

OFFICE OF STATE EMPLOYMENT RELATIONS

DIVISION OF COMPENSATION AND LABOR RELATIONS

Date: December 14, 2014

Subject: Miscellaneous Classification Plan Changes

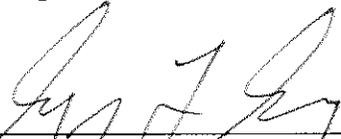
Locator No: OSER-0384-CC/SC

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 December 14, 2014**, unless otherwise stated.

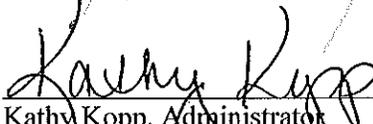
- 1) *Abolish* the **Auditor-Senior (DHFS)** classification as the need for this specific position at DHS, for which this classification was created, no longer exists due to a number of DHS organizational changes, including the creation of an Internal Audit Section Chief position. Necessary reallocations for this classification action will be processed by the affected agencies. Questions may be directed to Dianna McNall (608) 266-8232.
- 2) *Abolish* the **CADD Specialist-Advanced 1** and **CADD Specialist-Advanced 2** classifications and *create* the **CADD Specialist-Advanced** classification in order to collapse the advanced CADD specialists into a single level. Necessary reallocations for this classification action will be processed by the affected agencies. Questions may be directed to Peter Flood (608) 266-8149.
- 3) *Abolish* the **DVA Commandant NTE ESG 2** unclassified title as this title is no longer being utilized. There are no reallocation notices necessary for this classification action. Questions may be directed to Dianna McNall (608) 266-8232.
- 4) *Modify* the **Food Safety Supervisor** classification for the Department of Agriculture, Trade and Consumer Protection to add an allocation for positions that will perform Milk/Lab certification program Management and other technical duties. There are no reallocation notices necessary for this classification action. Questions may be directed to Dianna McNall (608) 266-8232.
- 5) *Modify* the **Risk Management Manager** classification to include UW-Milwaukee as a major university setting, to clarify that these positions must meet the definition of management and to update the representative positions. There are no reallocation notices necessary for this classification action. Questions may be directed to Chelsea Daley at (608) 267-5165.
- 6) *Modify* the **Program and Policy Analyst** classification series to clarify the level of supervision at the Program and Policy Analyst level is close progressing to general and to update the Department of Corrections and the Department of Health Services representative positions. There are no reallocation notices necessary for this classification action. Questions may be directed to Chelsea Daley at (608) 267-5165.
- 7) *Change EEO Code* for **Paralegal-Advanced** and **Paralegal-Confidential** classifications to correct an incorrect assignment on the alphalist and to align them with the classification specification language. Questions may be directed to Peter Flood (608) 266-8149.

Internet Availability: The target date for the availability of classification specifications from this bulletin on the OSER website is December 19, 2014. This is the only notification DCLR 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



Kathy Kopp, Administrator
Division of Compensation and Labor Relations
Office of State Employment Relations

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

ABOLISH

| | | | | | | | | |
|----|----------------------------|-------|----|---|---|---|-----|--|
| 1) | Auditor-Senior (DHFS) | | | | | | | |
| | 00700 | 07-02 | 07 | 2 | E | N | 016 | |
| 2) | CADD Specialist-Advanced 1 | | | | | | | |
| | 25203 | 14-14 | 14 | 3 | E | N | 185 | |
| | CADD Specialist-Advanced 2 | | | | | | | |
| | 25204 | 14-13 | 14 | 3 | E | N | 185 | |
| 3) | DVA Commandant NTE ESG 2 | | | | | | | |
| | 98350 | 90-00 | 00 | 1 | E | E | 900 | |

CREATE

| | | | | | | | | |
|----|--------------------------|-------|----|---|---|---|-----|--|
| 2) | CADD Specialist-Advanced | | | | | | | |
| | 25205 | 14-13 | 14 | 3 | E | N | 185 | |

MODIFY

| | | | | | | | | |
|----|--------------------------------|-------|----|---|---|---|-----|--|
| 4) | Food Safety Supervisor | | | | | | | |
| | 70380 | 81-03 | 16 | 2 | E | N | 010 | |
| 5) | Risk Management Manager | | | | | | | |
| | 04380 | 81-02 | 98 | 1 | E | N | 002 | |
| 6) | Program and Policy Analyst | | | | | | | |
| | 09471 | 07-04 | 07 | 2 | M | N | 044 | |
| | Program and Policy Analyst-Adv | | | | | | | |
| | 09472 | 07-03 | 07 | 2 | E | N | 044 | |

CHANGE EEO CODE

| | | | | | | | | |
|----|------------------------|-------|----|---|---|---|-----|--|
| 7) | Paralegal-Advanced | | | | | | | |
| | OLD 15002 | 07-03 | 7 | 5 | M | N | 195 | |
| | NEW 15002 | 07-03 | 7 | 2 | M | N | 195 | |
| | Paralegal-Confidential | | | | | | | |
| | OLD 15010 | 81-04 | 99 | 5 | M | N | 195 | |
| | NEW 15010 | 81-04 | 99 | 2 | M | N | 195 | |

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