State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

– COMPENSATION AND LABOR RELATIONS BULLETIN –

Date: November 17, 2009 **Locator No:** OSER-0258-CLR/LR/PP	**Subject:** Information for Processing 2007-2008 Fiscal Year Pay and Benefit Provisions for Employees in the Professional Employees in Research, Statistics & Analysis Bargaining Unit (Unit 8)

This information is provided to assist appointing authorities in determining fiscal year 2007-2008 general wage adjustments and lump sum payments for employees in the Professional Research, Statistics & Analysis bargaining unit (bargaining unit 08). The wage increases are granted in accordance with the wage provisions (Article XI) of the 2007-2009 Agreement between the State of Wisconsin and the Professional Employees in Research, Statistics & Analysis (PERSA), and 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 XI, Section 4 of the 2007-2009 PERSA 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:

Use the current FY 2006-2007 pay schedule for adjustments under numbers 1. through 7., effective on April 1, 2007. Use the new FY 2007-2008 pay schedule for adjustments under number 8, for June 24, 2007.

1. Reallocation/regrade adjustment
2. Reclassification/regrade adjustment
3. Promotion/upward movement adjustment
4. Demotion/downward movement adjustment
5. Transfer/lateral movement adjustment
6. Reinstatement
7. Restoration
8. **Negotiated Base Pay Adjustments for the 2007-08 Fiscal Year**

SECTION II. SEMI-AUTOMATIC PAY PROGRESSION ADJUSTMENTS

Progression adjustments for eligible employees continue to be provided in accordance with Appendix C of the Agreement.

SECTION III. GENERAL WAGE ADJUSTMENT (GWA) [JUNE 24, 2007]

A. **Effective Date.** The GWA is effective November 8, 2009.

B. Eligibility.

1. **Eligible.** Except for employees described under 2., below, all employees (employment types 01, 02, and 06) in pay status on November 8, 2009, and those who died, retired, or were laid off from the bargaining unit from June 24, 2007 to November 8, 2009, are eligible for a GWA in the amount set forth in C., below.

2. **Ineligible.** Any employee whose pay rate upon appointment was set in recognition of a previously earned rate that included a GWA for FY 2007-2008 provided under the Compensation Plan or another 2007-2009 collective bargaining agreement.

C. Amount. Each eligible employee will receive a GWA of 2.0% of the employee's base pay rate, subject to the pay range maximum indicated in the attachment. 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 Adjustment Payment under Section V., below.

SECTION IV. IMPLEMENTATION OF FY 2007-2008 PAY SCHEDULE

Effective November 8, 2009, the pay schedule for fiscal year 2007-2008 provided in the attachment will be implemented. Any employee whose base pay rate falls below the applicable pay range minimum will receive an adjustment to the new pay range minimum.

SECTION V. ANNUALIZED GENERAL WAGE ADJUSTMENT PAYMENTS RELATED TO SECTION III.

A. Granting Date. Annualized General Wage Adjustment Payments will be granted as soon as administratively feasible after November 8, 2009.

B. Eligibility. Any employee who is otherwise eligible for a GWA under Section III., above, will receive an Annualized General Wage Adjustment Payment if either of the circumstances described under 1. or 2., below, apply:

1. The employee could not receive an adjustment under Section III., due solely to the applicable pay range maximum limitation (i.e., the employee's base pay was at or above the pay range maximum).

2. The employee received a base pay adjustment less than the full amount for which the employee would have been eligible, due solely to the pay range maximum limitation.

C. Amount. The amount of an annualized payment is calculated by multiplying by 2088 hours the value of the GWA provided under Section III., that exceeds the FY 2007-2008 pay range maximum. Any such payment will be prorated based on an employee's budgeted FTE status on November 8, 2009.

D. Employees on Leave of Absence. An employee who is on an unpaid leave of absence on November 8, 2009, and would otherwise qualify for an annualized payment will receive such payment if and when the employee returns to pay status in a position in the bargaining unit during the term of the Agreement.

SECTION VI. LUMP SUM PAYMENT FOR THE DELAY IN IMPLEMENTATION OF THE 2007-2009 AGREEMENT

A. Granting Date. The lump sum payment provided under C., below, will be provided as soon after November 8, 2009, as administratively feasible.

B. Eligibility.

1. **Eligible.** The following employees will be eligible to receive a lump sum payment for the delay in implementation of the 2007-2009 Agreement:

   a. Employees who were at all times in the bargaining unit between June 24, 2007 and November 8, 2009.

   b. Employees who were laid off from the bargaining unit or returned from layoff to the bargaining unit after June 24, 2007 and before November 8, 2009.

   c. New state employees hired into the bargaining unit between June 24, 2007 and November 8, 2009.

   d. Employees hired into the bargaining unit from another certified state bargaining unit between June 24, 2007 and November 8, 2009, and prior to the effective date of a corresponding wage adjustment in the employee's former bargaining unit.

   e. Former employees of the bargaining unit who retired from state service or died between June 24, 2007 and November 8, 2009.

   f. Employees in the bargaining unit who are on or returned from a leave of absence between June 24, 2007 and November 8, 2009. Employees who went on a leave of absence from a position in the bargaining unit after June 24, 2007, and have not returned to pay status will receive no payment until they return to pay status in the bargaining unit during the term of the Agreement.

2. **Ineligible.**

   a. Any employee who has previous state employment as a permanent classified employee, either represented or nonrepresented, and was considered for or received a FY 2007-08 GWA prior to his or her appointment to a position in the Research, Statistics & Analysis bargaining unit.

   b. Any employee who is on a leave of absence on November 8, 2009, and fails to return from such leave prior to termination of the Agreement.

C. Amount. Eligible employees will receive a lump sum payment equal to the sum of the following (retirees and the estates of deceased former employees receive this lump sum for base pay increases they would have received if there had been no delay in implementation of the Agreement):

1. The hourly amount received as a base pay increase under Section III., above, multiplied by the number of hours in pay status in the bargaining unit from June 24, 2007 through November 7, 2009.

2. The lump sum wage payment will also reflect an increase in the premium rate portion of overtime wages earned during the applicable period stated in 1., above.

D. Determining the "Hours in Pay Status."

1. Determine the sum of all "hours in pay status" as a represented employee in the Research, Statistics & Analysis 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 C. 1. or 2., above.

2. Hours excluded from hours in pay status:

   a. Hours as a project employee (employment type 05) or as an LTE employee (employment types 10 and 23);

   b. Hours as a nonrepresented employee;

   c. Hours in any bargaining unit other than the Research, Statistics & Analysis bargaining unit (except under Section VII, below);

   d. Hours in the Research, Statistics & Analysis bargaining unit after the employee was a permanent classified employee who was considered for or received a FY 2007-08 corresponding GWA under the 2007-2009 Compensation Plan or any other collective bargaining agreement;

   e. Work hours for which holiday or compensatory time-off credits were earned but not used;

   f. Any leave without pay hours.

3. For purposes of calculating employee benefits, any lump sum wage payment received under this section for the delay in implementation of the Agreement will be considered as salary or wages earned during the applicable period from June 24, 2007, through November 8, 2009.

SECTION VII. FY 2007-2008 GWA AND ANNUALIZED GWA PAYMENTS ELIGIBILITY WHEN APPOINTED TO A PERSA POSITION

An employee appointed to a position in the PERSA bargaining unit from a bargaining unit without a 2007-2009 collective bargaining agreement in effect may be eligible to receive the GWA described in this bulletin after the effective date of the GWA, per Sections 11/3/2 through 11/3/4 of the PERSA Agreement. If eligible, the employee will receive the GWA and lump sum in a manner similar to that

described in the Agreement, except that lump sum payments will be for hours in pay status from June 24, 2007 to the appointment date.

SECTION VIII. REFERRAL OF QUESTIONS

Employee questions regarding the provisions contained in this bulletin should be referred to the agency Human Resources Office.

Agency questions regarding the ***pay provisions*** contained in this bulletin should be referred to Erin Fath of the Bureau of Compensation at: Phone: (608) 266-0364 or E-mail: erin.fath@wisconsin.gov

Questions regarding ***all other contract provisions*** should be referred to Doug Thayer of the Bureau of Labor Relations at: Phone: (608) 266-2052 or E-mail: doug.thayer@wisconsin.gov

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

DOA Central Payroll:	**Shelley Schwartz at (608) 264-9571**
UW-Processing Center:	**Payroll and Financial Services (608) 262-3558**

Joe Wineke, Administrator
Division of Compensation & Labor Relations

JW:EKF

Attachment: Pay Schedule 08 effective November 8, 2009

Attachment

PAY SCHEDULE 8

PROFESSIONAL EMPLOYEES IN RESEARCH, STATISTICS & ANALYSIS

Effective November 8, 2009
(for fiscal year 2008 transactions)

Pay Range	Minimum	Maximum	Within Range Step	8% of Minimum
8-01	12.731	18.721	0.382	1.019
8-02	13.769	20.355	0.414	1.102
8-03	14.897	22.125	0.447	1.192
8-04	16.124	24.056	0.484	1.290
8-05	17.444	26.181	0.524	1.396
8-06	18.878	28.495	0.567	1.511
8-07	20.429	31.023	0.613	1.635
8-08	22.105	33.770	0.664	1.769
8-09	23.909	36.771	0.718	1.913