

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF COMPENSATION AND LABOR RELATIONS

**Date:** July 12, 2015

**Subject:** Miscellaneous Classification Plan Changes

**Locator No:** OSER-0399-CC/SC

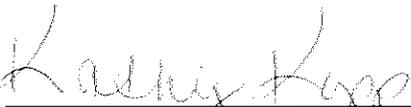
Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the classification plan changes identified in this bulletin. Regardless of the actual notification date, the **effective date is July 12, 2015**, unless otherwise stated.

- 1) *Abolish* the **Produce Inspector-Leadworker** classification specification and *create* the **Produce Inspector-Advanced** level within the Produce Inspector classification series to create a level for leadworker or audit work for the Department Agriculture, Trade and Consumer Protection. The classification specification definition language has been updated, along with the qualifications. Necessary reallocations for this classification action will be processed by the affected agency. Questions may be directed to Peter Flood at (608) 266-8149.
- 2) *Abolish* the **Regional Housing Specialist** classification specification for the Department of Administration. This classification is unused and no further use is planned. There are no reallocations necessary for this classification action. Questions may be directed to Dianna McNall at (608) 266-8232.
- 3) *Modify* the **Compliance Officer** classification specification to update the specification language for changes that have occurred over time, allow for positions to be placed at the bureau level, add representative positions and to remove DATCP as the sole user of this classification. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 4) *Modify* the **Offender Records Unit Supervisor** classification specification to update the specification language for the Department of Corrections to update definition language, add a representative position and allow for two positions within the specification. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 5) *Modify* the **Offender Status Consultant** classification specification to update the specification language and add in specific inclusions and exclusions, update definition language and allow for multiple positions with this classification specification. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 6) *Reassign Pay Range* for **Cadet Specialist Entry** from 12-04 to 12-64, **Cadet Specialist Objective** from 12-05 to 12-64, **Cadet Specialist Lead** from 12-06 to 12-64 as a result of the broadbanding of this classification. Affected agencies will notify the employees of the change. Questions may be directed to Paul Ostrowski at (608) 267-0343.
- 7) *Reassign Pay Range* for **Motor Vehicle Operator-Heavy** from 03-09 to 03-10. Affected agencies will process the pay range reassignment with an 8% of minimum increase for employees per Section E 4.00 of the Compensation Plan and notify the employees of the change. Employees eligible for reinstatement will not receive 8% of the minimum, but will have pay set in accordance with s. ER 29.03(3)(c), Wis. Adm. Code. Questions may be directed to Paul Ostrowski at (608) 267-0343.
- 8) *Reassign EEO Code* for **Cadet Specialist Lead** from 5 to 4 to more accurately reflect this classification specification's equal opportunity job category and *reassign pay range* from 12-06 to 12-64 as a result of the broadbanding of this classification. There are no reallocation notices necessary for this classification action. Affected agencies will notify employees of the pay range reassignment. Questions may be directed to Peter Flood at (608) 266-8149.

- 9) *Reassign EEO Code* for **Produce Inspector** from 4 to 3 to more accurately reflect this classification specification's equal opportunity job category. There are no reallocation notices necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.

**Internet Availability:** The target date for the availability of classification specifications from this bulletin on the OSER website is July 17, 2015. This is the only notification DCLR will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Dianna McNall at (608) 266-8232.

**Alphabetical Listing of Classifications:** The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER website at <http://osер.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 Dianna McNall at (608) 266-8232 if you have any questions about information contained in the Alpha List.



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

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

**ABOLISH**

1)	Produce Inspector-Leadworker						
	70802	05-12	5	4	N	N	025
2)	Regional Housing Specialist						
	53370	12-06	12	2	E	N	019

**CREATE**

1)	Produce Inspector-Advanced						
	70803	05-12	5	3	N	N	025

**MODIFY**

3)	Compliance Officer						
	09900	81-03	17	2	E	N	003
4)	Offender Records Unit Supervisor						
	18920	81-03	17	2	E	N	003
5)	Offender Status Consultant						
	18970	81-03	99	2	E	N	112

**REASSIGN PAY RANGE**

6)	Cadet Specialist Entry						
	OLD 53601	12-04	12	4	N	N	112
	NEW 53601	12-64	12	4	N	N	112
	Cadet Specialist Objective						
	OLD 53602	12-05	12	4	N	N	112
	NEW 53602	12-64	12	4	N	N	112
7)	Motor Vehicle Operator-Heavy						
	OLD 80402	03-09	3	8	N	N	999
	NEW 80402	03-10	3	8	N	N	999

**REASSIGN EEO CODE AND PAY RANGE**

8)	Cadet Specialist Lead						
	OLD 53603	12-06	12	5	N	N	112
	NEW 53603	12-64	12	4	N	N	112

**REASSIGN EEO CODE**

9)	Produce Inspector							
	OLD	70801	05-11	5	4	N	N	025
	NEW	70801	05-11	5	3	N	N	025

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