

DOA – DIVISION OF PERSONNEL MANAGEMENT

COMPENSATION AND LABOR RELATIONS BULLETIN

Date: November 13, 2016

Subject: Miscellaneous Classification Plan Changes


Locator No: DPM-0434-CC/SC

Pursuant to s. 230.09, Wis. Stats., the Administrator of the Division of Personnel Management (DPM) has approved the classification plan changes identified in this bulletin. Regardless of the actual notification date, the **effective date is November 13, 2016**, unless otherwise stated.

- 1) *Abolish* the **Campaign Finance & Elections Supervisor** classification for the Department of Administration to better align the sole position in the classification with other supervisory classifications. Reallocations for this classification will be processed by the affected agency. Questions may be directed to Peter Flood at (608) 266-8149.
- 2) *Abolish* the unclassified title **DOA MRS BUR DIR NTE 81-01** for the Department of Administration since this title has been superseded by state statute. Questions may be directed to Paul Ostrowski at (608) 267-0343.
- 3) *Modify* the **College Investment Program Finance Officer** classification for the Department of Administration to allow for more than one position to be included in the classification and to provide general definition and language changes to reflect the movement of this position to the Department of Administration. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 4) *Modify* the **Crisis Intervention Worker** classification to allow for allocations within the series to be located in the Department of Health Services Institutions. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 5) *Modify* and *retitle* the **Labor Relations Specialist** classification series to the **Executive Employment Relations Specialist** classification series for the Department of Administration and *change the job group* for the highest level to more accurately reflect the occupational responsibilities. Definition language was also updated to update some changes in responsibilities of positions in the classification. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 6) *Change the FLSA designation* of the **Ethics Specialist** classification from 'exempt' to 'mixed' to accurately reflect the duties assigned to positions within this classification. There are no reallocations 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 DPM website is November 18, 2016. This is the only notification BCLR 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 DPM website at <http://doa.wi.gov/Documents/DPM/Document%20Library/alpha.lst.xls>. 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.


Jim Underhill, Director
Bureau of Compensation & Labor Relations

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

ABOLISH

- | | | | | | | | | |
|----|---|-------|-------|----|---|---|---|-----|
| 1) | Campaign Finance & Elections Supervisor | 06420 | 81-03 | 17 | 2 | E | N | 003 |
| 2) | DOA MRS BUR DIR NTE 81-01 | 98100 | 01-00 | 99 | 1 | E | E | 900 |

MODIFY

- | | | | | | | | | |
|----|--|-------|-------|----|---|---|---|-----|
| 3) | College Investment Program Finance Officer | 04490 | 81-03 | 18 | 2 | E | N | 016 |
| 4) | Crisis Intervention Worker | 53400 | 12-63 | 12 | 2 | E | N | 112 |

MODIFY AND RETITLE AND CHANGE JOB GROUP

- | | | | | | | | | |
|----|---|-------|----|---|---|---|--|------------|
| 5) | OLD Labor Relations Specialist | | | | | | | |
| | NEW Executive Employment Relations Specialist | | | | | | | |
| | 11211 | 81-03 | 99 | 2 | M | N | | 020 |
| | OLD Labor Relations Specialist-Senior | | | | | | | |
| | NEW Executive Employment Relations Specialist-Senior | | | | | | | |
| | 11212 | 81-03 | 99 | 2 | E | N | | 020 |
| | OLD Labor Relations Specialist-Chief | | | | | | | |
| | OLD 11213 | 81-02 | 99 | 2 | E | N | | 002 |
| | NEW Executive Employment Relations Officer | | | | | | | |
| | NEW 11213 | 81-02 | 99 | 2 | E | N | | 020 |

CHANGE THE FLSA DESIGNATION

- | | | | | | | | | |
|----|-------------------|-------|----|---|----------|---|--|-----|
| 6) | Ethics Specialist | | | | | | | |
| | OLD 07410 | 81-04 | 99 | 2 | E | N | | 119 |
| | NEW 07410 | 81-04 | 99 | 2 | M | N | | 119 |

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