

OFFICE OF STATE EMPLOYMENT RELATIONS

- COMPENSATION AND LABOR RELATIONS BULLETIN -

Date: November 6, 2008

Locator No: OSER-0230-CLR

Subject: **REPLACEMENT BULLETIN:** Definitions of Upward Classification Movements within Nonrepresented, WPEC, and WSP Broadbanded Classifications

The purpose of this bulletin is to define upward classification movements within broadbanded classification series for certain nonrepresented classifications, Wisconsin Professional Employees Council (WPEC) classifications, and Wisconsin Science Professionals (WSP) classifications. This bulletin replaces Bulletin OSER-0074-CLR-MRS dated August 5, 2005, which should be discarded. This bulletin has been updated to reflect the addition of the Trust Funds Specialist series to groups in pay range 07-03, and to revise or delete other WPEC classifications.

All of the pay administration provisions referred to in this bulletin are subject to the appointment maximum.

I. Nonrepresented Classifications

Section I of the 2007-2009 Compensation Plan entitled "Pay Administration for Broadband Pay Schedules" contains references to employees' movements to a "higher classification series level" under I, 4.10 (2), which states:

4.10 Pay on Regrade for Reallocation or Reclassification to a Classification in the Same or Counterpart Pay Range

(2) Regraded employees, except trainees, whose positions are reallocated or reclassified to a higher classification series level within the same pay range, will receive an increase in the amount of 8.0% of the pay range minimum, subject to the applicable appointment maximum. **This applies only if an employee has not held, within five years of the reclassification or reallocation effective date, permanent status in class at the same level of the reclassification or reallocation.** (Underlining added for emphasis.)

Pay Range 56-01

In ascending order, the nonrepresented broadbanded groups in pay range 56-01 are Groups A and B. In pay range 56-01, Group A is the first broadbanded class level. Group B classifications are higher than Group A classifications.

| 56-01 Group A | 56-01 Group B |
|-----------------------|-------------------------|
| State Patrol Sergeant | State Patrol Lieutenant |

Pay Range 70-02

In ascending order, the nonrepresented broadbanded groups in pay range 70-02 are Groups A, B, and C. In pay range 70-02, Group A is the first broadbanded class level. Group B classifications are higher than Group A classifications; and Group C classifications are higher than Group B classifications.

| 70-02 Group A | 70-02 Group B | 70-02 Group C |
|--|---|---|
| IS Specialist-Confidential IS Specialist-Management | IS Enterprise Specialist-Confidential Information Systems Supervisor 2 IS Consultant-Confidential IS Consultant-Management | IS Enterprise Consultant-Confidential Info Tech Mgt Consultant Management Information Chief |

Pay Range 81-03

In ascending order, the nonrepresented broadbanded groups in pay range 81-03 are Groups A, B, C, and D. In pay range 81-03, Group A is the first broadbanded class level. Group B classifications are higher than Group A classifications; Group C classifications are higher than Group B classifications; and Group D classifications are higher than Group C classifications.

| 81-03 Group A | 81-03 Group B |
|---|---|
| Accountant Journey-Confidential Executive Human Resources Specialist-Senior Executive Policy and Budget Analyst-Entry Human Resources Specialist-Senior IS Professional Senior-Confidential | Accountant Senior-Confidential Accountant Senior-Management Executive Human Resources Specialist-Advanced Executive Policy and Budget Analyst-Journey Human Resources Specialist-Advanced |

| 81-03 Group C | 81-03 Group D |
|---|-----------------------------------|
| Accountant Advanced-Management Executive Policy and Budget Analyst-Senior IS Supervisor 1 Labor Relations Specialist | Labor Relations Specialist-Senior |

Pay Range 81-04

In ascending order, the nonrepresented broadbanded groups in pay range 81-04 are Groups A and B. In pay range 81-04, Group A is the first broadbanded class level. Group B classifications are higher than Group A classifications.

| Band 81-04 Group A | Band 81-04 Group B |
|------------------------------------|---|
| IS Support Technician-Confidential | IS Support Technician-Confidential-Senior |

| |
|------------------------|
| Pay Range 81-05 |
|------------------------|

In ascending order, the nonrepresented broadbanded groups in pay range 81-05 are Groups A and B. In pay range 81-05, Group A is the first broadbanded class level. Group B classifications are higher than Group A classifications.

| | |
|--------------------------------|---|
| 81-05 Group A | 81-05 Group B |
| Program Assistant-Confidential | Program Assistant-Advanced-Confidential |

II. Wisconsin Professional Employees Council Classifications

This section of the bulletin defines upward classification movements within broadbanded professional fiscal (e.g., Accountants, Auditors, Financial Examiners, etc.) and information systems classifications represented by the Wisconsin Professional Employees Council (WPEC).

The 2007-2009 WPEC contract, Appendix A on Broadband Pay System, contains references to employees' movements to a "higher classification series level" under Section 4, "Transaction Pay Adjustments," including:

F. Pay on Voluntary Transfer

2. Employees who voluntarily transfer to a position in a classification assigned to a higher appointment maximum or higher classification series level within the same pay range will receive an increase of not less than eight percent (8%) of the pay range minimum, subject to the new pay range maximum. (Underlining added for emphasis.)

G. Pay on Involuntary Transfer or Pay on Transfer in Lieu of Layoff

3. Employees who are involuntarily transferred, for other than disciplinary purposes, or who transfer in lieu of layoff to a position in a classification assigned to a higher appointment maximum or higher classification series level within the same pay range, will receive an increase of not less than eight percent (8%) of the pay range minimum, subject to the new pay range maximum. (Underlining added for emphasis.)

I. Pay on Reclassification and Reallocation

2. Regraded employees whose positions are reclassified or reallocated to a classification assigned to a higher appointment maximum or higher classification series level within the same pay range will receive an increase in the amount of eight percent (8%) of the pay range minimum, subject to the new pay range maximum. (Underlining added for emphasis.)

The following charts identify the professional fiscal and information systems classifications by group to identify which classifications in the same pay range or pay band are higher than other classifications in the same band.

Professional Fiscal Broadband Groups

In ascending order, the professional fiscal classifications are Groups A and B in pay range 07-04; Groups C, D, and E in pay range 07-03; and Groups F, G, and H in pay range 07-02. In pay range 07-04, Group A is the first level of broadbanded classifications. Group B classifications are higher than Group A classifications.

| 07-04 Group A | 07-04 Group B |
|--|--|
| IS Professional In-Training (B) Lottery Customer Service Specialist Purchasing Agent | IS Analyst or Professional classifications (all IS job families) Lottery Customer Service Specialist-Senior Purchasing Agent-Objective |

In pay range 07-03, Group C is the first level of broadbanded classifications. Group D classifications are higher than Group C classifications; and Group E classifications are higher than Group D classifications.

| 07-03 Group C | 07-03 Group D | 07-03 Group E |
|---|--|--|
| Accountant-Journey Agriculture Auditor 3 Auditor-Journey Consumer Credit Examiner-Journey Emergency Government Specialist-Senior Financial Examiner- Journey Health Care Rate Analyst-Senior Insurance Examiner-Journey Insurance Financial Examiner-Journey Insurance Program Specialist-Obj Procurement Specialist-Objective Property Assess Practices Spec-Jrny Property Assess Specialist-Journey Public Utility Fin Analyst-Journey Real Estate Specialist-Senior Revenue Agent 3 Revenue Auditor 3 Revenue Field Agent 3 Revenue Tax Specialist 1 Securities Examiner-Journey Tax Resolution Officer – Office Audit Objective Tourism Coordinator Trust Fund Specialist-Objective | Accountant-Senior Agriculture Auditor 4 Auditor-Senior Consumer Credit Examiner-Senior Emergency Government Specialist-Adv Financial Examiner- Senior Health Care Rate Analyst-Advanced Insurance Examiner-Senior Insurance Financial Examiner-Senior Insurance Program Specialist-Senior Procurement Specialist-Senior Property Assess Practices Spec-Sr Property Assess Specialist-Adv Public Utility Fin Analyst-Senior Real Estate Specialist-Advanced Revenue Agent 4 Revenue Auditor 4 Revenue Field Agent 4 Revenue Field Auditor 4 Revenue Tax Specialist 2 Securities Examiner-Senior Tax Resolution Officer – Office Audit Senior Tourism Coordinator-Senior Transportation Fiscal Analyst 1 Trust Funds Specialist-Advanced | Property Assess Chief Trg Off Revenue Field Agent 5 Revenue Field Auditor 5 Transportation Fiscal Analyst 2 |

In pay range 07-02, Group F is the first broadbanded classification level. Group G classifications are higher than Group F classifications; and Group H classifications are higher than Group G classifications.

| 07-02 Group F | 07-02 Group G | 07-02 Group H |
|--|--|--|
| Accountant-Advanced Agriculture Auditor 5 Auditor-Advanced Consumer Credit Examiner-Advanced Financial Examiner-Advanced Insurance Financial Examiner-Advanced IS Business Automation Specialist IS Comprehensive Services Specialist IS Data Services Specialist IS Enterprise Data Services Specialist IS Enterprise Network Services Specialist IS Enterprise Strategic Planning Serv Spec IS Enterprise Systems Development Serv Spec IS Enterprise Technical Services Specialist IS Network Services Specialist IS Systems Development Services Specialist IS Technical Services Specialist Public Utility Auditor-Adv Public Utility Fin Analyst- Advanced Revenue Auditor 5 Revenue Field Auditor 6 Revenue Tax Specialist 3 Tax Resolution Officer – Corporation Office Audit | Accountant (UTF Systems) Auditor (School Finance) Auditor (Transp Plan & Review) Auditor-Senior (DHFS) IS Business Automation Consultant/Administrator IS Comprehensive Services Consultant/Administrator IS Data Services Consultant/Administrator IS Enterprise Data Services Consultant/Administrator IS Enterprise Network Services Consultant/Administrator IS Enterprise Strategic Plan Serv Consultant/Administrator IS Enterprise Systems Dev Serv Consultant/Administrator IS Enterprise Technical Serv Consultant/Administrator IS Network Services Consultant/Administrator IS Systems Development Serv Consultant/Administrator IS Technical Services Consultant/Administrator Public Utility Auditor-Princ Public Utility Fin Analyst-Princ Revenue Auditor 6 Revenue Field Auditor 7 Revenue Tax Specialist 4 Tax Resolution Officer – Field Audit | Public Utility Auditor- Consultant Revenue Field Auditor 8 Revenue Tax Specialist 5 Tax Resolution Officer – Large Case |

III. Wisconsin Science Professionals Classifications

This section of the bulletin defines upward classification movements within broadbanded professional science classifications represented by the Wisconsin Science Professionals (WSP).

The 2007-2009 WSP contract, Appendix B, "Broadband Pay System," contains references to the movement of employees to a higher classification series level under Section 4, "Transaction Pay Adjustments," including:

F. Pay on Voluntary Transfer

- Employees who voluntarily transfer to a position assigned to a higher classification series level within the same pay range will receive an increase of not less than eight percent (8%) of the pay range minimum, subject to the appointment maximum. (Underlining added for emphasis.)

G. Pay on Involuntary Transfer

- 2. Employees who are involuntarily transferred, for other than disciplinary purposes, to a position assigned to a higher classification series level within the same pay range, will receive an increase of not less than eight percent (8%) of the pay range minimum, subject to the appointment maximum. (Underlining added for emphasis.)

H. Pay on Reclassification and Reallocation

- 2. Regraded employees whose positions are reclassified or reallocated to [a] higher classification series level within the same pay range will receive an increase in the amount of eight percent (8%) of the pay range minimum, subject to the appointment maximum. (Underlining added for emphasis.)

The following charts identify the professional science classifications in groups to identify which classifications in the same pay range or pay band are higher than other classifications in the same band.

Professional Science Broadband Groups

In ascending order, the professional science classifications are Groups A and B in pay range 15-03. In pay range 15-03, Group A is the first level of broadbanded professional science classifications; Group B professional science classifications are higher than Group A classifications.

| 15-03 Group A | 15-03 Group B |
|---|--|
| Agricultural Marketing Consultant-Senior | Agriculture Marketing Consultant-Advanced |
| Air Management Specialist-Senior | Air Management Specialist-Advanced |
| Chemist-Senior | Chemist-Advanced |
| Conservation Biologist-Senior | Conservation Biologist-Advanced |
| Controlled Substance Analyst-Senior | Controlled Substance Analyst-Advanced |
| Cytotechnologist-Senior | Cytotechnologist-Advanced |
| DNA Analyst-Senior | DNA Analyst-Advanced |
| Environmental Analysis & Review Spec-Sr | Environmental Analysis & Review Spec-Adv |
| Environmental Enforcement Specialist-Senior | Environmental Enforcement Specialist-Adv |
| Environmental Health Specialist-Senior | Environmental Health Specialist-Advanced |
| Environmental Toxicologist-Senior | Environmental Toxicologist-Advanced |
| Examiner of Questioned Documents-Senior | Examiner of Questioned Documents-Advanced |
| Fingerprint and Footwear Examiner-Senior | Fingerprint and Footwear Examiner-Advanced |
| Firearm and Toolmark Examiner-Senior | Firearm and Toolmark Examiner-Advanced |
| Fisheries Biologist-Senior | Fisheries Biologist-Advanced |
| Forensic Imaging Specialist-Senior | Forensic Imaging Specialist-Advanced |
| Forester-Senior | Forensic Science Training Coordinator-Adv |
| Gaming Veterinarian-Objective | Forester-Advanced |
| Health Physicist-Senior | Gaming Veterinarian-Senior |
| Hydrogeologist-Senior | Health Physicist-Advanced |
| Medical Technologist-Senior | Hydrogeologist-Advanced |
| Microbiologist-Senior | Medical Technologist-Advanced |
| Natural Resources Educator-Senior | Microbiologist-Advanced |
| Natural Resources Research Scientist-Senior | Natural Resources Educator-Advanced |
| Parks & Recreation Specialist-Senior | Natural Resources Research Scientist-Adv |
| Plant Pest & Disease Specialist-Senior | Parks & Recreation Specialist-Advanced |

| 15-03 Group A | 15-03 Group B |
|--|---|
| Public Health Sanitarian-Senior Toxicologist-Senior Trace Evidence Examiner-Senior Veterinarian-Objective Veterinarian Specialist-Senior Waste Management Specialist-Senior Wastewater Specialist-Senior Water Regulation & Zoning Specialist-Senior Water Resources Management Specialist-Sr Water Supply Specialist-Senior Wildlife Biologist-Senior | Plant Pest & Disease Specialist-Advanced Public Health Sanitarian-Advanced Toxicologist-Advanced Trace Evidence Examiner-Advanced Veterinarian-Senior Veterinarian Specialist-Advanced Waste Management Specialist-Advanced Wastewater Specialist-Advanced Water Regulation & Zoning Specialist-Adv Water Resources Management Specialist-Adv Water Supply Specialist-Advanced Wildlife Biologist-Advanced |

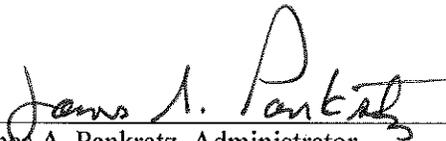
IV. Contacts

Employee Questions:

Individual employees with questions regarding the information provided in this bulletin should contact their agency Human Resources Office or Payroll Office directly.

Employer Questions:

Employer questions regarding the information provided in this bulletin may be directed to Paul Ostrowski at by e-mail at Paul.Ostrowski@Wisconsin.gov or by phone at (608) 267-0343.



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