

Alpena County I.T. Department

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DATE: February 23, 2024
TO: Alpena Commissioners
FROM: Steve Mousseau, I.T. Director
SUBJECT: Overtime calculation

I would like to request that IT overtime be calculated according to the State of Michigan guidelines. Per the State of Michigan:

*Sec. 4a. (1) Except as otherwise provided in this act, an employee shall receive compensation at not less than 1- 1/2 times the regular rate at which the employee is employed for employment in a **workweek in excess of 40 hours.***

The County of Alpena currently has a policy to pay overtime based on an 8-hour day. Any hours in excess of 8 hours must be counted as overtime. This causes problems in the budget and in scheduling staff time due to the nature of our work. There are many instances where we will continue to work past the normal 8-hour day, for example:

- Security updates, application version updates, and new system installations are done after regular business hours to minimize interruptions.
- Systems are down and we are troubleshooting the cause.
- We are assisting an employee and we don't want to stop just because it is the end of an 8 hour day.

By calculating overtime based on a 40-hour week, we able to make adjustments in scheduling when an employee is required to stay late. Given that we are not allocated funds in our budget for overtime, this causes a situation where overtime is unavoidable, and budget adjustments are necessary to cover the expense.