

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

**Date:** October 12, 2008

**Locator No:** OSER-0224-MRS/SC

**Subject:** Miscellaneous Classification Plan Changes as a Result of the Program and Planning Analyst, and Urban and Regional Planner Surveys and WPEC Classification Changes

Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the classification plan changes identified in this bulletin, as a result of survey implementation. New classifications have been assigned to the pay ranges negotiated between the State of Wisconsin and the Wisconsin Professional Employees Council for the 2007-2009 labor agreement. Regardless of the actual notification date, the effective date is October 12, 2008, unless otherwise stated.

- 1) *Abolish* the **Computer Evidence Recovery Specialist** classification series, **Program and Planning Analyst** classification series; **Program and Planning Analyst-Advanced Confidential**, **-Advanced Supervisor**, and **-Advanced Management** classifications; **Planning and Analysis Administrator**; and **Planning and Analysis Manager** classifications, effective October 12, 2008, due to survey implementation. Reallocation notices will be automated and processed by DOA Central Payroll and/or University of Wisconsin Payroll. Employees will receive notice of these reallocations with their pay check of November 6, 2008. Questions may be directed to Linda Brennan at (608) 267-0408.
- 2) *Create* the **Criminal Analyst** and **-Senior**; **Program and Policy Analyst**, **-Advanced**, **-Advanced Confidential**, and **-Advanced Management**; **Program and Policy Chief**; **Program and Policy Manager**; **Program and Policy Supervisor**; and **Urban and Regional Planner**, **- Advanced** and **- Supervisor** classifications, effective October 12, 2008, due to survey implementation. Reallocation notices will be automated and processed by DOA Central Payroll and/or University of Wisconsin Payroll. Employees will receive notice of these reallocations with their pay check of November 6, 2008. Questions may be directed to Linda Brennan at (608) 267-0408.
- 3) *Create* the **Trust Funds Specialist-Objective** classification level within the **Trust Funds Specialist** classification series specification, effective October 12, 2008, to better define responsibilities between the levels of positions. No reallocation notices are necessary for this action. Questions may be directed to Scott DuBenske at (608) 266-2705.
- 4) *Pay Range Reassignment* of the **Trust Funds Specialist-Advanced** classification level within the **Trust Funds Specialist** classification series, effective October 12, 2008, as agreed upon through collective bargaining of the WPEC 2007-2009 labor agreement. The Department of Employee Trust Funds will process any necessary reallocation notices for this action. Questions may be directed to Scott DuBenske at (608) 266-2705.

### Internet Availability:

The target date for the availability of classification specifications from this bulletin on the OSER web site is October 13, 2008. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Debra Bower at (608) 267-5162.

### Alphabetical Listing of Classifications:

The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER web site at <http://oser.state.wi.us/docview.asp?docid=1425>. The Alpha List is routinely updated after classification plan changes are implemented. The date of the last update is listed at the top of the document. Please contact Debra Bower at (608) 267-5162 if you have any questions about information contained in the Alpha List.

**Contact Points:**

Questions may also be directed to the appropriate analyst at the DMRS Fax number (608) 267-1000 or by e-mail at (using the consultant's name) [Firstname.Lastname@wisconsin.gov](mailto:Firstname.Lastname@wisconsin.gov).

  
 Patricia M. Almond, Administrator  
 Division of Merit Recruitment and Selection

Classification	Class	Pay	Unit	EEO	FLSA	FLSA	Job	CIC
	Code	Range	Code	Cat.	FLSA	LTE Code	Group	Code

**ABOLISH**

1) Computer Evidence Recovery Specialist	42001	15-24	15	2	N	N	049	100
Computer Evidence Recovery Specialist-Senior	42002	15-03	15	2	N	N	049	100
Computer Evidence Recovery Specialist-Advanced	42003	15-03	15	2	N	N	049	100
Program and Planning Analyst	09461	07-05	07	2	N	N	044	071
Program and Planning Analyst-Senior	09462	07-04	07	2	M	N	044	071
Program and Planning Analyst-Advanced	09463	07-03	07	2	E	N	044	071
Program and Planning Analyst-Advanced Confidential	09410	81-03	99	2	E	N	044	071
Program and Planning Analyst -Advanced Supervisor	09420	81-03	17	2	E	N	044	071
Program and Planning Analyst-Advanced Management	09440	81-03	18	2	E	N	044	071
Planning and Analysis Administrator	09460	81-02	17	1	E	N	003	071
Planning and Analysis Manager	09450	81-01	19	1	E	N	001	002

**CREATE**

2) Criminal Analyst	67201	07-32	07	2	N	N	044	071
Criminal Analyst -Senior	67202	07-33	07	2	N	N	044	071
Program and Policy Analyst	09471	07-04	07	2	M	N	044	071
Program and Policy Analyst-Advanced	09472	07-03	07	2	E	N	044	071

Program and Policy Analyst-Advanced Confidential	09510	81-03	99	2	E	N	044	071
Program and Policy Analyst-Advanced Management	09540	81-03	99	2	E	N	044	071
Program and Policy Chief	09480	81-02	17	1	E	N	003	071
Program and Policy Manager	09470	81-01	19	1	E	N	001	002
Program and Policy Analyst Supervisor	09520	81-03	99	2	E	N	044	071
Urban and Regional Planner	24906	07-04	07	2	M	N	044	071
Urban and Regional Planner-Advanced	24907	07-03	07	2	E	N	044	071
Urban and Regional Planner Supervisor	24920	81-03	99	2	E	N	044	071
3) Trust Funds Specialist – Objective	08563	07-03	07	5	E	N	016	062

**PAY RANGE REASSIGNMENT**

4) Trust Funds Specialist-Advanced								
OLD	08562	07-04	07	5	N	N	016	062
NEW	08562	<b>07-03</b>	07	5	E	N	016	062

**Note:** Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.