

SUBSTITUTE FOR
HOUSE BILL NO. 4148

A bill 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:

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

3 Sec. 2. As used in this act:

4 (a) "Department" means the department of civil service.

5 (b) "Executive branch" means the executive branch of state
6 government, excluding the department of attorney general and the
7 department of state.

8 (c) "Office" means the office of human resource operations

1 created in the department.

2 (d) "State personnel director" means the principal executive
3 officer of the civil service commission.

4 Sec. 3. (1) The office of human resource operations is created
5 within the department. The office shall be headed by the state
6 personnel director.

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

14 Sec. 4. Not later than 120 days after the effective date of
15 this act, the state personnel director shall create, develop, and
16 implement a business plan and otherwise assist the office in
17 consolidating and reorganizing all human resource operations in the
18 executive branch into the office not later than September 30, 2005.
19 The business plan shall outline and describe the duties,
20 responsibilities, authority, powers, functions, personnel,
21 equipment, and budgetary resources involved in the human resource
22 operation of the executive branch as they are consolidated and
23 reorganized into the office and specifically describe how
24 redundancies shall be eliminated and how efficiencies shall be
25 increased. The business plan shall also include a timetable for the
26 consolidation and reorganization and an organizational chart of
27 human resource operations in the executive branch as they are

1 consolidated and reorganized into the office.

2 Sec. 5. Not later than September 30, 2005, the office shall do
3 all of the following:

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

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

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

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

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

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

25 (2) Upon completion of the consolidation and reorganization,
26 the state personnel director shall provide the house employment
27 relations, training and safety committee and the senate government

1 operations committee with a report on the total savings achieved,
2 the reduction in state employees, if any, due to the consolidation
3 and reorganization, and the current status of human resource
4 services in the office every 6 months for 18 months following
5 consolidation and reorganization.