

**State of Wisconsin**

**DEPARTMENT OF EMPLOYMENT RELATIONS**

**- COMPENSATION & LABOR RELATIONS BULLETIN -**

<b>Date:</b> May 20, 2003	<b>Subject:</b> Processing 2001-2003 General Wage Adjustments and Lump Sum Payments; Lump Sum Payments for Delay in the Implementation of the Agreement; Insurance Examiner and Insurance Financial Examiner Add-ons; Pay Range Reassignments; Broadband Implementation and Placement; Pay Progression Within Broadbands; Excise Tax Agent/Special Agent Semi-Automatic Pay Progression; Paralegal-Advanced Pay Adjustment; and Market/Equity Pay Adjustments for Employees in the Professional Fiscal and Staff Services Bargaining Unit.
<b>Locator No:</b> CLR/PP-233; CLR/BLR-134	

This information is provided to assist appointing authorities in applying 2001-2003 biennium pay range adjustments and General Wage Adjustments and corresponding lump sum payments; continuing the Excise Tax Agent/Special Agent Semi-Automatic Pay Progression System; implementing pay add-ons for Insurance Examiners and Insurance Financial Examiners; expanding broadband pay administration to cover additional bargaining unit employees; assigning classifications to new broadband pay ranges and placing employees within these broadbands; implementing pay progression within broadband pay ranges; providing a market adjustment for Paralegal-Advanced; providing market/equity adjustments for IS, Fiscal and newly broadbanded employees; and providing a lump sum payment to certain Special Agent-Senior and Excise Tax Agent-Senior employees; for employees in the Professional Fiscal and Staff Services bargaining unit. These adjustments are granted in accordance with Article XI, Sections 1 through 6, of the 2001-2003 collective bargaining Agreement between the State and the Wisconsin Professional Employees Council (WPEC).

**NOTE: The effective date of the 2001-2003 Agreement with the Wisconsin Professional Employees Council (WPEC) is later than the stated effective dates of nearly all compensation provisions and pay schedules within that Agreement, due to the extraordinary delay in implementation of that Agreement in this biennium. Therefore, by Memorandum of Understanding with WPEC, the pay provisions and pay schedules are to be administered utilizing the effective dates provided in this Bulletin, rather than those stated in the Agreement. Lump sum payment provisions in this Bulletin compensate for the delay in implementation of the Agreement.**

**SECTION I. ORDER OF PAY ADJUSTMENTS WITH THE SAME EFFECTIVE DATE**

Pursuant to § ER 29.04, Wis. Adm. Code, and the applicable provisions of the WPEC Agreement, multiple pay adjustments with the same effective date will be applied in the order given below.

*For transactions that occur before the 1.0% General Wage Adjustment in Section II. A., below, please refer to the pay schedules included in Attachment 1.*

1. Completion of the first 6 months of a probationary/trial period adjustment;
2. Reallocation/regrade adjustment except if associated with Section II., Item J., below;
3. Reclassification/regrade adjustment;
4. Promotion/upward movement adjustment;
5. Demotion/downward movement adjustment;
6. Transfer/lateral movement adjustment;
7. Reinstatement;
8. Restoration;
- 9. Contractual Adjustments in the order given in this bulletin;**
10. Establishment of a raised minimum rate (RMR);
11. Original Appointment

## **SECTION II. WAGE ADJUSTMENTS EFFECTIVE MAY 18, 2003**

### **A. 1.0% General Wage Adjustment (GWA)**

#### **1. Eligibility.**

##### **a. Eligible.**

- (1) Except as specified in b., below, all FLSA non-exempt permanent employees (**employment types 01, 02 and 06**) in one of the classifications listed in 3., below and who are in pay status on May 18, 2003, in the Professional Fiscal and Staff Services bargaining unit (**DP unit code 07**).
- (2) Former employees of the bargaining unit who retired from or died while serving in a bargaining unit position between July 1, 2001, and May 18, 2003, who except for their retirement or death would have met all conditions for eligibility.

##### **b. Ineligible.**

- (1) Employees in positions allocated to classifications assigned to pay ranges 07-30 or 07-31.
- (2) Employees who have previously been considered for or received a FY 2001-2002 1.0% GWA provided under the Compensation Plan or analogous 1.0% wage adjustment in another collective bargaining agreement.
- (3) Employees who have separated from state service (other than retirement or death) prior to May 18, 2003.
- (4) Employees who are FLSA-exempt.
- (5) Employees not in one of the classifications listed in 3., below.

- 2. Amount.** Effective May 18, 2003, each eligible employee will be granted a GWA of 1.0% of base pay, subject to the pay range maximum indicated in Attachment 2.

#### **3. Classifications Eligible for the 1.0% GWA**

15100	Administrative Telecommunications Spec.	60001	Multi Media Facilities Coord.-Objective
04900	Administrative Program Coord.	10601	Nat. Res. Bureau Data Coord.-Entry
08101	Administrative Support Asst. 1	10602	Nat. Res. Bureau Data Coord.-Objective
08102	Administrative Support Asst. 2	04701	Nat. Res. Program Specialist 1
07861	Agriculture Program Spec.-Objective	15002	Paralegal-Advanced
03051	Business Enterprise Spec. 1	15001	Paralegal-Objective
04101	Collections Specialist 1	61571	Printing Technician 1
04102	Collections Specialist 2	61572	Printing Technician 2
12302	Communications Spec.-Journey	61573	Printing Technician 3
12301	Communications Spec.-Objective	59460	Program Schedule Coordinator
12303	Communications Spec.-Senior	67401	Public Defender Investigator-Entry
07361	Community Services Specialist 1	67402	Public Defender Investigator-Objective
07362	Community Services Specialist 2	67403	Public Defender Investigator-Senior
07401	Community Services Technician 1	12201	Publications Editor 1
07402	Community Services Technician 2	12202	Publications Editor 2
04201	Contracts Specialist-Entry	12203	Publications Editor 3
04202	Contracts Specialist-Objective	10401	Purchasing Agent
04203	Contracts Specialist-Senior	10402	Purchasing Agent-Objective
03801	Crime Victim Claims Spec.-Entry	05701	Records/Forms Management Spec. 1
03802	Crime Victim Claims Spec.-Objective	05702	Records/Forms Management Spec. 2
07261	DOA Program Spec.-Entry	05703	Records/Forms Management Spec. 3
07262	DOA Program Spec.-Objective	04501	Regulatory Specialist 1
07201	Employment Programs Coord.-Objective	04502	Regulatory Specialist 2
07202	Employment Programs Coord.-Senior	67601	Revenue Agent 1
56101	Environmental Coordinator	67602	Revenue Agent 2
56102	Environmental Coordinator-Objective	67603	Revenue Agent 3
74471	Equal Opportunity Specialist 1	06761	Revenue Services Consultant 1
74472	Equal Opportunity Specialist 2	04301	Risk Management Specialist 1
74473	Equal Opportunity Specialist 3	04302	Risk Management Specialist 2
74474	Equal Opportunity Specialist 4	04303	Risk Management Specialist 3
74475	Equal Opportunity Specialist 5	92200	Sales and Marketing Specialist
05501	Facilities Management Specialist 1	08000	Sign Language Interpreter
06670	Fleet & Property Specialist	07070	Staff Support Specialist
06700	Fleet Operations Coordinator	14401	Technical Writer-Entry
04261	Grants Specialist-Entry	14402	Technical Writer-Objective
04262	Grants Specialist-Objective	19962	Tourism Special Assistant
04263	Grants Specialist-Senior	19961	Tourism Special Assistant-Entry
07561	Human Services Prog. Coord.-Entry	12700	Tourist Promotion Representative
07562	Human Services Prog. Coord.-Objective	14501	Training Officer 1
07850	Industries Program Specialist	14502	Training Officer 2
06771	Lottery Customer Service Spec.-Entry	08501	Trust Funds Specialist 1
06772	Lottery Customer Service Spec.-Objective	08502	Trust Funds Specialist 2
06701	Lottery Game & Drawings Spec.-Journey	08503	Trust Funds Specialist 3
06702	Lottery Game & Drawings Spec.-Senior	18500	University Conference Coordinator
06301	Marketing Specialist-Objective	58400	UW Athletics Program Specialist
50200	Military Funeral Honors Prog. Coord.	06501	UW Program Specialist 1
50100	Military Funeral Honors Prog. Spec.	06502	UW Program Specialist 2
75201	Motor Vehicle Program Spec. 1	06503	UW Program Specialist 3
75202	Motor Vehicle Program Spec. 2	47961	Workers Compensation Examiner
75203	Motor Vehicle Program Spec. 3	47962	Workers Compensation Examiner-Obj.
75204	Motor Vehicle Program Spec. 4	47963	Workers Compensation Examiner-Senior

**NOTE:** Employees who are exempt from the overtime provisions of the FLSA and non-exempt employees who would normally progress through reclassification to an exempt-level position in the same classification series are not eligible for the 1.0% GWA. Instead, employees who are exempt on May 18, 2003, are eligible for an accelerated annual leave schedule. See Section IV., below, for detailed information.

## **B. Pay Schedule Implementation**

Effective May 18, 2003, the pay range and pay progression schedules found in Attachment 2 are implemented.

## **C. Special Agent / Excise Tax Agent Adjustment**

1. Employees in a Special Agent or Excise Tax Agent series classification (pay ranges 7-30 and 7-31) will receive an adjustment to the point on the progression schedule in Attachment 2 that corresponds to their current progression point. Special Agent series or Excise Tax Agent series employees who were not on a pay point shall receive a 1.0% base pay increase, subject to the pay range maximum.
2. Employees in a Special Agent series or Excise Tax Agent series classification that retired or died between July 1, 2001, and the Agreement effective date are eligible to receive a base pay increase in accordance with 1., above.

**NOTE:** The ongoing administration of semi-automatic pay progression for employees classified in either the Special Agent or Excise Tax Agent series continues on the same terms as in the 2000-2001 Agreement (See Appendix H of the 2001-2003 Agreement). However, per Memorandum of Understanding #6, semi-automatic pay progression for the Special Agent-Senior and Excise Tax Agent-Senior classifications in pay range 7-31 expires June 30, 2003, unless the State and the union mutually agree otherwise.

## **D. Annualized Wage Adjustment Payment.** Eligible employees will be granted Annualized Wage Adjustment Payments as follows:

1. Employees who receive wage adjustments under A. or C., above, of less than 1.0% of their base pay rate solely because of the pay range maximum limitation will receive an Annualized Wage Adjustment Payment equal to the difference between the value of 1.0% of the employee's base pay rate prior to the wage adjustments and the amount the employee actually received, multiplied by 2088.
2. Employees who receive no wage adjustments under A. or C., above, solely because of the pay range maximum limitation will receive an Annualized Wage Adjustment Payment equal to 1.0% of the employee's base pay rate, multiplied by 2088.
3. The Annualized Wage Adjustment Payment provided under 1. or 2., above, will be prorated based on the employee's budgeted FTE on May 18, 2003, or immediately before retirement or death.
3. Employees who are not in pay status on the effective date of the Annualized Wage Adjustment Payment and who return from an approved leave of absence or layoff from a bargaining unit position during the term of the Agreement will receive any Annualized Wage Adjustment Payment for which they would otherwise have been eligible.

**E. Lump Sum Payments for Revenue Field Agent 1 and 2****1. Eligibility.**

- a. Employees must be in pay status in a bargaining unit position on May 18, 2003.
- b. Employees must have been classified as Revenue Field Agent 1 or Revenue Field Agent 2 at one or both of the following times:
  - (1) On the date of June 30, 2002;
  - (2) On the date of May 17, 2003 (the Agreement effective date).
- c. Employees who are not in pay status on the effective date of the Lump Sum Payments and who return from an approved leave of absence or layoff from a bargaining unit position during the term of the Agreement will receive any Lump Sum Payment for which they would have been otherwise eligible.

**2. Amount.**

- a. Eligible employees shall receive a lump sum payment equal to 1.0% percent of the employee's current base pay rate, multiplied by 2088, and prorated by the employee's budgeted FTE on the date under 1.b., above, for which eligibility is earned.
- b. Employees eligible solely under 1.b.(1), above, or solely under 1.b.(2), above, shall receive one lump sum payment. Employees eligible under both 1.b.(1) and 1.b.(2), above, shall receive two lump sum payments.

**F. Insurance Examiner/Insurance Financial Examiner Supplemental Pay Add-ons**

Effective May 18, 2003, add-ons to supplement the base pay of positions in the Insurance Examiner and Insurance Financial Examiner classification series will be provided to eligible employees as follows:

**1. Eligibility.** To be eligible, employees must meet all three of the following criteria:

- a. Be classified in a position in the Insurance Examiner or Insurance Financial Examiner classification series;
- b. Possess a certificate identified in 2.a. or 2.b., below, confirming the successful completion of the designation requirements; and
- c. Meet continuing education requirements.

**2. Amount and Certifications**

- a. An add-on amount of twenty five cents per hour shall be paid to supplement the base pay of an employee whose position is allocated to the Insurance Examiner classification series, based upon the employee's designation as an Accredited Insurance Examiner after successfully meeting the requirements of the accredited program. Upon earning a Certified Insurance Examiner designation, an additional amount of twenty-five cents per hour shall be added to increase the total add-on amount to fifty cents per hour.
- b. An add-on amount of twenty five cents per hour shall be paid to supplement the base pay of an employee whose position is allocated to the Insurance Financial Examiner classification series, based

upon the employee's designation as an Accredited Financial Examiner after successfully meeting the requirements of the accredited program. Upon earning a Certified Financial Examiner designation, an additional amount of twenty-five cents per hour shall be added to increase the total add-on amount to fifty cents per hour.

### **3. Effective Date.**

The add-on shall be effective at the beginning of the first pay period following receipt by the appointing authority of proof of such accreditation or certification as described in 2., above.

## **G. Special Agent Progression Placement.**

Effective May 18, 2003, in accordance with Memorandum of Understanding #5 in the 2001-2003 Agreement with the Wisconsin Professional Employees Council, certain employees classified as Special Agents prior to January 1, 2001, may receive an adjustment to their base pay based on relevant law enforcement experience. Affected employees will also receive a lump sum payment equal to the amount of the base pay increase multiplied by the hours in pay status from July 1, 2001, through June 29, 2002.

## **H. 2.0% GWA.**

### **1. Eligibility.**

#### **a. Eligible.**

- (1) Except as specified in b., below, all permanent employees (**employment types 01, 02 and 06**) in pay status on May 18, 2003, in the Professional Fiscal and Staff Services bargaining unit (**DP unit code 07**).
- (2) Former employees of the bargaining unit who retired from or died while serving in a bargaining unit position between July 14, 2002, and May 18, 2003, who except for their retirement or death would have met all conditions for eligibility.

#### **b. Ineligible.**

- (1) Employees in positions allocated to classifications assigned to pay ranges 07-30 or 07-31.
- (2) Employees who have previously been considered for or received a FY 2002-03 2.0% GWA provided under the Compensation Plan or analogous 2.0% wage adjustment in another collective bargaining agreement.
- (3) Employees who have separated from state service (other than retirement or death) prior to May 18, 2003.

- 2. Amount.** Effective May 18, 2003, each eligible employee will be granted a GWA increase of 2.0% of base pay, subject to the pay range maximum indicated in Attachment 3.

## **I. Pay Schedule Implementation**

Effective May 18, 2003, the pay range and pay progression schedules found in Attachment 3 are implemented.

**J. Special Agent / Excise Tax Agent Adjustment**

1. Employees in a Special Agent or Excise Tax Agent series classification will receive an adjustment to the point on the progression schedule in Attachment 3 that corresponds to their current progression point. Special Agent series or Excise Tax Agent series employees who were not on a pay point shall receive a 2.0% base pay increase, subject to the pay range maximum.
2. Employees in a Special Agent series or Excise Tax Agent series classification that retired or died between July 14, 2002, and the Agreement effective date are eligible to receive a base pay increase in accordance with 1., above.

**K. Annualized Wage Adjustment Payment.** Eligible employees will be granted Annualized Wage Adjustment Payments as follows:

1. Employees who receive wage adjustments under H. or J., above, of less than 2.0% of their base pay rate solely because of the pay range maximum limitation will receive an Annualized Wage Adjustment Payment equal to the difference between the value of 2.0% of the employee's base pay rate prior to the wage adjustments and the amount the employee actually received, multiplied by 2000.
2. Employees who receive no wage adjustments under H. or J., above, solely because of the pay range maximum limitation will receive an Annualized Wage Adjustment Payment equal to 2.0% of the employee's base pay rate, multiplied by 2000.
3. The Annualized Wage Adjustment Payment provided under 1. or 2., above, will be prorated based on the employee's budgeted FTE on May 18, 2003, or immediately before retirement or death.
4. Employees who are not in pay status on the effective date of the Annualized Wage Adjustment Payment and who return from an approved leave of absence or layoff from a bargaining unit position during the term of the Agreement will receive any Annualized Wage Adjustment Payment for which they would otherwise have been eligible.

**L. Implementation of New Broadband Pay Ranges and Reassignment of Classifications**

1. Effective May 18, 2003, the pay range schedule indicated in Attachment 4 is implemented.
2. **Pay on Reallocation.** The pay upon reallocation for the pay range reassignments to the new broadband pay ranges under this item (Item J) will be in accordance with s. ER 29.03(3), Wis. Admin. Code, except as specified under 4., below. (Ranges 7-30 and 7-31 are unchanged, and remain non-broadband pay ranges.)
3. **Pay Range Reassignments.** Effective May 18, 2003, classifications are assigned to the pay ranges given in Attachment 4, as indicated in Attachment 6.

**NOTE:** The reassignment of classifications to new broadband pay ranges is in conjunction with classification changes identified in Bulletin MRS-SC-158 effective on this date. Bulletin MRS-SC-158 is the official statement of classification changes and pay range reassignments. Attachment 6 of this pay processing bulletin is provided for convenient reference, only.

**NOTE:** Project employees (employment type 05) in positions allocated to a classification in the Fiscal and Staff Services bargaining unit, to whom the circumstances described above apply, may receive a wage adjustment in accordance with the provisions in Section I of the 2001-2003 Compensation Plan.

**4. Placement Stratification in New Broadband Pay Ranges.**

- a. Each employee whose position is reallocated from a classification that had been assigned to pay range 7-11 will receive the greater of the employee's current base pay rate or \$12.524.
  - b. Each employee whose position is reallocated from a classification that had been assigned to pay range 7-13 will receive the greater of the employee's current base pay rate or \$15.770.
  - c. Excepting the Paralegal-Advanced, Revenue Agent 3, and Revenue Field Agent 3 classifications, each employee whose position is reallocated from a classification that had been assigned to pay range 7-14 will receive the greater of the employee's current base pay rate or \$17.032.
  - d. Except as noted in g., below, each employee whose position is reallocated from a classification that had been assigned to pay range 7-16 will receive the greater of the employee's current base pay rate or \$20.552.
  - e. Excepting the Public Utility Financial Analyst-Advanced classification, each employee whose position is reallocated from a classification that had been assigned to pay range 7-17 will receive the greater of the employee's current base pay rate or \$22.197.
  - f. Each employee whose position is allocated to the Paralegal-Advanced, Revenue Agent 3, or Revenue Field Agent 3 classification will receive the greater of the employee's current base pay rate or \$19.029.
  - g. Each employee whose position is allocated to the Revenue Agent 4 or Revenue Field Agent 4 classification will receive the greater of the employee's current base pay rate or \$20.552.
  - h. Each employee whose position is allocated to the Revenue Field Agent 5 classification will receive the greater of the employee's current base pay rate or \$22.197.
  - i. Each employee whose position is allocated to the Public Utility Financial Analyst-Advanced classification will receive the greater of the employee's current base pay rate or \$22.257.
  - j. Each employee whose position is allocated to the Public Utility Financial Analyst-Principal classification will receive the greater of the employee's current base pay rate or \$24.038.
5. Employees that retired or died between July 14, 2002, and the Agreement effective date are eligible to receive a base pay increase in accordance with 2 through 4., above, based on their classification on July 14, 2002.

**M. Special Agent/Excise Tax Agent Pay Progression.** Pay progression adjustments are provided in accordance with the "Ongoing Administration" provisions in Appendix H, Section II., of the Agreement to eligible employees in the Special Agent and Excise Tax Agent series in pay ranges 7-30 and 7-31. Reference the pay progression amounts in Attachment 3.

**N. Implementation of the New Pay Progression System and Progression Increases**

1. Effective May 18, 2003, the semi-automatic pay progression systems within ranges 7-40 (IS) and 7-77 (Fiscal), and described in Appendices J and K of the 2001-2003 Agreement, are abolished.
2. Effective May 18, 2003, progression adjustment provisions for certain WPEC classifications are implemented in accordance with Appendix C of the 2001-2003 Agreement. These provisions are recreated in this bulletin as Attachment 7, except that the effective date has been modified to May 18, 2003, from the July 14, 2002, date stated in the Agreement, per Memorandum of Understanding with WPEC, because of the delay in contract implementation.
3. Effective May 18, 2003, employees who from July 14, 2002 through May 17, 2003 (the Agreement effective date) would have been eligible for a progression adjustment in accordance with Appendix C of the Agreement if Appendix C had been implemented on July 14, 2002, shall receive a base pay increase equal to the difference between the increase the employee would have received and any increase the employee actually received under the extension of the 2000-2001 Agreement into the 2001-03 fiscal biennium. (If an employee’s current pay rate exceeds the rate the employee would have received solely from an anniversary progression adjustment under the new progression system, the employee keeps their current pay rate.)

**O. Paralegal-Advanced Market Adjustment**

Effective May 18, 2003, each employee in pay status whose position is allocated to the Paralegal-Advanced classification on May 18, 2003, and who also had thirteen or more years of state service as of December 29, 2002, shall receive a base pay increase of \$1.00 per hour, subject to the pay range maximum.

**P. Market/Equity Stratification (Non IS/Fiscal)**

1. **Eligibility.** Eligible employees must meet each of the following criteria:
  - a. Employee must be in pay status on May 18, 2003;
  - b. Employee was in a position in a classification assigned to a pay range from 7-08 to 7-19, inclusive, immediately before the reassignment of classifications to new broadband pay ranges under L., above;
2. **Ineligible.**
  - a. Employees in a progression-eligible classification listed in Appendix C of the 2001-2003 Agreement (Attachment 7 of this Bulletin) who have a pay rate less than \$19.029 are ineligible.
3. **Amount.** Effective May 18, 2003, eligible employees shall receive a base pay increase corresponding to their full years of state service as of December 29, 2002, according to the following schedule:

<i>Full Years of State Service</i>	<i>Increase</i>
Zero through 7 years	\$0.45/hour
8 through 15 years	\$0.70/hour
16 through 21 years	\$0.95/hour
22 or more years	\$1.20/hour

**Q. IS and Fiscal Market/Equity Stratification**

1. **Eligibility.** Eligible employees must meet each of the following criteria:

- a. Employee must be in pay status on May 18, 2003;
- b. Employee was in a position in a classification assigned to pay range 7-1, 7-2, 7-40, 7-77, 7-78, or 7-79 immediately before the pay range reassignments under L., above;

**2. Ineligible.**

- a. Employees in a progression-eligible classification listed in Appendix C of the 2001-2003 Agreement (Attachment 7 of this Bulletin) who have a pay rate less than the pay progression threshold identified for that classification (threshold is \$23.362 for Insurance Financial Examiner, \$19.029 for all others) are ineligible.

- 3. Amount.** Effective May 18, 2003, eligible employees shall receive a base pay increase corresponding to their full years of state service as of December 29, 2002, according to the following schedule:

<i>Full Years of State Service</i>	<i>Increase</i>
Zero through 14 years	\$0.10/hour
15 or more years	\$0.30/hour

**R. Special Agent-Senior/Excise Tax Agent-Senior Lump Sum Payment**

- 1. Eligibility.** To be eligible, employees must be:

- a. in pay status on May 18, 2003;
- b. classified either as a Special Agent-Senior or Excise Tax Agent-Senior; and
- c. must have had a pay rate on June 30, 2002, equal to or greater than progression point E (\$27.498) on that date.

- 2. Amount.** Effective May 18, 2003, eligible employees will receive a lump sum payment equal to \$0.25 multiplied by 1040, prorated by the employee’s budgeted FTE on that date.

**S. 2.5% GWA**

- 1. Eligibility.**

**d. Eligible.**

- (1) Except as specified in b., below, all permanent employees (**employment types 01, 02 and 06**) in pay status on May 18, 2003, in the Professional Fiscal and Staff Services bargaining unit (**DP unit code 07**).
- (2) Former employees of the bargaining unit who retired from or died while serving in a bargaining unit position between April 20, 2003, and May 18, 2003, who except for their retirement or death would have met all conditions for eligibility.

**b. Ineligible.**

- (1) Employees in positions allocated to classifications assigned to pay ranges 07-30 or 07-31.

(2) Employees who have separated from state service (other than retirement or death) prior to May 18, 2003.

2. **Amount.** Effective May 18, 2003, each eligible employee will be granted a GWA of 2.5% of base pay, subject to the pay range maximum indicated in Attachment 5.

**T. Pay Schedule Implementation**

Effective May 18, 2003, the pay range and pay progression schedules found in Attachment 5 are implemented.

**U. Special Agent / Excise Tax Agent Adjustment**

1. Employees in a Special Agent or Excise Tax Agent series classification will receive an adjustment to the point on the progression schedule in Attachment 5 that corresponds to their current progression point. Special Agent series or Excise Tax Agent series employees who were not on a pay point shall receive a 2.5% base pay increase, subject to the pay range maximum.
2. Employees in a Special Agent series or Excise Tax Agent series classification that retired or died between April 20, 2003 and the Agreement effective date are eligible to receive a base pay increase in accordance with 1., above.

**V. Annualized Wage Adjustment Payment.** Eligible employees will be granted Annualized Wage Adjustment Payments as follows:

1. Employees who receive wage adjustments under S. or U., above, of less than 2.5% of their base pay rate solely because of the pay range maximum limitation will receive an Annualized Wage Adjustment Payment equal to the difference between the value of 2.5% of the employee's base pay rate prior to the wage adjustments and the amount the employee actually received, multiplied by 400.
2. Employees who receive no wage adjustments under S. or U., above, solely because of the pay range maximum limitation will receive an Annualized Wage Adjustment Payment equal to 2.5% of the employee's base pay rate, multiplied by 400.
3. The Annualized Wage Adjustment Payment provided under 1. or 2., above, will be prorated based on the employee's budgeted FTE on May 18, 2003, or immediately before retirement or death.
4. Employees who are not in pay status on the effective date of the Annualized Wage Adjustment Payment and who return from an approved leave of absence or layoff from a bargaining unit position during the term of the Agreement will receive any Annualized Wage Adjustment Payment for which they would otherwise have been eligible.

**SECTION III. LUMP SUM PAYMENT FOR DELAY IN IMPLEMENTATION OF AGREEMENT**

**A. Eligibility.**

**1. Eligible.**

- a. Employees who were at all times in the bargaining unit between July 1, 2001, and May 18, 2003.

- b. Employees who were laid off from the bargaining unit or returned from layoff to the bargaining unit after July 1, 2001, and before May 18, 2003.
- c. New state employees hired into the bargaining unit between July 1, 2001, and May 18, 2003.
- d. Employees hired into the bargaining unit from another certified state bargaining unit between July 1, 2001, and May 18, 2003, and prior to the effective date of a GWA in the employee's former bargaining unit.
- e. Employees in the bargaining unit who are on, or returned from, a leave of absence between July 1, 2001, and May 18, 2003. Employees who are on a leave of absence on May 18, 2003, shall be eligible upon their return to pay status before June 30, 2003.
- f. Former employees of the bargaining unit who retired from or died while serving in a bargaining unit position between July 1, 2001, and May 18, 2003.

**2. Ineligible.**

- a. Employees who have previously been considered for or received a 2001-02 or 2002-03 fiscal year GWA provided under the Compensation Plan or an analogous wage adjustment in another collective bargaining agreement shall not be eligible for a lump sum payment associated with any such general wage adjustment.
- b. Employees who went on a leave of absence from a position in the bargaining unit after July 1, 2001, and fail to return prior to June 30, 2003.

**B. Amount.** Eligible employees will receive a lump sum payment equal to the sum of the following:

1. The hourly amount received as a base pay increase under Sections II. A., B., and C., above, multiplied by the number of hours in pay status in the bargaining unit from July 1, 2001, through the Agreement effective date.
2. The hourly amount received as a base pay increase under Sections II. H., I., J., and L., above, multiplied by the number of hours in pay status in the bargaining unit from July 14, 2002, through the Agreement effective date.
3. The hourly amount received as a base pay increase under Section II. N., above, multiplied by the number of hours in pay status from the date the employee would have been eligible for an anniversary date progression adjustment if the new pay progression system in Appendix C of the Agreement had been implemented on July 14, 2002, and up until the earlier of the two following dates:
  - a. the first day of the pay period following the Agreement effective date;
  - b. the date when the employee received a pay increase to a rate equal to or greater than the rate the employee would have received solely from an anniversary progression adjustment under the new progression system.
4. The hourly amount received as a base pay increase under Sections II. O., P., and Q., above, multiplied by the number of hours in pay status in the bargaining unit from December 29, 2002, through the Agreement effective date.

5. The hourly amount received as a base pay increase under Sections II. S., T., and U., above, multiplied by the number of hours in pay status in the bargaining unit from April 20, 2003, through the Agreement effective date.
6. The lump sum wage payment shall also reflect an increase in the premium rate portion of overtime wages earned during the applicable period stated in 1., 2., 3., 4., or 5., above.

**C. Determining the “Hours in Pay Status.”**

1. Determine the sum of all “hours in pay status” as a represented employee in the Fiscal and Staff Services bargaining unit. “Hours in pay status” include the number of hours worked for cash payment plus the number of hours of paid leave time/compensatory time credits that were used during the applicable period stated in B. 1., 2., 3., 4., or 5., above.
2. Hours excluded from hours in pay status:
  - a. “Hours in pay status” as a project employee (**employment type 05**) or as an LTE employee (**employment types 10 and 23**);
  - b. “Hours in pay status” as a nonrepresented employee in a permanent position;
  - c. “Hours in pay status” in any bargaining unit other than the Fiscal and Staff Services bargaining unit;
  - d. “Hours in pay status” in the Fiscal and Staff Services bargaining unit after the employee was a permanent classified employee who was considered for or received a FY 2001-02 or FY 2002-03 GWA under the 2001-2003 Compensation Plan or analogous wage adjustment under any other collective bargaining agreement. However, hours in pay status shall be excluded only in relation to the particular general wage adjustment the employee previously received or for which was previously considered;
  - e. Work hours for which holiday or compensatory leave credits were earned but not used;
  - f. Any leave without pay hours.

**SECTION IV. ACCELERATED ANNUAL LEAVE SCHEDULE FOR EXEMPT EMPLOYEES**

Provisions regarding the accelerated annual leave schedule for exempt employees are found in Section 12/5/2/B. and MOU #7 of the 2001-2003 WPEC collective bargaining agreement. They are to be administered as follows:

- A. Employees who are in FLSA exempt status on May 18, 2003, are eligible for an accelerated annual leave schedule as follows. This schedule is effective on May 18, 2003, for eligible employees.

<u>Seniority</u>	<u>Hours</u>
0 yr. to 5 yrs.	120 hrs.
5+ yrs. to 10 yrs.	160 hrs.
10+ yrs. to 15 yrs.	176 hrs.
15+ yrs. to 20 yrs.	200 hrs.
20 yrs. or more	216 hrs.

- B. Eligible exempt employees will receive additional hours of annual leave for the period beginning July 1, 2001 through the effective date of the Agreement. Except as noted in C. and D., below, an exempt employee in pay status on May 18, 2003, will receive annual leave hours equal to what would have been received under the accelerated annual leave schedule shown in A., above, for all hours in pay status in a WPEC classification from July 1, 2001, through the effective date of the Agreement, minus the amount actually received for that time period.
- C. Eligible exempt employees on leave of absence from a bargaining unit position during the period July 1, 2001, to the effective date of the Agreement, will not receive annual leave hours under B., above, until they return to pay status in an eligible position during the term of the Agreement.
- D. Exempt employees who were laid off from a bargaining unit position during the period July 1, 2001, to the effective date of the Agreement will receive a lump sum payment for the value of annual leave hours calculated under B., above, for hours in pay status in a WPEC classification from July 1, 2001, to the date of layoff.
- E. For July 1, 2001, through December 31, 2002, annual leave hours calculated under B., above, will be credited as termination/sabbatical leave and recorded on employee check stubs as soon as administratively feasible. All annual leave hours for calendar year 2003 will be reflected in employees' annual leave balances. However, hours earned under B., above, for the period January 1, 2003, through May 17, 2003, may be banked, at the employee's discretion, as termination/sabbatical leave at the time designated for making **all** 2003 conversions. Such hours will be credited as, or converted to, termination/sabbatical leave even if an employee is not eligible for termination/sabbatical leave pursuant to other provisions of the Agreement.
- F. Employees designated as exempt after May 18, 2003, are eligible for a prorated portion of the accelerated annual leave schedule on the date they become exempt.

## **SECTION V. PERSONNEL TRANSACTION PAY ADJUSTMENT PROVISIONS**

- A. Reassignment of Classifications to New Broadband Pay Ranges.** The pay upon reassignment of classifications to new pay ranges on May 18, 2003, under Section II. L., above, shall be in accordance with s. ER 29.03(3), Wis. Admin. Code, except as specified under Section II. L./4., above.
- B. Pay Ranges 7-30 and 7-31 (Special Agent and Excise Tax Agent series).** Personnel transaction pay adjustments for positions within or moving to pay range 7-30 or 7-31 shall be determined in accordance with § ER 29.03, Wis. Adm. Code, except as modified by Article XI, Section 5, of the Agreement.
- C. All Other Pay Ranges.** Except as specified in A. and B., above, personnel transaction pay adjustments involving Fiscal and Staff Services bargaining unit positions will be determined in accordance with the provisions set forth in § ER 29.03, Wis. Adm. Code, except as modified by the Broadband Pay System provisions of Appendix A of the 2001-2003 Agreement. By Memorandum of Understanding with WPEC, the July 15, 2002 effective date provided under 11/5/3 and Appendix A, Section 2.B. of the Agreement shall be changed to "the first day after the first day of the pay period following the effective date of the Agreement" which is now resolved to be May 19, 2003. The effect of this change is to preserve the bargained intent that provisions of the broadband pay system would become effective for newly broadbanded employees the day after their reallocation to broadband pay ranges.

**SECTION VI. REFERRAL OF QUESTIONS****Employee Questions:**

**Individual employees with questions regarding their pay rates or pay adjustments indicated in this bulletin should contact their Agency Human Resources or Payroll Office directly.**

**Employer Questions :**

Employer questions regarding the *pay provisions* contained in this bulletin should be referred to the Division of Compensation and Labor Relations: John Wiesman (608) 266-3381 (phone); or [john.wiesman@der.state.wi.us](mailto:john.wiesman@der.state.wi.us) (email) or Paul Ostrowski (608) 267-0343 (phone); or [paul.ostrowski@der.state.wi.us](mailto:paul.ostrowski@der.state.wi.us) (email).

Employer questions regarding *all other contract provisions* of the WPEC Agreement should be referred to the Division of Compensation and Labor Relations: **Kathy Kopp (608) 266-0711 (phone); or [kathy.kopp@der.state.wi.us](mailto:kathy.kopp@der.state.wi.us) (email).**

Employer questions concerning payroll processing or file maintenance procedures should be referred to the appropriate payroll center:

**DOA Central Payroll: Shelley Schwartz (608) 264-9571**

**UW-Processing Center Enrollment and Membership: (608) 262-5031**

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James A. Pankratz, Administrator  
Division of Compensation and Labor Relations

- Attachment 1: July 1, 2002 – May 17, 2003 Pay Schedule 07 and Progression Schedules
- Attachment 2: May 18, 2003 Pay Schedule 07 and Progression Schedules (for use with 1.0% GWA)
- Attachment 3: May 18, 2003 Pay Schedule 07 (for use with 2.0% GWA) and Progression Schedules effective May 18, 2003 through May 17, 2003
- Attachment 4: May 18, 2003 Pay Schedule 07 (for reallocation of positions to new broadband pay ranges)
- Attachment 5: May 18, 2003 – June 30, 2003 Pay Schedule 07 and Progression Schedules
- Attachment 6: Pay Range Reassignments effective May 18, 2003
- Attachment 7: Pay Progression System effective May 18, 2003

**Attachment 1**

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>						
<b>Effective October 8, 2000 – May 17, 2003</b>						
<b>Official Hourly Basis</b>						
<b>Pay Range</b>	<b>Minimum</b>	<b>Appointment Maximum 1</b>	<b>Appointment Maximum 2</b>	<b>Maximum</b>	<b>Within Range Step</b>	<b>8% of the minimum</b>
1	18.251	25.492	na	30.682	0.548	1.461
2	23.534	31.489	39.444	47.398	0.707	1.883
8	9.715	na	na	15.020	0.292	0.778
9	10.509	na	na	16.244	0.316	0.841
10	11.368	na	na	17.569	0.342	0.910
11	12.299	na	na	19.001	0.369	0.984
12	13.309	na	na	21.257	0.400	1.065
13	14.401	na	na	22.989	0.433	1.153
14	15.584	na	na	24.866	0.468	1.247
15	16.866	na	na	27.792	0.506	1.350
16	18.251	na	na	31.028	0.548	1.461
17	19.738	na	na	33.558	0.593	1.580
18	21.344	na	na	36.294	0.641	1.708
19	23.052	na	na	39.251	0.690	1.839
30	18.649	na	na	22.294	0.560	1.492
31	23.410	na	na	27.498	0.703	1.873
40	15.447	na	na	26.771	0.464	1.236
77	15.447	na	na	26.771	0.464	1.236
78	18.252	26.308	na	34.773	0.548	1.461
79	21.348	31.538	na	42.225	0.641	1.708

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>									
<b>Semi-Automatic Pay Progression Structure</b>									
<b>Effective October 8, 2000 – May 17, 2003</b>									
<b>Special Agent and Excise Tax Agent Schedules</b>					<b>Information Systems</b>			<b>Fiscal</b>	
<b>Range 07-30</b>		<b>Range 07-31</b>			<b>Range 07-40</b>		<b>Range 07-77</b>		
<b>min</b>	<b>max</b>	<b>min</b>	<b>max</b>	<b>min</b>	<b>max</b>	<b>min</b>	<b>max</b>	<b>min</b>	<b>max</b>
<b>18.649</b>	<b>22.294</b>	<b>23.410</b>	<b>27.498</b>	<b>15.447</b>	<b>26.771</b>	<b>15.447</b>	<b>26.771</b>		
<b>progression points:</b>		<b>progression points:</b>			<b>progression points:</b>		<b>progression points:</b>		
<b>A</b>	18.649	<b>A</b>	23.410	<b>A</b>	15.447	<b>A</b>	15.447		
<b>B</b>	19.865	<b>B</b>	24.432	<b>B</b>	16.047	<b>B</b>	16.047		
<b>C</b>	21.080	<b>C</b>	25.454	<b>C</b>	16.647	<b>C</b>	16.647		
<b>D</b>	22.294	<b>D</b>	26.476	<b>D</b>	17.247	<b>D</b>	17.247		
		<b>E</b>	27.498	<b>E</b>	17.847	<b>E</b>	17.847		

**Attachment 2**

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>						
<b>Effective May 18, 2003, only (for administration of the 1.0% GWA)</b>						
<b>Official Hourly Basis</b>						
<b>Pay Range</b>	<b>Minimum</b>	<b>Appointment Maximum 1</b>	<b>Appointment Maximum 2</b>	<b>Maximum</b>	<b>Within Range Step</b>	<b>8% of the minimum</b>
<b>1</b>	18.251	25.492	na	30.989	0.548	1.461
<b>2</b>	23.534	31.489	39.444	47.872	0.707	1.883
<b>8</b>	9.715	na	na	15.171	0.292	0.778
<b>9</b>	10.509	na	na	16.407	0.316	0.841
<b>10</b>	11.368	na	na	17.745	0.342	0.910
<b>11</b>	12.299	na	na	19.192	0.369	0.984
<b>12</b>	13.309	na	na	21.470	0.400	1.065
<b>13</b>	14.401	na	na	23.219	0.433	1.153
<b>14</b>	15.584	na	na	25.115	0.468	1.247
<b>15</b>	16.866	na	na	28.070	0.506	1.350
<b>16</b>	18.251	na	na	31.339	0.548	1.461
<b>17</b>	19.738	na	na	33.894	0.593	1.580
<b>18</b>	21.344	na	na	36.657	0.641	1.708
<b>19</b>	23.052	na	na	39.644	0.692	1.845
<b>30</b>	18.836	na	na	22.517	0.566	1.507
<b>31</b>	23.645	na	na	27.773	0.710	1.892
<b>40</b>	15.447	na	na	27.039	0.464	1.236
<b>77</b>	15.447	na	na	27.039	0.464	1.236
<b>78</b>	18.252	26.687	na	35.121	0.548	1.461
<b>79</b>	21.348	31.998	na	42.648	0.641	1.708

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>				
<b>Semi-Automatic Pay Progression Structure</b>				
<b>Effective May 18, 2003, only</b>				
<b>Special Agent and Excise Tax Agent Schedules</b>				
<b>Range 07-30</b>		<b>Range 07-31</b>		
<b>min</b>	<b>max</b>	<b>min</b>	<b>max</b>	
<b>18.836</b>	<b>22.517</b>	<b>23.645</b>	<b>27.773</b>	
<b>progression points:</b>		<b>progression points:</b>		
<b>A</b>	<b>18.836</b>	<b>A</b>	<b>23.645</b>	
<b>B</b>	<b>20.064</b>	<b>B</b>	<b>24.677</b>	
<b>C</b>	<b>21.291</b>	<b>C</b>	<b>25.709</b>	
<b>D</b>	<b>22.517</b>	<b>D</b>	<b>26.741</b>	
		<b>E</b>	<b>27.773</b>	

**Attachment 3**

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>						
<b>Effective May 18, 2003, only (for administration of the 2.0% GWA)</b>						
Official Hourly Basis						
<b>Pay Range</b>	<b>Minimum</b>	<b>Appointment Maximum 1</b>	<b>Appointment Maximum 2</b>	<b>Maximum</b>	<b>Within Range Step</b>	<b>8% of the minimum</b>
<b>1</b>	18.617	26.002	na	31.609	0.559	1.490
<b>2</b>	24.005	32.119	40.233	48.830	0.721	1.921
<b>8</b>	9.910	na	na	15.475	0.298	0.793
<b>9</b>	10.720	na	na	16.736	0.322	0.858
<b>10</b>	11.596	na	na	18.100	0.348	0.928
<b>11</b>	12.545	na	na	19.576	0.377	1.004
<b>12</b>	13.576	na	na	21.900	0.408	1.087
<b>13</b>	14.690	na	na	23.684	0.441	1.176
<b>14</b>	15.896	na	na	25.618	0.477	1.272
<b>15</b>	17.204	na	na	28.632	0.517	1.377
<b>16</b>	18.617	na	na	31.966	0.559	1.490
<b>17</b>	20.133	na	na	34.572	0.604	1.611
<b>18</b>	21.771	na	na	37.391	0.654	1.742
<b>19</b>	23.514	na	na	40.437	0.706	1.882
<b>30</b>	19.213	na	na	22.968	0.577	1.538
<b>31</b>	24.118	na	na	28.329	0.724	1.930
<b>40</b>	15.756	na	na	27.580	0.473	1.261
<b>77</b>	15.756	na	na	27.580	0.473	1.261
<b>78</b>	18.618	27.221	na	35.824	0.559	1.490
<b>79</b>	21.775	32.638	na	43.501	0.654	1.742

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>				
<b>Semi-Automatic Pay Progression Structure</b>				
<b>Effective May 18, 2003, only</b>				
<b>Special Agent and Excise Tax Agent Schedule</b>				
<b>Range 07-30</b>			<b>Range 07-31</b>	
<b>min</b>	<b>max</b>		<b>min</b>	<b>max</b>
<b>19.213</b>	<b>22.968</b>		<b>24.118</b>	<b>28.329</b>
<b>progression points:</b>			<b>progression points:</b>	
<b>A</b>	19.213		<b>A</b>	24.118
<b>B</b>	20.466		<b>B</b>	25.171
<b>C</b>	21.717		<b>C</b>	26.224
<b>D</b>	22.968		<b>D</b>	27.276
			<b>E</b>	28.329

**Attachment 4**

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>						
<b>Effective May 18, 2003, only (for implementation of new broadband pay ranges)</b>						
<b>Official Hourly Basis</b>						
<b>Pay Range</b>	<b>Minimum</b>	<b>Appointment Maximum 1</b>	<b>Appointment Maximum 2</b>	<b>Maximum</b>	<b>Within Range Step</b>	<b>8% of the minimum</b>
<b>2</b>	22.257	35.664	40.729	49.070	0.668	1.781
<b>3</b>	19.029	29.495	na	39.961	0.571	1.523
<b>4</b>	14.601	23.362	na	32.123	0.439	1.169
<b>5</b>	11.596	17.803	na	24.010	0.348	0.928
<b>30</b>	19.213	na	na	22.968	0.577	1.538
<b>31</b>	24.118	na	na	28.329	0.724	1.930

**Attachment 5**

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>						
<b>Effective May 18, 2003 through June 30, 2003 (for administration of the 2.5% GWA)</b>						
<b>Official Hourly Basis</b>						
<b>Pay Range</b>	<b>Minimum</b>	<b>Appointment Maximum 1</b>	<b>Appointment Maximum 2</b>	<b>Maximum</b>	<b>Within Range Step</b>	<b>8% of the minimum</b>
<b>2</b>	22.814	36.503	41.748	50.191	0.685	1.826
<b>3</b>	19.505	30.233	na	40.961	0.586	1.561
<b>4</b>	14.967	23.948	na	32.928	0.450	1.198
<b>5</b>	11.886	19.315	na	26.744	0.357	0.951
<b>30</b>	19.694	na	na	23.543	0.591	1.576
<b>31</b>	24.721	na	na	29.038	0.742	1.978

<b>PAY SCHEDULE 07: FISCAL &amp; STAFF SERVICES</b>				
<b>Semi-Automatic Pay Progression Structure</b>				
<b>May 18, 2003 through June 30, 2003</b>				
<b>Special Agent and Excise Tax Agent Schedule</b>				
<b>Range 07-30</b>		<b>Range 07-31</b>		
<b>min</b>	<b>max</b>	<b>min</b>	<b>max</b>	
<b>19.694</b>	<b>23.543</b>	<b>24.721</b>	<b>29.038</b>	
<b>progression points:</b>		<b>progression points:</b>		
<b>A</b>	19.694	<b>A</b>	24.721	
<b>B</b>	20.978	<b>B</b>	25.801	
<b>C</b>	22.260	<b>C</b>	26.880	
<b>D</b>	23.543	<b>D</b>	27.958	
		<b>E</b>	29.038	

## Attachment 6

*This list is for reference only. See Bulletin MRS-SC-158 for official information.*

### Pay Range Reassignments and Classification Changes Effective May 18, 2003

Old Classification Title	Old Class Code	Old Pay Range	New Classification Title	New Class Code	New Pay Range
Accountant	00160	07-77	No change	No change	07-04
Accountant (Utf Systems)	00660	07-79	No change	No change	07-02
Accountant-Adv	00265	07-79	No change	No change	07-02
Accountant-Jour	00263	07-78	No change	No change	07-03
Accountant-Sr	00264	07-78	No change	No change	07-03
Admin Telecommunications Spec	15100	07-12	No change	No change	07-04
Administrative Program Coord	04900	07-13	No change	No change	07-04
Administrative Rules Coord 1	13061	07-12	Abolish		
Administrative Rules Coord 2	13062	07-13	Abolish		
Administrative Rules Coord 3	13063	07-15	Administrative Rules Coord	13063	07-03
Administrative Support Asst 1	08101	07-12	Administrative Support Asst	08160	07-04
Administrative Support Asst 2	08102	07-13	Administrative Support Asst	08160	07-04
Agriculture Auditor	00260	07-77	No change	No change	07-04
Agriculture Auditor 3	00403	07-78	No change	No change	07-03
Agriculture Auditor 4	00404	07-78	No change	No change	07-03
Agriculture Auditor 5	00405	07-79	No change	No change	07-02
Agriculture Program Spec-Obj	07861	07-13	No change	No change	07-04
Agriculture Program Spec-Sr	07862	07-15	No change	No change	07-03
Assistant Area Administrator	49800	07-15	No change	No change	07-03
Auditor	00270	07-77	No change	No change	07-04
Auditor (School Finance)	00610	07-79	No change	00600	07-02
Auditor (Transpr Plan & Review)	00640	07-79	No change	00670	07-02
Auditor-Adv	00205	07-79	No change	No change	07-02
Auditor-Journey	00203	07-78	No change	No change	07-03
Auditor-Senior	00204	07-78	No change	No change	07-03
Auditor-Senior (DHFS)	00630	07-79	No change	00700	07-02
Board Steward 1	74661	07-13	Board Steward	74660	07-04
Board Steward 2	74662	07-14	Board Steward	74660	07-04
Business Enterprise Spec 1	03051	07-12	Business Enterprise Spec	03000	07-04
Business Enterprise Spec 2	03052	07-13	Business Enterprise Spec	03000	07-04
Child Support Program Spec 1	07501	07-14	No change	No change	07-04
Child Support Program Spec 2	07502	07-16	No change	No change	07-03
Collections Spec 1	04101	07-12	Collections Spec	04161	07-04
Collections Spec 2	04102	07-13	Collections Spec	04161	07-04
Collections Spec 3	04103	07-15	Collections Spec-Sr	04162	07-03
Communications Spec-Obj	12301	07-10	Communications Spec	12361	07-05

Communications Spec-Adv	12304	07-15	No change	12363	07-03
Communications Spec-Jour	12302	07-12	Communications Spec-Sr	12362	07-04
Communications Spec-Sr	12303	07-14	Communications Spec-Sr	12362	07-04
Community Services Advocate	07300	07-14	No change	No change	07-04
Community Svcs Spec 1	07361	07-13	Community Svcs Spec	07601	07-04
Community Svcs Spec 2	07362	07-14	Community Svcs Spec	07601	07-04
Community Svcs Spec 3	07363	07-15	Community Svcs Spec-Sr	07602	07-03
Community Svcs Tech 1	07401	07-10	Community Svcs Tech	07401	07-05
Community Svcs Tech 2	07402	07-12	Community Svcs Tech-Sr	07402	07-04
Consumer Credit Examiner	02200	07-77	No change	No change	07-04
Consumer Credit Examiner-Adv	02205	07-79	No change	No change	07-02
Consumer Credit Examiner-Jour	02203	07-78	No change	No change	07-03
Consumer Credit Examiner-Sr	02204	07-78	No change	No change	07-03
Contracts Spec-Adv	04204	07-15	No change	04373	07-03
Contracts Spec-Entry	04201	07-11	Contracts Spec	04371	07-05
Contracts Spec-Obj	04202	07-12	Contracts Spec-Sr	04372	07-04
Contracts Spec-Sr	04203	07-13	Contracts Spec-Sr	04372	07-04
Corrections Admin Spec 1	05901	07-12	Corrections Admin Spec	05900	07-04
Corrections Admin Spec 2	05902	07-13	Corrections Admin Spec	05900	07-04
Crime Victim Claims Spec-Entry	03801	07-12	Crime Victims Claims Spec	03800	07-04
Crime Victim Claims Spec-Obj	03802	07-13	Crime Victims Claims Spec	03800	07-04
DHFS Telecommunications Coord	15160	07-16	No change	No change	07-03
DOA Administrative Coord 1	07171	07-16	DOA Administrative Coord	07170	07-03
DOA Administrative Coord 2	07172	07-17	DOA Administrative Coord	07170	07-03
DOA Program Spec-Entry	07261	07-12	DOA Program Spec	07260	07-04
DOA Program Spec-Obj	07262	07-13	DOA Program Spec	07260	07-04
Elections Spec-Entry	07301	07-12	Elections Spec	07400	07-04
Elections Spec-Obj	07302	07-13	Elections Spec	07400	07-04
Emergency Govt Specialist 1	74231	07-13	Emergency Govt Spec	74201	07-04
Emergency Govt Specialist 2	74232	07-14	Emergency Govt Spec	74201	07-04
Emergency Govt Specialist 3	74233	07-15	Emergency Govt Spec-Sr	74202	07-03
Emergency Govt Specialist 4	74234	07-16	Emergency Govt Spec-Adv	74203	07-03
Employment Programs Coord-Obj	07201	07-12	Employment Programs Coord	07200	07-04
Employment Programs Coord-Sr	07202	07-13	Employment Programs Coord	07200	07-04
Environmental Assistance Coord	12900	07-16	No change	No change	07-03
Environmental Coord	56101	07-13	Environmental Coord	56100	07-04
Environmental Coord-Obj	56102	07-14	Environmental Coord	56100	07-04
Equal Opportunity Spec 1	74471	07-10	Abolish		
Equal Opportunity Spec 2	74472	07-11	Abolish		
Equal Opportunity Spec 3	74473	07-12	Equal Opportunity Spec	74401	07-04
Equal Opportunity Spec 4	74474	07-13	Equal Opportunity Spec	74401	07-04
Equal Opportunity Spec 5	74475	07-14	Equal Opportunity Spec	74401	07-04
Equal Opportunity Spec 6	74476	07-15	Equal Opportunity Spec-Sr	74402	07-03
Equal Opportunity Spec 7	74477	07-16	Abolish		
Equal Opportunity Spec 8	74478	07-17	Abolish		

Facilities Management Spec 1	05501	07-13	No change	No change	07-04
Facilities Management Spec 2	05502	07-15	No change	No change	07-03
Financial Examiner	02100	07-77	No change	No change	07-04
Financial Examiner-Adv	02105	07-79	No change	No change	07-02
Financial Examiner-Jour	02103	07-78	No change	No change	07-03
Financial Examiner-Sr	02104	07-78	No change	No change	07-03
Fleet & Property Spec	06670	07-13	Fleet Operations Spec	07100	07-04
Fleet Operations Coord	06700	07-14	Fleet Operations Spec	07100	07-04
Fuel Tax & Registration Auditor	01000	07-77	No change	No change	07-04
Gaming Program Spec-Entry	05001	07-14	No change	No change	07-04
Gaming Program Spec-Sr	05002	07-15	No change	No change	07-03
Grants Spec-Adv	04264	07-15	No change	04272	07-03
Grants Spec-Entry	04261	07-12	Grants Spec	04271	07-04
Grants Spec-Obj	04262	07-13	Grants Spec	04271	07-04
Grants Spec-Sr	04263	07-14	Grants Spec	04271	07-04
Health Care Rate Analyst 1	03301	07-10	Abolish		
Health Care Rate Analyst 2	03302	07-12	Health Care Rate Analyst	03361	07-04
Health Care Rate Analyst 3	03303	07-14	Health Care Rate Analyst	03361	07-04
Health Care Rate Analyst 4	03304	07-15	Health Care Rate Analyst-Sr	03362	07-03
Health Care Rate Analyst 5	03305	07-16	Health Care Rate Analyst-Adv	03363	07-03
Human Svcs Area Coord	07550	07-16	No change	07570	07-03
Human Svcs Licensing Spec	07530	07-15	No change	07560	07-03
Human Svcs Program Coord-Entry	07561	07-12	Human Svcs Program Coord	07571	07-04
Human Svcs Program Coord-Major	07563	07-15	Human Svcs Program Coord-Sr	07572	07-03
Human Svcs Program Coord-Obj	07562	07-13	Human Svcs Program Coord	07571	07-04
Industries Program Spec	07850	07-13	No change	07860	07-04
Insurance Examiner-Adv	02365	07-18	No change	02304	07-02
Insurance Examiner-Dev	02362	07-14	Insurance Examiner	02301	07-04
Insurance Examiner-Entry	02361	07-13	Insurance Examiner	02301	07-04
Insurance Examiner-Jour	02363	07-15	No change	02302	07-03
Insurance Examiner-Sr	02364	07-16	No change	02303	07-03
Insurance Financial Examiner	02300	07-77	No change	No change	07-04
Insurance Financial Examiner-Adv	02375	07-79	No change	No change	07-02
Insurance Financial Examiner-Jour	02373	07-78	No change	No change	07-03
Insurance Financial Examiner-Sr	02374	07-78	No change	No change	07-03
Insurance Program Spec-Entry	02501	07-13	Insurance Program Spec	02501	07-04
Insurance Program Spec-Obj	02502	07-15	No change	No change	07-03
Insurance Program Spec-Sr	02503	07-16	No change	No change	07-03
IS Business Automation Analyst	13661	07-40	No change	No change	07-04
IS Business Automation Conslt/Adm	13664	07-02	No change	No change	07-02
IS Business Automation Sr	13662	07-01	No change	No change	07-03
IS Business Automation Spec	13663	07-02	No change	No change	07-02
IS Comprehensive Conslt/Admr	14020	07-02	No change	13404	07-02
IS Comprehensive Services Prof	13160	07-40	No change	13401	07-04
IS Comprehensive Services-Sr	14003	07-01	No change	13402	07-03

IS Comprehensive Services Spec	14010	07-02	No change	13403	07-02
IS Data Services Conslt/Admr	13304	07-02	No change	No change	07-02
IS Data Services Professional	13301	07-40	No change	No change	07-04
IS Data Services-Sr	13302	07-01	No change	No change	07-03
IS Data Services Spec	13303	07-02	No change	No change	07-02
IS Entrprs Data Services Spec	14061	07-02	No change	No change	07-02
IS Entrprs Data Svcs Conslt/Admr	14062	07-02	No change	No change	07-02
IS Entrprs Network Services Spec	14071	07-02	No change	No change	07-02
IS Entrprs Network Svcs Conslt/Adm	14072	07-02	No change	No change	07-02
IS Entrprs Strtgc Plan Svcs Cns/Ad	14362	07-02	No change	No change	07-02
IS Entrprs Strtgc Plan Svcs Spec	14361	07-02	No change	No change	07-02
IS Entrprs Sysms Devmnt Svcs Cn/Ad	14262	07-02	No change	No change	07-02
IS Entrprs Sysms Devmnt Svcs Spec	14261	07-02	No change	No change	07-02
IS Entrprs Technical Svcs Cns/Admr	14272	07-02	No change	No change	07-02
IS Entrprs Technical Svcs Spec	14271	07-02	No change	No change	07-02
IS Network Services Conslt/Admr	13364	07-02	No change	No change	07-02
IS Network Services Professional	13361	07-40	No change	No change	07-04
IS Network Services-Sr	13362	07-01	No change	No change	07-03
IS Network Services Spec	13363	07-02	No change	No change	07-02
IS Professional In-Training (A)	13561	07-11	No change	No change	07-05
IS Professional In-Training (B)	13562	07-12	No change	No change	07-04
IS Systms Devmnt Services Cns/Admr	13374	07-02	No change	No change	07-02
IS Systms Devmnt Services Prof	13371	07-40	No change	No change	07-04
IS Systms Devmnt Services-Sr	13372	07-01	No change	No change	07-03
IS Systms Devmnt Services Spec	13373	07-02	No change	No change	07-02
IS Technical Services Conslt/Admr	13464	07-02	No change	No change	07-02
IS Technical Services Prof	13461	07-40	No change	No change	07-04
IS Technical Services-Sr	13462	07-01	No change	No change	07-03
IS Technical Services Spec	13463	07-02	No change	No change	07-02
Justice Data Network Spec	15459	07-15	No change	14900	07-03
Licensing Examination Spec-Entry	08801	07-14	Licensing Examination Spec	08801	07-04
Licensing Examination Spec-Obj	08802	07-15	Licensing Examination Spec-Sr	08802	07-03
Lott Customer Svc Spec-Entry	06771	07-12	Lottery Customer Svc Spec	07001	07-04
Lott Customer Svc Spec-Obj	06772	07-13	Lottery Customer Svc Spec	07001	07-04
Lott Customer Svc Spec-Sr	06773	07-14	No change	07002	07-04
Lott Game & Drawings Spec-Jour	06701	07-12	Lott Game & Drawings Spec	07000	07-04
Lott Game & Drawings Spec-Sr	06702	07-14	Lott Game & Drawings Spec	07000	07-04
Marketing Spec-Obj	06301	07-13	Marketing Spec	06301	07-04
Marketing Spec-Sr	06302	07-15	No change	No change	07-03
Medicaid Publications Coord	08900	07-15	No change	No change	07-03
Military Funeral Honors Prog Coord	50200	07-13	No change	No change	07-04
Military Funeral Honors Prog Spec	50100	07-12	No change	No change	07-04
Mortgage Banking Examiner	02700	07-77	No change	No change	07-04
Mortgage Banking Spec	03900	07-78	No change	No change	07-03
Motor Vehicle Program Spec 1	75201	07-11	Motor Vehicle Program Spec	75261	07-05

Motor Vehicle Program Spec 2	75202	07-12	Motor Vehicle Program Spec-Jour	75262	07-04
Motor Vehicle Program Spec 3	75203	07-13	Motor Vehicle Program Spec-Jour	75262	07-04
Motor Vehicle Program Spec 4	75204	07-14	Motor Vehicle Program Spec-Jour	75262	07-04
Motor Vehicle Program Spec 5	75205	07-15	Motor Vehicle Program Spec-Sr	75263	07-03
Multi Media Facs Coord-Obj	60001	07-12	Multi Media Facs Coord	61000	07-04
Multi Media Facs Coord-Sr	60002	07-13	Multi Media Facs Coord	61000	07-04
Nat Res Bur Data Coord-Entry	10601	07-12	Nat Res Bur Data Coord	14060	07-04
Nat Res Bur Data Coord-Obj	10602	07-13	Nat Res Bur Data Coord	14060	07-04
Nat Res Fincl Assistance Spec-Entry	04001	07-12	Nat Res Fincl Assistance Spec	04071	07-04
Nat Res Fincl Assistance Spec-Obj	04002	07-14	Nat Res Fincl Assistance Spec	04071	07-04
Nat Res Fincl Assistance Spec-Sr	04003	07-15	Nat Res Fincl Assistance Spec-Sr	04072	07-03
Nat Res Liaison Spec	56601	07-15	No change	No change	07-03
Nat Res Program Spec 1	04701	07-13	No change	No change	07-04
Nat Res Program Spec 2	04702	07-15	No change	No change	07-03
Paralegal-Adv	15002	07-14	No change	No change	07-03
Paralegal-Obj	15001	07-13	No change	No change	07-04
Payroll & Ben Systems Coord 1	21105	07-14	Payroll & Benefits System Coord	21105	07-04
Payroll & Ben Systems Coord 2	21106	07-15	Payroll & Benefits System Coord-Sr	21106	07-03
PECFA Program Spec-Entry	03101	07-13	PECFA Program Spec	03161	07-04
PECFA Program Spec-Obj	03102	07-14	PECFA Program Spec	03161	07-04
PECFA Program Spec-Sr	03103	07-15	PECFA Program Spec-Sr	03162	07-03
Printing Technician 1	61571	07-12	Printing Technician	61570	07-04
Printing Technician 2	61572	07-13	Printing Technician	61570	07-04
Printing Technician 3	61573	07-14	Printing Technician	61570	07-04
Procurement Spec	10461	07-13	No change	No change	07-04
Procurement Spec-Obj	10462	07-15	No change	No change	07-03
Procurement Spec-Sr	10463	07-16	No change	No change	07-03
Program & Planning Analyst 1	09401	07-10	Program & Planning Analyst	09461	07-05
Program & Planning Analyst 2	09402	07-12	Program & Planning Analyst-Sr	09462	07-04
Program & Planning Analyst 3	09403	07-13	Program & Planning Analyst-Sr	09462	07-04
Program & Planning Analyst 4	09404	07-14	Program & Planning Analyst-Sr	09462	07-04
Program & Planning Analyst 5	09405	07-15	Program & Planning Analyst-Adv	09463	07-03
Program & Planning Analyst 6	09406	07-16	Program & Planning Analyst-Adv	09463	07-03
Program & Planning Analyst 7	09407	07-17	Program & Planning Analyst-Adv	09463	07-03
Program Schedule Coord	59460	07-13	No change	No change	07-04
Property Assessment Spec-Adv	01303	07-16	No change	No change	07-03
Property Assessment Spec-Entry	01301	07-14	Property Assessment Spec	01301	07-04
Property Assessment Spec-Jour	01302	07-15	No change	No change	07-03
Property Assmnt Chief Trng Offr	01370	07-17	No change	No change	07-03
Property Assmnt Prac Spec-Entry	01371	07-14	Property Assessment Prac Spec	01371	07-04
Property Assmnt Prac Spec-Jour	01372	07-15	No change	No change	07-03
Property Assmnt Prac Spec-Sr	01373	07-16	No change	No change	07-03
Public Defender Investigator-Entry	67401	07-13	Public Defender Investigator	67461	07-04
Public Defender Investigator-Obj	67402	07-14	Public Defender Investigator	67461	07-04
Public Defender Investigator-Sr	67403	07-15	No change	67462	07-03

Public Util Fincl Analyst-Adv	00364	07-17	No change	No change	07-02
Public Util Fincl Analyst-Entry	00361	07-14	Public Util Fincl Analyst	00361	07-04
Public Util Fincl Analyst-Jour	00362	07-15	No change	No change	07-03
Public Util Fincl Analyst-Princpl	00365	07-18	No change	No change	07-02
Public Util Fincl Analyst-Sr	00363	07-16	No change	No change	07-03
Public Utility Auditor	00300	07-77	No change	No change	07-04
Public Utility Auditor 3	00303	07-78	No change	No change	07-03
Public Utility Auditor 4	00304	07-78	No change	No change	07-03
Public Utility Auditor 5	00305	07-79	No change	No change	07-02
Public Utility Auditor 6	00306	07-79	No change	No change	07-02
Public Utility Auditor 7	00307	07-79	No change	No change	07-02
Publications Editor 1	12201	07-10	Publications Editor	12261	07-05
Publications Editor 2	12202	07-11	Publications Editor	12261	07-05
Publications Editor 3	12203	07-13	No change	12262	07-04
Publications Editor 4	12204	07-15	No change	12263	07-03
Purchasing Agent	10401	07-12	No change	No change	07-04
Purchasing Agent-Obj	10402	07-14	No change	No change	07-04
Purchasing Agent-Sr	10403	07-15	No change	No change	07-03
Quality Assurance Prog Spec-Entry	07371	07-14	Quality Assurance Prog Spec	07371	07-04
Quality Assurance Prog Spec-Sr	07372	07-15	No change	No change	07-03
Real Estate Spec-Adv	03404	07-16	No change	03463	07-03
Real Estate Spec-Entry	03401	07-13	Real Estate Spec	03461	07-04
Real Estate Spec-Jour	03402	07-14	Real Estate Spec	03461	07-04
Real Estate Spec-Sr	03403	07-15	No change	03462	07-03
Records/Forms Management Spec 1	05701	07-12	Records/Forms Management Spec	05761	07-04
Records/Forms Management Spec 2	05702	07-13	Records/Forms Management Spec	05761	07-04
Records/Forms Management Spec 3	05703	07-15	Records/Forms Management Spec-Sr	05762	07-03
Regulatory Spec 1	04501	07-12	Regulatory Spec	04561	07-04
Regulatory Spec 2	04502	07-13	Regulatory Spec	04561	07-04
Regulatory Spec 3	04503	07-15	Regulatory Spec-Sr	04562	07-03
Revenue Agent 1	67601	07-12	Revenue Agent	67571	07-04
Revenue Agent 2	67602	07-13	Revenue Agent	67571	07-04
Revenue Agent 3	67603	07-14	No change	67572	07-03
Revenue Agent 4	67604	07-15	No change	67573	07-03
Revenue Field Agent 1	67661	07-12	Revenue Field Agent	67671	07-04
Revenue Field Agent 2	67662	07-13	Revenue Field Agent	67671	07-04
Revenue Field Agent 3	67663	07-14	No change	No change	07-03
Revenue Field Agent 4	67664	07-15	No change	No change	07-03
Revenue Field Agent 5	67665	07-16	No change	No change	07-03
Revenue Auditor	01500	07-77	No change	No change	07-04
Revenue Auditor 3	01563	07-78	No change	No change	07-03
Revenue Auditor 4	01564	07-78	No change	No change	07-03
Revenue Auditor 5	01565	07-79	No change	No change	07-02
Revenue Auditor 6	01566	07-79	No change	No change	07-02

Revenue Field Auditor	01560	07-77	No change	01571	07-04
Revenue Field Auditor 4	01574	07-78	No change	No change	07-03
Revenue Field Auditor 5	01575	07-78	No change	No change	07-03
Revenue Field Auditor 6	01576	07-79	No change	No change	07-02
Revenue Field Auditor 7	01577	07-79	No change	No change	07-02
Revenue Field Auditor 8	01578	07-79	No change	No change	07-02
Revenue Svcs Consultant 1	06761	07-13	Revenue Svcs Consultant	07101	07-04
Revenue Svcs Consultant 2	06762	07-14	Revenue Svcs Consultant	07101	07-04
Revenue Svcs Consultant 3	06763	07-15	Revenue Svcs Consultant-Sr	07102	07-03
Revenue Tax Specialist-Entry	01100	07-77	No change	No change	07-04
Revenue Tax Specialist 1	01101	07-78	No change	No change	07-03
Revenue Tax Specialist 2	01102	07-78	No change	No change	07-03
Revenue Tax Specialist 3	01103	07-79	No change	No change	07-02
Revenue Tax Specialist 4	01104	07-79	No change	No change	07-02
Revenue Tax Specialist 5	01105	07-79	No change	No change	07-02
Risk Management Spec 1	04301	07-12	Risk Management Spec	04361	07-04
Risk Management Spec 2	04302	07-13	Risk Management Spec	04361	07-04
Risk Management Spec 3	04303	07-14	Risk Management Spec	04361	07-04
Risk Management Spec 4	04304	07-15	Risk Management Spec-Sr	04362	07-03
Safety Respsnblty Hearing Examiner	15060	07-14	No change	No change	07-04
Sales And Marketing Spec	92200	07-12	No change	No change	07-04
Securities Examiner	03200	07-77	No change	03201	07-04
Securities Examiner-Jour	03203	07-78	No change	No change	07-03
Securities Examiner-Sr	03204	07-78	No change	No change	07-03
Sign Language Interpreter	08000	07-15	No change	No change	07-03
Staff Support Spec	07070	07-13	No change	No change	07-04
Tax Resolution Officer-Office Audit Obj	01801	07-78	No change	No change	07-03
Tax Resolution Officer-Office Audit Sen	01802	07-78	No change	No change	07-03
Tax Resolution Officer-Corp Office Audit	01803	07-79	No change	No change	07-02
Tax Resolution Officer-Field Audit	01804	07-79	No change	No change	07-02
Tax Resolution Officer-Large Case	01805	07-79	No change	No change	07-02
Technical Writer-Entry	14401	07-13	Technical Writer	14461	07-04
Technical Writer-Obj	14402	07-14	Technical Writer	14461	07-04
Technical Writer-Sr	14403	07-15	No change	14462	07-03
Tourism Coordinator	19972	07-16	Tourism Coordinator-Sr	19972	07-03
Tourism Coordinator-Entry	19971	07-15	Tourism Coordinator	19971	07-03
Tourism Special Assistant	19962	07-14	Tourism Special Assistant	19960	07-04
Tourism Special Assistant-Entry	19961	07-13	Tourism Special Assistant	19960	07-04
Tourist Promotion Representative	12700	07-11	No change	No change	07-05
Trade Practices Analyst-Entry	03501	07-14	Trade Practices Analyst	03501	07-04
Trade Practices Analyst-Obj	03502	07-15	Trade Practices Analyst-Sr	03502	07-03
Training Officer 1	14501	07-12	Training Officer	14561	07-04
Training Officer 2	14502	07-14	Training Officer	14561	07-04
Training Officer 3	14503	07-15	Training Officer-Sr	14562	07-03
Transportation Fiscal Analyst 1	00191	07-16	No change	00171	07-03

Transportation Fiscal Analyst 2	00192	07-17	No change	00172	07-03
Trust Funds Spec 1	08501	07-12	Trust Funds Spec	08561	07-04
Trust Funds Spec 2	08502	07-13	Trust Funds Spec	08561	07-04
Trust Funds Spec 3	08503	07-14	No change	08562	07-04
Univ Grants & Contracts Spec-Dev	04062	07-13	Univ Grants & Contracts Spec	04401	07-04
Univ Grants & Contracts Spec-Entry	04061	07-12	Univ Grants & Contracts Spec	04401	07-04
Univ Grants & Contracts Spec-Obj	04063	07-14	Univ Grants & Contracts Spec	04401	07-04
Univ Grants & Contracts Spec-Sr	04064	07-15	No change	04402	07-03
University Benefit Spec 1	08401	07-13	University Benefit Spec	08400	07-04
University Benefit Spec 2	08402	07-14	University Benefit Spec	08400	07-04
University Business Spec 1	05301	07-12	University Business Spec	05300	07-04
University Business Spec 2	05302	07-13	University Business Spec	05300	07-04
University Conference Coord	18500	07-12	No change	No change	07-04
UW Athletics Program Spec	58400	07-13	No change	No change	07-04
UW Program Spec 1	06501	07-12	UW Program Spec	06500	07-04
UW Program Spec 2	06502	07-13	UW Program Spec	06500	07-04
UW Program Spec 3	06503	07-14	UW Program Spec	06500	07-04
UW System Grants & Contracts Coord	04070	07-16	No change	No change	07-03
UWM Recruitment Coord	06560	07-14	No change	No change	07-04
Veterans Program Spec	07471	07-14	No change	No change	07-04
Veterans Program Spec-Sr	07472	07-15	No change	No change	07-03
Vital Records Program Spec	05800	07-15	No change	No change	07-03
Workers Comp Examiner	47961	07-13	Workers Comp Examiner	47971	07-04
Workers Comp Examiner-Obj	47962	07-14	Workers Comp Examiner	47971	07-04
Workers Comp Examiner-Sr	47963	07-15	No change	47972	07-03
Workers Comp Resolution Offr-Entry	03661	07-14	Workers Comp Resolution Offr	03661	07-04
Workers Comp Resolution Offr-Sr	03662	07-15	No change	No change	07-03
Workers Comp Risk Analyst-Entry	03601	07-13	Workers Comp Risk Analyst	03601	07-04
Workers Comp Risk Analyst-Obj	03602	07-15	Workers Comp Risk Analyst-Sr	03602	07-03

## Attachment 7

### Progression Adjustment for Certain WPEC Classifications

A. Effective Date. The provisions of this appendix are effective May 18, 2003.

B. Eligibility. All employees in positions allocated to classifications specified in C., below, will be eligible for a base-building progression adjustment, except as follows:

1. An employee whose base pay rate is equal to or greater than the applicable pay range limitations stated in C., below.

2. An employee who has received an unsatisfactory performance evaluation within six (6) months prior to the granting date. The denial of a progression adjustment based upon unsatisfactory performance is not grievable under Article IV of this Agreement. Employees must be notified of the unsatisfactory performance in writing. The written notification will include:

a. Details of each occurrence of unsatisfactory performance; and

b. Identification of goals and expectations stated in terms that are measurable and which specify how expectations are to be accomplished including supervisory follow-up in intervals of not more than two months. The two-month period may take absences into consideration.

3. An employee who has received an unsatisfactory performance evaluation will receive a new performance evaluation within six (6) months, or prior to the next scheduled progression adjustment, whichever is sooner.

4. Upon satisfactory completion of the goals and expectations, the supervisor will, prior to the next scheduled progression adjustment, provide the employee with written notice of satisfactory performance. The employee will receive the next scheduled progression adjustment in accordance with D./3.

5. An employee who has already received two (2) progression adjustments in any position(s) under this or any similar progression adjustment system provided under provisions of the Compensation Plan or other collective bargaining Agreements.

6. An employee who has previously received the maximum number of possible progression adjustments for the employee's classification, taking into account progression adjustments received while in any position(s) under this or any similar progression adjustment system provided under provisions of the Compensation Plan or other collective bargaining Agreements.

For the purpose of eligibility, "any similar progression adjustment system" shall be defined as any progression system that provides one or two time annual dollar per hour rate adjustments (i.e., not providing specific pay rates, except for a maximum adjustment rate).

C. Amount

1. An eligible employee in a position allocated to one of the following collapsed classifications will receive a two-time progression adjustment of \$1.20 per hour on the granting date, subject to the pay range 07-03 minimum.

- a. Accountant
- b. Agriculture Auditor
- c. Auditor
- d. Consumer Credit Examiner
- e. Equal Opportunity Specialist
- f. Financial Examiner
- g. Fuel Tax & Registration Auditor
- h. IS Business Automation Analyst
- i. IS Comprehensive Services Professional
- j. IS Data Services Professional
- k. IS Network Services Professional
- l. IS Systems Development Services Professional
- m. IS Technical Services Professional
- n. Mortgage Banking Examiner
- o. Motor Vehicle Program Specialist-Journey
- p. Program and Planning Analyst-Senior
- q. Public Utility Auditor
- r. Revenue Auditor
- s. Revenue Field Auditor
- t. Revenue Tax Specialist-Entry
- u. Risk Management Specialist
- v. Securities Examiner
- w. University Grants and Contracts Specialist

2. An eligible employee in a position allocated to one of the following collapsed classifications will receive a one-time progression adjustment of \$1.20 per hour on the granting date, subject to the pay range 07-03 minimum.

- a. Board Steward
- b. Crime Victims Claims Specialist
- c. DOA Program Specialist
- d. Elections Specialist
- e. Emergency Government Specialist
- f. Environmental Coordinator

- g. Grants Specialist
- h. Health Care Rate Analyst
- i. Human Services Program Coordinator
- j. Insurance Examiner
- k. Lottery Customer Service Specialist
- l. Natural Resources Bureau Data Coordinator
- m. Natural Resources Financial Assistance Specialist
- n. PECFA Program Specialist
- o. Printing Technician
- p. Public Defender Investigator
- q. Real Estate Specialist
- r. Revenue Agent
- s. Revenue Field Agent
- t. Technical Writer
- u. Tourism Specialist Assistant
- v. Trust Funds Specialist
- w. University Benefits Specialist
- x. Workers Compensation Examiner

3. An eligible employee in a position allocated to the following collapsed classification will receive a two-time progression adjustment of \$1.50 per hour on the granting date, subject to the pay range 07-04 appointment maximum.

Insurance Financial Examiner

4. The individual increase limit provided in s. 230.12(5)(d), Wis. Stats., does not apply to progression adjustments granted pursuant to these progression adjustment provisions.

D. Granting Date.

1. Progression adjustments for eligible employees will be awarded based on the employee's state service seniority date. Seniority dates may be adjusted (for progression adjustment purposes only) at the discretion of the appointing authority for absence from employment of more than one hundred and seventy four (174) work hours within a six-month time period, for approved leaves of absence, layoff, and resignation.

2. Progression adjustments will be effective on the first day of the pay period following the employee's seniority date. If the employee's seniority date occurs on the first day of a pay period, the progression adjustment will be effective on that date.

3. If eligible, an employee whose progression adjustment has been previously denied due to unsatisfactory performance as described in B./2., above, will receive the progression adjustment effective the first day of the first pay period following the employee's receipt of the written satisfactory performance evaluation.