State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

- COMPENSATION & LABOR RELATIONS BULLETIN -

Date: August 11, 2008 **Locator No:** OSER-0218-CLR/LR/PP	**Subject:** Information on Processing the FY 2008-2009 General Wage Adjustments, Market Adjustments, and Corresponding Lump Sum Wage Payments for Classified Attorneys Represented by the Wisconsin State Attorneys Association

This information is provided to assist appointing authorities in determining FY 2008-2009 General Wage Adjustments, Market Adjustments, and corresponding lump sum wage payments for employees in the Wisconsin State Attorneys Association bargaining unit (bargaining unit 09). These adjustments and lump sum payments are granted in accordance with Article V, Sections 2 through 5 of the FY 2007-2009 Agreement between the State of Wisconsin and the Wisconsin State Attorneys Association (WSAA). All base pay increases must be applied in the order set forth in this bulletin.

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

Pursuant to Article V, Section 1 of the 2007-2009 WSAA Agreement and s. ER 29.04, Wis. Adm. Code, multiple pay adjustments that are effective on the same date will be applied in the following order, and in Section order below for contractual adjustments.

Use the current FY 2007-2008 pay schedule for adjustments 1. through 8. on July 6, 2008.

Use the new pay schedule provided in Section III, effective July 6, 2008 for adjustments 9. and 10., below, effective July 6, 2008, and for all transactions after that date through June 6, 2009, and for adjustments 1. through 8. on June 7, 2009.

Use the pay schedule effective June 7, 2009 through June 30, 2009, provided in Section VIII, for adjustments 9. and 10., effective June 7, 2009, and for all transactions after that date.

1. Completion of the first 6 months of a probationary/trial period adjustment
2. Reallocation/regrade adjustment
3. Reclassification/regrade adjustment
4. Promotion/upward movement adjustment
5. Demotion/downward movement adjustment
6. Transfer/lateral movement adjustment
7. Reinstatement
8. Restoration
9. **Negotiated Base Pay Adjustments for the 2008-2009 Fiscal Year**
10. Original Appointment

SECTION II. GENERAL WAGE ADJUSTMENT (GWA) EFFECTIVE JULY 6, 2008

A. **Effective Date.** The GWA is effective July 6, 2008.

B. **Eligible.** All employees in pay status on July 6, 2008, are eligible to receive the GWA.

C. **Amount.** Each eligible employee will receive a GWA of 1.0% of the employee's base pay rate subject to the FY 2008-2009 pay range maximum provided in Section III of this bulletin. An employee who is not eligible to receive some or all of the GWA due solely to the pay range maximum limitation will be eligible to receive an Annualized General Wage Lump Sum Payment under Section IV, below.

SECTION III. PAY SCHEDULE IMPLEMENTATION

Pay Schedule 09, below, is implemented on July 6, 2008. Any employee whose base pay rate falls below the pay range minimum will receive an adjustment to the new pay range minimum.

Title	Minimum	Appointment Maximum	Maximum	Transaction Step
Attorney	$23.208	$39.651	$56.094	$0.697

SECTION IV. ANNUALIZED GENERAL WAGE LUMP SUM PAYMENT

A. Employees who receive a wage adjustment under Section II, above, of less than 1.0% of their base pay rate solely because of the pay range maximum limitation will receive an Annualized General Wage Lump Sum Payment equal to the difference between the value of 1.0% of the employee's base pay rate prior to the wage adjustment and the amount the employee actually received, multiplied by 2088.

B. The Annualized General Wage Lump Sum Payment will be prorated based on the employee's budgeted full-time-equivalent (FTE) on July 6, 2008.

C. Employees who are not in pay status on the stated effective date of the Annualized General Wage Lump Sum Payment and who return from an approved leave of absence from a bargaining unit position during the term of the Agreement will receive any Payment for which they would otherwise have been eligible.

SECTION V. MARKET ADJUSTMENT

A. **Effective Date.** The market adjustment is effective October 12, 2008.

B. **Eligibility.** All employees in pay status on October 12, 2008, are eligible to receive the Market Adjustment.

C. **Amount.** Each eligible employee will receive a Market Adjustment of $1.250 per hour, subject to the FY 2008-2009 pay range maximum provided in Section III of this bulletin. An employee who is not eligible to receive some or all of the Market Adjustment due solely to the pay range maximum limitation will be eligible to receive an Annualized Lump Sum Market Payment under Section VI, below.

SECTION VI. ANNUALIZED LUMP SUM MARKET PAYMENT

A. Employees who receive a market adjustment of less than $1.250 per hour under Section V., above, solely because of the pay range maximum limitation, will receive an Annualized Lump Sum Market Payment equal to the difference between $1.250 per hour and the amount the employee actually received, multiplied by 1520.

B. The Annualized Lump Sum Market Payment provided in A., above, will be prorated based on the employee's budgeted FTE on October 12, 2008.

C. Employees who are not in pay status on the effective date of the Annualized Lump Sum Market Payment and who return from an approved leave of absence 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 VII. GENERAL WAGE ADJUSTMENT EFFECTIVE JUNE 7, 2009

A. **Effective Date.** The GWA is effective June 7, 2009.

B. **Eligibility.** All employees in pay status on June 7, 2009, are eligible to receive the GWA.

C. **Amount.** Each eligible employee will receive a GWA of 2.0% of the employee's base pay rate, subject to the FY 2008-2009 pay range maximum provided in Section VIII of this bulletin.

SECTION VIII. PAY SCHEDULE IMPLEMENTATION FOR JUNE 7, 2009

Pay Schedule 09, below, is implemented on June 7, 2009. Any employee whose base pay rate falls below the pay range minimum will receive an adjustment to the new pay range minimum.

Title	Minimum	Appointment Maximum	Maximum	Transaction Step
Attorney	$23.673	$40.446	$57.218	$0.711

SECTION IX. ANNUALIZED GENERAL WAGE LUMP SUM PAYMENTS

A. Employees who receive a wage adjustment under Section VII, above, of less than 2.0% of their base pay rate solely because of the pay range maximum limitation will receive an Annualized General Wage Lump Sum Payment equal to the difference between the value of 2.0% of the

employee's base pay rate prior to the wage adjustment and the amount the employee actually received, multiplied by 160.

B. The Annualized General Wage Lump Sum Payment will be prorated based on the employee's budgeted full-time-equivalent (FTE) on June 7, 2009.

C. Employees who are not in pay status on the stated effective date for the Annualized General Wage Lump Sum Payment and who return from an approved leave of absence from a bargaining unit position during the term of the Agreement will receive any Payment for which they would otherwise have been eligible.

SECTION X. GWA AND GWA LUMP SUM PAYMENT ELIGIBILITY WHEN APPOINTED TO A WSAA POSITION

An employee appointed to a WSAA position from a bargaining unit not yet having a 2007-2009 collective bargaining agreement may be eligible for the GWA's described in Section II and Section VII (and/or associated Annualized General Wage Lump Sum Payments, if applicable) after the effective date of the applicable GWA(s), per Article 5, Section 2, Paragraph 1 of the WSAA Agreement. If eligible, the employee will receive the GWA(s) and lump sum(s) in a manner similar to that described in OSER-0176-CLR/PP.

SECTION XI. REFERRAL OF QUESTIONS

Employee Questions:

Individual employees with questions regarding their pay rates or pay adjustments included 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, Bureau of Compensation: John Wiesman by phone at (608) 266-1418, or via e-mail at John.Wiesman@Wisconsin.gov.

Employer questions regarding ***all other contract provisions*** should be referred to the Division of Compensation and Labor Relations, Bureau of Labor Relations: Jill Thomas by phone at (608) 266-6435, or via e-mail at Jill.Thomas@Wisconsin.gov.

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

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

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