State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

Date:	May 04, 2014	**Subject:**	Miscellaneous Classification Plan Changes
Locator No:	OSER-0362-MRS/SC		

Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the following classification plan changes identified in this bulletin. Regardless of the actual notification date, the **effective date is May 4, 2014,** unless otherwise stated.

1) *Abolish* the **Employment & Training Analyst** classification series for the Department of Workforce Development. This classification is vacant and not expected to be used in the future. No reallocation notices are necessary to accomplish this classification action. Questions may be directed to Dianna McNall at (608) 266-8232.

2) *Abolish* the **Labor Market Analyst** classification for the Department of Workforce Development. This classification is vacant and not expected to be used in the future. No reallocation notices are necessary to accomplish this classification action. Questions may be directed to Dianna McNall at (608) 266-8232.

3) *Modify* the **Human Resources Specialist** classification series to add allocations for Human Resources Policy and Program Performance Specialist and Compensation, Classification and Staffing Leadworker at the advanced level. Additionally, a Medical Coordinator allocation was added at the senior level. Necessary reallocation notices required by this classification action will be conducted by the affected agencies. Questions may be directed to Diane Lund at (608) 267-0344.

4) *Modify* the **Institution Human Resources Director** classification for the Department of Corrections, Department of Health Services and the Department of Veteran Affairs to remove or change references to institutions no longer in operation, to update and expand the areas of human resources in which this position functions, and to update the requirements for moving to the advanced level of this classification. Necessary reallocation notices required by this classification action will be conducted by the affected agencies. Questions may be directed to Lynn Kirsch at (608) 266-2705.

5) *Change FLSA Permanent Categorization* for the **Senior and Advanced** levels of the **Fingerprint and Footwear Examiner** classification series, **Firearms and Toolmark Examiner** classification series, and **Forensic Imaging Specialist** classification series from ***non-exempt*** to ***exempt*** for the Department of Justice. This change is based on the positions meeting the Learned Professional exemption of the Fair Labor Standards Act (FLSA) and to reflect the American Society of Crime Lab Directors and Laboratory Board requirements. Affected agencies will notify the employees of the change. Questions may be directed to Chelsea Daley at (608) 267-5165.

Internet Availability: The target date for the availability of classification specifications from this bulletin on the OSER website is May 9, 2014. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Peter Flood at (608) 266-8149.

Alphabetical Listing of Classifications: The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER website at http://oser.state.wi.us/docview.asp?docid=1425. The Alpha List is updated monthly after classification plan changes are implemented. The date of the last update is listed at the top of the document. Please contact Peter Flood at (608) 266-8149 if you have any questions about information contained in the Alpha List.

Greg L. Gracz, Director
Office of State Employment Relations

Jessica L. O'Donnell, Acting Administrator
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Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group
ABOLISH							
1) Employment & Training Analyst	48361	12-07	12	2	E	N	020
Employment & Training Analyst - Advanced	48362	12-08	12	2	E	N	020
2) Labor Market Analyst	48860	12-07	12	2	E	N	044
MODIFY							
3) Human Resources Specialist	10802	81-04	99	2	N	N	020
Human Resources Specialist - Senior	10803	81-03	99	2	E	N	020
Human Resources Specialist - Advanced	10804	81-03	99	2	E	N	020
4) Institution Human Resources Director	11010	81-04	99	2	E	N	020
Institution Human Resources Director - Advanced	11110	81-03	99	2	E	N	020
CHANGE FLSA PERMANENT CATEGORIZATION							
5) Fingerprint and Footwear Examiner - Senior							
OLD	42402	15-03	15	2	N	N	049
NEW	42402	15-03	15	2	**E**	N	049
Fingerprint and Footwear Examiner - Advanced							
OLD	42403	15-03	15	2	N	N	049
NEW	42403	15-03	15	2	**E**	N	049
Firearms and Toolmark Examiner - Senior							
OLD	42502	15-03	15	2	N	N	049
NEW	42502	15-03	15	2	**E**	N	049
Firearms and Toolmark Examiner - Advanced							
OLD	42503	15-03	15	2	N	N	049
NEW	42503	15-03	15	2	**E**	N	049
Forensic Imaging Specialist - Senior							
OLD	42702	15-03	15	2	N	N	049
NEW	42702	15-03	15	2	**E**	N	049
Forensic Imaging Specialist - Advanced							
OLD	42703	15-03	15	2	N	N	049
NEW	42703	15-03	15	2	**E**	N	049

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