State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

- COMPENSATION & LABOR RELATIONS BULLETIN -

Date: May 3, 2006 **Locator No.:** OSER-0092-CLR/PP	Subject: Notification of 2005-2007 Compensation Plan Changes Due to the April 26, 2006 JCOER Meeting

The purpose of this bulletin is to notify State agencies of a few revisions to the 2005-2007 Compensation Plan that were approved by JCOER on April 26, 2006. This bulletin will list only the revisions applicable in FY 2005-2006. Revisions applicable to FY 2006-2007 will be covered in another bulletin as that fiscal year approaches.

Approved were the following revisions:

- Modify Section A, 4.09, to allow nonrepresented employees to be granted stand-by pay at the same rate as represented employees.
- Modify Section A, 4.14, to increase add-on amounts by $0.12 per hour, and provide a lump sum for hours receiving the add-on from June 12, 2005 through April 29, 2006, as parity for the increases to the add-on for represented Teachers.
- Section B: 3.07(3) is revised to allow a non-ESG unclassified employee to receive a pay increase of 8.0% of the minimum if the increase in the employee's duties and responsibilities would justify reassigning the employee's position to a higher pay range. Most pay increases for classified employees whose positions are reassigned to a higher pay range are 8.0% of the minimum or more. The amount for ESGs continues to be the equivalent of one within pay range step.
- Modifications to Section F increasing the mileage reimbursement rates, effective May 1, 2006, for automobiles and airplanes to $0.425 per mile and for motorcycles to $0.212 per mile.
- Modify Section K, to clarify and correct previous language and to provide additional parity based on adjustments provided in the 2003-2005 collective bargaining agreements reached with the Wisconsin Education Association Council and the Professional Employees in Research, Statistics and Analysis. Attached is the modified Section K, with modifications indicated by underlining (additions) and strike-throughs (deletions).

In addition, several clarifications and deletions of obsolete provisions were made throughout the Compensation Plan

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Please direct any questions you may have on these changes to Paul Ostrowski, Compensation Analyst, at (608) 267-0343 or e-mail at Paul.Ostrowski@Wisconsin.gov.

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

Attachment: Section K of the 2005-2007 Compensation Plan

SECTION K - PARITY PROVISIONS FOR CERTAIN NONREPRESENTED EMPLOYEES AFFECTED BY 2003-2005 COLLECTIVE BARGAINING AGREEMENTS

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1.00 Coverage

The provisions of this Section (Section K) apply to permanent or project employees in the classified service who are not covered by a collective bargaining agreement:

(1) A **"permanent employee"** is a person who is an employee as a result of an appointment to a position in which permanent status can be attained, whether or not the employee has attained permanent status.

(2) A **"project employee"** is a person who is an employee as a result of an appointment to a project position under conditions of employment that do not provide for attainment of permanent status.

2.00 Parity Adjustments

2.01 Eligibility

(1) Except for employees specified in (a) through (~~d~~c), below, any employee in a position allocated to a classification listed in 2.02 through 2.04 of this Section (Section K) who is in pay status on the effective date indicated for a parity adjustment is eligible to be considered for that particular adjustment.

(a) Any employee whose performance was rated below satisfactory as a result of a formal performance evaluation conducted in the 12-month period ending June 25, 2005.

(b) Any supervisor who has not completed formal performance evaluations on all subordinate employees, for whom performance evaluations are required, within the 12-month period ending June 25, 2005.

(c) Any employee paid at or above the pay range maximum.

(2) All parity adjustments granted are subject to the applicable pay range maximum.

(3) Permanent and project employees in positions allocated to other nonrepresented classifications in the classified service if such positions provide technical supervision, spend the majority of their time in, or are primarily responsible for the duties performed by the employees receiving market adjustments under a 2003-2005 collective bargaining agreement. **Such positions will be included only upon an agency's recommendation and OSER's approval.**

(4) The individual increase limit provided in s. 230.12(5)(d), Wis. Stats., does not apply to base pay adjustments granted pursuant to this Section (Section K).

NOTE: The parity base pay rate adjustments provided under this Section (Section K) may be considered when determining pay on reinstatement or restoration in accordance with the applicable provisions relating to pay on reinstatement or restoration under Section I, 4.07 and 4.08 of this Plan. The base pay rate adjustments provided under 2.02 and ~~2.03~~ **shall** be ~~considered~~ included when determining pay on restoration.

NOTE: The parity adjustments provided under this Section (Section K) will be applied in the order set forth below~~, and~~. Adjustments in 2.02(4) shall be applied **immediately prior to the July 24, 2005 GWAs provided in Section A.**

2.02 Non-Discretionary Market Adjustments

(1) Effective Date. The market adjustments will be effective on the applicable date provided in (4) and (5), below. Adjustments will be granted in the order they are shown in (4) and (5), below if an employee is eligible for more than one adjustment.

(2) Amount. An eligible employee will receive the amount designated in (4) and (5), below (based on full years of seniority as indicated, when applicable).

(3) Funding.

(a) Each eligible employee in pay status on the effective date will generate the amount provided in (4) and (5), below.

(b) Any funds that are not distributed on the effective date will remain unspent.

(c) Costs of pay adjustments will be supplemented under the authority of s. 20.865, Wis. Stats., subject to the availability of funds for this purpose as determined by the Secretary of the Department of Administration.

(4) Market Adjustments Effective July 24, 2005

(a) Any employee in pay status on the effective date with a base pay rate of less than $13.000 per hour shall receive an increase of the **lesser** of $0.150 per hour or the amount that would increase the employee's base pay rate to $13.000 per hour.

(b)

Code	**Classification**	**Per Hour Increase**
06021	Academic Department Supv.	$0.500
65140	Administrative Warden	$0.200
80320	Aircraft Mechanic Supv.	$0.300
80220	Aircraft Pilot Supv.	$0.300
51560	Assistant Corrections Unit Supv.	$0.250
76020	Building/Grounds Supv.	$0.300
24130	Chief, Field Operations Section	$0.300
81320	Communications Technician Supv.	$0.300
51580	Corrections Unit Supv.	$0.250
19120	Customer Svcs. Supv.	$0.500
35620	Diagnostic Imaging Supv.	$0.350
23120	DOT Program Supv.	$0.300
25700	Eng. Program Mgt. Consultant	$0.300
67020	Fingerprint Technician Supv.	$0.300
84120	Food Svc. Supv.	$0.520
70520	Grain Inspector Supv.	$0.300
34520	Lab Tech Support Supv.	$0.300
86460	Laundry Svcs. Supv.	$0.280
29820	Lemay Forestry Center Supt.	$0.300
57620	Library Svcs. Supv.	$0.500
76520	Maintenance Supv.	$0.300
41120	Medical Technologist Supv.	$0.350
56080	Nat. Res. Area Supv.	$0.300
65080	Nat. Res. Law Enforcement Supv.	$0.200
90920	Nat. Res. Operations Supv.	$0.300
56020	Nat. Res. Region Team Supv.	$0.300
55220	Park Manager	$0.200
21120	Payroll & Benefit Program Supv.	$0.500
21020	Payroll & Benefit Supv.	$0.500
36420	Pharmacy Technician Supv.	$0.350
82620	Printing Svcs. Program Supv.	$0.300
82520	Printing Svcs. Supv.	$0.300
66180	Psychiatric Care Supv.	$0.200
38581	Resident Care Supv.	$0.350

35960	Respiratory Therapy Supv.	$0.350
20120	Shipping & Mailing Supv.	$0.340
66581	Supervising Officer 1	$0.200
66582	Supervising Officer 2	$0.250
66320	Supervising Officer-DHFS	$0.250
53880	Supervising Youth Counselor	$0.250
53550	Supervisor, Childrens Living	$0.300
35320	Veterinary Technician Supv.	$0.300

(c)

Code	**Classification**	**Per Hour Increase**
21110	Executive Payroll Coordinator	*
21410	Payroll & Benefits Spec.-Adv.-Conf.	*
21310	Payroll & Benefits Spec.-Conf.	*

***Full Years of Adjusted Continuous Service as of June 12, 2005**	**Per Hour Increase**
10 through 14	$0.100
15 through 19	$0.200
20 through 24	$0.250
25 through 29	$0.300
30 through 34	$0.350
35 through 39	$0.400
40 through 44	$0.450
45 or more	$0.500

(d)

Code	**Classification**	**Per Hour Increase**
07110	Executive Staff Secretary	$1.185
19410	Human Resources Assistant	$1.185
19510	Human Resources Assistant-Adv.	$1.185
10110	Human Resources Coordinator	$1.185
02580	Insurance Supv.	$1.185
04810	Office Management Spec.	$1.185
16410	Program Assistant-Adv.-Conf.	$1.185
16310	Program Assistant-Conf.	$1.185
16320	Program Assistant Supv.	$1.185
16420	Program Assistant Supv.-Adv.	$1.185
16330	Program Assistant Supv.-Conf.	$1.185
16430	Program Assistant Supv.-Conf.-Adv	$1.185
16520	Program Support Supv.-DOC	$1.185
18010	Secretary-Conf.	$1.185

(5) Market Adjustments Effective April 30, 2006

(a)

Code	**Classification**	**Per Hour Increase**

59160	Education Director	*
58220	Teacher Supv.	*

***Full Years of Adjusted Continuous Service as of June 27, 2004**	**Per Hour Increase**
5 through 11	$0.050
12 through 16	$0.100
17 through 24	$0.150
25 or more	$0.200

(b)

Code	**Classification**	**Per Hour Increase**
57320	Archeological Supv.	*
57120	Archival Supv.	*
63560	Asst Dir. Veterans Museums	*
63220	Curatorial Supv.	*
63020	Historical Site Coordinator	*
57720	Librarian Supv.	*
06720	Veterans Home Special Prog. Supv.	*

***Full Years of Adjusted Continuous Service as of June 27, 2004**	**Per Hour Increase**
Zero through 4	$0.100
5 through 9	$0.150
10 through 14	$0.200
15 through 19	$0.250
20 or more	$0.300

(c)

Code	**Classification**	**Per Hour Increase**
46140	Research Administrator	*
46110	Research Analyst Adv. Conf.	*
46120	Research Analyst Adv. Supv.	*

***Full Years of Adjusted Continuous Service as of June 12, 2005**	**Per Hour Increase**
5 through 9	$0.100
10 through 14	$0.150
15 through 19	$0.200
20 or more	$0.250

2.03 Agency Adjustments

(1) Effective Date. The agency market adjustments will be effective on the applicable date provided in (4), below.

(2) Amount. Appointing authorities may grant market adjustments to eligible employees affected by pay compression or inequities resulting from the negotiated adjustments provided to represented subordinate or counterpart employees covered by the 2003-2005 collective bargaining agreements. **Criteria for distribution of the discretionary market adjustments will be applied in a uniform manner throughout the agency or employing unit.**

(3) Funding.

(a) Subject to (b) through (e), below, on the effective date designated in (4), below, agencies will generate the amount indicated for each employee in positions allocated to the classifications listed.

(b) Any funds that are not distributed on the effective date will remain unspent.

(c) Funds generated have no bearing on the rights of individual employees to these funds.

(d) Costs of pay adjustments will NOT be supplemented under the authority of s. 20.865, Wis. Stats., and the agency providing any adjustment will be required to provide the necessary funding.

(e) Funds generated for distribution in (4), below, may not be combined with the discretionary parity funds provided for distribution in any other section of this Plan.

(4) Agency Market Adjustment Generation Effective July 24, 2005

(a)

Code	Classification	Per Hour Increase
70450	Chief, Grading, Labeling & Eval	$1.550
70380	Food Safety Supv.	$1.550
70420	Meat Safety Supv.	$1.550
90020	UW Agriculture Supv.	$3.000

(b)

Code	Classification	Per Hour Increase
67020	Fingerprint Technician Supv.	$1.000
29820	Lemay Forestry Center Supt.	$1.600
~~90020~~	~~UW Agriculture Supv.~~	~~$3.000~~

2.04 Additional Adjustments

There may be unique situations related to the Administrative Support Survey in which the adjustment(s) provided under 2.02(4)(d), above, did not **significantly** reduce the pay compression or inequities resulting from the negotiated adjustments provided to represented subordinate or counterpart employees covered by the 2003-2005 collective bargaining agreements. Appointing authorities may request additional adjustments for individual employees receiving market adjustments under 2.02(4)(d), above, for these unique situations. Such requests shall be made in the same manner as requests made under 2.01(3), above. **Additional adjustments will be included only upon an agency's recommendation and OSER's approval.**

3.00 Parity Lump Sum Payments

3.01 Eligibility.

(1) Except for employees specified in (a) through (c), below, any employee in a position allocated to a classification listed in 2.02 or 2.03 of this Section (Section K) who is in pay status on July 24, 2005, is eligible for lump sum payment consideration.

(a) The employee did not have hours in pay status in the "qualifying position" during the applicable period.

(b) Any employee that did not qualify for a FY 2005-2006 General Wage Adjustment because his or her job performance was rated below satisfactory as a result of a formal performance evaluation conducted in the 12-month period ending June 25, 2005.

(c) Any supervisor who has not completed formal performance evaluations on all subordinate employees, for whom performance evaluations are required, within the 12-month period ending June 25, 2005.

(2) Permanent and project employees in positions allocated to other nonrepresented classifications in the classified service if such positions provide technical supervision, spend the majority of their time in, or are primarily responsible for the duties performed by the employees receiving market adjustments under a ~~2001~~ 2003-2005 collective bargaining agreement. **Such positions will be included only upon an agency's recommendation and OSER's approval.**

NOTE: Any employee who is on an approved unpaid leave of absence as of ~~July 24, 2005~~ the effective date of the adjustment, and who otherwise would be eligible will also receive any applicable Parity Lump Sum Payment upon restoration, subject to the following restrictions:

1. The employee must return from the leave of absence to pay status by June 23, 2007, and the employee's restoration rights must be derived from a position covered by the provisions of this Section (Section K).
2. The employee will not receive a lump sum payment until he or she has returned to pay status.

3.02 Non-Discretionary Lump Sum Payments

(1) Granting Date. Non-discretionary lump sum payments shall be granted as soon as administratively feasible after the date specified.

(2) Funding.

(a) Each eligible employee in pay status on the effective date will generate the amount provided in (3), below.

(b) Any funds that are not distributed on the effective date will remain unspent.

(c) Costs of lump sum payments associated with pay adjustments in 2.02 and 2.04, above, will be supplemented under the authority of s. 20.865, Wis. Stats., subject to the availability of funds for this purpose as determined by the Secretary of the Department of Administration.

(d) Costs of lump sum payments associated with pay adjustments in 2.03, above, will NOT be supplemented under the authority of s. 20.865, Wis. Stats.

(3) Lump Sum Payments.

(a) Employees in pay status on July 24, 2005, who received a base pay rate increase under 2.02(4) or 2.03(4)(a), above, will receive a lump sum payment equal to the amount of the base rate increase received multiplied

~~(a)~~(b) by the number of hours in pay status in those classifications for the period June 12, 2005 through July 23, 2005.

(c) Employees in pay status on (first day of the pay period following JCOER approval), who receive a base pay rate increase under 2.02(5), above, will receive a lump sum payment equal to the amount of the base rate increase received multiplied by the number of hours in pay status in those classifications for the period June 12, 2005 through (first day of the pay period following JCOER approval)

~~(b)~~(d) Employees in pay status on July 24, 2005, who received a base pay rate increase under 2.03(4)(b), above will receive a lump sum payment equal to the amount of the base rate increase received multiplied by the number of hours in pay status in those classifications for the period June 27, 2004 through July 23, 2005.

~~(c)~~(e) Employees who receive additional adjustments under 2.04, above, will receive a lump sum payment equal to the amount of the base rate increase received multiplied by the number of hours in pay status for the same period determined for their lump sum payment under (a), above.

NOTE: These payments are not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions between the dates specified ~~date and July 23, 2005,~~ will not be reconstructed.