formulation and implementation of policies in support of the Department's goals, conducts outreach and liaison functions and carries out special projects as assigned.

26. What are the minimum education and experience qualifications needed to perform the essential functions of this position?

EDUCATION:

Bachelor's degree

EXPERIENCE:

Two years professional experience as a manager and/or program/staff specialist or equivalent experience.

KNOWLEDGE, SKILLS, AND ABILITIES:

Exceptional oral and written communication skills

CERTIFICATES, LICENSES, REGISTRATIONS:

NOTE: Civil Service approval of this position does not constitute agreement with or acceptance of the desirable qualifications for this position.

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

_____ _____

Supervisor's Signature **Date**

TO BE FILLED OUT BY APPOINTING AUTHORITY

Indicate any exceptions or additions to statements of the employee(s) or supervisors.

I certify that the entries on these pages are accurate and complete.

_____ _____

Appointing Authority Signature **Date**

TO BE FILLED OUT BY EMPLOYEE

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

_____ _____

Employee's Signature **Date**

NOTE: Make a copy of this form for your records.

CS-1720
REV 7/2013

State of Michigan
Civil Service Commission
400 South Pine Street, P.O. Box 30002
Lansing, Michigan 48909

SENIOR EXECUTIVE SERVICE
LIMITED-TERM EMPLOYMENT AGREEMENT

Department (Process Level)	Senior Executive Service Class (Core Position Title)
Environmental Quality	Senior Executive Asst Deputy Dir
Appointee	**Employee ID Number**
Liane Shekter Smith	
Organizational Title	**Senior Executive Service Position Code**
Senior Exec Asst	

Initial Rate of Pay (Annual)	Date Appointment Begins	Date Appointment Ends
$135,252.00	October 11, 2015	April 1, 2017

SECTION I: AGREEMENT

This agreement is a binding, limited-term employment contract between the department and me. The agreement automatically expires at the end of the term.

I agree to accept an appointment to the Senior Executive Service (SES) in the department, which is an agency of the state of Michigan. You and I agree that my appointment and the terms and conditions of my employment are governed by this agreement and the Civil Service Commission rules and regulations governing the SES.

1. APPOINTMENT. You agree to appoint me to the position identified above. My duties and responsibilities are listed in the attached Position Description (Form CS-214). My appointment begins on the date above. The term of the appointment cannot exceed two years.

2. PAY AND PERFORMANCE STANDARDS. You will pay me a salary at the rate of pay listed above. I will also receive other benefits approved by the Civil Service Commission. You will evaluate my job performance at least annually.

3. CHANGES IN PAY. The Civil Service Commission sets the schedule of pay and benefits for my position. You may change my pay or recommend a variable pay award based on my job performance. You are not required to increase my pay or to recommend a variable pay award during my appointment.

4. LIMITATION ON APPOINTMENT. **My appointment is for a limited term that will end on the ending date given above or two years after the appointment date, whichever occurs first.** When this appointment ends, I agree that you are under no implicit or explicit obligation to offer me a new appointment. You may decline to offer me a new SES agreement for any reason or no reason; however you cannot discriminate against me regarding appointment or compensation, as provided in rule 1-8. I cannot file a grievance or sue you or the state of Michigan to compel you or the state of Michigan to offer me another SES appointment.

5. MY EMPLOYMENT RIGHTS WHEN MY APPOINTMENT ENDS. When my SES appointment expires, my future employment status with the state of Michigan is determined by the Civil Service Commission rules and regulations then in effect. If I do not have continuing status in the classified service when appointed to the SES, my appointment to the SES will not result in any employment preference, fall-back rights, or other rights to continued employment with the state when my appointment expires. If I have continuing status in the classified service in a classification containing non-protected positions on the effective date of my SES appointment, I will have the rights and options to retain a position in the classified service, in accordance with and subject to, the Civil Service Commission rules and regulations in effect when the SES appointment expires.

6. **EARLY TERMINATION OF APPOINTMENT.** You may terminate my employment before my term expires: (a) for cause, including unsatisfactory performance or (b) if you abolish my SES position. If you do this, I may file a grievance, but even if my grievance is upheld, I cannot be awarded damages for any time beyond the expiration date of this appointment.

7. **OTHER LIMITATIONS.** My employment is governed exclusively by this written agreement and the Civil Service Commission rules and regulations governing the SES. This agreement and the Civil Service Commission rules and regulations cannot be modified by any oral statement, promise, or agreement. No written promise or agreement, including this agreement, is valid or enforceable by me unless (a) the State Personnel Director has approved the promise or agreement in writing and (b) Civil Service Commission rules and regulations permit the promise or agreement.

8. **CHANGES IN RULES AND REGULATIONS.** The Civil Service Commission and State Personnel Director may amend the Civil Service Commission rules and regulations governing the SES at any time. An amendment may modify this agreement, and I agree to be bound by any such agreement.

9. **CONFLICT.** If this agreement conflicts with any Civil Service Commission rule or regulation, the rule or regulation will control. I agree to abide by all Civil Service Commission rules and regulations that apply to my position or me.

I have read this agreement and received a copy of the Senior Executive Service rule. I signify my acceptance to the terms and conditions, as stated, by signing below.

_____	_____
(Appointee's Signature)	(Date Signed by Appointee)
_____	_____
(Appointing Authority's Signature)	(Date Signed by Appointing Authority)
_____	
(Name of Immediate Supervisor — Please Print)	
_____	_____
(Signature of Immediate Supervisor)	(Date Signed by Immediate Supervisor)

NOTE: THIS AGREEMENT DOES NOT BECOME FINAL AND BINDING UPON THE PARTIES UNTIL IT IS APPROVED BY THE STATE PERSONNEL DIRECTOR.

SECTION II: FOR CIVIL SERVICE USE ONLY

☐ No Prior Continuing Status

☐ Prior Continuing Status

Most recent classification and level at which employee could apply preference: _____

Classification and level immediately prior to appointment to SES: _____

Civil Service Action ☐ Approved ☐ Disapproved ☐ Other (Explain below.)

Other Action

Approving Official _____

From: Eyer, Tamara (DEQ)
Sent: Thursday, October 22, 2015 11:17 AM
To: Cahoon, Amy (MCSC)
Subject: PD and letter - L. Shekter Smith
Attachments: shekter smith pd.docx; [Untitled].pdf

Thanks Amy.

Tami Eyer, HR Director
Quality of Life Human Resources
DEQ, DNR, MDARD
517-284-5032

CS-214
Rev 11/2013

Position Code
1.

State of Michigan
Civil Service Commission
Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909

POSITION DESCRIPTION

This position description serves as the official classification document of record for this position. Please complete this form as accurately as you can as the position description is used to determine the proper classification of the position.

2.Employee's Name (Last, First, M.I.)	8.Department/Agency
	ENVIRONMENTAL QUALITY
3.Employee Identification Number	**9.Bureau (Institution, Board, or Commission)**
4.Civil Service Position Code Description	**10.Division**
SENIOR EXEC ASST DEPUTY DIRECTOR	EXECUTIVE
5.Working Title (What the agency calls the position)	**11.Section**
SENIOR ADVISOR TO THE DEPUTY DIRECTOR	
6.Name and Position Code Description of Direct Supervisor	**12.Unit**
JIM SYGO, SENIOR CHIEF DEPUTY DIRECTOR 21	
7.Name and Position Code Description of Second Level Supervisor	**13.Work Location (City and Address)/Hours of Work**
DAN WYANT, DIRECTOR	**CONSTITUTION HALL, LANSING**

14. General Summary of Function/Purpose of Position

Provide assistance to the DEQ chief deputy regarding policy, programmatic, operational and other issues critical to the mission and goals of the DEQ.

15. Please describe the assigned duties, percent of time spent performing each duty, and what is done to complete each duty.

List the duties from most important to least important. The total percentage of all duties performed must equal 100 percent.

Duty 1

General Summary of Duty 1 **% of Time 70____**

Advise and provide assistance to the chief deputy on policy issues affecting department programs and operations.

Individual tasks related to the duty.

- Review recommendations regarding proposed changes in regulation, statute and policy and advise the deputy director
- Provide recommendations and implementation plans for changes
- Draft proposed legislation
- Provide input to the deputy on the formulation and implementation of rules and policies being developed
- Other tasks as assigned by the deputy director

Duty 2

General Summary of Duty 2 **% of Time 20____**

Assist the chief deputy director to prepare proposals for alternative funding sources for department programs.

Individual tasks related to the duty.

- Assist in the identification of existing funds and programs that would appropriately be supported by alternative funding sources
- Assist in evaluating options for alternative funding sources
- Conduct research into funding strategies used in other jurisdictions.

Duty 3

General Summary of Duty 3 **% of Time 10____**

Special projects as assigned by the chief deputy director or DEQ Director

Individual tasks related to the duty.

- Assist in evaluation and resolution of site-specific issues and facilitate projects that contribute to the Department's goals for stewardship, economic development and customer service.
- Draft statements and prepare reports on policy and program issues.
-

Duty 4

General Summary of Duty 4 **% of Time _____**

Individual tasks related to the duty.

-

Duty 5

General Summary of Duty 5 **% of Time _____**

Individual tasks related to the duty.

•

Duty 6

General Summary of Duty 6 **% of Time _____**

Individual tasks related to the duty.

•

16. **Describe the types of decisions made independently in this position and tell who or what is affected by those decisions.**

Decisions about who to involve in evaluation of policy or programmatic issues. Decisions about a course of action to take or direct with regard to special projects.

17. **Describe the types of decisions that require the supervisor's review.**

Decisions that involve the commitment of Department financial resources. Decisions on sensitive or controversial regulatory decisions.

18. **What kind of physical effort is used to perform this job? What environmental conditions is this position physically exposed to on the job? Indicate the amount of time and intensity of each activity and condition. Refer to instructions.**

Work is primarily conducted in an office setting. Occasional standing, walking, lifting, carrying are required.

19. **List the names and position code descriptions of each classified employee whom this position immediately supervises or oversees on a full-time, on-going basis. (If more than 10, list only classification titles and the number of employees in each classification.)**

NAME	CLASS TITLE	NAME	CLASS TITLE

20. **This position's responsibilities for the above-listed employees includes the following (check as many as apply):**

____Complete and sign service ratings.
____Provide formal written counseling.
____Approve leave requests.
____Approve time and attendance.
____Orally reprimand.
____Assign work.
____Approve work.
____Review work.
____Provide guidance on work methods.
____Train employees in the work.

22. Do you agree with the responses for Items 1 through 20? If not, which items do you disagree with and why?

New position.

23. What are the essential functions of this position?

See duties 1-3.

24. Indicate specifically how the position's duties and responsibilities have changed since the position was last reviewed.

New position.

25. What is the function of the work area and how does this position fit into that function?

The Executive Division of DEQ provides overall executive direction, establish policy, maintains favorable relations with stakeholders including elected officials; the regulated community; trade and professional organizations; environmental advocacy groups, local units of government and counterpart agencies in other states. This position assists in the formulation and implementation of policies in support of the Department's goals and carries out special projects as assigned.

26. What are the minimum education and experience qualifications needed to perform the essential functions of this position?

EDUCATION:

Bachelor's degree

EXPERIENCE:

Two years professional experience as a manager and/or program/staff specialist or equivalent experience.

KNOWLEDGE, SKILLS, AND ABILITIES:

Exceptional oral and written communication skills

CERTIFICATES, LICENSES, REGISTRATIONS:

NOTE: Civil Service approval of this position does not constitute agreement with or acceptance of the desirable qualifications for this position.

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

_____ _____

Supervisor's Signature **Date**

TO BE FILLED OUT BY APPOINTING AUTHORITY

Indicate any exceptions or additions to statements of the employee(s) or supervisors.

I certify that the entries on these pages are accurate and complete.

_____ _____

Appointing Authority Signature **Date**

TO BE FILLED OUT BY EMPLOYEE

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

_____ _____

Employee's Signature **Date**

NOTE: Make a copy of this form for your records.

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

DAN WYANT
DIRECTOR

October 22, 2015

Amy Cahoon, Director
Classifications, Selection & Compensation Division
Civil Service Commission
Capitol Commons Building
Lansing, MI 48909

Dear Ms. Cahoon:

This letter is to seek your approval for pay protection for DEQ employee Liane Shekter-Smith, employee id #[redacted]. Ms. Shekter Smith was reassigned by Director Wyant as a Senior Executive Assistant effective 10/11/15.

I am requesting your approval to maintain Ms. Shekter Smith's current pay rate of $135,252 until the expiration of her SES Contract which is April 1, 2015.

Thank you for your consideration.

Sincerely,

Tamara S. Eyer, HR Director
Quality of Life Human Resources

From: Eyer, Tamara (DEQ)
Sent: Thursday, October 22, 2015 1:47 PM
To: Fedorchuk, Matthew (MCSC)
Cc: Cahoon, Amy (MCSC)
Subject: L. Shekter Smith
Attachments: [Untitled].pdf

Matt,
Please see attached. Thank you.

Tami Eyer, HR Director
Quality of Life Human Resources
DEQ, DNR, MDARD
517-284-5032

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

RICK SNYDER
GOVERNOR

DAN WYANT
DIRECTOR

October 22, 2015

Amy Cahoon, Director
Classifications, Selection & Compensation Division
Civil Service Commission
Capitol Commons Building
Lansing, MI 48909

Dear Ms. Cahoon:

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I am requesting your approval to maintain Ms. Shekter Smith's current pay rate of $135,252 until the expiration of her SES Contract which is April 1, 2015.

Thank you for your consideration.

Sincerely,

Tamara S. Eyer, HR Director
Quality of Life Human Resources

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
CIVIL SERVICE COMMISSION

COMMISSIONERS
THOMAS M. WARDROP, CHAIR
JAMES BARRETT
JANET McCLELLAND
ROBERT W. SWANSON

STATE PERSONNEL DIRECTOR
JANINE M. WINTERS

October 23, 2015

Ms. Tamara Eyer, Director
Office of Human Resources
Quality of Life
Constitution Hall
525 West Allegan Street
Lansing, MI 48909

Dear Ms. Eyer:

This is in response to your October 22, 2015, letter requesting exception approval under Civil Service Regulation 5.07, Performance-Pay Programs, to reassign Ms. Liane Shekter-Smith to a Senior Executive Assistant Deputy Director 15 position at her current salary as a Senior Management Executive 19. This salary is above the fixed control point for the new classification. As Ms. Shekter-Smith has a current SES limited term agreement which expires on April 30, 2017, you are requesting exception to protect her current salary just through the end of her current limited term agreement. At that time, her salary would be adjusted downward to the fixed control point for the new classification.

Based on the information provided, we are approving your exception request. Please contact Amy Cahoon at 335-7862 with any questions.

Sincerely,

Janine M. Winters
State Personnel Director

cc: Amy Cahoon
Ruth Howard
Office of Compliance

CS-1795 REV 9/2008

FORWARD *Original to Civil Service*
RETAIN *One Copy at Agency*

State of Michigan
CIVIL SERVICE COMMISSION
P.O. Box 30002, Lansing, Michigan 48909
EXECUTIVE OFFICE CLASSIFICATIONS, SPS AND UNCLASSIFIED
POSITION ACTION REQUEST

CONTACT INFORMATION
CSC Executive Office Class. Phone # 241-6605
CSC SPS Phone # 241-8552
CSC Compensation Phone # 373-7618

1. Process Level Name	2. Process Level Code	3. Bureau	4. Division	5. Dept. Code
Dept. of Health and Human Services	3901	Executive Office		00001

6. Employee's Name (Last, First, M.I.)	7. Employee ID No.	8. Classified / SPS / Unclassified	9. Direct Supervisor Code
Wells, Eden V	[redacted]	☐ / ☐ / ☑	3901APTA01

10. Proposed HRMN Position Description	11. Bargaining Unit Code	12. Effective Date
Unclassified Appointment	Y99 for Executive Class ☐ Z88 for SPS ☐ Z86 for Special Appointee ☑	1/31/2016

13. *☑ ESTABLISH
☐ UPDATE
☐ INACTIVATE/ACTIVATE
*Position description required for Executive Office classifications

14. List All Subordinate Position Code(s) and Employee Name(s), if applicable. Attach additional sheets, if necessary.
None

15. Appointing Authority's Comments
Request to establish an unclassified position to serve as Chief Medical Executive.

16. Prepared By	17. Date	18. Phone Number	19. Signature of Appointing Authority	20. Date
ts	2/10/2016	(517) 373-4995 Ext.	Joseph Ellis	2/10/2016

SEND:
EXECUTIVE OFFICE CLASSIFICATION ACTIONS TO CSC EXECUTIVE OFFICE
SPS TO CSC PERSONAL SERVICES REVIEW
UNCLASSIFIED TO CSC COMPENSATION

POSITION ACTION RESPONSE — CIVIL SERVICE USE ONLY

21. Date Received	22. Position Description	23. Position Code	24. Assign Link To Supv. Code	25. Effective Date

26. ☐ ESTABLISH / ☐ INACTIVATE/ACTIVATE	27. Pay Schedule	28. Exempt ☐ Yes ☐ No	29. Pay Plan

30. Civil Service's Statement

31. Manager's Approval	32. Date	33. Entered By	34. Date

From: Cooper, Susan (MCSC)
Sent: Tuesday, February 09, 2016 3:48 PM
To: Cahoon, Amy (MCSC)
Subject: Chief Med Officer
Attachments: view document(s).tif

Here's the PD in FileNet for the DCH Chief Medical Officer position. This position (PHYSEXEA01N) is currently vacant and reports up to Timothy Becker.

CS-129 (Rev 4/2003)

FORWARD *Original to Civil Service*
RETAIN *One Copy at Agency*

State of Michigan
DEPARTMENT OF CIVIL SERVICE
Office of Human Resource Services
P.O. Box 30002, Lansing, MI 48909

POSITION ACTION REQUEST

1. Selective Position Requirement(SPR) (If yes, provide explanation in Appointing Authority's Comments section.) ☐ YES ☑ NO

2. Preapproved Class ☐ YES ☑ NO

3. Process Level Name	4. Process Level Code	5. Bureau	6. Division	7. Dept. Code
DCH-COM HEALTH CENTRAL OFFICE	3901	DIRECTORS OFFICE	N/A	00001

8. Employee's Name (Last, First, M.I.)	9. Employee ID No.	10. Classified ☑ Unclassified ☐	11. Direct Supervisor Code
			3901APTA01

12. Current Position Code	13. Proposed HRMN Position Description	14. Performance Pay	15. Bargaining Unit Code	16. Effective Date
	PHYSICIAN EXECUTIVE	☐ Yes ☑ No	Y98	07/03/2005

17. Sub-Class Code(s)

18. ☑ ESTABLISH * ☐ RECLASSIFY
* ☐ UPDATE ☐ FREEZE/REMOVE
* ☐ P-RATE ☐ INACTIVATE/ACTIVATE
* The employee and supervisor have seen and certified that the attached position description is accurate and complete.

19. Expense Account (Optional)
Activity

20. List All Subordinate Position Code(s) and Employee Name(s), if applicable. Attach additional sheets, if necessary.
Vacant--Ex Secretary

21. Appointing Authority's Comments
Agency requesting establishment of a Physician Executive 22 as the Chief Medical Executive for the Department of Community Health. The CME advises the Director on medical content of policies and procedures governing the State's public health programs and assists in the development and implementation of the Department's mission, vision, and strategic plans

22. Prepared By	23. Date	24. Phone Number	25. Signature of Appointing Authority	26. Date
Lori Little	07/08/2005	(517) 335-0239 Ext.	Little Lori	07/08/2005

POSITION ACTION RESPONSE — DEPARTMENT OF CIVIL SERVICE USE ONLY

27. Date Received	28. Tracker ID	29. Position Description	30. Position Code	31. Assign Link To Supv. Code	32. Effective Date
07/08/2005	2005-02383	PHYSICIAN EXECUTIVE	PHYSEXEA01N	3901MGRB66	07/03/2005

33. Sub-Class Code(s) Approval

34. ☑ ESTABLISH ☐ RECLASSIFY
☑ APPROVED AS NOTED ☐ DISAPPROVED
☐ ADD/REMOVE FREEZE ☐ NO ACTION
☐ INACTIVATE/ACTIVATE ☐ SPR

35. Pay Schedule	36. B. U.	37. Exempt
NERE-213	Y98	☑ Yes ☐ No

38. Salary Class ☑ Hourly ☐ Salary

39. Pay Plan: BWE1

40. Civil Service's Statement
The position meets the class/level concept of the Physician Executive 22 as outlined in the Job Specifications. The position functions as a Chief Medical Executive for the SOM, reporting to the Director of DCH. The position establishment is approved effective 7/3/05.

41. Analyst's Approval	42. Date	43. Manager's Approval	44. Date	45. Entered By	46. Date
Michele Walker	07/13/2005	Lorie Cotter	07/13/2005	Claudia Boonyasith	07/14/2005

From: Janet McClelland
To: Deborah Wieber; Lorie Cotter
Date: 7/13/05 4:31PM
Subject: Re: Physician Executive 22

Lorie,

If Budget already approved filling a position to serve as the Chief Medical Executive, whatever the classification, I would consider it an approval for to establish the position in the new classification to be filled. Thanks for checking.

Janet

>>> Lorie Cotter 07/13/05 04:13PM >>>
We finally received a request to establish the Physician Executive 22 for the Chief Medical Executive in DCH.

Now, the problem is that we don't have an approval from DMB to establish this. We do, however, have an approval to fill the old position back in January 2005, when they were using the Physician Manager classification.

I'm checking with you two to see if there has been any conversation on whether DMB approval was still going to be necessary to set up a position in the new classification. I guess I thought that would all have been worked out by now, but it appears they were counting on past approval (which, again, is approval to fill a vacant position, not to establish a new one).

Let me know if you have any background on this.

PUBLIC HEALTH CODE (EXCERPT)
Act 368 of 1978

333.2202 Director of public health; appointment, term, and qualifications; designation and responsibility of chief medical executive; "administrative experience" defined.

Sec. 2202. (1) The governor shall appoint the director of public health by the method and for a term prescribed by section 508 of Act No. 380 of the Public Acts of 1965, being section 16.608 of the Michigan Compiled Laws. The director shall be qualified in the general field of health administration. Qualification may be demonstrated by either of the following:

(a) Not less than 8 years administrative experience of which not less than 5 years have been in the field of health administration.

(b) A degree beyond the level of baccalaureate in a field related to public health or administration, and not less than 5 years of administrative experience in the field of health administration.

(2) If the director is not a physician, the director shall designate a physician as chief medical executive of the department. The chief medical executive shall be a full-time employee and shall be responsible to the director for the medical content of policies and programs.

(3) As used in this section, "administrative experience" means service in a management or supervisory capacity.

History: 1978, Act 368, Eff. Sept. 30, 1978.

Compiler's note: For transfer of certain powers and duties of the chief medical executive from the department of public health to the director of the department of community health, see E.R.O. No. 1996-1, compiled at § 330.3101 of the Michigan Compiled Laws.

Popular name: Act 368

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STATE OF MICHIGAN

JENNIFER M. GRANHOLM
GOVERNOR

DEPARTMENT OF COMMUNITY HEALTH
LANSING

JANET OLSZEWSKI
DIRECTOR

January 12, 2005

TO: Mary Lannoye, Budget Director
Department of Management and Budget

FROM: Janet D. Olszewski
Director

SUBJECT: Fill Vacant Physician Position

This is to request your approval to fill the vacant Physician 4 position within the Department of Community Health, Public Health Administration.

This position functions as the Chief Medical Executive and is responsible for the medical direction and medical content of all policies and programs with the Michigan Department of Community Health. The person in this position serves as the point person during communicable disease outbreaks and coordinates things such as the handling of the influenza vaccine shortage. This position also functions as the liaison with the medical community in Michigan to better coordinate activity.

This position will be funded in the Public Health Administration line item where is has been funded in the past. This position is one that is required by the Public Health Code. We are currently funding contractual replacements for the Chief Medical Executive to cover the essential functions of this position.

Your expeditious approval is requested.

cc: David Fink

Office of the State Budget

REQUEST FOR HIRING FREEZE EXEMPTION
Authority: Executive Directive 1991-14

RECEIVED
HUMAN RESOURCES
MAR 30 2005

Instructions: Please complete and submit to: Nancy Duncan, Deputy State Budget Director.
(Please use one form for multiple positions of the same classification and level.)

A. Department/Agency Community Health	Bureau/Office MICHIGAN DEPT. OF COMMUNITY HEALTH
Division	Location BOW – Lansing
Physician 4	Number Requested
Annual (12 month) Cost of Position(s) $134,885	
Total Cost $134,855	
GF/GP $134,855	
Federal 0	Specify Funding Source
Other	Specify Funding Source

(X)	Meets Which Criteria of Executive Directive 1991-14:
X	1. Failure to fill position(s) will render an agency unable to deliver basic services.
	2. Failure to fill position(s) will cause loss of revenue to the state.
	3. Failure to fill position(s) will result in an inability to receive or expend federal funds.
	4. Failure to fill position(s) will necessitate additional expenditures that exceed any savings from maintaining the vacancy.

B. What specific benefits will the state derive from filling the position(s)? Please refer to the criteria above when explaining the benefits.

This position provides guidance to the Dept. and Local Public Health Departments on medical matters and assists in maintaining the physical safety of Michigan residents.

C. What specific consequences will result if the position(s) is(are) not filled? Please refer to the exception criteria above when explaining the consequences.

This position is required in the Public Health Code and is currently being filled contractually to maintain compliance and provide needed services to the State.

Signature (Department Director or Designee)	Date
Jared Olszewski	1-18-05

[redacted]

Dept. Use Only
Notes: Approved under the condition that DCH will pursue cost allocation of a portion of costs to Title XIX as administrative

CS-214
REV 3/2001

1. Position Code

HUMAN RESOURCES

JUL 07 2005

MICHIGAN DEPT. OF COMMUNITY HEALTH

State of Michigan
Department of Civil Service
Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909

Federal privacy laws and/or state confidentiality requirements protect a portion of this information.

POSITION DESCRIPTION

This form is to be completed by the person that occupies the position being described and reviewed by the supervisor and appointing authority to ensure its accuracy. It is important that each of the parties sign and date the form. If the position is vacant, the supervisor and appointing authority should complete the form.

This form will serve as the official classification document of record for this position. Please take the time to complete this form as accurately as you can since the information in this form is used to determine the proper classification of the position. **THE SUPERVISOR AND/OR APPOINTING AUTHORITY SHOULD COMPLETE THIS PAGE.**

2. Employee's Name (Last, First, M.I.)	8. Department/Agency COMMUNITY HEALTH
3. Employee Identification Number	9. Bureau (Institution, Board, or Commission) PUBLIC HEALTH ADMINISTRATION
4. Civil Service Classification of Position PHYSICIAN EXECUTIVE 22	10. Division
5. Working Title of Position (What the agency titles the position) CHIEF MEDICAL OFFICER	11. Section
6. Name and Classification of Direct Supervisor JANET OLSZEWSKI, DIRECTOR (UNCLASSIFIED)	12. Unit
7. Name and Classification of Next Higher Level Supervisor	13. Work Location (City and Address)/Hours of Work 3424 N. MLK BLVD, LANSING, MI MON – FRI; 8:00 – 5:00

14. General Summary of Function/Purpose of Position

This position serves as the Chief Medical Executive (CME) for the State of Michigan, under the direction of the Director of the Department of Community Health. The CME advises the Director on medical content of policies and procedures governing the State's public health programs and assists in the development and implementation of the Department's mission, vision, and strategic plans. The position serves as the point person to disseminate information regarding communicable disease outbreaks or epidemics, and coordinates the state's responses to medical emergencies such as bio-terrorism incidents; vaccine shortages, infectious diseases, and environmental health issues. The position provides analyses of legislation and guidance to local public health officials in the performance of their functions to ensure continuity with the State's plans. The position also serves as liaison to the Director on matters of public health policy and as the Department's representative on various boards and committees.

For Civil Service Use Only

15. Please describe your assigned duties, percent of time spent performing each duty, and explain what is done to complete each duty.

List your duties in the order of importance, from most important to least important. The total percentage of all duties performed must equal 100 percent.

Duty 1

General Summary of Duty 1 **% of Time** 50

Serves as Chief Medical Executive for the Department of Community Health and the State of Michigan.

Individual tasks related to the duty.

- Consults with the Director of the Department of Community Health on the development of medical policies and procedures for the State of Michigan.
- Reviews and analyzes legislation.
- Monitors the Department's progress toward goals and objectives and apprises the Director.
- Consults with the Executive Office and Legislature regarding state policies.
- Assists in the development and implementation of the Department's mission, values and strategic plans.

Duty 2

General Summary of Duty 2 **% of Time** 25

Serves as the point person to disseminate information regarding communicable disease outbreaks or epidemics, and coordinates the state's responses to medical emergencies such as bio-terrorism incidents; vaccine shortages, infectious diseases, and environmental health issues.

Individual tasks related to the duty.

- Consults with and provides guidance to local public health officials.
- Plans and designs programs to protect, promote, and preserve the health of individuals.
- Administers a public health surveillance system for the detection and lab/epidemiologis analysis of cases of suspect biologic or chemical agent use.
- Develops and implements training and educational programs regarding public health issues.
- Reviews medical and scientific basis for new and ongoing studies and projects with DCH staff.
- In consultation with the DCH Press Officer, responds to press inquiries regarding epidemics or disease outbreaks.

Duty 3

General Summary of Duty 3 **% of Time** 25

Serves as liaison to the Director on matters of public health policy and as the Department's representative on various boards and committees.

Individual tasks related to the duty.

- Serves as liaison to the Director on matters of Community Health medical policy.
- Collaborates with medical professionals to identify program needs and implement strategies.
- Liaison to medical organizations such as the Michigan State Medical Society, Michigan Ostepathic Association, Local Public health Director's Forum, etc.

Duty 4

General Summary of Duty 4 **% of Time** _____

Individual tasks related to the duty.

-

16. Describe the types of decisions you make independently in your position and tell who and/or what is affected by those decisions. Use additional sheets, if necessary.

This position will determine the methods used in the work and the nature of the work output; e.g., reports, scientific studies, and presentation.

17. Describe the types of decisions that require your supervisor's review.

Sensitive or controversial issues are brought to the attention of the Director. Deviation from the Director's overall goals would require approval.

18. What kind of physical effort do you use in your position? What environmental conditions are you physically exposed to in your position? Indicate the amount of time and intensity of each activity and condition. Refer to instructions on page 2.

Workload varies greatly and increases substantially in time of outbreaks or medical emergencies. Stressful conditions may exist when assessment of situations requires immediate action.

19. List the names and classification titles of classified employees whom you immediately supervise or oversee on a full-time, on-going basis. (If more than 10, list only classification titles and the number of employees in each classification.)

NAME	CLASS TITLE	NAME	CLASS TITLE
Vacant	Executive Secretary 10		

20. My responsibility for the above-listed employees includes the following (check as many as apply):

- ☒ Complete and sign service ratings.
- ☒ Provide formal written counseling.
- ☒ Approve leave requests.
- ☒ Approve time and attendance.
- ☒ Orally reprimand.
- ☒ Assign work.
- ☒ Approve work.
- ☒ Review work.
- ☒ Provide guidance on work methods.
- ☒ Train employees in the work.

21. *I certify that the above answers are my own and are accurate and complete.*

Signature Date

NOTE: Make a copy of this form for your records.

TO BE COMPLETED BY DIRECT SUPERVISOR

22. **Do you agree with the responses from the employee for Items 1 through 20? If not, which items do you disagree with and why?**

New position

23. **What are the essential duties of this position?**

To serve as the DCS Chief Medical Executive, with responsibility for informing the Director of any potential medical or public health issues that might impact the state. (See item 14)

24. **Indicate specifically how the position's duties and responsibilities have changed since the position was last reviewed.**

New position.

25. **What is the function of the work area and how does this position fit into that function?**

The State of Michigan is required to have a Chief Medical Executive in accordance with Act 368 of 1978. The DCH is responsible for the health of Michigan's citizens. This position plays a vital role in fulfilling that responsibility.

26. **In your opinion, what are the minimum education and experience qualifications needed to perform the essential functions of this position.**

EDUCATION:

M.D. or D.O. Degree.

EXPERIENCE:

A minimum of 8 years of administrative experience, of which not less than 5 years of experience in the field of public health administration. A degree beyond the level of baccalaureate in a field related to public health or administration.

KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of the principles and practices of public health medicine. Thorough knowledge of current developments in medicine. Ability to articulate complex medical issues in lay terms.

CERTIFICATES, LICENSES, REGISTRATIONS:

Possession of a license to practice medicine or osteopathic medicine and surgery in Michigan.

NOTE: Civil Service approval of this position does not constitute agreement with or acceptance of the desirable qualifications for this position.

27. ***I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.***

Jared Olszewski — Supervisor's Signature

7-05-05 — Date

TO BE FILLED OUT BY APPOINTING AUTHORITY

28. **Indicate any exceptions or additions to the statements of the employee(s) or supervisor.**

29. ***I certify that the entries on these pages are accurate and complete.***

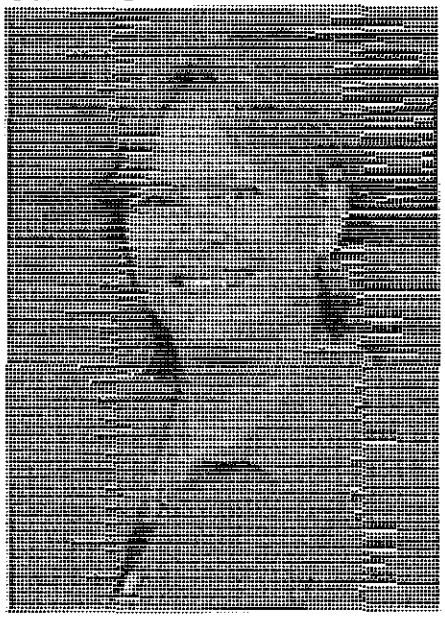
Jon Swett — Appointing Authority's Signature

7-5-05 — Date

From: Cooper, Susan (MCSC)
Sent: Tuesday, February 09, 2016 4:05 PM
To: Cahoon, Amy (MCSC)
Subject: there's more

Not sure if the link was included:

Eden V. Wells, Chief Medical Executive, Michigan Department of Health and Human Services



Eden V. Wells, MD, MPH, FACPM, was appointed as the Chief Medical Executive for the Michigan Department of Health and Human Services in May 2015, and serves Michigan citizens by providing professional medical leadership, expertise and coordination in addressing public health issues, workforce issues, and health policy development to the MDHHS. Dr. Wells was formerly with the Bureau of Epidemiology, Michigan Department of Community Health, serving as a medical consultant to the Bureau and as a medical epidemiologist from 2004-2011. MDCH activities included investigation of, and response to, public health incidents and outbreaks, as well as preparedness planning for potential bioterrorism and pandemic influenza events.

Dr. Wells is Clinical Associate Professor, Epidemiology, and the Director for the Preventive Medicine Residency at the University of Michigan School of Public Health, Ann Arbor, Michigan. Board-certified in both Internal Medicine and Preventive Medicine, her current activities involve curriculum development, teaching, and applied public health practice training within the preventive medicine program; current research and practice activities include work in disaster epidemiology, and development and evaluation of surveillance for emerging infectious disease threats. She completed medical school at The Ohio State University College of Medicine, internal medicine training at Vanderbilt University Hospitals, and a preventive medicine residency at the University of Michigan School of Public Health.

PDF version of bio

From: Smith, Tina Marie (DHHS)
Sent: Wednesday, February 10, 2016 3:11 PM
To: Cahoon, Amy (MCSC)
Subject: Unclassified
Attachments: Chief Medical Executive.pdf; Memo.pdf; ChiefExecutive CS-1795.pdf

Amy, attached is the request to establish an unclassified position. If you need anything else please let me know. Thanks.

CS-133
REV 7/2013

State of Michigan
Civil Service Commission
COMPENSATION
400 South Pine Street, P.O. Box 30002, Lansing, Michigan 48909

UNCLASSIFIED POSITION DESCRIPTION

Department Michigan Department of Health & Human Services	Title of Position Chief Medical Executive
Position Code	Incumbent

As outlined in Article XI of the Constitution (see below) is this position: ☒ Exempt/Policy-Making ☐ Excepted ☐ Exempt/Not Policy-Making

Section 5: *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 policy-making nature within each principal department.*

GENERAL SUMMARY: Briefly summarize the general function and purpose of this position.

This position serves as the Chief Medical Executive (CME) for the State of Michigan, under the direction of the Director of the Michigan Department of Health & Human Services (MDHHS). The CME advises the Director on medical content of policies and procedure governing the State's public health programs and assists in the development and implementation of the Department's mission, vision, and strategic plans. The position serves as the point person to disseminate information regarding communicable disease outbreaks or epidemics, and coordinates the State's responses to medical emergencies such as bioterrorism incidents; vaccine shortages, infectious diseases, and environmental health issues. The position provides analyses of legislation and guidance to local public health officials in the performance of their functions to ensure continuity with the State's plans. The position also serves as liaison to the Director on matters of public health policy and as the Department's representative on various boards and committees.

DESCRIPTION OF WORK: Briefly describe each major function or program for which the position is responsible. Use a separate numbered paragraph for each function or program.

1-Serves as the Chief Medical Examiner for MDHHS and the State of Michigan.

- Consults the Director of MDHHS on the development of medical policies and procedures for the State of Michigan.
- Reviews and analyzes legislation.
- Monitors the Department's progress towards goals and objectives and apprises the Director.
- Consults with Executive Office and Legislature regarding state policies.
- Assists in the development and implementation of the Department's mission, values, and strategic plans.

DESCRIPTION OF WORK (continued):

2- Serves as the point person to disseminate information regarding communicable disease outbreaks or epidemics, and coordinates the State's responses to medical emergencies such as bioterrorism incidents; vaccine shortages, infectious diseases, and environmental health issues.

- Consults with and provides guidance to local public health officials.
- Plans designs programs to protect, promote, and preserve the health of individuals.
- Administers a public health surveillance system for the detection and lab/epidemiologists analysis for cases of suspect biologic or chemical agent use.
- Develops and implements training an educational programs regarding public health issues.
- Reviews medical and scientific basis for new and ongoing studies and projects with MDHHS staff.
- In consultation with the MDHHS Communications Office, responds to press inquiries regarding epidemics or disease outbreaks.

3-Serves as liaison to the Director on matters of public health policy and as the Department's representative on various boards and committees.

- Services as liaison to the Director on matters of population health medical policy.
- Liaison to medical organizations such as the Michigan State Medical Society, Michigan Osteopathic Association, Local Public Heath Director's Forum, etc.

TO BE COMPLETED BY APPOINTING AUTHORITY

Identify any statutory sections or applicable Public Acts upon which the position functions or pay is based.

Public Health Code Act 368 of 1978.

List the names and titles of employees immediately supervised by this position.

Name	Class Title	Name	Class Title

Name and Title of Immediate Supervisor
Nicolas Lyon, Director of MDHHS

I certify that the entries on these pages are accurate and complete.

Appointing Authority's Signature

2/10/16
Date

Forward completed form to the State Personnel Director, Michigan Civil Service Commission, P.O. Box 30002, Lansing, Michigan 48909.

MDHHS
Michigan Department of Health & Human Services

STATE OF MICHIGAN
Department of Health and Human Services

www.michigan.gov/mdhhs

Tel:
Fax:

Memo

To: Janine Winters
State Personnel Director

Date: February 10, 2016

From: Joseph Collins
Human Resources Director

Subject: Request to Establish Unclassified Position

This is to request that the Civil Service Commission approve the establishment of an unclassified position to serve as the Chief Medical Executive of the Michigan Department of Health and Human Services. Attached is an unclassified position description and a CS-1795 Position Action Request. We request an effective date for the establishment of January 31, 2016.

Concurrently we seek to abolish the position of Special Assistant to the Director, position code SPLAPTEED04N.

Should you have any questions please feel to contact me.

cc: Nick Lyon

From: Collins, Joseph (DHHS)
Sent: Monday, October 12, 2015 8:08 PM
To: Waalkes, Marie (DTMB); Winters, Jan (MCSC)
Subject: Fwd: Flint State Buildings

We should look at what other departments are doing. I know Civil Rights has an office downtown where DHHS is the major DTMB tenant. My people say DTMB was not supporting supplying water. Civil Rights is a People Group department so they should be in the same place as DHHS. Thanks

Sent from my iPhone

Begin forwarded message:

> **From:** "Collins, Joseph (DHHS)" <CollinsJ@michigan.gov>
> **Date:** October 12, 2015 at 6:23:38 PM EDT
> **To:** "Warner, Kurt (DHHS)" <WarnerK5@michigan.gov>
> **Cc:** "Hanley, Farah (DHHS)" <hanleyf@michigan.gov>, "Becker, Timothy (DHHS)" <beckert1@michigan.gov>, "Bennett, Pam (DHHS)" <BennettP3@michigan.gov>, "Shilling, Renee (DHHS)" <ShillingR@michigan.gov>, "Lasher, Geralyn (DHHS)" <lasherg@michigan.gov>, "Waalkes, Marie (DTMB)" <WaalkesM1@michigan.gov>, "Winters, Jan (MCSC)" <WintersJ@michigan.gov>, "Beurer, Terrence (DHHS)" <BeurerT@michigan.gov>
> **Subject: Re: Flint State Buildings**
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> Perfect thanks Kurt. This will hopefully head off health and safety issues with the unions.
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> On Oct 12, 2015, at 4:34 PM, Warner, Kurt (DHHS) <WarnerK5@michigan.gov> wrote:
>
> > Our director's in both the office building and at our Clio Road district office have purchased and continue to purchase bottles water for our employees.
> >
> > Kurt
> >
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> > Sent: Monday, October 12, 2015 4:19 PM
> > To: Hanley, Farah (DHHS) <hanleyf@michigan.gov>; Becker, Timothy (DHHS) <beckert1@michigan.gov>; Warner, Kurt (DHHS) <WarnerK5@michigan.gov>; Bennett, Pam (DHHS) <BennettP3@michigan.gov>; Shilling, Renee (DHHS) <ShillingR@michigan.gov>; Lasher, Geralyn (DHHS) <lasherg@michigan.gov>

Cc: Waalkes, Marie (DTMB) <WaalkesM1@michigan.gov>; Winters, Jan (MCSC) <WintersJ@michigan.gov>

Subject: Flint State Buildings

Are we doing anything in terms of providing bottled water to our employees in the Flint state office buildings?

Sent from my iPhone

From: Collins, Joseph (DHHS)
Sent: Monday, October 12, 2015 9:18 PM
To: Winters, Jan (MCSC)
Cc: Fedorchuk, Matthew (MCSC)
Subject: Fwd: Flint water- Civil Rights

Jan
If the state is not supplying bottled water in flint state buildings we need to fix that.

Joe

Sent from my iPhone

Begin forwarded message:

> **From:** "Collins, Joseph (DHHS)" <CollinsJ@michigan.gov>
> **Date:** October 12, 2015 at 8:39:14 PM EDT
> **To:** "Vinson, Lori (MDCR)" <VinsonL@michigan.gov>
> **Cc:** "Waalkes, Marie (DTMB)" <WaalkesM1@michigan.gov>, "Becker, Timothy (DHHS)" <beckert1@michigan.gov>, "Winters, Jan (MCSC)" <WintersJ@michigan.gov>
> **Subject: Re: Flint water- Civil Rights**
>
> Hi Lori-
> DHHS has supplied bottled water for a while to staff I. The Flint SOB but my understanding is DTMB has not as yet agreed to fund this. As DCR is a People Group department I would like to see bottled water available to Flint DCR staff ASAP. Will you check on what they are doing and let me know.
>
> There have been system issues with Kylie's pending complaint which we are working through.
>
> Sent from my iPhone
>
> On Oct 12, 2015, at 8:28 PM, Vinson, Lori (MDCR) <VinsonL@michigan.gov> wrote:
>
> > Hi Joe,
> >
> > No, I hadn't thought about this nor has it been requested but I'm not opposed to it. They actually may have a water service already. Are other state agencies doing this?
> >
> > On another note, I am going to circle back with you tomorrow regarding our requests for info from DHHS. I need to first read Kylie's email so that I can remember the specific concerns.

Lori J. Vinson
Director of Civil Rights Operations
Michigan Department of Civil Rights
Capitol Tower Bldg, Suite 800
110 West Michigan Avenue
Lansing MI 48933
Direct Dial: (517) 241-3810
Fax: (517) 241-0546
E-mail: vinsonl@michigan.gov

Notice of Confidentiality: The transmitted information is for the exclusive use of the intended recipient(s). If you are not the intended recipient, please be aware that any review, use, dissemination, distribution, or copying of this communication, in whole or in part, is prohibited. If you received this communication in error, please notify us immediately by e-mail reply or by phone (800-482-3604), delete the communication and destroy any copies.

+----------www.michigan.gov/mdcr----------

-----Original Message-----
From: Collins, Joseph (DHHS)
Sent: Monday, October 12, 2015 8:09 PM
To: Vinson, Lori (MDCR) <VinsonL@michigan.gov>
Subject: Flint water

Lori
Are you providing bottled water to employees in Flint?

Joe

Sent from my iPhone

From: Collins, Joseph (DHHS)
Sent: Tuesday, October 13, 2015 2:44 PM
To: Vinson, Lori (MDCR)
Cc: Waalkes, Marie (DTMB); Becker, Timothy (DHHS); Winters, Jan (MCSC)
Subject: RE: Flint water- Civil Rights

That should be good - thanks Lori!

-----Original Message-----
From: Vinson, Lori (MDCR)
Sent: Tuesday, October 13, 2015 2:06 PM
To: Collins, Joseph (DHHS)
Cc: Waalkes, Marie (DTMB); Becker, Timothy (DHHS); Winters, Jan (MCSC)
Subject: RE: Flint water- Civil Rights

Hi Joe,

I checked with CRM Bobbie Curtis and also confirmed with CRI Amy MacDonald who is onsite that there is a filtered water machine in the kitchen in our floor that is being used by staff. She's assuming each floor has one in their kitchen area but is not sure. I tried to contact Mike Noonan, the building manager, but his phone continues to ring and then disconnects. Is the water machine sufficient or would you like me to provide bottled water? I am scheduled to go to Flint on Thursday.

Lori J. Vinson
Director of Civil Rights Operations
Michigan Department of Civil Rights
Capitol Tower Bldg, Suite 800
110 West Michigan Avenue
Lansing MI 48933
Direct Dial: (517) 241-3810
Fax: (517) 241-0546
E-mail: vinsonl@michigan.gov

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To: Vinson, Lori (MDCR) <VinsonL@michigan.gov>
Cc: Waalkes, Marie (DTMB) <WaalkesM1@michigan.gov>; Becker, Timothy (DHHS) <beckert1@michigan.gov>; Winters, Jan (MCSC) <WintersJ@michigan.gov>
Subject: Re: Flint water- Civil Rights

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There have been system issues with Kylie's pending complaint which we are working through.

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> Subject: Flint water
>
> Lori
> Are you providing bottled water to employees in Flint?
>
> Joe
>
> Sent from my iPhone

From: Fedorchuk, Matthew (MCSC)
Sent: Tuesday, October 13, 2015 7:10 AM
To: Winters, Jan (MCSC)
Subject: RE: Flint State Buildings

On it!

From: Winters, Jan (MCSC)
Sent: Monday, October 12, 2015 8:24 PM
To: Fedorchuk, Matthew (MCSC)
Subject: Fwd: Flint State Buildings

Should we run a report to find out how many are working in Flint?

-------- Original Message --------
Subject: Fwd: Flint State Buildings
From: "Collins, Joseph (DHHS)" <CollinsJ@michigan.gov>
To: "Waalkes, Marie (DTMB)" <WaalkesM1@michigan.gov>,"Winters, Jan (MCSC)" <WintersJ@michigan.gov>
CC:

We should look at what other departments are doing. I know Civil Rights has an office downtown where DHHS is the major DTMB tenant. My people say DTMB was not supporting supplying water. Civil Rights is a People Group department so they should be in the same place as DHHS. Thanks

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Our director's in both the office building and at our Clio Road district office have purchased and continue to purchase bottles water for our employees.

Kurt

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Sent: Monday, October 12, 2015 4:19 PM

To: Hanley, Farah (DHHS) <hanleyf@michigan.gov>; Becker, Timothy (DHHS) <beckert1@michigan.gov>; Warner, Kurt (DHHS) <WarnerK5@michigan.gov>; Bennett, Pam (DHHS) <BennettP3@michigan.gov>; Shilling, Renee (DHHS) <ShillingR@michigan.gov>; Lasher, Geralyn (DHHS) <lasherg@michigan.gov>

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Subject: Flint State Buildings

Are we doing anything in terms of providing bottled water to our employees in the Flint state office buildings?

Sent from my iPhone

From: Aaron, Patrick (MCSC)
Sent: Tuesday, October 13, 2015 7:42 AM
To: Fedorchuk, Matthew (MCSC)
Cc: McGhee, Lori (MCSC)
Subject: Flint Employees
Attachments: Flint Location Employees.xlsx

Your quick and dirty sir. Active Employees; Executive Branch; Current Pay Period; Work City Matches Pattern of "FLINT".

Patrick S. Aaron, Department Analyst
Data Management and Reports
335-1503

Process Level Cd	Location Cd	Location Cd Desc	Position Description and Pay Grade	Work Site
701	25-2777	FLINT STATE OFFICE BUILDING	LABORER-E E6	2777
701	25-2777	FLINT STATE OFFICE BUILDING	BUILDING TRADES SUPERVISOR-1 11	2777
701	25-2777	FLINT STATE OFFICE BUILDING	FACILITIES SUPERVISOR-5 14	2777
701	25-2777	FLINT STATE OFFICE BUILDING	ELECTRICIAN MASTER LICENSD-A 11	2777
701	25-2777	FLINT STATE OFFICE BUILDING	ELECTRICIAN MASTER LICENSD-E E10	2777
701	25-2777	FLINT STATE OFFICE BUILDING	MAINTENANCE MECHANIC-E E9	2777
742	25-2804	MDCD - ESA - REG II	EMPLOYMNT SRVC INTRVWR-A 11	2804
742	25-2804	MDCD - ESA - REG II	EMPLOYMENT SERVICE MANAGER-3 14	2804
742	25-2804	MDCD - ESA - REG II	EMPLOYMNT SRVC INTRVWR-A 11	2804
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS REPRESENTATIVE-E P11	2777
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS MANAGER-2 13	2777
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS REPRESENTATIVE-A 12	2777
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS REPRESENTATIVE-A 12	2777
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS REPRESENTATIVE-E P11	2777
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS REP-STP 9	2777
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS REP-STP 9	2777
1501	25-2777	FLINT STATE OFFICE BUILDING	CIVIL RIGHTS REP-STP 9	2777
2301	25-2798	SOS - FLINT DOWNTOWN	DEPT OF STATE AIDE-E E8	2798
2301	25-2798	SOS - FLINT DOWNTOWN	DEPT OF STATE BRANCH SUPV-3 11	2798
2301	25-2798	SOS - FLINT DOWNTOWN	DEPT OF STATE AIDE-E E8	2798
2301	25-2798	SOS - FLINT DOWNTOWN	DEPT OF STATE AIDE-E E8	2798
2301	25-2798	SOS - FLINT DOWNTOWN	DEPT OF STATE AIDE-E E8	2798
2301	25-2798	SOS - FLINT DOWNTOWN	DEPT OF STATE AIDE-E 6	2798
2301	25-2798	SOS - FLINT DOWNTOWN	STATE WORKER 4	2798
2301	25-2798	SOS - FLINT DOWNTOWN	STATE WORKER 4	2798
2301	25-2798	SOS - FLINT DOWNTOWN	STATE WORKER 4	2798
2301	25-2798	SOS - FLINT DOWNTOWN	STATE WORKER 4	2798

Names & DOB Removed

2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPARTMENTAL ANALYST-A 12	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE BRANCH SUPV-5 13	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE BRANCH SUPV-3 11	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-A 9	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	STATE WORKER 4	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPARTMENTAL ANALYST-A 12	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E E8	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPARTMENTAL ANALYST-A 12	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	STUDENT ASSISTANT-E A	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	STATE WORKER 4	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	DEPT OF STATE AIDE-E 6	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	STUDENT ASSISTANT-E A	2802
2301 25-2802	SOS SUPER CENTER - FLINT AREA	STATE WORKER 4	2802

Names & DOB Removed

2701 25-2777	FLINT STATE OFFICE BUILDING	AUDITOR-A 12	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNT EXAMINER-A 11	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	AUDITOR MANAGER-4 15	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-E P11	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-E P11	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	AUDITOR MANAGER-3 14	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	AUDITOR-A 12	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNT EXAMINER-E E10	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNT EXAMINER-E E10	2777
2701 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-A 12	2777

2701	25-2777	FLINT STATE OFFICE BUILDING	ACCOUNT EXAMINER-E E10	2777
2701	25-2777	FLINT STATE OFFICE BUILDING	AUDITOR-A 12	2777
2701	25-2777	FLINT STATE OFFICE BUILDING	AUDITOR-E P11	2777
2701	25-2777	FLINT STATE OFFICE BUILDING	AUDITOR-E P11	2777
2701	25-2777	FLINT STATE OFFICE BUILDING	AUDITOR-E P11	2777
2701	25-2777	FLINT STATE OFFICE BUILDING	AUDITOR-E P11	2777

3103	25-2792	WEST COURT & MILLER	SCHOOL DISTRICT CONSULTANT-E P13	2792
3103	25-2792	WEST COURT & MILLER	PROCUREMENT TECHNICIAN-E E9	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	SCHOOL PRINCIPAL-3 14	2792
3103	25-2792	WEST COURT & MILLER	DEPARTMENTAL MANAGER-3 14	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	SECRETARY-A 9	2792
3103	25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12A	2792
3103	25-2792	WEST COURT & MILLER	LIBRARY ASSISTANT-E E7	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103	25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103	25-2792	WEST COURT & MILLER	AUDIOLOGIST-E P11	2792
3103	25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12A	2792
3103	25-2792	WEST COURT & MILLER	SPECIAL EDUCATION CONSULTANT-A 14	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE SPV-1 10	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103	25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103	25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103	25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792

Names & IDs Removed

3103 25-2792	WEST COURT & MILLER	DEPARTMENTAL TECHNICIAN-A 10	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12A	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103 25-2792	WEST COURT & MILLER	STOREKEEPER-E E6	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12C	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	GENERAL OFFICE ASSISTANT-E E7	2792
3103 25-2792	WEST COURT & MILLER	INTERPRETER B DEAF-E E8	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E E8	2792
3103 25-2792	WEST COURT & MILLER	GENERAL OFFICE ASSISTANT-E E7	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12A	2792
3103 25-2792	WEST COURT & MILLER	SECRETARY-E E8	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12C	2792
3103 25-2792	WEST COURT & MILLER	INTERPRETER B DEAF-E 7	2792
3103 25-2792	WEST COURT & MILLER	DEPARTMENTAL ANALYST-A 12	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	GENERAL OFFICE ASSISTANT-E E7	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12A	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12A	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12B	2792
3103 25-2792	WEST COURT & MILLER	SPL EDUC TCHR HEARING IPRD-E 12A	2792
3103 25-2792	WEST COURT & MILLER	RESIDENT CARE AIDE-E 7	2792
3103 25-2792	WEST COURT & MILLER	ACCOUNTING TECHNICIAN-E 8	2792

Names & DOB Removed

3901 25-2795	DIST OFFICE MCCREE	RESOURCE PROG ANALYST-A 12	2795
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-2 13	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTING ASSISTANT-E E7	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	REGULATION AGENT-E P11	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTING ASSISTANT-E E7	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTING ASSISTANT-E E7	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	REGULATION AGENT-A 12	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTING ASSISTANT-E E7	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	EXECUTIVE SECRETARY-E E10	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTANT MANAGER-1 12	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SOCIAL SERVICES DIVISION ADMIN 17	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTING ASSISTANT-E E7	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MONITOR 14	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-A 12	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	REGULATION AGENT-E P11	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-A 12	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-2 13	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	REGULATION AGENT-E P11	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTING ASSISTANT-E E7	2777

Name & Distance

4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	REGULATION AGENT-E P11	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-A 12B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	ACCOUNTING ASSISTANT-E E7	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	REGULATION AGENT-A 12	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	REGULATION AGENT-E P11	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4301 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-A 12M	2777
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	SECRETARY-E E8	2804
4301 25-2804	MDCD - ESA - REG II	SECRETARY-A 9	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	SECRETARY-E E8	2804
4301 25-2804	MDCD - ESA - REG II	VOCATIONAL REHAB MGR-3 14	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-E P11	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-A 12	2804
4301 25-2804	MDCD - ESA - REG II	REHABILITATION COUNSELOR-E P11	2804
4301 25-2804	MDCD - ESA - REG II	STUDENT ASSISTANT-E A	2804
4301 25-2810	GENESEE CO CLIO RD DIST OFF	CHILD DAY CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	ADULT FOSTER CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	CHILD DAY CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-A 11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	DEPARTMENTAL ANALYST-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	CHILD DAY CARE CONSULTANT-E P11	2810

Names & ID Removed

4301 25-2810	GENESEE CO CLIO RD DIST OFF	SOCIAL SERVCS LICENSING MGR-2 13	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	ADULT FOSTER CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	ADULT FOSTER CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	ADULT FOSTER CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	DEPARTMENTAL ANALYST-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	ADULT FOSTER CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	ADULT FOSTER CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	CHILD DAY CARE CONSULTANT-E P11	2810
4301 25-2810	GENESEE CO CLIO RD DIST OFF	SECRETARY-E E8	2810

4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-A 12B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-4 15	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-4 15	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	WORD PROCESSING ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	WORD PROCESSING ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	DATA CODING OPERATOR-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-4 15	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-A 12B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777

Names & Positions Removed

4302 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL TECHNICIAN-A 10	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	HOME AIDE-E E8	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-A 12	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-A 12B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-E P11	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-E P11	2777

Values & Descriptions Removed

4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-3 14	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 10B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SECRETARY-A 9	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	OFFICE SUPERVISOR-1 9	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777

Notice & Distribution

4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	DEPARTMENTAL ANALYST-A 12	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E-STP 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777

Names & ID Removed

4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 10B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 10B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 10B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 11B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	GENERAL OFFICE ASSISTANT-E E7	2777

Values & Declared

4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9M	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 9B	2777
4302 25-2777	FLINT STATE OFFICE BUILDING	SERVICES SPECIALIST-E 10B	2777
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	DEPARTMENTAL ANALYST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPENDENCE MGR-2 13	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	OFFICE SUPERVISOR-1 9	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	SOCIAL SERVICES ADMIN SPV-2 12	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPE-FZN P11	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795

Names & Duties Removed

4302 25-2795	DIST OFFICE MCCREE	DEPARTMENTAL TECHNICIAN-A 10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPENDENCE MGR-2 13	2795
4302 25-2795	DIST OFFICE MCCREE	SOCIAL SERVICES DIVISION ADMIN 17	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPECIALIST-E P11	2795
4302 25-2795	DIST OFFICE MCCREE	OFFICE SUPERVISOR-1 9	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPE-FZN P11	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPE-FZN P11	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPENDENCE MGR-2 13	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS SUPV-1 12	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPE-FZN P11	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPEND SPE-FZN P11	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS SUPV-1 12	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	FAMILY INDEPENDENCE MGR-2 13	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795

Names & DOB Removed

4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS SUPV-1 12	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS SUPV-1 12	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795

Names & IDs removed

4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795

Names & Departments

4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 9	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E E10	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E 6	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 9	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 9	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E 5	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	ASSISTANCE PAYMENTS WORKER-E 8	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E 6	2795
4302 25-2795	DIST OFFICE MCCREE	GENERAL OFFICE ASSISTANT-E E7	2795
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPENDENCE MGR-2 13	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPENDENCE MGR-2 13	2810

Names & DOB Redacted

4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS SUPV-1 12	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	SOCIAL SERVICES DIVISION ADMIN 17	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPE-FZN P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	EXECUTIVE SECRETARY-1A 11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPENDENCE MGR-4 15	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	SOCIAL SERVICES DIVISION ADMIN 17	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS SUPV-1 12	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	OFFICE SUPERVISOR-1 9	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	SECRETARY-A 9	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPENDENCE MGR-2 13	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	DEPARTMENTAL SPECIALIST-2 13	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	OFFICE SUPERVISOR-1 9	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPENDENCE MGR-2 13	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPECIALIST-E P11	2810

Voided & Destroyed

4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPENDENCE MGR-2 13	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPE-FZN P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	FAMILY INDEPEND SPE-FZN P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	DEPARTMENTAL ANALYST-E P11	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810

Notice & Disclaimer

4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	DEPARTMENTAL TECHNICIAN-A 10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E

4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E 8	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E E10	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	ASSISTANCE PAYMENTS WORKER-E 8	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4302 25-2810	GENESEE CO CLIO RD DIST OFF	GENERAL OFFICE ASSISTANT-E E7	2810
4320 25-2777	FLINT STATE OFFICE BUILDING	SERVICES PROGRAM MGR-4 15	2777
4702 25-2770	GENESEE CO- PROBATION OFFICE	CORRECTIONS SECURITY REP E10	2770
4702 25-2770	GENESEE CO- PROBATION OFFICE	CORRECTIONS SECURITY REP E10	2770
4702 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION MANAGER-4 15	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION MANAGER-2 13	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770

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4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION MANAGER-2 13	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	CORRECTIONS FIELD SERVCE AST-E E10	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-A 12	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-A 8	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	SECRETARY-E E8	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	SECRETARY-A 9	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION MANAGER-2 13	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION MANAGER-2 13	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION MANAGER-2 13	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	SECRETARY-E E8	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION MANAGER-2 13	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	OFFICE SUPERVISOR-2 FZN 10	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763 25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770

Names & IDs Removed

4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	WORD PROCESSING ASSISTANT-E E7	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	CORRECTIONS FIELD SERVCE AST-E E10	2770
4763	25-2770	GENESEE CO- PROBATION OFFICE	PAROLE PROBATION OFFICER-E P11	2770

5501	25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501	25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501	25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797

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5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE LT 14	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	MOTOR CARRIER LIEUTENANT 14	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE LT 14	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE SGT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE TPR SPL 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE SGT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE FIRST LIEUTENANT 15	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	MOTOR CARRIER OFFICER-E E10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE SGT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE SGT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE SGT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	MOTOR CARRIER INVESTIGATOR 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE LIEUTENANT 14	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE SGT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE LIEUTENANT 14	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE FIRST LIEUTENANT 15	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE LT 14	2797
5501 25-2797	STATE POLICE POST - FLINT	MOTOR CARRIER SERGEANT-2 13	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	SECRETARY-E E8	2797
5501 25-2797	STATE POLICE POST - FLINT	SECRETARY-A 9	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797

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5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SPECIALIST TPR 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	MOTOR CARRIER OFFICER-E E10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE TPR SPL 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE TPR SPL 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE TPR SPL 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE SERGEANT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE TPR SPL 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE LIEUTENANT 14	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE SGT 12	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE TPR SPL 11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	MOTOR CARRIER OFFICER-E E10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE DETECTIVE TPR SPL 11	2797
5501 25-2797	STATE POLICE POST - FLINT	MOTOR CARRIER OFFICER-E E10	2797

Rates & Disclaimer

5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797

5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E 10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E 10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E E11	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E 10	2797
5501 25-2797	STATE POLICE POST - FLINT	WORD PROCESSING ASSISTANT-E E7	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E 10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E 10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E 10	2797
5501 25-2797	STATE POLICE POST - FLINT	STATE POLICE TROOPER-E 10	2797
5501 25-2808	FLINT POLICE DEPARTMENT	DEPARTMENTAL ANALYST-E P11	2808
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE SGT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE SERGEANT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE SERGEANT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE FIRST LIEUTENANT 15	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE SGT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE SPECIALIST SGT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE SGT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE BUREAU ADMINISTRATOR 18	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE SGT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE TROOPER-E E11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE ADMINISTRATIVE MANAGER-2 16	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE ADMINISTRATIVE MANAGER-2 16	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE FIRST LIEUTENANT 15	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE SGT 12	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811

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5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	STATE POLICE DETECTIVE TPR SPL 11	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	EXECUTIVE SECRETARY-E E10	2811
5501 25-2811	STATE POLICE - DIST 3 HDQTRS	SECRETARY-E E8	2811

6401 25-2777	FLINT STATE OFFICE BUILDING	VOCATIONAL REHAB MGR-3 14	2777
6401 25-2777	FLINT STATE OFFICE BUILDING	SECRETARY-A 9	2777
6401 25-2777	FLINT STATE OFFICE BUILDING	REHABILITATION COUNSELOR-E 9	2777
6401 25-2777	FLINT STATE OFFICE BUILDING	REHABILITATION COUNSELOR-E 10	2777

Names & IDs Removed

From: Gnodtke, John (MCSC)
Sent: Friday, January 08, 2016 11:52 AM
To: Winters, Jan (MCSC); Fedorchuk, Matthew (MCSC)
Subject: FYI-Website Changes

DTMB has pushed a "Taking Action on Flint Water" button onto our website without asking. It is a large button on the left navigation column. This happened several years ago and I thought that we had an understanding that such pushes would be communicated before being added, which was not done here. It appears to be on all state sites except AG, State, and TED.

From: Waalkes, Marie (DTMB)
Sent: Thursday, January 14, 2016 5:48 PM
To: Winters, Jan (MCSC); Schmittdiel, Cheryl (DTMB)
Cc: Fedorchuk, Matthew (MCSC)
Subject: Re: FW: Volunteer Opportunity in Flint

I agree, the more people understand and are informed about what they are getting into, hopefully the less there are issues arising later.

"Winters, Jan (MCSC)" <WintersJ@michigan.gov> wrote:

If you access one of the links to enter information, there is a description of the type of work involved including the physical nature of the work which would be demanding for many I would think. Good that employees and family members would have a heads up as to what is expected.

From: State of Michigan [mailto:MISOM@govsubscriptions.michigan.gov]
Sent: Thursday, January 14, 2016 5:33 PM
To: Winters, Jan (MCSC)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for

their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to wintersj@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Winters, Jan (MCSC)
Sent: Friday, January 22, 2016 6:52 PM
To: Weiss, Kurt (DTMB)
Cc: Fedorchuk, Matthew (MCSC); Gnodtke, John (MCSC)
Subject: Hinkley article

FYI, Kurt. A couple of changes to Justin Hinkley's earlier article after a call from Matt and following the Governor's press release.

http://www.freep.com/story/news/local/michigan/flint-water-crisis/2016/01/22/any-state-firings-flint-mistakes-could-take-months/79183228/

Names are included in the article as key individuals already being moved to other duties. Am assuming this will be picked up.

Jan

From: Fedorchuk, Matthew (MCSC)
Sent: Thursday, January 28, 2016 9:22 AM
To: Weiss, Kurt (DTMB); Winters, Jan (MCSC)
Subject: RE: Question on pay raises for DEQ officials

Hi Kurt,

Per our conversation...

Sygo received a lump sum award of $5,837 effective 9/13/15.

Smith received a lump award of $2,652 effective 9/13/15.

Busch's position is not covered by pay for performance.

From: Weiss, Kurt (DTMB)
Sent: Wednesday, January 27, 2016 6:59 PM
To: Winters, Jan (MCSC); Fedorchuk, Matthew (MCSC)
Subject: Fwd: Question on pay raises for DEQ officials

FYI. Matt, I will call you tomorrow.

Sent from my iPhone

Begin forwarded message:

> **From:** "Brown, Melanie (DEQ)" <BrownM45@michigan.gov>
> **Date:** January 27, 2016 at 6:37:45 PM EST
> **To:** "Weiss, Kurt (DTMB)" <WeissK1@michigan.gov>, "Fedorchuk, Matthew (MCSC)" <fedorchukm@michigan.gov>
> **Cc:** "Murray, David (GOV)" <MurrayD1@michigan.gov>
> **Subject: FW: Question on pay raises for DEQ officials**
>
> Hey Kurt and Matt – Are you able to respond?
> Thanks
> Mel.
>
> **From:** Jacob Kanclerz [mailto:jacob@mirsnews.com]
> **Sent:** Wednesday, January 27, 2016 4:44 PM
> **To:** JICNews; Brown, Melanie (DEQ); Fedorchuk, Matthew (MCSC); Murray, David (GOV)
> **Subject:** Question on pay raises for DEQ officials
>
> Hello all,
>
> I just wanted to get the ball rolling on a story I've got in the works
>
> As a result of a FOIA request I put in for Liane Shekter Smith's emails, I discovered an email dated Sept. 30, 2015, from Richard Benzie to several DEQ officials, including Shekter Smith,

Sygo and Busch, I believe. I reviewed the email today, but the FOIA is still processing so I do not have a copy of it at the moment.

Either way, at the end of the email Benzie gives his appreciation to those DEQ officials for their responses to calls about the Flint water situation, and tells the recipients he put in for a 2 percent merit pay increase for those officials.

I wanted to follow up with whoever necessary to figure out if the pay increases were approved and who specifically they went to.

If needed, I will try to re-obtain the email I reviewed, but the entirety of my FOIA is still processing. But I have seen the email and noted that Benzie put in for a pay increase for DEQ officials at the end of September for their work in responding to the Flint water calls.

Let me know if you need any more information. Thank you!

--
Jacob Kanclerz
Reporter, MIRS News
Office: 517-482-2125
Cell: [redacted]
Twitter: @jacobkanclerz

From: Fedorchuk, Matthew (MCSC)
Sent: Thursday, January 28, 2016 4:22 PM
To: Winters, Jan (MCSC)
Subject: FW: Flint question

Just FYI

From: Hoffman, Mark (DNR)
Sent: Thursday, January 28, 2016 4:09 PM
To: Fedorchuk, Matthew (MCSC)
Subject: Re: Flint question

I think it died in the same legislation that had language that would have allowed retired forest fire officers to work per diem during fire season. I'll double check.

Thanks.

On Jan 28, 2016, at 4:06 PM, Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov> wrote:

> Follow up: I recall there being proposed legislation a few years ago that would have allowed for these types of appointments—without pension impact—with the approval of the Budget Director(?). Unsure if the legislation came to a vote.
>
> m
>
> ---
>
> **From:** Fedorchuk, Matthew (MCSC)
> **Sent:** Thursday, January 28, 2016 3:38 PM
> **To:** Hoffman, Mark (DNR)
> **Subject:** RE: Flint question
>
> Mark,
>
> I believe they would stop receiving their pension payments for the duration of such employment:
>
> http://www.michigan.gov/orsstatedb/0,4654,7-208-30608_33437_48483---,00.html
>
> I believe this is all per the Retirement Act.
>
> Is this what you were looking for?
>
> Matt
>
> ---
>
> **From:** Hoffman, Mark (DNR)
> **Sent:** Thursday, January 28, 2016 3:31 PM
> **To:** Fedorchuk, Matthew (MCSC)
> **Subject:** Flint question
> **Importance:** High

There are three retired state engineers with specific niche expertise that is needed by the emergency response team. Is there any waiver provision to hire them back on an emergency and limited basis given the water issue? If not, what are the rules about a firm with an existing state contract hiring them and having them do tasks on the state contract?

Please advise or point me in the right direction.

Thanks.

From: Winters, Jan (MCSC)
Sent: Monday, February 01, 2016 10:46 AM
To: Zimmer, Mike (LARA)
Subject: RE: Odd Question

Hi Mike-
Yes it can be used and with all of the information being made available to state employees re: how to go about volunteering, this is information that could be added as an FYI or reminder. If the decision is to advertise this, please let us know how we can help.

Thanks-
Jan

From: Zimmer, Mike (LARA)
Sent: Monday, February 01, 2016 7:42 AM
To: Winters, Jan (MCSC)
Subject: Odd Question

Can employees use their community leave grant to volunteer in Flint? If so, is this something we could advertise?

Mike Zimmer, Director
Dept. of Licensing and Regulatory Affairs
611 W. Ottawa Street
Lansing, Michigan 48909
517-241-7124

From: Winters, Jan (MCSC)
Sent: Monday, February 01, 2016 1:49 PM
To: Gnodtke, John (MCSC)
Subject: FW: FW: legal representation for state employees

FYI, John.

Jan

From: Waalkes, Marie (DTMB)
Sent: Monday, February 01, 2016 1:40 PM
To: Hoffman, Mark (DNR)
Cc: Schmittdiel, Cheryl (DTMB); Winters, Jan (MCSC); Fedorchuk, Matthew (MCSC)
Subject: FW: FW: legal representation for state employees

Hi Mark:

The Civil Service Rule that covers legal representation for state employees is 2-19 and I have copied it below. In addition, each of the Collective Bargaining Agreements contain similar language, except the SEIU units which would then fall under the CS rule.

Please let us know if you have additional questions.

Thanks,

Marie

2-19 Legal Representation

If an employee is named in any civil claim or action alleging negligence or other actionable conduct arising out of employment in the classified service, the employee may request that the appointing authority provide the services of an attorney at state expense to represent the employee. If the appointing authority determines either (1) that the conduct alleged occurred during the course of the employee's employment and within the scope of the authority delegated to the employee or (2) that the employee's conduct occurred during the course of the employee's employment and the employee had a reasonable belief that the employee's conduct was within the scope of authority delegated to the employee, the employee is entitled to legal representation at state expense, subject to the following conditions:

(a) If the appointing authority authorizes legal representation at state expense, the appointing authority shall first request that the attorney general represent the employee. If the attorney general declines to represent the employee, the appointing authority may, at its option, either hire an attorney to represent the employee or authorize the employee to hire an attorney. If the employee hires an attorney, the appointing authority shall reimburse the employee for all necessary and reasonable attorney fees and costs incurred.

(b) The appointing authority is not required to provide legal services at state expense in connection with prosecution of a criminal suit against an employee.

(c) Nothing in this rule requires an appointing authority to reimburse an employee or insurer for legal services to which the employee is entitled under a policy of insurance.

[Rule 2-19 last amended effective January 1, 2002]

From: Hoffman, Mark (DNR)
Sent: Monday, February 01, 2016 12:12 PM
To: Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Winters, Jan (MCSC) <WintersJ@michigan.gov>; Schmittdiel, Cheryl (DTMB) <schmittdielc@michigan.gov>
Subject: legal representation for state employees
Importance: High

AG's announcement about non-representation for state employees in the Flint suit, coupled with conflicting media coverage, has our employees working on the Flint water crisis asking questions about the state representing state employees doing their assigned tasks while in work status. Is there language or a document we can use to address their inquires? We have several dozen directly helping DEQ and the state effort in one way or another.

I figure we're not the only ones asking and want to be giving correct and consistent information.

Thanks.

From: Schwartz, Ruth (DTMB)
Sent: Tuesday, February 09, 2016 5:25 PM
To: Fedorchuk, Matthew (MCSC)
Subject: HRD

I understand from Mike that you'll be reminding the HRD about the need to recognize Flint non-resident taxes for employees working in Flint. Wanted to offer that, if it's appropriate, you're welcome to time that announcement as you introduce me and I'd be happy to field questions (if there are any) on behalf of PTRD.

From: Emily Lawler <ELAWLER@mlive.com>
Sent: Wednesday, January 27, 2016 11:27 AM
To: MCSC-FOIA
Subject: FOIA request
Attachments: 1272016civilserviceFOIA.docx

Hello,

Attached is a Freedom of Information Act request. Please call me with any questions on my cell phone at

Emily Lawler

To: Michigan Civil Service Commission
Attn: FOIA Coordinator
Executive Office
P.O. Box 30002
Lansing, MI 48909

From: Emily Lawler
MLive reporter
108 S. Washington Sq.
Lansing, MI 48915

To Whom It May Concern:

I am requesting the following information under the Freedom of Information Act:

- Salary and title of former state employee Olga Dazzo on the following dates: Aug. 1, 2012; Sept. 1, 2012; Oct. , 2012; Nov. 1, 2012.
- Salary and title of state employee Rodney Stokes on the following dates: June 1, 2012; July 1, 2012; Aug. 1, 2012; Jan. 1, 2016.
- Salary and title of former state treasurer Andy Dillon on the following dates: Oct. 1, 2013; Nov. 1, 2013; Dec. 1, 2013; Jan. 1, 2014; Feb. 1, 2014, March 1, 2014.
- Salary and title of state employee Mike Finney on the following dates: Dec. 1, 2014; Jan. 1, 2015; Feb. 1, 2015; Jan. 1 2016.
- Salary and title of former state treasurer Kevin Clinton on the following dates: March 1, 2015; April 1, 2015; May 1, 2015; June 1, 2015.
- Salary and title of former state employee Steve Hilfinger on the following dates: Dec. 1, 2012; Jan. 1, 2013; Feb. 1, 2013; June 2, 2014; July 1, 2014; Aug. 1, 2014.
- Salary and title of state employee Dan Wyant on the following dates: Dec. 1, 2015; Dec. 28, 2015; Dec. 29, 2015; Dec. 30, 2015; Dec. 31, 2015; Jan. 1, 2016; Jan. 27, 2016.
- Salary and title of former state employee James Haveman on the following dates: Aug. 1, 2014; Sept. 1, 2014; Oct. 1, 2014; Nov. 1, 2014.

Thank you,

Emily Lawler
MLive reporter

From: MCSC-FOIA
Sent: Friday, January 29, 2016 2:20 PM
To: Emily Lawler
Subject: RE: FOIA request
Attachments: 2016-04 Response.pdf

Please see the attached form for information regarding your request. Responsive information to your request follows:

Name	Date	Salary	Title
Dazzo	8/1/2012	$145,000	Director (DCH)
	9/1/2012	$145,000	Special Assistant to the Director
	10/1/2012	$146,450	Special Assistant to the Director
	11/1/2012	n/a	
Stokes	6/1/2012	$140,000	Director (DNR)
	7/1/2012	$140,000	Special Advisor for City Placemaking
	8/1/2012	$140,000	Special Advisor for City Placemaking
	1/1/2016	n/a	
Dillon	10/1/2013	$174,204	State Treasurer
	11/1/2013	$174,204	Senior Advisor to the State Treasurer
	12/1/2013	$174,204	Senior Advisor to the State Treasurer
	1/1/2014	$174,204	Senior Advisor to the State Treasurer
	2/1/2014	n/a	
	3/1/2014	n/a	
Finney	12/1/2014	n/a	
	1/1/2015	n/a	
	2/1/2015	n/a	
	1/1/2016	n/a	
Clinton	3/1/2015	$174,204	State Treasurer
	4/1/2015	$174,204	State Treasurer
	5/1/2015	n/a	
	6/1/2015	n/a	
Hilfinger	12/1/2012	$151,500	Director (LARA)
	1/1/2013	n/a	
	6/2/2014	n/a	
	7/1/2014	n/a	
	8/1/2014	n/a	
Wyant	12/1/2015	$155,000	Director (DEQ)

	12/28/2015	$155,000	Director (DEQ)
	12/29/2015	$155,000	Director (DEQ)
	12/30/2015	$155,000	Director (DEQ)
	12/31/2015	$155,000	Director (DEQ)
	1/1/2016	$155,000	Director (DEQ)
	1/27/2016	n/a	
Haveman	8/1/2014	$146,450	Director (DCH)
	9/1/2014	$146,450	Director (DCH)
	10/1/2014	n/a	
	11/1/2014	n/a	

From: Emily Lawler [mailto:ELAWLER@mlive.com]
Sent: Wednesday, January 27, 2016 11:27 AM
To: MCSC-FOIA
Subject: FOIA request

Hello,

Attached is a Freedom of Information Act request. Please call me with any questions on my cell phone at (517) 242-6876.

Emily Lawler

Michigan Civil Service Commission

RESPONSE TO REQUEST FOR PUBLIC RECORDS (FOIA)

REQUESTOR: Emily Lawler	FOIA REQUEST NUMBER: 2016-04

On January 28, 2016, the Michigan Civil Service Commission (MCSC) received your request for public records dated January 27, 2016. The following action has been taken, consistent with Michigan's Freedom of Information Act (FOIA).

A. ☑ Request Granted:

- ☑ Records are enclosed at no charge due to limited production costs.
- ☐ Requested records are available online at [ ]. If you would prefer hard copies, notify the FOIA coordinator at the address below and a revised cost estimate reflecting additional costs will be provided.
- ☐ Records will be mailed after receiving payment of [$]. An itemized accounting of the basis for the production costs appears below. Send a check payable to the **"State of Michigan"** to:
  FOIA Coordinator, Michigan Civil Service Commission, P.O. Box 30002, Lansing, Michigan 48909

B. ☐ Request Denied:

- ☐ To the best of the MCSC's knowledge, information, and belief, the records you requested do not exist within the MCSC under the description in your request or by another name reasonably known to the MCSC.
- ☐ Your request does not describe a public record sufficiently to enable the MCSC to find the public record.
- ☐ The records requested are exempt from public disclosure under §13(1)( ) of the FOIA. [Insert explanation.]

C. ☐ Request Granted in Part and Denied in Part:

- ☐ Non-exempt records are enclosed at no charge due to limited production costs.
- ☐ Non-exempt records will be mailed after receiving payment of [$]. An itemized accounting of the basis for the production costs appears below. See § A for payment instructions.
- ☐ Requested records are available online at [ ]. If you would prefer hard copies, notify the FOIA coordinator at the address above and a revised cost estimate reflecting additional costs will be provided.
- ☐ A deposit is required. For non-exempt records, the estimated cost to process your request is [$]. A good-faith deposit of [$] is required. You will be notified of the balance due after the request is processed. Non-exempt records will be mailed upon receiving the balance. See § A for payment instructions. You will also be notified of any statutory basis for exempting any records and applicable statutory remedial rights.
- ☐ Portions of records you are requesting are exempt from public disclosure under §13(1)( ) of the FOIA. [Insert explanation.]
- ☐ As to the rest of your request, to the best of the MCSC's knowledge, information, and belief, the records requested do not exist within the MCSC under the description in your request or by another name reasonably known to the MCSC.
- ☐ As to the rest of your request, it does not describe a public record sufficiently to allow the MCSC to find the public record.

D. ☐ Extension: An additional 10-business-day extension to respond is taken under §5(2)(d) of the FOIA because [Insert explanation]. The extended response date is [Date].

☐ Estimated ☐ Actual Production Cost Estimate (for requests requiring over $20 in associated production costs):

Search:	$. x . hrs x 1.5=	$.	**Total production cost:**	$.
Redaction:	$. x . hrs x 1.5=	$.	**Statutory discount:**	$ 0.00
Duplication:	$. x . hrs x 1.5=	$.	**Deposit required:**	$.
Paper cost:	pages x $0.10=	$.	**Balance due:**	$.
Media cost:		$.		
Mailing cost:		$.		

A summary of the MCSC's FOIA policy is available at www.mi.gov/mdcs. As to any request's denial, partial denial, or charged fee, §10(1) of the FOIA allows you to do either of the following:

(a) Appeal the decision in writing to the state personnel director at the address in § A above. The writing must specifically state the word "appeal" and must identify why the denial or fee should be modified. The director, or a designee, must respond within 10 business days of receipt. Under unusual circumstances, the response time may be extended 10 business days.

(b) Commence a civil action in the court of claims within 180 days after the date of the final determination to deny the request. If you prevail in such an action, the court may award reasonable attorneys' fees, costs, disbursements, and damages.

I certify that any records provided in response to this request are true and accurate copies.

Signature: John Gnodtke /s/, FOIA Coordinator **Date:** January 29, 2016

From: Emily Lawler <ELAWLER@mlive.com>
Sent: Tuesday, February 16, 2016 10:03 AM
To: MCSC-FOIA
Subject: FOIA
Attachments: 2152016FOIAcsc.pdf

Hello,

Attached is a Freedom of Information Act request. Please give me a call at if you have any questions.

Thanks,

Emily

To: Department of Civil Service
Attn: FOIA Coordinator
Executive Office
P.O. Box 30002
Lansing, MI 48909

From: Emily Lawler
MLive reporter
108 S. Washington Sq.
Lansing, MI 48915

To Whom It May Concern:

I am requesting the following information on current and former Department of Environmental Quality employees Stephen Busch, Joanne Rennaker, Mike Prysby, Adam Rosenthal, Bethel Skinker, Mark Joseph, Kurt Swendsen, Liane Shekter Smith, Tracy Jo Deveraux, Kris Philip, Pat Cook, Pamela Howd and Richard Benzie:

- The date, percentage and amount of any merit increases issued to these employees in 2015
- The date, percentage and amount of any cost of living increases issued to these employees in 2015
- The salaries of the employees listed

I also request the resume and application materials for Liane Shekter Smith and Stephen Busch.

I would like this information communicated electronically to elawler@mlive.com.

Emily Lawler
elawler@mlive.com

From: Kyle Melinn <melinnky@gmail.com>
Sent: Friday, February 19, 2016 11:19 AM
To: MCSC-FOIA
Subject: MIRS FOIA

To: Michigan Civil Service Commission, FOIA Coordinator
From: Kyle Melinn, editor of MIRS
Re: Dr. Eden Wells, FOIA

Pursuant to the Freedom of Information Act (FOIA), I am a requesting the opportunity to review as soon as possible any and all information in the personnel file of Dr. Eden Wells, including all information related to her rate of pay from the beginning of her professional relationship with the state of Michigan.

Kyle Melinn
910 W. Ottawa St.
Lansing, MI 48910
517-285-3344
melinnky@gmail.com

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CONFIDENTIALITY NOTICE: This email communication may contain private, confidential, or legally privileged information intended for the sole use of the designated and/or duly authorized recipient(s). If you are not the intended recipient or have received this email in error, please notify the sender immediately by email and permanently delete all copies of this email including all attachments without reading them.

From: MCSC-FOIA
Sent: Tuesday, February 23, 2016 12:59 PM
To: Emily Lawler
Subject: RE: FOIA
Attachments: 2016-07 Documents.pdf; 2016-07 Reply.pdf

The requested salary information is provided below:

NAME	PERFORMANCE PAY AWARDED IN CY15	GEN WAGE INC EFF 10/1/15	ANNUALIZED SALARY ON 12/31/15
STEPHEN BUSCH		2% to base	$93,876.48
JO ANNE RENNAKER		2% to base	$50,550.48
MICHAEL PRYSBY		2% to base	$76,358.16
ADAM ROSENTHAL		2% to base	$71,973.36
BETHEL SKINKER		2% to base	$76,358.16
MARK JOSEPH		2% to base	$76,358.16
KURT SWENDSEN		2% to base	$70,553.52
LIANE SMITH	2% lump sum ($2652) eff 9/13/15	2% to base	$135,252.00
TRACY DEVEREAUX		2% to base	$53,786.88
KRISTEN PHILIP		2% to base	$84,918.96
PATRICK COOK		2% to base	$82,496.88
PAMELA HOWD		2% to base	$71,973.36
RICHARD BENZIE		2% to base	$96,330.00

The résumé and application for Mr. Busch's 2015 appointment are attached. This agency has no records for any résumé or application related to Ms. Smith.

From: Emily Lawler [mailto:ELAWLER@mlive.com]
Sent: Tuesday, February 16, 2016 10:03 AM
To: MCSC-FOIA
Subject: FOIA

Hello,

Attached is a Freedom of Information Act request. Please give me a call at if you have any questions.

Thanks,

Emily

Stephen B. Busch, P.E.

[redacted]
Work (517) 643-2314 buschs@michigan.gov

Objective:

Obtain a leadership position that allows me to be a catalyst, engaging individual staff strengths, knowledge, skills, and talent to achieve outcomes that set the standard for program excellence.

Experience:

Michigan Department of Environmental Quality 4/00-Present

Position: District Supervisor, Lansing and Jackson District Offices, ODWMA 1/13-Present

- Direct supervision of ten district staff (PE's, EIT's, EQA's, and secretarial)
- Water supply system oversight: surveillance, monitoring, construction permitting, and evaluation
- Director district site visit coordination: Monroe, Ann Arbor, NSF International, GAWA
- Preparation of briefings for the Governor and DEQ Director and served as issue advisor
- Provide guidance on complex projects, technical assistance, and staff development
- Organized Drinking Water Week in Michigan 2014
- Organized GovDelivery communication system for ODWMA
- Led response and education effort regarding algal toxin drinking water issues in Lake Erie
- EPA Reduction of Lead in Drinking Water Act Implementation Rule Workgroup, MI Rep.

Position: Environmental Engineer, Grand Rapids District Office, ODWMA 12/03-1/13

- Act 399 Community Water Supply construction permitting and engineering design review
- Act 399 Community Water Supply compliance and enforcement
- Drinking Water Revolving Fund project plan technical review and approval
- Operator Certification Training Course Instructor – Water Treatment I and Limited Treatment
- Operator Certification Exam Formulation Committee
- Drinking Water Technology Committee – District Representative
- West Michigan Water and Energy Security Consortium
- Technology Review and Approval – Watermain Cast-In-Place-Piping

Position: Environmental Engineer, Kalamazoo District Office, WRD 4/00-11/03

- Part 41 Public Wastewater Construction permitting and engineering design review
- State Revolving Loan Fund project plan technical review and approval
- Non-Point Source - Federal 319 and Clean Michigan Initiative – project engineering design review and approval
- NPDES regulatory compliance and enforcement (municipal and industrial wastewater)
- Part 22 Groundwater Discharge regulatory compliance and enforcement
- Wastewater Design Engineering Committee – District Representative
- Technology Review and Approval – Autothermal Thermophilic Aerobic Digestion

Appointments:

- AWWA Michigan Section, Vice Chair, Govt. Affairs and Legislation Council, 2014-2015
- State Plumbing Board, Director's Representative, May 2010 - Present

Education and Certification:

University of Michigan, Ann Arbor, MI

Degree: Bachelor of Science in Engineering (Civil and Environmental Engineering)

Graduation Date: May 1999 Major: Environmental Engineering

- Licensed Professional Engineer registered in Michigan since 2004
- Quality of Life Leadership Academy, 2012-2013
- State of Michigan Leadership Development Program, Institute for Leadership Fitness, 2014
- Effective Executive Speaking with Dr. Glen Pfau, 2014
- D-2, S-2 drinking water operator certification
- Incident Command System certification (ICS 100, ICS 200, IS700, IS800)
- OSHA 40 hour HAZWOPER certification

Awards:

- DEQ Director's Recognition of Outstanding Effort – Teamwork and Excellence

7601-15-EXEC-001 - Environmental Manager 15 (8 District Coordinators)

Contact Information -- Person ID: [redacted]

Name:	Stephen B Busch	Address:	[redacted]
Home Phone:	[redacted]	Alternate Phone:	[redacted]
Email:	[redacted]	Former Last Name:	
Month and Day of Birth:	[redacted]		

Personal Information

Driver's License:	[redacted]
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Bachelor's Degree

Preferences

Preferred Salary:

Are you willing to relocate?

Types of positions you will accept:	Regular
Types of work you will accept:	Full Time
Types of shifts you will accept:	Day

Objective

Obtain a leadership position that allows me to be a catalyst, engaging individual staff strengths, knowledge, skills, and talent to achieve outcomes that set the standard for excellence throughout the Department.

Education

College
University of Michigan
www.umich.edu
9/1994 - 5/1999
Ann Arbor, Michigan

Did you graduate: Yes
College Major/Minor: Civil & Environmental Engineering
Degree Received: Bachelor's

High School
Otsego High School
www.otsegops.org
9/1990 - 6/1994
Otsego, Michigan

Did you graduate: Yes
Degree Received: High School Diploma

Work Experience

Lansing and Jackson District Supervisor
1/2013 - Present

Michigan Department of Environmental Quality
www.michigan.gov/deq
525 West Allegan St., P.O. Box 30242
Lansing, Michigan 48909
517-643-2314

Hours worked per week: 40
Monthly Salary: $6,911.00
# of Employees Supervised: 10
Name of Supervisor: Richard Benzie - Field Operations Section Chief
May we contact this employer? Yes

Duties

- Direct supervision of district staff in Lansing and Jackson District offices (licensed professional engineers, engineers in training, environmental quality analysts, and secretarial)
- Oversight of surveillance, monitoring, construction plan review, consultation, and evaluation of water supply systems
- Direct emergency response activities
- Evaluation of reports, plans, surveys, and studies
-Direct the evaluation of water quality data

- Oversight of enforcement activities
- Provide and coordinate technical assistance and staff development
- State Plumbing Board, Director's Representative
- State of Michigan Harmful Algal Bloom Workgroup
- EPA Lead Free Implementation Workgroup, State Representative

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Environmental Engineer Lic 12A
12/2003 - 1/2013

Michigan Department of Environmental Quality
www.michigan.gov/deq
350 Ottawa NW
Grand Rapids, Michigan 49503
(616) 356-0500

Hours worked per week: 40
Monthly Salary: $6,093.00
# of Employees Supervised: 0
Name of Supervisor: Amy Lachance - Grand Rapids District Supervisor
May we contact this employer? Yes

Duties
District Engineer - Community Water Supply Program
Act 399 Construction Permitting
Community Water Supply Compliance & Enforcement
DWRF Technical Review
State Plumbing Board - Director's Representative
Drinking Water Technology Committee
Operator Certification Training Instructor

Reason for Leaving
Promoted to District Supervisor

Environmental Engineer P11
4/2000 - 12/2003

Michigan Department of Environmental Quality
www.michigan.gov/deq
7953 Adobe Road
Kalamazoo, Michigan 49009
(269) 567-3500

Hours worked per week: 40
Monthly Salary: $4,186.00
# of Employees Supervised: 0
Name of Supervisor: Gregory Danneffel, P.E. (retired) - Kalamazoo District Supervisor
May we contact this employer? Yes

Duties
Part 41 Construction Permitting
SRLF Technical Review
NPDES Compliance & Enforcement
NPDES Permitting
Part 22 Groundwater Compliance & Enforcement
NPS Engineering Design Review
Design Engineering Committee (DEC)

Reason for Leaving
Transferred to Grand Rapids District

Certificates and Licenses

Type: D-2, S-2 Drinking Water Operator Certification

Number: 9782

Issued by: MDEQ

Date Issued: 5 /2012 Date Expires: 7 /2015

Type: Professional Engineer License

Number: 6201051635

Issued by: State of Michigan

Date Issued: 8 /2004 Date Expires: 10 /2015

Skills

Office Skills

Typing:
Data Entry:

Additional Information

Additional Information

QOL Leadership Academy, 2012-2013

State of Michigan Leadership Development Program, Institute for Leadership Fitness, 2014
Effective Executive Speaking Course, 2014

Professional Memberships

American Water Works Association, Michigan Section
Vice Chair, Government Affairs and Legislation Council

References

Professional
Lachance, Amy
District Supervisor
MDEQ Office of Drinking Water and Municipal Assistance
350 Ottawa Avenue NW
Grand Rapids, Michigan 49503
616-490-9590
lachancea1@michigan.gov

Professional
Wygant, Adam
Permits and Technical Services Section Chief
MDEQ Office of Oil Gas and Minerals
525 West Allegan St
Lansing, Michigan 48909
517-897-4828
wygantа@michigan.gov

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By	Action
Busch Resume.pdf	Busch Resume.pdf	**Resume**	Job Seeker	Edit
Busch-Official-Transcript.pdf	Busch-Official-Transcript.pdf	**Transcript**	Job Seeker	Edit
Busch-CoverLetter.docx	Busch-CoverLetter.docx	**Cover Letter**	Job Seeker	Edit

Agency-Wide Questions

1. Q: Are you a current State of Michigan governmental employee, or an employee of the Michigan Legislative branch, OR in layoff status from either?

(Please Note: You are not considered an employee of Michigan State Government if you meet one of the following criteria: You are a contractual employee for a department within the Michigan State Government; You are a municipal [City or township] governmental employee; You are a Federal employee for the U.S. Government; or You are employed with a private company.)

A: Yes

---

2. Q: If you answered "Yes" above, where do you currently work or where were you laid-off from?

A: Environmental Quality

---

3. Q: Please enter your Applicant or Employee ID, if known:

A: [redacted]

---

4. Q: Are you related to anyone working at the department (agency) in which you are seeking employment?

A: No

---

5. Q: If "Yes", please list the name of each relative along with the department (agency) in which they are employed.

A:

---

6. Q: VETMIL - Did you serve in the military? If yes, please attach a copy of your separation/discharge papers. It is suggested that you do not include the following types of information in your uploaded documents: Social Security Number (SSN) or other personal or sensitive information you do not wish be made visible to recruiters.

If you answered YES to the above question, please make sure you provide a detailed description of your military experience when completing the Work Experience portion of your application, including rank and specific job duties that would be considered relevant to the position to which you are applying.

A:

7. Q: Michigan Civil Service Rule 3-8, Veterans' Preference, states that a veteran or spouse may be eligible for Michigan's preference in consideration during the selection process for hire into the classified service. In order to receive veterans' preference, registration with Michigan Civil Service is required. NOTE: Not all veterans are eligible for veterans' preference. Please check the box below if the following statement is true: I have previously filed, or intend to file, a CS-1791 with the Michigan Civil Service Commission to be considered registered as a qualified veteran. (CS-1791 Form)

A:

Supplemental Questions

1. Q: ENVRMGR - Do you possess a bachelor's degree or higher in the physical sciences, biological sciences, resource management, sanitary science, environmental health, engineering, geology, or in geological, petroleum, or mining engineering? If so, please attach a copy of your official college transcripts.

A: Yes

2. Q: ENVRMGR4 - Do you possess at least seven years of professional experience in an engineering or scientific field carrying out geological and/or environmental activities to protect, develop and maintain natural resources; working in an environmental protection program; or, enforcing environmental health or environmental protection laws, including three years equivalent to the advanced (12) level, two years equivalent to a 13-level specialist or manager, or one year equivalent to a 14-level specialist or manager?

A: Yes

3. Q: Do you possess knowledge of program areas other than those within your current supervisory area of responsibility? If no, enter NA. If yes, please list program areas in which you are knowledgeable.

A: Former employee of Water Resources Division, prior work included
- Part 41 Wastewater Engineering
- Part 31 NPDES Compliance and Enforcement
- Part 22 Groundwater Discharge Compliance and Enforcement
- Non-Point Source Engineering, Federal 319 and CMI
- Part 201 Contamination Sites

4. Q: Do you currently serve as a district supervisor in the district for which you are applying?

A: Yes

5. Q: Please indicate which district coordinator positions you are interested in:

A: Lansing

« Previous Applicant | Next Applicant »

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Michigan Civil Service Commission

RESPONSE TO REQUEST FOR PUBLIC RECORDS (FOIA)

REQUESTOR: Emily Lawler	FOIA REQUEST NUMBER: 2016-07

On February 17, 2016, the Michigan Civil Service Commission (MCSC) received your request for public records dated February 16, 2016. The following action has been taken, consistent with Michigan's Freedom of Information Act (FOIA).

A. ☐ Request Granted:

- ☐ Records are enclosed at no charge due to limited production costs.
- ☐ Requested records are available online at [ ]. If you would prefer hard copies, notify the FOIA coordinator at the address below and a revised cost estimate reflecting additional costs will be provided.
- ☐ Records will be mailed after receiving payment of [$]. An itemized accounting of the basis for the production costs appears below. Send a check payable to the **"State of Michigan"** to:
  FOIA Coordinator, Michigan Civil Service Commission, P.O. Box 30002, Lansing, Michigan 48909

B. ☐ Request Denied:

- ☐ To the best of the MCSC's knowledge, information, and belief, the records you requested do not exist within the MCSC under the description in your request or by another name reasonably known to the MCSC.
- ☐ Your request does not describe a public record sufficiently to enable the MCSC to find the public record.
- ☐ The records requested are exempt from public disclosure under §13(1)( ) of the FOIA. [Insert explanation.]

C. ☑ Request Granted in Part and Denied in Part:

- ☑ Non-exempt records are enclosed at no charge due to limited production costs.
- ☐ Non-exempt records will be mailed after receiving payment of [$]. An itemized accounting of the basis for the production costs appears below. See § A for payment instructions.
- ☐ Requested records are available online at [ ]. If you would prefer hard copies, notify the FOIA coordinator at the address above and a revised cost estimate reflecting additional costs will be provided.
- ☐ A deposit is required. For non-exempt records, the estimated cost to process your request is [$]. A good-faith deposit of [$] is required. You will be notified of the balance due after the request is processed. Non-exempt records will be mailed upon receiving the balance. See § A for payment instructions. You will also be notified of any statutory basis for exempting any records and applicable statutory remedial rights.
- ☑ Portions of records you are requesting are exempt from public disclosure under §13(1)(a) of the FOIA. Personal information and identification numbers have been redacted from application materials.
- ☑ As to the rest of your request, to the best of the MCSC's knowledge, information, and belief, the records requested do not exist within the MCSC under the description in your request or by another name reasonably known to the MCSC.
- ☐ As to the rest of your request, it does not describe a public record sufficiently to allow the MCSC to find the public record.

D. ☐ Extension: An additional 10-business-day extension to respond is taken under §5(2)(d) of the FOIA because [Insert explanation]. The extended response date is [Date].

☐ Estimated ☐ Actual Production Cost Estimate (for requests requiring over $20 in associated production costs):

Search:	$. x . hrs x 1.5=	$.	**Total production cost:**	$.
Redaction:	$. x . hrs x 1.5=	$.	**Statutory discount:**	$ 0.00
Duplication:	$. x . hrs x 1.5=	$.	**Deposit required:**	$.
Paper cost:	pages x $0.10=	$.	**Balance due:**	$.
Media cost:		$.		
Mailing cost:		$.		

A summary of the MCSC's FOIA policy is available at www.mi.gov/mdcs. As to any request's denial, partial denial, or charged fee, §10(1) of the FOIA allows you to do either of the following:

(a) Appeal the decision in writing to the state personnel director at the address in § A above. The writing must specifically state the word "appeal" and must identify why the denial or fee should be modified. The director, or a designee, must respond within 10 business days of receipt. Under unusual circumstances, the response time may be extended 10 business days.

(b) Commence a civil action in the court of claims within 180 days after the date of the final determination to deny the request. If you prevail in such an action, the court may award reasonable attorneys' fees, costs, disbursements, and damages.

I certify that any records provided in response to this request are true and accurate copies.

Signature: John Gnodtke /s/, FOIA Coordinator **Date:** February 23, 2016

From: MCSC-FOIA
Sent: Tuesday, February 23, 2016 12:59 PM
To: Kyle Melinn
Subject: RE: MIRS FOIA
Attachments: 2016-08 Form.pdf

Your response is attached.

From: Kyle Melinn [mailto:melinnky@gmail.com]
Sent: Friday, February 19, 2016 11:19 AM
To: MCSC-FOIA
Subject: MIRS FOIA

To: Michigan Civil Service Commission, FOIA Coordinator
From: Kyle Melinn, editor of MIRS
Re: Dr. Eden Wells, FOIA

Pursuant to the Freedom of Information Act (FOIA), I am a requesting the opportunity to review as soon as possible any and all information in the personnel file of Dr. Eden Wells, including all information related to her rate of pay from the beginning of her professional relationship with the state of Michigan.

Kyle Melinn
910 W. Ottawa St.
Lansing, MI 48910
517-285-3344
melinnky@gmail.com

--

CONFIDENTIALITY NOTICE: This email communication may contain private, confidential, or legally privileged information intended for the sole use of the designated and/or duly authorized recipient(s). If you are not the intended recipient or have received this email in error, please notify the sender immediately by email and permanently delete all copies of this email including all attachments without reading them.

Michigan Civil Service Commission

RESPONSE TO REQUEST FOR PUBLIC RECORDS (FOIA)

REQUESTOR: Kyle Melinn	FOIA REQUEST NUMBER: 2016-08

On January 22, 2016, the Michigan Civil Service Commission (MCSC) received your request for public records dated January 19, 2016. The following action has been taken, consistent with Michigan's Freedom of Information Act (FOIA).

A. ☐ Request Granted:

- ☐ Records are enclosed at no charge due to limited production costs.
- ☐ Requested records are available online at [ ]. If you would prefer hard copies, notify the FOIA coordinator at the address below and a revised cost estimate reflecting additional costs will be provided.
- ☐ Records will be mailed after receiving payment of [$]. An itemized accounting of the basis for the production costs appears below. Send a check payable to the **"State of Michigan"** to:
  FOIA Coordinator, Michigan Civil Service Commission, P.O. Box 30002, Lansing, Michigan 48909

B. ☑ Request Denied:

- ☑ To the best of the MCSC's knowledge, information, and belief, the records you requested do not exist within the MCSC under the description in your request or by another name reasonably known to the MCSC.
- ☐ Your request does not describe a public record sufficiently to enable the MCSC to find the public record.
- ☐ The records requested are exempt from public disclosure under §13(1)( ) of the FOIA. [Insert explanation.]

C. ☐ Request Granted in Part and Denied in Part:

- ☐ Non-exempt records are enclosed at no charge due to limited production costs.
- ☐ Non-exempt records will be mailed after receiving payment of [$]. An itemized accounting of the basis for the production costs appears below. See § A for payment instructions.
- ☐ Requested records are available online at [ ]. If you would prefer hard copies, notify the FOIA coordinator at the address above and a revised cost estimate reflecting additional costs will be provided.
- ☐ A deposit is required. For non-exempt records, the estimated cost to process your request is [$]. A good-faith deposit of [$] is required. You will be notified of the balance due after the request is processed. Non-exempt records will be mailed upon receiving the balance. See § A for payment instructions. You will also be notified of any statutory basis for exempting any records and applicable statutory remedial rights.
- ☐ Portions of records you are requesting are exempt from public disclosure under §13(1)( ) of the FOIA. [Insert explanation.]
- ☐ As to the rest of your request, to the best of the MCSC's knowledge, information, and belief, the records requested do not exist within the MCSC under the description in your request or by another name reasonably known to the MCSC.
- ☐ As to the rest of your request, it does not describe a public record sufficiently to allow the MCSC to find the public record.

D. ☐ Extension: An additional 10-business-day extension to respond is taken under §5(2)(d) of the FOIA because [Insert explanation]. The extended response date is [Date].

☐ Estimated ☐ Actual Production Cost Estimate (for requests requiring over $20 in associated production costs):

Search:	$. x . hrs x 1.5=	$.	**Total production cost:**	$.
Redaction:	$. x . hrs x 1.5=	$.	**Statutory discount:**	$ 0.00
Duplication:	$. x . hrs x 1.5=	$.	**Deposit required:**	$.
Paper cost:	pages x $0.10=	$.	**Balance due:**	$.
Media cost:		$.		
Mailing cost:		$.		

A summary of the MCSC's FOIA policy is available at www.mi.gov/mdcs. As to any request's denial, partial denial, or charged fee, §10(1) of the FOIA allows you to do either of the following:

(a) Appeal the decision in writing to the state personnel director at the address in § A above. The writing must specifically state the word "appeal" and must identify why the denial or fee should be modified. The director, or a designee, must respond within 10 business days of receipt. Under unusual circumstances, the response time may be extended 10 business days.

(b) Commence a civil action in the court of claims within 180 days after the date of the final determination to deny the request. If you prevail in such an action, the court may award reasonable attorneys' fees, costs, disbursements, and damages.

I certify that any records provided in response to this request are true and accurate copies.

Signature: John Gnodtke /s/, FOIA Coordinator **Date:** January 23, 2016

STATE OF MICHIGAN

REQUEST FOR APPROVAL TO CONTRACT FOR PERSONAL SERVICES

CS-138 NUMBER: 071S6600046

CHANGE SEQUENCE NO: 001

REQUESTING DEPARTMENT/AGENCY: 07180000
DTMB-CIP-OFFICE OF INFRA. PROTECTION
JOINT OPS CENTER

615 W. ALLEGAN ST.
LANSING MI 48933

CONTACT: DENICE BALLARD PHONE: (517)373-7567

VENDOR NAME: DU HADWAY KENDALL & ASSOCIATES INC

PRIMARY SERVICE CODE: 990-46 GUARD AND SECURITY SERVICES

BEGIN DATE: 01/17/2016 END DATE: 02/13/2016 REVISED END DATE: 03/12/2016

TOTAL $ AMOUNT: $75,000.00 SPS/IC: I LOCATION OF SERVICE:FLINT

EMP.AFFECTED: 0 RE-EMPLOY.PROVISIONS: POSITIONS ELIM: 0

UNION/NERE NOTIFICATION:

EMPLOYEE GROUP

MICHIGAN STATE EMPLOYEES ASSOCIATION

AUTHORIZED SIGNATURE

NOTIFICATION DATE

CS138 ID: 071S6600046 LINE:001
VENDOR NAME: DU HADWAY KENDALL & ASSOCIATES INC
DETAIL SERVICE CODE: 990-46 GUARD AND SECURITY SERVICES
CS138 TITLE: SECURITY - STATE OF EMERGENCY OPERATIONS
REQUESTED UNDER STANDARD(S): A

NATURE OF SERVICE:

EMERGENCY DEPLOYMENT OF AN ARMED SECURITY GUARD FOR THE FLINT STATE OF EMERGENCY OPERATIONS IS NEEDED. GUARD IS TO PERFORM AFTER HOURS PATROLS FOR THE WAREHOUSE IN MT. MORRIS, MI. WHERE SUPPLIES, SUCH AS POTABLE WATER AND WATER FILTERS, NEEDED FOR FLINT ARE BEING STORED. INITIALLY THIS SERVICE IS NEEDED ON A WEEK-TO-WEEK BASIS. AFTER A FEW WEEKS M.S.P. WILL REASSESS THE SITUATION AND DETERMINE IF ADDITIONAL ARMED GUARD SERVICES WILL BE REQUIRED.

HOW REQUEST MEETS STANDARD(S):

THIS IS AN EMERGENCY RUSH REQUEST MADE BY STATE POLICE TO THE STATE EMERGENCY OPERATIONS CENTER (SEOC) TO SAFEGUARD THE SUPPLIES NEEDED TO SUPPORT THE STATE OF EMERGENCY OPERATIONS IN FLINT. STANDARD A APPLIES BECAUSE THIS SERVICE IS CONSIDERED TO BE TEMPORARY AND IRREGULAR IN NATURE. NO STATE CLASSIFIED SERVICE EMPLOYEE WILL BE DISPLACED AS A RESULT OF CONTRACTING FOR THESE SERVICES.

CS138 ID: 071S6600046
VENDOR NAME: DU HADWAY KENDALL & ASSOCIATES INC
DETAIL SERVICE CODE: 990-46 GUARD AND SECURITY SERVICES
CS138 TITLE: SECURITY - STATE OF EMERGENCY OPERATIONS
REQUESTED UNDER STANDARD(S): A

CIVIL SERVICE ACTION:

CS138 HEADER 2117

2/10/16 - ADVICE OF CHANGE TO ADD $50,000 TO EXTEND THE EMERGENCY CS138 FOR ANOTHER 28 DAYS AND TO ADD A SECOND WAREHOUSE LOCATION.

A SECOND EMERGENCY RUSH REQUEST WAS MADE BY STATE POLICE TO THE STATE EMERGENCY OPERATIONS CENTER (SEOC) FOR AN AFTER-HOURS ARMED GUARD TO SAFEGUARD SUPPLIES BEING WAREHOUSED AT 2629 W. PIERSON ROAD IN FLINT, MI. THE NEW END DATE WILL BE 3/12/16 AND THE NEW TOTAL IS $75,000.

2/11/16 - CARLA GALLAGHER AND CAROL HAZARD WERE EMAILED NOTIFICATION FOR THE A.O.C. TO ADD MONEY AND EXTEND THIS CS138 PER THE INFORMATION ABOVE.

==========

AMENDMENT TO ADD $50,000 (NEW TOTAL: $75,000) AND EXTEND THE END DATE TO 3/12/16 IS APPROVED. THIS EMERGENCY SECURITY GUARD SERVICE SHALL NOT CONTINUE PAST 3/12/16 PER RULE 7-8. CIVIL SERVICE IS GRANTING THIS AMENDMENT THROUGH THE NOTEPAD AS EMERGENCY CS-138S ----------NEXT BLOCK----------

F1-HELP F2-INS LINE F4-AUDIT F5-TOP F6-COPY
F7-PRIOR PG F8-NEXT PG F9-LINK F10-SAVE F11-INS PAGE
G112 - INQUIRY SUCCESSFUL

CS138 HEADER 2117

DO NOT ROUTE TO CIVIL SERVICE FOR APPROVAL AND PER RULE 7-8 CIVIL SERVICE APPROVAL IS REQUIRED FOR AN EXTENSION OF TIME NOT TO EXCEED AN ADDITIONAL 28 DAYS. CH 2/18/16

STATE OF MICHIGAN
PENDING REQUEST

REQUEST FOR APPROVAL TO CONTRACT FOR PERSONAL SERVICES

CS-138 NUMBER: 641S6600017

CHANGE SEQUENCE NO: 001

REQUESTING DEPARTMENT/AGENCY: 64114400
ADM SVCS-PURCH & GRANTS
PURCHASING & GRANT SERVICES
DEPT OF LICENSING AND REGULATORY AFFAIRS
OTTAWA BLDG., 4TH FLOOR
611 W. OTTAWA ST.
LANSING MI 48933

CONTACT: LEANN DROSTE PHONE: (517)373-3847

VENDOR NAME: VENDOR NOT FOUND

PRIMARY SERVICE CODE: 910-60 PLUMBING

BEGIN DATE: 02/08/2016 END DATE: 09/30/2016 REVISED END DATE: 03/01/2016

TOTAL $ AMOUNT: $778,650.00 SPS/IC: I LOCATION OF SERVICE:GENESEE COUNTY

EMP.AFFECTED: 0 RE-EMPLOY.PROVISIONS: POSITIONS ELIM: 0

UNION/NERE NOTIFICATION:

EMPLOYEE GROUP

_____ _____

AUTHORIZED SIGNATURE NOTIFICATION DATE

CS138 ID: 641S6600017 LINE:001
VENDOR NAME: VENDOR NOT FOUND
DETAIL SERVICE CODE: 910-60 PLUMBING
CS138 TITLE: PLUMBING SERVICES
REQUESTED UNDER STANDARD(S): A

NATURE OF SERVICE:

SERVICES INCLUDE REPLACEMENT OF PLUMBING FIXTURES IN SCHOOLS, CHILD CARE AND ADULT FOSTER CARE CENTERS, NURSING HOMES, DIALYSIS CENTERS, AND SURGERY CENTERS WITHIN THE CITY OF FLINT. SERVICES ARE RELATED TO FLINT DECLARATION OF EMERGENCY ISSUED ON JANUARY 5, 2016.

HOW REQUEST MEETS STANDARD(S):

SERVICES ARE TEMPORARY IN NATURE. SERVICES PERFORMED BY EACH CONTRACTED EMPLOYEE WILL NOT EXCEED 832 HOURS.

CS138 ID: 641S6600017
VENDOR NAME: VENDOR NOT FOUND
DETAIL SERVICE CODE: 910-60 PLUMBING
CS138 TITLE: PLUMBING SERVICES
REQUESTED UNDER STANDARD(S): A

CIVIL SERVICE ACTION:

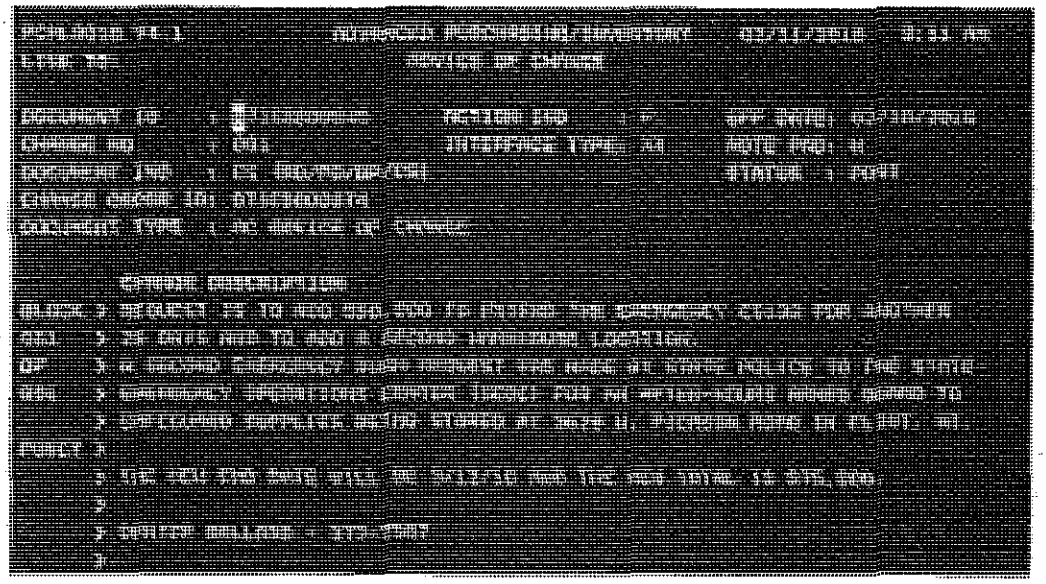
Gallagher, Carla (MCSC)

From: Ballard, Denice (DTMB)
Sent: Thursday, February 11, 2016 9:51 AM
To: Gallagher, Carla (MCSC); Hazard, Carol (MCSC)
Cc: Spaniolo, Natalie (DTMB); Thomas, Dwight (DTMB)
Subject: 071S6600046

Carla & Carol,

Emergency CS138, 071S6600046, was amended to add another a 28 days and $50,000 to accommodate MSP's request for armed guard service at a second warehouse to support the state of emergency operations in Flint.

So far we have been told this service is needed on a month-to-month basis. We will enter a short term CS138, not to exceed 832 hours, if the service will continue.



Thank you,

Denice Ballard
Financial Services – Delegated Procurement
Department of Technology, Management & Budget
ballardd@michigan.gov
517.373.7567
*Try our **NEW** online bidding website: www.buy4michigan.com*

DTMB
HELP. CONNECT. SOLVE.

Gallagher, Carla (MCSC)

From: Hazard, Carol (MCSC)
Sent: Thursday, February 18, 2016 9:54 AM
To: Ballard, Denice (DTMB); Gallagher, Carla (MCSC)
Cc: Spaniolo, Natalie (DTMB); Thomas, Dwight (DTMB)
Subject: RE: 07156600046

Hi Denice,

Civil Service has approved the above-mentioned CS-138 request for the additional money and extension of time. Our approval is captured in the notepad.

Thank you
Carol

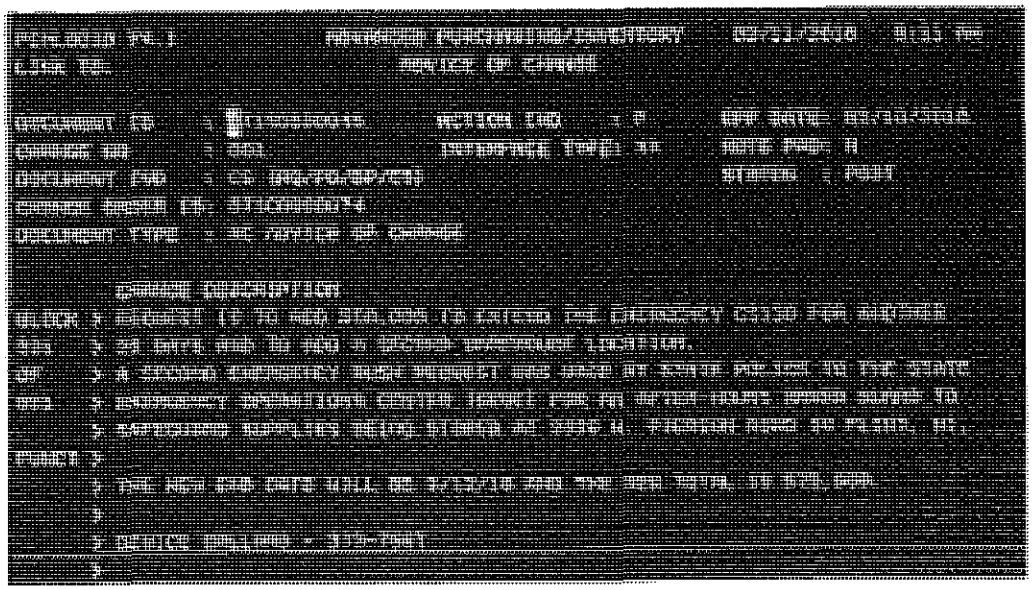
Carol Hazard
Civil Service Commission
517-241-8552

From: Ballard, Denice (DTMB)
Sent: Thursday, February 11, 2016 9:51 AM
To: Gallagher, Carla (MCSC) <gallagherc@michigan.gov>; Hazard, Carol (MCSC) <hazardc@michigan.gov>
Cc: Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Thomas, Dwight (DTMB) <ThomasD22@michigan.gov>
Subject: 071S6600046

Carla & Carol,

Emergency CS138, 071S6600046, was amended to add another a 28 days and $50,000 to accommodate MSP's request for armed guard service at a second warehouse to support the state of emergency operations in Flint.

So far we have been told this service is needed on a month-to-month basis. We will enter a short term CS138, not to exceed 832 hours, if the service will continue.



Thank you,

Denice Ballard
Financial Services – Delegated Procurement
Department of Technology, Management & Budget
ballardd@michigan.gov
517.373.7567
*Try our **NEW** online bidding website: www.buy4michigan.com*

DTMB
HELP. CONNECT. SOLVE.

From: Michigan State Police Alert Notification System <conf-1735095106@everbridge.net>
Sent: Tuesday, January 05, 2016 4:46 PM
To: Vargovich, Carol (MCSC)
Subject: S E O C Activation

Importance: High

Please click here to acknowledge receipt of this message

The S E O C will be activated at 8 a.m. on Wednesday January 6, 2016 in response to the Flint water crisis and the Emergency Declaration made by Governor Snyder. An e mail was sent to all primary S E M C's this afternoon requesting your agency's participation in a mandatory briefing which will be conducted at the S E O C at 9 a.m. on Wednesday January 6, 2016. Please coordinate within your agency to assure that a representative will be at this briefing.

This message is from the Michigan State Police Alert Notification System and is For Official Use Only.

From: Winters, Jan (MCSC)
Sent: Wednesday, January 13, 2016 9:12 AM
To: Vargovich, Carol (MCSC)
Cc: Fedorchuk, Matthew (MCSC)
Subject: FW: NEWS RELEASE: Water resource sites established in Flint with bottled water, filters and testing kits

FYI please see the bottom of the message which states all media inquiries are being handled by the Joint Information Center (JIC).

From: Weiss, Kurt (DTMB)
Sent: Wednesday, January 13, 2016 9:10 AM
To: Winters, Jan (MCSC)
Subject: FW: NEWS RELEASE: Water resource sites established in Flint with bottled water, filters and testing kits

Kurt Weiss
State Budget Office
517-335-0050

From: GOV Newsroom [mailto:govnewsroom@govsubscriptions.michigan.gov]
Sent: Saturday, January 09, 2016 3:17 PM
To: Weiss, Kurt (DTMB)
Subject: NEWS RELEASE: Water resource sites established in Flint with bottled water, filters and testing kits

Contacts: JOINT INFORMATION CENTER AT 888-EMD-TODAY (888-363-8632) or JICNews@michigan.gov.

FOR IMMEDIATE RELEASE
Jan. 9, 2016

Water resource sites established in Flint with bottled water, filters and testing kits

State and local officials coordinating resource distribution

LANSING, Mich. – The State of Michigan has partnered with local officials in a coordinated approach to establish five water resource sites in Flint where residents can pick-up bottled water, water filters, replacement cartridges and home water testing kits.

The water resource sites are now open and will be open seven days a week from 9 a.m. to 4 p.m. at Flint fire stations located at:

Fire Station #1
310 East 5th St.
Flint, MI 48502

Fire Station #3
1525 Martin Luther King Ave.
Flint, MI 48503

Fire Station #5
3402 Western Rd.
Flint, MI 48506

Fire Station #6
716 West Pierson Rd.
Flint, MI 48505

Fire Station #8
202 East Atherton Rd.
Flint, MI 48507

"The water resource sites serve as a one-stop location where residents can pick-up all of the resources they need to ensure their drinking water is safe, including bottled water, water filters, replacement cartridges and water testing kits," said Capt. Chris Kelenske, Deputy State Director of Emergency Management and Homeland Security and commander of the Michigan State Police Emergency Management & Homeland Security Division. "The state continues to work in coordination with local officials to ensure the daily needs of residents are met."

Water filters and replacement cartridges continue to be available Monday through Friday, between 9 a.m. and 4 p.m. at the following locations:

Michigan Department of Health and Human Services office
125 E. Union St.
Flint, MI 48502

Michigan Department of Health and Human Services office
4809 Clio Road

Flint, MI 48504

Genesee County Community Action Resource Department office
2727 Lippincott
Flint, MI 48507

Genesee County Community Action Resource Department office
601 N. Saginaw
Flint, MI 48502

Flint City Hall
1101 S. Saginaw St.
Flint, MI 48502

Residents who need transportation or any other assistance can call 211.

Residents are urged to use filtered water for drinking, food preparation, brushing teeth and watering pets. Unfiltered water may be used for bathing and cleaning.

In addition to the water resource sites, home water testing kits are available at Flint City Hall, the Flint Water Treatment Plant or Flint Fire Department locations.

Visit www.michigan.gov/flintwater or call 2-1-1 for more information.

###

NOTE: ALL MEDIA INQUIRIES ARE BEING HANDLED BY THE JOINT INFORMATION CENTER AT 888-EMD-TODAY (888-363-8632) orJICNews@michigan.gov.

STAY CONNECTED:

This email was sent to weissk1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Winters, Jan (MCSC)
Sent: Wednesday, January 13, 2016 12:32 PM
To: Vargovich, Carol (MCSC)
Cc: Fedorchuk, Matthew (MCSC)
Subject: FW: MEDIA ADVISORY: Michigan National Guard Personnel to Assist At Water Resource Sites
Attachments: Media Advisory_National Guard 1.13.16.doc

Hi Carol-
Matt is now receiving these updates as CSC's Public Information Officer.

Please note the message at the bottom of the notice below referring all media inquiries to the JIC so this seems to be the consistent theme. Just let Matt know if you receive any calls or inquiries.

Thanks-
Jan

From: JICNews
Sent: Wednesday, January 13, 2016 11:31 AM
To: JICNews
Subject: MEDIA ADVISORY: Michigan National Guard Personnel to Assist At Water Resource Sites

Michigan National Guard Personnel to Assist At Water Resource Sites

FOR IMMEDIATE RELEASE
January 13, 2016

For more information contact:
Joint Information Center 888-EMD-TODAY (888-363-8632)
JICNews@Michigan.gov

DATE:
Tuesday, Jan. 13, 2016

TIME:
11:30 a.m. – 12:30 p.m.

WHERE:
Water Resource Site
Fire Station #3
1525 Martin Luther King Ave.
Flint, MI 48503

WHO:
Michigan Department of Military and Veterans Affairs, LTC William Humes
Michigan State Police Spl/F/Lt. David Kaiser

WHAT:
State officials will hold a media availability to discuss the activation of the Michigan National Guard to assist with the Flint water emergency. National Guard personnel will be stationed at water resource sites to assist in the distribution of supplies to Flint citizens. Bottled water, water filters, replacement cartridges and water testing kits are all available FREE to Flint residents at these sites.

Public information and updates can be found at www.michigan.gov/flintwater. Efforts are being coordinated by the State of Michigan in partnership with the City of Flint, Genesee County and local community organizations.

###

ALL MEDIA INQUIRIES ARE BEING HANDLED BY THE JOINT INFORMATION CENTER AT 888-EMD-TODAY (888-363-8632) or JICNews@michigan.gov.

From: Vargovich, Carol (MCSC) <vargovichC@michigan.gov>
Sent: Thursday, January 14, 2016 12:40 PM
To: Barcroft, Jaclyn (MSP)
Cc: Lardie, Keri (MCSC)
Subject: CSC - MI CIMS

Jacklyn - Myself and Keri Lardie were recently made the state EMCs for the Civil Service Commission. Neither her or I have attended the training for the MI CIMS. Is it possible to provide us with access to view the activity in MI CIMS without the training? We would like the ability to monitor the current activity as it relates to state employees impacted by the Flint water crisis.

If you have questions, my number is 373-3168.

From: Strobel, Pamela (MSP) <StrobelP1@michigan.gov>
Sent: Tuesday, January 26, 2016 5:58 PM
To: Strobel, Pamela (MSP)
Subject: IMPORTANT: Informational Update for all State Agency Emergency Management Coordinators and First Alternates
Attachments: GOB Parking and Entrance Map.pdf

Importance: High

Dear State Agency Emergency Management Coordinators:

As you are aware, the State Emergency Operation Center (SEOC) will be relocating from 4000 Collins Road, Lansing to 7150 Harris Drive, Dimondale (known as the General Office Building – GOB) on Friday, January 29, 2016.

All State Agency Emergency Management Coordinators (SEMC) currently working on the Flint Water Emergency need to report to the new facility at 8 a.m. on Friday, January 29, 2016.

Please park in the standard area and enter at the main entrance of the GOB (see attached parking and entrance map). EMHSD staff will be on site by 7:45 a.m. to greet and escort you to the new SEOC.

We ask for your patience as we all learn our way around and with new equipment. It may be necessary for us to assign "temporarily" locations of computers in the SEOC; therefore, you may not be located in your permanent sitting position until early next week.

It has been mentioned to the SEMC or alternate working within the SEOC throughout the week, it is important that you secure documents and files you may have stored on the PC's or desktops at Collins Road by saving to a memory stick or you may also talk to the IT support within the SEOC (Rich or Jaclyn) about saving information to the S Drive. You will most likely be working on a different PC, and we want to ensure you have the files you need to continue operations with as little interruption as possible. If you have manuals specific to your discipline in the current SEOC, please take those with you on Thursday and bring them to the Harris Road SEOC on Friday morning. If you are not working in the SEOC at this time and have manuals specific to your discipline, please stop by before Thursday night to retrieve them. Any materials left behind will be discarded.

Please return your ADT access card for Collins Road, by Thursday. A container will be placed near the SEOC sign in-sheet for this purpose.

New phone numbers will be established in the SEOC and will be provided as soon as permanent locations are set. Until then, we recommend using your cell if someone needs to contact you.

If you have any questions, please contact me.

Thank you,
Pam

Pam Strobel
Administrative Assistant
Emergency Management
and Homeland Security Division

Michigan State Police
4000 Collins Road
Lansing, MI 48910
TX: 517-336-2686

PLEASE NOTE: Effective **February 1, 2016**, the **Administrative Section / Emergency Management and Homeland Security Division** is moving.
My new contact information will be:

Phone: 517-284-3946
Fax: 517-284-3857
Physical Address:
7150 Harris Drive
Dimondale Michigan 48821

Mailing Address:
PO Box #30634,
Lansing, MI 48909

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"

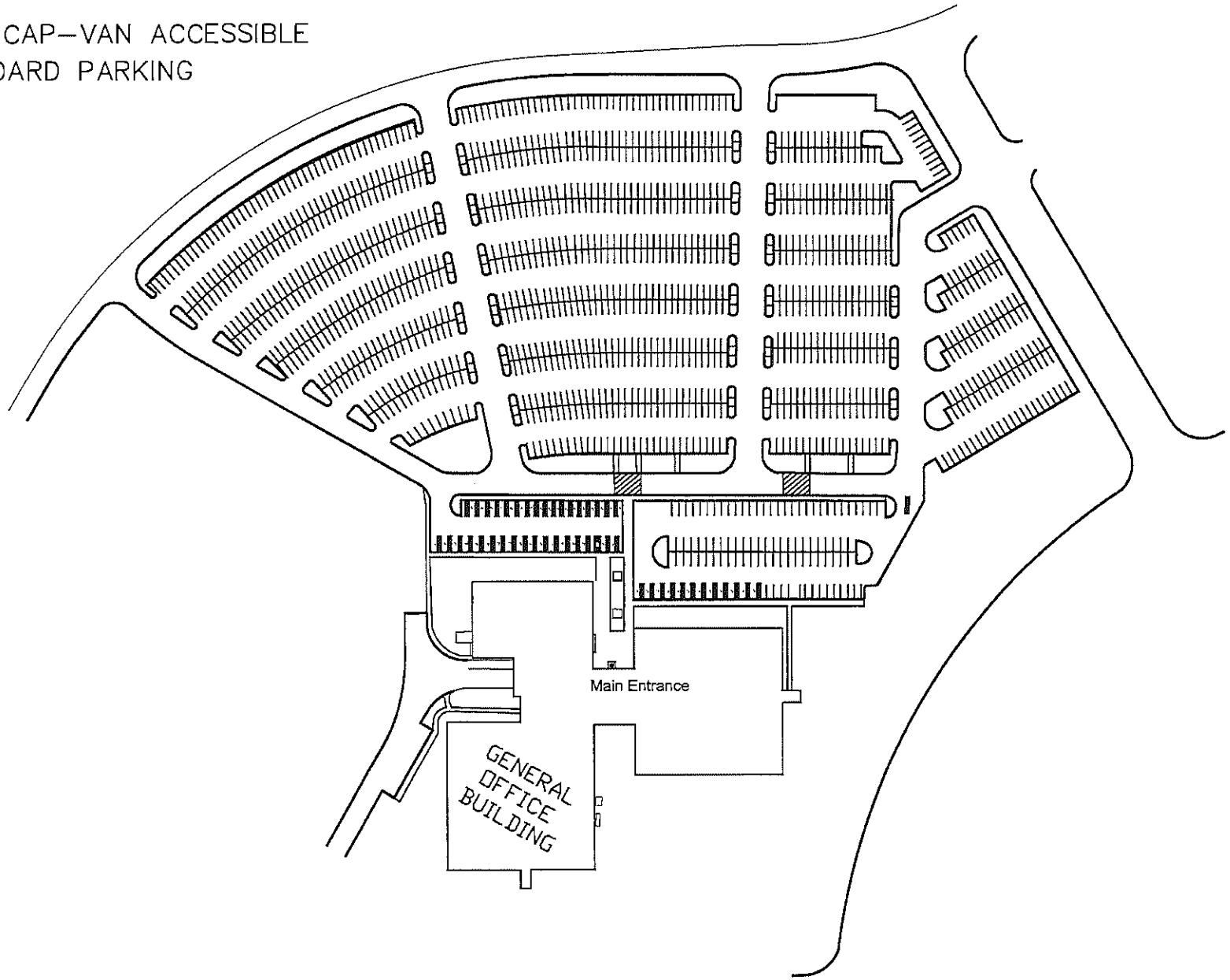


CURRENT CONFIGURATION

HANDICAP PARKING

HANDICAP–VAN ACCESSIBLE

STANDARD PARKING



From: Vargovich, Carol (MCSC)
Sent: Wednesday, January 27, 2016 1:49 PM
To: Lardie, Keri (MCSC)
Subject: Re: IMPORTANT: Informational Update for all State Agency Emergency Management Coordinators and First Alternates

I think for now it's just the Flint water folks. I believe they are planning a general orientation soon.

On Jan 27, 2016, at 9:17 AM, Lardie, Keri (MCSC) <LardieK@michigan.gov> wrote:

> Do we need to go on Friday? Thoughts?
>
> **From:** Strobel, Pamela (MSP)
> **Sent:** Tuesday, January 26, 2016 5:58 PM
> **To:** Strobel, Pamela (MSP) <StrobelP1@michigan.gov>
> **Subject:** IMPORTANT: Informational Update for all State Agency Emergency Management Coordinators and First Alternates
> **Importance:** High
>
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>
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If you have any questions, please contact me.

Thank you,
Pam

Pam Strobel
Administrative Assistant
Emergency Management
and Homeland Security Division
Michigan State Police
4000 Collins Road
Lansing, MI 48910
TX: 517-336-2686

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My new contact information will be:

Phone: 517-284-3946
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Physical Address:
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Dimondale Michigan 48821

Mailing Address:
PO Box #30634,
Lansing, MI 48909

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"
<image003.png>

<GOB Parking and Entrance Map.pdf>

From: Fedorchuk, Matthew (MCSC)
Sent: Monday, February 01, 2016 3:39 PM
To: Winters, Jan (MCSC)
Subject: FW: Flint Water Expenditure and Activity Tracking
Attachments: 2-1-16 Flint Water Exp and Activity Tracking.pdf

Wasn't sure if you were copied.

From: Gardner, Kimberly (DTMB)
Sent: Monday, February 01, 2016 3:34 PM
To: Collins, Joseph (DHHS); Daniel, Jennie (MSL); Daniels, Vickie (DHHS); Eyer, Tamara (DEQ); Horton, Stephanie (MSP); King, Susan (MCSC); Lardie, Keri (MCSC); Lisle, Marie (LARA); barberb@courts.mi.gov; Bendele, Steven (DHHS); timbowlin@house.mi.gov; Bright McClanahan, Amanda (MEDC); Bruce, David M. (MDARD); Christian, Al (DMVA); mcleary@house.mi.gov; Epkey, Amy (DEQ); Fielek, Joseph L. (Treasury); Green, Paul (OAG); Guerrant, Kyle (MDE); chammon@house.mi.gov; Irwin, Sherri (MSP); Jarois, Rose (MDOS); Jeffery, Phillip (DTMB); ejeffries@senate.mi.gov; Neill, Brian (MSL); Pero, Colleen (MDCR); Pohl, Allan (LARA); Schafer, Sharon (DNR); Selleck, James (AG); Sherry, Jeri Ann (MDOC); Simon, Robert (MGCB); Sykes, Jeffrey (MSHDA); Timpf, Ed (MDOT); Vargovich, Carol (MCSC); Warner, T; Williams, Patrica K. (LSB); Lopez, Tony A. (MDOC); Parker, Joetta (MDE); Wieber, Deborah (MCSC); Wilson, Donna (MCSC)
Cc: Mikula, Lora (DTMB); Moody, Michael (DTMB); Duncan, Nancy (DTMB); Fedorchuk, Matthew (MCSC); Piggott, Jeremy (DTMB); Quigley, David (DTMB); Budget Officers Distribution List; Roberts, John (DTMB); Weiss, Kurt (DTMB); Shoemaker, Lisa (DTMB); Jameson, Robbie (DTMB); Harkins, Chris (DTMB); Gossman, Colleen (DTMB); McNeely, Jacques (DTMB); Schwartz, Ruth (DTMB); Alvord, Melanie (MSL); Bengel, Joe (AG); Blundy Lorie; Callahan, Shirley (LARA); Carey, Marilyn (DHHS); dememberl@courts.mi.gov; Doyle, Holli (MGCB); Foss, Ron (DTMB); Gulick, Lia L. (MDOC); Nichols, Susan R. (Treasury); Paradine, Cindy (MDOS); Roach, Stephanie (OAG); Salman, Julie (MDOT); lscott@senate.mi.gov; Thelen, Janell (MSHDA); Trepkoski, Jill (DHHS); dwroube@house.mi.gov; Zuker, Rose (MDE)
Subject: Flint Water Expenditure and Activity Tracking

Please reference the attached memo. If you have any questions, please contact Lora Mikula at 373-0447 or MikulaL@michigan.gov.

Thank you!

Respectfully submitted,

Kim Gardner

Kim Gardner
Senior Executive Management Assistant to
Michael J. Moody
Office of Financial Management
STATE BUDGET OFFICE
111 S. Capitol Avenue
Lansing, MI 48933
PH: 517-241-0811
www.michigan.gov/sbo

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STATE OF MICHIGAN
STATE BUDGET OFFICE
LANSING

RICK SNYDER
GOVERNOR

JOHN S. ROBERTS
DIRECTOR

February 1, 2016

MEMORANDUM

TO: Chief Financial Officers and Human Resource Directors
All State Agencies

FROM: Michael J. Moody, Director
Office of Financial Management

SUBJECT: Flint Water Expenditure and Activity Tracking

In order to facilitate the tracking and monitoring of expenditures and activity related to the Flint water emergency, the Office of Financial Management (OFM) has established the following coding and processes. The coding and processes described in this memo will be used to track expenditures in MAIN and state employee activity in DCDS. Separate instructions regarding the tracking of outputs related to the Flint water emergency will be forthcoming.

Expenditure of Funds Appropriated in Public Act 3 of 2016

OFM has established a line item appropriation number (88500) that will be used for all appropriations included in Public Act 3 of 2016 (HB 5520). Each affected agency is responsible for submitting Electronic Budget Adjustment (EBA) documents using the appropriation number established by OFM and providing the necessary D23 coding for the funding source(s) identified in the appropriation act.

In addition to the submitting EBA documents, affected agencies must establish and use Program Cost Account (PCA) coding in MAIN to specify which of the activities identified in the appropriation act boilerplate are supported by expenditures. Each of the established PCA codes must include multipurpose code FNT-WTR. OFM will contact affected agencies within the next week to discuss establishment and use of the needed PCA codes in more detail.

Please note that these instructions apply only to funds appropriated in Public Act 3 of 2016. Additional instructions will be issued when future appropriations related to the Flint water emergency are enacted.

Expenditure of Other Funds

OFM has established MAIN multipurpose code FNT-WTR to be used by agencies to track expenditures of funds not appropriated in Public Act 3 of 2016 that are related to the Flint water emergency. FNT-WTR is a statewide multipurpose code that is available for use with any PCA code.

If your agency already uses multipurpose code in a manner that conflicts with using it as described above, please contact OFM as soon as possible to discuss alternative methods for tracking.

Tracking Time and Activity in DCDS

OFM has established a DCDS activity code (FDWP) that affected state employees should use to record the amount of time spent on activities related to the Flint water emergency. The activity code will be used to track employee hours devoted to activities related to the Flint water emergency. It is separate from and will have no impact on the expenditure tracking that will occur in MAIN. If employees are not familiar with the DCDS activity reporting process, the reporting is done biweekly on the "Activity" tab of the DCDS timesheet.

If you have questions regarding this memo, please contact Lora Mikula at 373-0447 or MikulaL@michigan.gov.

cc: Nancy Duncan
Matt Fedorchuk
Budget Office Directors
OFM Directors
Agency Budget Officers
Agency Chief Accountants

From: Winters, Jan (MCSC)
Sent: Monday, February 01, 2016 4:11 PM
To: Fedorchuk, Matthew (MCSC)
Subject: RE: Flint Water Expenditure and Activity Tracking

I had not seen this. Thanks, Matt.

Jan

From: Fedorchuk, Matthew (MCSC)
Sent: Monday, February 01, 2016 3:39 PM
To: Winters, Jan (MCSC)
Subject: FW: Flint Water Expenditure and Activity Tracking

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Please reference the attached memo. If you have any questions, please contact Lora Mikula at 373-0447 or MikulaL@michigan.gov.

Thank you!

Respectfully submitted,

Kim Gardner

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Senior Executive Management Assistant to
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From: Calahan, Heather (DTMB) <CALAHANH@michigan.gov>
Sent: Wednesday, February 03, 2016 4:20 PM
To: Brownlee, Jeff (DTMB); Vargovich, Carol (MCSC); Epkey, Amy (DEQ); Sanches, Christine (DHHS); Wright, Penny (DIFS); Graham, Kimberly (DMVA); Gyorkos, Laura (DNR); Hamp, Julie M. (MDOC); Paradine, Cindy (MDOS); Frierson, Myron (MDOT); Spaniolo, Natalie (DTMB); Mullen, Patrick (DTMB); Maynard, Sharon (DTMB); Simon, Robert (MGCB); Droste, LeAnn (LARA); Robinson, Steve (LARA); Kish, Lucy (MSL); Bruce, David M. (MDARD); Shackelford, Levita (MDCR); Morse, Peter (MEDC); Grammer, Scott (MSHDA); Olivarez, Victoria (MSP); Smith, Gerri (DTMB); Moody, Michael (DTMB); Hanses, Bruce (TREASURY); Gyorkos, Laura (DNR); Quigley, David (DTMB); Stephen, Kimberly (DHHS); Zuker, Whitnie (DTMB); McDonald, Paul (DEQ); Edgett, Chelsea (MEDC); Doyle, Holli (MGCB); Kotsifis, Marina (MGCB); Platte, Pamela (MDOS); Dennis, Ann (MDE); Payne, Darcie (DIFS); Davis, Kimberly (MCSC)
Cc: Maher, Sharon (DEQ); Schmitt, Jane (MDE); Bassett, Chad (MDE)
Subject: Flint Emergency Purchasing Procedures
Attachments: Flint Emergency Purchasing Procedures.pdf

Good afternoon,

Attached is the Flint Emergency Purchasing Procedures Jeff spoke about this afternoon.

Heather

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 2, 2016

TO: State of Michigan Procurement Leadership

FROM: DTMB Procurement

SUBJECT: Genesee County Water Emergency Response - Purchasing Guidance

Thank you to all who are working to support the State of Michigan's Genesee County, City of Flint water emergency response.

Given the complexity and variety of the needs of this emergency effort, the purchasing support required is complex as well. Purchasing protocols have some differences under this declared state of emergency, and meticulous tracking of expenditures is imperative.

The Michigan State Police (MSP) is the lead agency overseeing the situation and managing the State Emergency Operations Center (SEOC). Flint related purchases must **first** be routed through the appropriate SEOC contact (see attached for an agency roster) to include the SEOC State Director. This is required for all Flint- related purchases without exception. The SEOC financial team is responsible for tracking all expenditures in connection with the emergency efforts.

Each agency is responsible for its own purchasing transactions. This includes p-card transactions and purchase orders, the tracking of all such transactions, and reporting of those transactions to the appropriate SEOC representative. Failure to properly inform the SEOC financial team of any transaction may result in a forfeiture of any potential reimbursement anticipated by the agency.

Agency purchasing managers are responsible to supply their agency's SEOC representative with a 24/7 phone number for agency purchasing staff support and request that the SEOC representative involves them in every purchase. (Note: SEOC hours are 8 am to 8 pm, seven days a week at this time.)

Emergency Purchasing Procedure:
Public Act 431 of 1984 provides an exception to competitive bidding during a state of emergency. However, responsible purchasing procedures are still the expectation for all procurement professionals (agency purchasing staff).

In addition to the notification and reporting expectations set forth above, transactions should be conducted and/or overseen by procurement professionals, with rare exception, in accordance with the following:

- Each agency makes their own determination when an emergency purchase order is required, and is then responsible for the supporting documentation
- Utilize existing State contracts where possible. Contact DTMB Procurement for help negotiating bulk rates or expedited shipments if needed, and for any concerns related to availability of funds on a contract

- Obtain three quotes whenever reasonably practicable
- Post bids online to the extent practicable
- Please escalate any questions to DTMB Procurement before executing a buy
- DTMB Procurement will assist any agency upon request to address supply chain issues (e.g. working with a national supplier to ensure a high volume supply of water filters are available)
- DTMB-Financial Services is not responsible for issuing emergency purchase orders on behalf of agencies with the exception of information technology related goods and services
- Maintain documentation supporting all transactions. Establish internal protocols to support this such as a single spreadsheet to track agency-wide transactions. Report your agency's expenses to the SEOC Finance team via your SEOC representative.

Questions, concerns, or comments should be directed to:

Primary Contact:
Rebecca Cook, Commodities Division Director
Cookr6@michigan.gov
Cell: (

Secondary Contact:
Jeff Brownlee, Chief Procurement Officer
brownleej@michigan.gov
Cell: (

Sincerely,

Jeff Brownlee
Chief Procurement Officer
State of Michigan