

DOA – DIVISION OF PERSONNEL MANAGEMENT

COMPENSATION AND LABOR RELATIONS BULLETIN

Date: March 5, 2017

Subject: Miscellaneous Classification Plan Changes

Locator No: DPM-0440-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 March 5, 2017**, unless otherwise stated.

- 1) *Abolish* the **Program Assistant Supervisor** and *modify* the **Program Assistant Supervisor-Advanced** and **Program Assistant Supervisor/Confidential-Advanced** classifications to incorporate the lower level duties to the higher level classification. Reallocations necessary for this classification action will be processed by the affected agencies. Questions may be directed to Peter Flood at (608) 266-8149.
- 2) *Modify* the **Budget and Policy Analyst Division** classification for the Department of Administration to update the inclusion language and allow one additional position for one division. There are no reallocations necessary for this classification action. Questions may be directed to Rachel Martin at (608) 266-5165.
- 3) *Modify* the **Teacher Supervisor** classification for the Department of Military Affairs to update the qualification section. There are no reallocations necessary for this classification action. Questions may be directed to Wil Mickelson at (608) 266-5169.
- 4) *Reassign Pay Range* for **Fire/Crash Rescue Specialist** from 05-10 to 05-11 and **Fire/Crash Rescue Specialist-Crew Chief** from 05-12 to 05-13. Affected agencies will notify the employees of the change. Questions may be directed to Peter Flood at (608) 266-8149.
- 5) *Change the FLSA Designation* of the **Revenue Tax Specialist 2** classification from Exempt to Mixed to accurately reflect the types of duties within the specification. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 6) *Retitle* the Unclassified **REG & LIC 20.923(12) NTE ESG 3** to **SPS 20.923(12) NTE ESG 3** to reflect the agency title change from the Department of Regulation and Licensing to the Department of Safety and Professional Services. There are no reallocations necessary for this action but the agency will need to process the title update. 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 March 5, 2017. This is the only notification BCLR will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Rachel Martin at (608) 266-5165.

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

ABOLISH

1) Program Assistant Supervisor
 16320 81-05 16 5 E N 003

MODIFY

2) Budget and Policy Analyst Division
 09710 81-04 99 2 M N 016

3) Program Assistant Supervisor Adv.
 16420 81-04 16 5 E N 003
 Program Assistant Supervisor/Confidential Adv.
 16430 81-04 96 5 E N 003

4) Teacher Supervisor
 58220 81-03 17 2 E N 008

PAY RANGE REASSIGNMENTS

5) Fire/Crash Rescue Spec
 OLD 66601 05-10 05 4 N N 247
 NEW 66601 05-11 05 4 N N 247

 Fire/Crash Rescue Spec-Crew Chief
 OLD 66602 05-12 05 4 N N 247
 NEW 66602 05-13 05 4 N N 247

CHANGE FLSA

6) Revenue Tax Specialist 2
 OLD 01102 07-03 07 2 E N 016
 NEW 01102 07-03 07 2 M N 016

RETITLE

7) OLD REG & LIC 20.923(12) NTE ESG 3
 98123 90-00 99 1 E E 900
 NEW SPS 20.923(12) NTE ESG 3
 98123 90-00 99 1 E E 900

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