


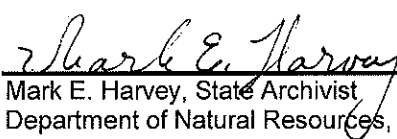
GENERAL SCHEDULE #5 - Administrative Records

This Retention and Disposal Schedule revises General Schedule #5 that was approved on February 9, 2016.

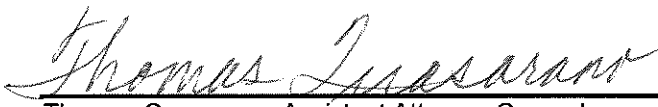
This Retention and Disposal Schedule covers **general administrative records** that are common to most offices in state government. The records that are described on the attached pages are deemed necessary (1) for the continued effective operation of state government, (2) to constitute an adequate and proper recording of its activities, and (3) to protect the legal rights of the government of the State of Michigan and of the people. We, the undersigned, believe that this schedule meets the administrative, legal, fiscal and archival requirements of the State of Michigan.




Brice Sample, Records Manager (Date) 7/17/17
Department of Technology, Management and Budget, Records Management Services



Mark E. Harvey, State Archivist (Date) 8/7/17
Department of Natural Resources, Archives of Michigan



Thomas Quasarano, Assistant Attorney General (Date) 9/12/17
Department of Attorney General, State Operations Division



Paul Green, Director of Administration (Date) 9/26/17
Office of the Auditor General

APPROVED

State Administrative Board (Date) 10-24-2017

STATE OF MICHIGAN
RECORDS RETENTION AND DISPOSAL SCHEDULE

GS #5 General Schedule #5 - Administrative Records

Item #	Series Title	Series Description	Retention Period	Approval Date
GS5.0 -	Introduction	<p>This records Retention and Disposal Schedule covers general administrative records that are common to most offices in state government. The records that are described on the attached pages are deemed necessary (1) for the continued effective operation of state government, (2) to constitute an adequate and proper recording of its activities, and (3) to protect the legal rights of the government of the State of Michigan and of the people. We, the undersigned, believe that this schedule meets the administrative, legal, fiscal and archival requirements of the State of Michigan.</p> <p>Agencies of the State of Michigan should use this general retention schedule for common administrative records. Records not listed on this and other general schedules shall be listed on an agency-specific schedule before they are disposed of.</p> <p>Records are created using a variety of tools and technologies, and may exist in many different formats; including paper, microfilm, photographs, and electronic files. Regardless of the format that a record may exist in, all records are retained according to their content, and the purpose for which they are created and used. General retention schedules do not specify in which formats a particular records series may exist. However, agencies must select a particular format to store their official records in, and ensure that the official copy of the record is retained in accordance with the retention periods specified in the schedule.</p> <p>Please contact the Records Management Services at (517) 335-9132, or online at http://www.michigan.gov/recordsmanagement/ for further information.</p>		
GS5.00 -	Transitory Records	<p>Transitory records relate to the activities of the agency, but have temporary value and do not need to be retained once their intended purpose has been fulfilled. These records are not an integral part of administrative or operational activities, are not required to sustain administrative or operational functions, are not regularly filed in a standard recordkeeping system, are not required to meet statutory obligations, and are recorded only for the time required for the completion of</p>	<p>RETAIN UNTIL: Activity is completed THEN: Destroy</p>	<p>1/14/2014</p>

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		actions. Examples of transitory records include routine requests for information that require no: administrative action, policy decision, special compilation or research. They may also include requests to order supplies, reminders for an upcoming meeting, etc.		
GS5.01 -	General Correspondence	General correspondence does not pertain to a specific project or case, and it is often organized chronologically or by correspondent's name. General correspondence may include referral correspondence. If the correspondence does pertain to a specific project or case, it should be filed with that project or case file. General correspondence may exist in a variety of formats, including memos, letters, notes and electronic mail messages. This series also includes automated or manual tools that index and/or track when correspondence was received, the topic of the correspondence, who is responsible for responding to the correspondence, and when the correspondence is considered closed for further action.	RETAIN UNTIL: Date sent or received PLUS: 2 years THEN: Destroy	3/20/2001
GS5.02A -	Administrative Subject File - Transfer to the Archives of Michigan	These records document various topics, issues, projects or activities that an agency/employee is involved in. Subject files are generally organized alphabetically by topic. Subject files include topical reference files about issues, strategic planning files for the agency or specific initiatives, special project files, etc. Document types may include: topical correspondence, memoranda, reports, research, articles, meeting notes, and related background materials. Subject files do NOT include case files, human resource files, accounting records and other specific function-based records.	RETAIN UNTIL: Topic is no longer considered to be of ongoing interest PLUS: 5 years THEN: Transfer to the Archives of Michigan <i>(only applies to agencies listed in Appendix A)</i>	3/20/2001

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STATE OF MICHIGAN
RECORDS RETENTION AND DISPOSAL SCHEDULE

GS #5 General Schedule #5 - Administrative Records

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		<p>Offices listed in Appendix A--The Archives of Michigan will permanently preserve subject files created by offices that are primarily responsible for the administration of an agency, such as directors and deputy directors. Appendix A indicates which offices should transfer subject file materials to the Archives five years after topics in the subject file become inactive.</p> <p>The Archives of Michigan may pull and destroy select files that contain nonrecord material (See General Schedule #1), files that have a different retention than the subject file, files that do not document the primary activities of the agency, or files that are too disorganized for a researcher to access with reasonable effort. For further information see the DMB Guide to State Government procedures 0920.02 and 0920.03.</p>		
GS5.02B -	Administrative Subject File - To Be Destroyed	<p>These records document various topics, issues, projects or activities that an agency/employee is involved in. Subject files are generally organized alphabetically by topic. Subject files include topical reference files about issues, strategic planning files for the agency or specific initiatives, special project files, etc. Document types may include: topical correspondence, memoranda, reports, research, articles, meeting notes, and related background materials. Subject files do NOT include case files, human resource files, accounting records and other specific function-based records.</p> <p>Offices not listed in Appendix A--Topics in the subject files from these offices are to</p>	RETAIN UNTIL: Topic is no longer considered to be of ongoing interest PLUS: 5 years THEN: Destroy <i>(only applies to agencies <u>not</u> listed in Appendix A)</i>	3/20/2001

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STATE OF MICHIGAN
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GS #5 General Schedule #5 - Administrative Records

Item #	Series Title	Series Description	Retention Period	Approval Date
		be destroyed five years after they become inactive.		
GS5.03 -	Policies and Procedures	These records document agency expectations for employee conduct and customer interaction, public conduct when receiving services, roles and responsibilities, standards for operation, procedures and activities of an office, etc. They may include policies, procedures, orders, regulations, circulars, policy memos, information sheets, standards, instructions, user manuals, process maps and analyses, supporting documentation, etc.	RETAIN UNTIL: Document is revised and superseded by a new version, or until the document is deemed obsolete THEN: Destroy	2/9/2016
GS5.04A -	Meeting Records- -Open Meetings of Public Bodies	These records document the official activities of public bodies that are subject to the provisions of the Open Meetings Act (such as official governing boards, commissions, committees, advisory boards, task forces or other legislatively mandated decision-making bodies). These records include original approved (sometimes signed) meeting minutes, agendas, audio/visual recordings, and other supporting documentation. Audio/visual recordings may be destroyed after the meeting minutes are approved. These records do not include meeting notices, bulletins, or documentation of expenditures.	RETAIN UNTIL: Minutes are approved PLUS: 5 years THEN: Transfer to the Archives of Michigan	1/17/2006
GS5.04B -	Meeting Records- -Closed Meeting Sessions of Public Bodies	These records document the official activities of public bodies that are subject to the provisions of the Open Meetings Act (such as official governing boards, commissions, committees, advisory boards, task forces or other legislatively mandated decision-making bodies). These records include original approved (sometimes signed) meeting minutes, agendas, audio/visual recordings, and other	RETAIN UNTIL: 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session occurred, MCL	1/17/2006

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STATE OF MICHIGAN
RECORDS RETENTION AND DISPOSAL SCHEDULE

GS #5 General Schedule #5 - Administrative Records

Item #	Series Title	Series Description	Retention Period	Approval Date
		supporting documentation related to closed meeting sessions only.	15.267(2) THEN: Destroy	
GS5.04C -	Meeting Records-- -Departmental Executive Staff/Advisory	These records may include meeting minutes, agendas, and distribution materials related to meetings consisting of department executive staff, and advisory boards or committees that are assembled by a public official to influence government policy or activities.	RETAIN UNTIL: Meeting date PLUS: 5 years THEN: Transfer to the Archives of Michigan	1/17/2006
GS5.04D -	Meeting Records-- -Internal Agency Committee Records	These records may include meeting minutes, agendas, and related records documenting the proceedings and decisions of committees consisting of members that are entirely or primarily internal to one agency.	RETAIN UNTIL: Meeting date PLUS: 5 years THEN: Destroy	1/17/2006
GS5.04E -	Member Files-- Public Bodies	These records document individuals who are elected, selected or appointed to serve as a member of a public body. They may include, but may not be limited to, resumes, biographies, photographs, correspondence, disclosure documents, and supporting documentation.	RETAIN UNTIL: Individual is no longer a member of the public body PLUS: 2 years THEN: Destroy	10/24/2017
GS5.05 -	Meeting Records-- -Internal Agency Staff	These records may include meeting minutes, agendas, and distribution materials related to staff meetings consisting of members that are entirely or primarily internal to one agency.	RETAIN UNTIL: Meeting date PLUS: 2 years THEN: Destroy	3/20/2001
GS5.06 -	Freedom of Information Act (FOIA) Records	These records will document requests for information and public records maintained by state agencies. They may include requests for information, correspondence, a copy of the information released, and billing documentation.	RETAIN UNTIL: Response is sent or request is denied PLUS: 1 year THEN: Destroy	3/20/2001
GS5.07 -	Budget Documentation	These files are maintained for budget planning and allocation purposes and may include copies of the following: management plans, work sheets, program revisions, expenditure details, related correspondence, etc. They do not include the official budget records which are	RETAIN UNTIL: Calendar year ends PLUS: 5 years THEN: Destroy	3/20/2001

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Item #	Series Title	Series Description	Retention Period	Approval Date
		maintained by the Office of the Budget, Department of Technology, Management and Budget.		
GS5.08 -	Audit Records	<p>These records document audits conducted by the Auditor General, external auditors (such as federal government agencies and third parties), and internal auditors. They may include preliminary and final reports, reconciliation reports, department responses, correspondence, and other supporting documentation.</p> <p>Official audit records that are prepared by the Auditor General are maintained by their office, and copies of each audit report are provided to the Library of Michigan.</p>	<p>RETAIN UNTIL: Audit is completed PLUS: 5 years THEN: Destroy</p>	3/20/2001
GS5.09 -	Legislative Records	These records document departmental involvement in the legislative process both at the state and federal levels. They may include copies of House and Senate bills, bill analyses, program bulletins, and related correspondence. They do not include the records maintained by the Legislature.	<p>RETAIN UNTIL: Legislation is passed or abandoned PLUS: 5 years THEN: Destroy</p>	10/19/2010
GS5.10 -	Litigation Files	These files contain copies of the official records maintained by the Department of Attorney General. Documents may include depositions, transcripts, decisions, correspondence, data, exhibits, research materials, reports, press releases, media clippings, etc.	<p>RETAIN UNTIL: Case is closed, including all appeals PLUS: 5 years THEN: Destroy</p>	3/20/2001
GS5.11 -	Publications	<p>These files include agency-developed publications used as a mechanism to distribute information or publicize agency activities. They include brochures, pamphlets, training materials, fact sheets, books, magazines, newsletters, calendars, CD-ROMs, maps, posters, public relations materials, etc.</p> <p>If a publication is available on the agency's</p>	<p>RETAIN UNTIL: Document is published PLUS: 1 year THEN: Transfer 1 copy to the Archives of Michigan (see description for information</p>	10/19/2010

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Item #	Series Title	Series Description	Retention Period	Approval Date
		<p>website, the agency must contact the Library of Michigan, Government Documents Depository Program via e-mail at govdoc@michigan.gov when new information is posted online (including the link to the content in the message). If a publication is not available online, send one copy in electronic format via e-mail to govdoc@michigan.gov, OR send 15 print copies via ID mail to: Library of Michigan, Government Documents, 3rd floor Library.</p> <p>The only exception(s) to this policy are those publications listed on the Core List of Michigan Documents, which is available at http://www.michigan.gov/documents/hal/hal_lm_2006_draft_core_list_177774_7.pdf. 15 print copies of the publications listed here must be sent to the Library, IF they are available in that format. If the item is not printed for distribution outside the agency at all, follow the e-mail notification process outlined above.</p> <p>For more complete information regarding the Michigan Documents Depository Program and state agency participation, see the FAQ and other information at www.michigan.gov/mddp.</p>	about the Library of Michigan)	
GS5.12 -	Publications-- Development Records	These files include drafts of publications and web content, supplemental materials, correspondence, printing requests, mock-ups, etc.	RETAIN UNTIL: No longer of reference value after the publication is finalized THEN: Destroy	10/19/2010
GS5.13 -	Safety Data Sheets	Safety Data Sheets are written or printed material concerning a hazardous chemical that contain safety and health information about the chemicals to which employees	RETAIN UNTIL: Hazardous material is no longer in use or	3/20/2001

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Item #	Series Title	Series Description	Retention Period	Approval Date
		may be exposed. These sheets, or some record of the identity of the substance or agent, such as the chemical name, if known, where it was used and when it was used must be maintained. Refer to Michigan Occupational Safety and Health Administration (MIOSHA) Part 470 "Employee Medical Records and Trade Secrets" for additional information.	stored on the property PLUS: 30 years THEN: Destroy	
GS5.15 -	Administrative Rule Promulgation Records	These records may contain public notices, drafts of rules, meeting notes, correspondence, and any other supporting documentation created during the formal rule promulgation process. Pursuant to Act 306 of 1969 as amended, a party may contest a rule within two years of its effective date.	RETAIN UNTIL: Effective date of the rule or the last date of revision, whichever is later PLUS: 2 years THEN: Destroy	10/19/2010
GS5.16 -	Forms History Record	These records document each form used by an agency. They may include, but may not be limited to, revisions, and correspondence.	RETAIN UNTIL: Replaced by a new version of the form PLUS: 5 years THEN: Destroy	10/24/2017
GS5.17 -	Press Releases	These records document the development of press releases. Files may include work requests, drafts, approved distribution lists, and official press releases. The Archives of Michigan will preserve the official press release and any related topical indexes. Agencies are encouraged to destroy other documentation prior to transferring the official press release to the custody of the Archives.	RETAIN UNTIL: Release is published PLUS: 5 years THEN: Transfer to the Archives of Michigan	3/20/2001
GS5.18 -	News Service Clippings and Indexes	This record will contain news articles and indexes documenting issues relevant to the functions and operations of a state agency. The articles are usually collected by a news service vendor and are submitted to a state agency.	RETAIN UNTIL: Clipping is published PLUS: 5 years THEN: Destroy	3/20/2001

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GS #5 General Schedule #5 - Administrative Records

Item #	Series Title	Series Description	Retention Period	Approval Date
GS5.19 -	Audio-Visual Materials	Photographs, negatives, films, videotapes, digital videos and photos, filmstrips, audiotapes and slides. These materials may be created by agencies to document promotional activities, training, agency accomplishments, special events, initiatives, personnel and other activities of general interest. They do not relate to specific project or case files. These materials should be transferred to the Archives of Michigan for permanent preservation. The Archives will review the materials and retain select items that have historical value. Agencies are encouraged to label their photographic prints on the reverse in pencil to identify people, places, events and dates. All materials should be stored in containers designed to protect the item, and the container should be labeled to identify people, places, events and dates.	RETAIN UNTIL: Of no further value to the agency THEN: Transfer to the Archives of Michigan	1/17/2006
GS5.20 -	State Agency Newsletters (Internal)	This record will document official department newsletters that are published for internal distribution to department staff.	RETAIN UNTIL: Document is published PLUS: 1 year THEN: Transfer 1 copy to the Archives of Michigan	10/19/2010
GS5.21 -	Policy Development Records	These records may include memos, copies of legal decisions, statutes, bulletins, newspaper clippings, drafts, revisions, copies of policies and procedures, and other supporting documentation used in the development and promulgation of official policies and procedures.	RETAIN UNTIL: Of no further value to the agency THEN: Destroy	10/19/2010
GS5.23 -	Planners/ Calendars	These may be automated or manual planners and calendars that are used to track an individual employee's work-related meetings, assignments and tasks. Note:	RETAIN UNTIL: Event date PLUS: 2 years THEN: Destroy	10/19/2010

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		The calendars used by elected officials (such as the Governor, Lt. Governor, Attorney General and Secretary of State) to document official activities have archival value and are covered by agency-specific schedules.		
GS5.24 -	Organization Charts	These records document the organizational structure of a department or agency and may provide information about the classification levels, position codes and names of the employees of the department or agency. It may also include program descriptions and/or mission statements. Civil Service Regulation 4.06 requires that appointing authorities shall submit to the Department of Civil Service an annual package of organizational charts for the entire department/autonomous entity.	RETAIN UNTIL: Superseded by a new version THEN: Transfer to the Archives of Michigan	1/17/2006
GS5.25 -	Visitor Logs/ Registers	These records will document who visited a particular office, what entity that person represented, which employee or office was visited, when they arrived and when they left. They may be used to track visitor statistics and/or for security purposes.	RETAIN UNTIL: Calendar year ends PLUS: 2 years THEN: Destroy	1/17/2006
GS5.28 -	Periodic Activity Reports	Supervisors may require employees to periodically prepare progress reports (narrative and/or statistical) about their duties and activities.	RETAIN UNTIL: Calendar year ends PLUS: 5 years THEN: Destroy	10/19/2010
GS5.29 -	Delegations of Authority	These records document when an individual or entity delegates its authority to conduct or approve an action or activity to another individual or entity. They may include correspondence and supporting documentation.	RETAIN UNTIL: Delegation of authority expires, is replaced or is revoked PLUS: 10 years THEN: Destroy	10/19/2010
GS5.30 -	Training Materials- Curriculum	These records document the content of training, education and information programs offered by state agencies, as well	RETAIN UNTIL: Revised and replaced by	10/19/2010

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RECORDS RETENTION AND DISPOSAL SCHEDULE

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		<p>as speeches and presentations delivered by state employees. These programs may include workshops, seminars, conferences, symposiums, informational meetings, online training, etc. The records may include presentations (paper and electronic), training videos, handouts, class exercises, speaker notes, user instructions, online content, etc. The records may be developed by the state agency or they may be acquired from an outside source.</p>	<p>new content, or until deemed obsolete <i>Note: specific state or federal laws or regulations may require that these records be kept longer to document compliance with education requirements about certain topics. If so, state agencies should comply with those laws and regulations.</i> THEN: Destroy</p>	
GS5.31 -	Event Logistical Records	<p>These records document the planning and logistics for events (routine or special), training, workshops, seminars, conferences, symposiums, informational meetings, etc. They may document arrangements with speakers, facilities, catering, registrations, etc. They may include registration forms, attendance sheets, correspondence, duplicate copies of receipts and contracts (official copies should be retained in accordance with General Schedule #6), planning notes, etc. Note: specific state or federal laws or regulations may require that these records be kept longer to document compliance with education requirements about certain topics. If so, state agencies should comply with those laws and regulations.</p>	<p>RETAIN UNTIL: Event date PLUS: 2 years THEN: Destroy</p>	10/19/2010

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GS5.32 -	Rosters, Mailing and Contact Lists	These lists, which may exist in paper and/or electronic form, contain the contact information for individuals or organizations with whom the agency communicates. They may be used to generate labels or other documents. They may contain name, e-mail address, mailing address, phone numbers and other contact information.	RETAIN UNTIL: Information is no longer current about individuals or organizations who need to remain on the list. Retain the list while it is relevant to current agency activities. THEN: Destroy	10/19/2010
GS5.33 -	Internal Control Evaluation (ICE) Reviews	These records document the biennial evaluation of the degree of vulnerability of each agency's internal control components. A report is compiled and submitted by each principal department director. Documents may include reviews, reports, worksheets, analysis documents, summaries, schedules and timelines, plans, correspondence, follow-up documents, etc. [MCL 18.1483 - 18.1485]	RETAIN UNTIL: Review is completed PLUS: 6 years THEN: Destroy	1/14/2014
GS5.34 -	Security Access Records (supersedes item #7.20)	These records document which users are authorized to access various databases, computer systems and computer networks. They are used to create user accounts and to prevent inadvertent and inappropriate access to resources not authorized for use by the individual user. They may include user contact information, information about the person authorizing the access, information about the parts of the database or system the user can access, dates when a user's access was activated, modified or deactivated, etc. Depending upon the database or system, these records may be sent by authorized requestors to DTMB-IT so they can implement the	RETAIN UNTIL: User's account is deactivated, or until completion of an audit of authorized users PLUS: 5 years THEN: Destroy Note: if the agency decides to conduct a periodic audit of authorized users, the audit	1/14/2014

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**STATE OF MICHIGAN
RECORDS RETENTION AND DISPOSAL SCHEDULE**

GS #5 General Schedule #5 - Administrative Records

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		activation/deactivation on behalf of an agency, or that activity may be implemented in-house by the agency operating the system.	documentation must be retained for 5 years.	
GS5.35 -	Data Breach Records	These records document when a data source containing personally identifying information (PII), including financial and/or medical information, is breached by an unauthorized person or entity. They document actions that were taken to notify the affected individuals, to resolve and to prevent future breaches, to monitor the credit ratings of affected individuals, etc. They may include, but may not be limited to, correspondence, and credit monitoring and protection documents.	RETAIN UNTIL: Credit monitoring period ends PLUS: 5 years THEN: Destroy	10/24/2017

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10/24/2017

APPENDIX A
General Schedule #5.02A—Administrative Subject Files
(Transfer to Archives of Michigan)

The offices listed below should transfer their subject file materials to the Archives of Michigan for permanent preservation five years after topics become inactive.

AGRICULTURE AND RURAL DEVELOPMENT

Director
Chief Deputy Director
Deputy Director

ATTORNEY GENERAL

Attorney General
Chief Deputy Attorney General

CIVIL RIGHTS

Director
Deputy Directors
American Indian Specialist

CIVIL SERVICE COMMISSION

State Personnel Director

CORRECTIONS

Director
Chief Deputy Director
Deputy Director, Correctional Facilities Administration
Deputy Director, Field Operations Administration
Deputy Director, Budget and Operations Administration

Wardens of the following prisons:

Florence Crane Women's Facility (closed), Ionia Correctional Facility, Michigan Reformatory, State Prison of Southern Michigan (closed), Marquette Branch Prison

EDUCATION

State Board of Education
Superintendent of Public Instruction
Deputy Superintendent, Administrative Services
Deputy Superintendent, Education Services
Deputy Superintendent, Office of Great Start
Deputy Superintendent, Accountability Services
Library of Michigan, State Librarian

10/24/2017

ENVIRONMENTAL QUALITY

Director
Director's Chief of Staff
Director, Office of the Great Lakes
Deputy Director, Administration
Deputy Director, Environment
Environment Deputy Director's Chief of Staff
Deputy Director, External Relations
External Relations Deputy Director's Chief of Staff

EXECUTIVE OFFICE

Governor
Lt. Governor
Chief Operating Officer
General Counsel
Policy Director
Communications Director
Legislative Affairs Director

HEALTH AND HUMAN SERVICES

Director
Chief Deputy Director
Chief Medical Executive
Inspector General
Deputy Director for External Affairs and Communications
Deputy Director for Legal Administration
Deputy Director for Medical Services
Deputy Director for Aging and Adult Services
Deputy Director for Behavioral Health and Developmental Disabilities
Executive Director for Children's Services Agency
Deputy Director for Population Health and Community Services
Deputy Director for Field Operations Administration
Deputy Director for Financial Operations Administration
Deputy Director for Policy, Planning and Legislation
Deputy Director for Business Integration Center Administration
Directors of the State-Operated Psychiatric Hospital

INSURANCE AND FINANCIAL SERVICES

Director
Senior Deputy Directors
Chief Deputy Director

LICENSING AND REGULATORY AFFAIRS

Director
Deputy Director and Chief Financial Officer
Deputy Director

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MILITARY AND VETERANS AFFAIRS

Director/Adjutant General
Assistant Adjutant General, Army National Guard
Commander, Air National Guard
Director, Veterans Affairs Agency

NATURAL RESOURCES

Director
Chief Administrative Officer
Chief of Staff and Tribal Coordinator
Deputy Director, Natural Resources
Director, Parks and Recreation Division
Director, Wildlife Division
Director, Fisheries Division
Director, Michigan Historical Center
Director, Mackinac State Historic Parks

SECRETARY OF STATE

Secretary of State
Chief of Staff
Director, Bureau of Elections
Director, Customer Services Administration

STATE POLICE

Director
Deputy Director for Administrative Services Bureau
Deputy Director for Field Services Bureau
Deputy Director for State Services Bureau
Deputy Director for Specialized Services Bureau

TALENT AND ECONOMIC DEVELOPMENT

Director
Director, Talent Investment Agency
Director, Michigan State Housing Development Authority
Director, Pure Michigan Business
Director, Pure Michigan Travel
Director, Michigan Strategic Fund
President and CEO, Michigan Economic Development Corporation
Executive Vice President and COO, Michigan Economic Development Corporation
Senior Vice Presidents (all), Michigan Economic Development Corporation

TECHNOLOGY, MANAGEMENT AND BUDGET

Director/Chief Information Officer
Chief Deputy Director
Chief Technology Officer

10/24/2017

Chief Security Officer
State Budget Director
Director, Office of the State Employer

10/24/2017

TRANSPORTATION

Director

Chief Administrative Officer

Chief Operations Officer

Bureau Director for Transportation Planning

International Bridge Authority

Mackinac Bridge Authority

TREASURY

State Treasurer

Chief Deputy Treasurer

Senior Chief Investments Officer

Bureau of State Lottery, Commissioner

Michigan Gaming Control Board, Executive Director

SUPREME COURT

Clerk

State Court Administrator/Chief of Staff

COURT OF APPEALS

Clerk

HOUSE OF REPRESENTATIVES

Clerk of the House

House Fiscal Agency, Director

SENATE

Secretary of the Senate

Senate Fiscal Agency, Director

LEGISLATIVE

Auditor General

Legislative Council Administrator