

MICHIGAN CIVIL SERVICE COMMISSION

P.O. Box 30002, Lansing, Michigan 48909

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ADVISORY BULLETIN

No. 6.06-1-2009

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RULE REFERENCE: 1-15, 5-1.3

REGULATION REFERENCE: 6.06

BUREAU/DIVISION CONTACT AREA

Compensation & Performance Management

CONTACT PERSON

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SUBJECT

**EMPLOYEE PARTICIPATION IN THE COORDINATED COMPENSATION PLAN PROCESS FOR
FY 2011**

This document should be placed with the referenced rule and/or regulation until the Post End Date.

Civil Service Commission Rule 5-1.3, Coordinated Compensation Plan, states:

“The coordinated compensation panel shall send a recommended coordinated compensation plan for all nonexclusively represented classified employees to the civil service commission. The panel shall consider negotiated collective bargaining agreements, any impasse panel recommendations, and any recommendations of the employer or employees. The panel shall send its recommendation on or before the date set by the state personnel director.”

Civil Service Regulation 6.06, Standard B, Participation, states:

“... Additionally, nonexclusively represented classified employees who are not members of LROs may participate upon leave granted by the Panel or its Chair. Any request to participate under this provision must be submitted in writing to the Panel before the deadline established by the State Personnel Director....”

Nonexclusively represented employees who are not members of Limited Recognition Organizations (LROs) may now submit requests to participate in the coordinated compensation plan development process for wages and benefits to be effective in Fiscal Year 2010-2011. Requests must be received by September 14, 2009 to be considered.

Requests must include the following information: 1) the name, address, and phone number of the employee or spokesperson for an employee or group of employees; 2) a certification that no employee or group member requesting to participate is a member of an LRO; 3) a description of the specific compensation or benefits changes proposed and the classifications of employees for whom the change is requested; and 4) a brief explanation of the reasons why the requested change is necessary.

Advisory Bulletin No. 6.06-1-2009
Page 2 of 2
August 25, 2009

Employees granted leave to participate will be asked to submit a position statement detailing their issue(s) and recommendations at a later date.

Letters of application should be sent to the Coordinated Compensation Panel, c/o Michael DeRose, Michigan Civil Service Commission, Compensation Program, P.O. Box 30002, Lansing, Michigan 48909.