

State of Wisconsin

DOA – DIVISION OF PERSONNEL MANAGEMENT

- CLASSIFICATION AND COMPENSATION BULLETIN -

Date: January 4, 2021

Subject: Miscellaneous Classification Plan Changes


Locator No: DPM-0542-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 January 3, 2021**, unless otherwise indicated.

- 1) *Create* the **Public Health Program Associate** for the Department of Health Services, **effective December 6, 2020**, for limited term employees at the Department of Health Services performing contact tracing and disease investigation work. There will be no reallocations for the classification actions effective December 6, 2020 or January 3, 2021. Questions may be directed to Peter Flood at (608) 266-8149.
- 2) *Modify* the **Executive Human Resources Manager** classification for the Department of Administration to add an allocation pattern for the deputy administrator of the Division of Personnel Management. No reallocations are necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 3) *Modify* the **Human Resources Manager** classification to recognize that shared services regions are formed and to clarify the allocation patterns. Reallocations necessary for this classification action will be processed by the regional human resources office. Questions may be directed to Peter Flood at (608) 266-8149.
- 4) *Modify* the **Human Resources Program Officer** classification to clarify and adjust the allocation patterns and to recognize that shared services regions are formed. Reallocations necessary for this classification action will be processed by the regional human resources office. Questions may be directed to Peter Flood at (608) 266-8149.
- 5) *Modify* the **Human Resources Supervisor** classification to update language, recognize that shared services regions are formed, and to remove unused representative positions. No reallocations are necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 6) *Reassign Pay Ranges* for the **Military Affairs Security Officer** classification series to update the assignment of the pay range. Reallocations necessary for this classification action will be processed by the human resources office. Questions may be directed to Peter Flood at (608) 266-8149.
- 7) *Retitle the unclassified Board of Commissioners of Public Lands Executive Secretary NTE 81-02 to Board of Commissioners of Public Lands Executive Secretary NTE 81-01, **effective December 22, 2019***, to reflect an update approved in the 19-21 Compensation Plan in December of 2019. 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 January 8, 2021. This is the only notification BCC 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. 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. Any questions should be directed to Rachel Martin at (608) 266-5165.



Scott C. Thompson, Bureau Director
Division of Personnel Management

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

1) Public Health Program Associate
 94100 07-05 7 5 N N 195

MODIFY

2) Executive Human Resources Manager
 10990 81-01 19 1 E N 001

3) Human Resources Manager
 10890 81-01 19 1 E N 001

4) Human Resources Program Officer
 10810 81-02 99 2 E N 002

5) Human Resources Supervisor
 10830 81-03 98 2 E N 003

REASSIGN PAY RANGES

6) Military Affairs Security Officer
 OLD 65502 05-10 5 4 N N 247
 NEW 65502 **05-11** 5 4 N N 247

Military Affairs Security Officer - Senior
 OLD 65503 05-11 5 4 N N 247
 NEW 65503 **05-12** 5 4 N N 247

RETITLE

7) OLD Board of Commissioners of Public Lands Executive Secretary NTE 81-02
NEW Board of Commissioners of Public Lands Executive Secretary NTE 81-01
 98158 01-00 99 1 E E 900