

**STATE OF MICHIGAN
92ND LEGISLATURE
REGULAR SESSION OF 2004**

Introduced by Reps. LaJoy, Drolet, Palsrok, Pastor, Casperson, Caswell, Taub, Amos, Emmons, Acciavatti, Milosch, Garfield, Brandenburg, DeRoche, Robertson, Shaffer, Stewart, Meyer, Wenke, Stahl, Tabor, Sheen, Farhat, Shackleton, Stakoe, Huizenga, Mortimer, Nofs, Pappageorge, Howell, Middaugh, Caul, Ruth Johnson, Van Regenmorter, Steil, Voorhees, Hummel, Palmer, Vander Veen, Nitz, Bradstreet, Richardville, Gaffney and Newell

ENROLLED HOUSE BILL No. 5190

AN ACT to consolidate certain state human resource operations in the department of civil service; to create certain offices; and to impose certain duties and responsibilities on certain state officials and employees.

The People of the State of Michigan enact:

Sec. 1. This act shall be known and may be cited as the “consolidated human resource operations act”.

Sec. 2. As used in this act:

- (a) “Department” means the department of civil service.
- (b) “Executive branch” means the executive branch of state government, excluding the department of attorney general and the department of state.
- (c) “Executive director” means the executive director of the office of human resource operations.
- (d) “Office” means the office of human resource operations created in the department.
- (e) “State personnel director” means the principal executive officer of the civil service commission.

Sec. 3. (1) The office of human resource operations is created within the department. The office shall be headed by the human resource operations executive director, who shall serve under the state personnel director.

(2) The office shall lead state efforts to consolidate and reorganize all human resource operations within the executive branch into the office. Upon completion of the consolidation and reorganization, all human resource operations authority, power, duties, functions, responsibilities, personnel, equipment, and budgetary resources in the executive branch, including payroll and benefit administration shall be conducted in the office.

Sec. 4. Not later than 120 days after the effective date of this act, the state personnel director shall hire an executive director with expertise in human resource operations. The executive director shall create, develop, and implement a business plan and otherwise assist the office in consolidating and reorganizing all human resource operations in the executive branch into the office not later than September 30, 2004. The business plan shall outline and describe the duties, responsibilities, authority, powers, functions, personnel, equipment, and budgetary resources involved in the human resource operation of the executive branch as they are consolidated and reorganized into the office and specifically describe how redundancies shall be eliminated and how efficiencies shall be increased. The business plan

shall also include a timetable for the consolidation and reorganization and an organizational chart of human resource operations in the executive branch as they are consolidated and reorganized into the office.

Sec. 5. Not later than September 30, 2004, the office shall do all of the following:

(a) The office shall develop standard operating procedures and policies that all executive branch human resource employees shall follow as they conduct their human resource activities.

(b) The office shall develop service level agreements within the executive branch to ensure quality human resource services.

(c) The office shall determine the true costs of providing human resource services before the consolidation and reorganization.

(d) The office shall develop and use specific measurements to determine the true costs of human resource services after the consolidation and reorganization.

Sec. 6. All executive branch departments and state agencies shall cooperate with the office in completing its mission of providing quality human resource services.

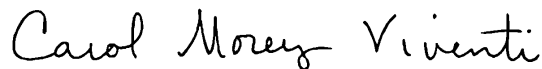
Sec. 7. (1) The executive director shall provide the house employment relations, training and safety committee and the senate government operations committee with a report as to progress of consolidating and reorganizing human resource operations in the office every 3 months beginning 3 months after the effective date of this act until completion of the consolidation and reorganization.

(2) Upon completion of the consolidation and reorganization, the executive director shall provide the house employment relations, training and safety committee and the senate government operations committee with a report on the total savings achieved, the reduction in state employees, if any due to the consolidation and reorganization, and the current status of human resource services in the office every 6 months for 18 months following consolidation and reorganization.

This act is ordered to take immediate effect.



Clerk of the House of Representatives



Secretary of the Senate

Approved _____

Governor