

LEGISLATIVE COUNCIL ACT (EXCERPT)
Act 268 of 1986

4.1104a Council administrator; appointment; duties; responsibilities.

Sec. 104a.

(1) The council shall appoint a council administrator who shall be the chief executive officer of all legislative council agencies. The council administrator is an at-will employee and shall serve at the pleasure of the council. The council administrator has all the following duties and responsibilities:

- (a) To provide general supervisory oversight over all legislative council agencies.
- (b) To provide personnel policy oversight and development for all legislative council agencies.
- (c) To develop, prepare, and present legislative council agency budgets.
- (d) To review quarterly financial statements of legislative council agencies and monitor budgetary compliance.
- (e) To act as secretary to the council, including but not limited to the following:
 - (i) Scheduling of meetings for the council and subcommittees.
 - (ii) Keeping and recording of minutes and records of meetings.
- (f) To perform other duties and responsibilities as determined and assigned by the council.

(2) In addition to the responsibilities provided in subsection (1), at the direction of the Michigan state capitol commission, the council administrator shall do both of the following:

- (a) Administer compensation, benefits, and other personnel support for the employees of the Michigan state capitol commission.
- (b) Administer computer, telephone, and technical support for employees of the Michigan state capitol commission.

History: Add. 1995, Act 189, Imd. Eff. Nov. 6, 1995 ;-- Am. 2013, Act 241, Eff. Mar. 14, 2014

Compiler's Notes: Enacting section 1 of Act 241 of 2013 provides: "Enacting section 1. (1) Section 205 of the legislative council act, 1986 PA 268, MCL 4.1205, is repealed." (2) Upon repeal of section 205 of the legislative council act, 1986 PA 268, MCL 4.1205, as provided in subsection (1), any money in the legislative council parking fund created in that section is transferred to the state capitol parking fund created in section 9 of the Michigan state capitol historic site act."