

**State of Wisconsin**

**OFFICE OF STATE EMPLOYMENT RELATIONS**

**- COMPENSATION & LABOR RELATIONS BULLETIN -**

**Date:** March 2, 2004

**Locator No.:** OSER-0017-CLR

**Subject:** Notification of Statutory Changes Due to 2003 Wisconsin Act 117

The purpose of this bulletin is to notify state agencies of the various statutory changes in 2003 Wisconsin Act 117. The changes in the Act are effective January 24, 2004, and can be found on the legislature's website at <http://www.legis.state.wi.us/2003/data/acts/03Act117.pdf>.

**SECTION I. TRAVEL AND MOVING EXPENSES**

Various changes were made in ss. 16.53(1), 20.916, and 20.917, Wis. Stats., regarding travel and moving expenses. Most changes were made to provide more accurate phrases and descriptions. Some of the more significant changes:

1. Require prior authorization and insurance coverage for use of private aircraft.
2. Allow other than coach for train travel if coach is unavailable.
3. Move the moving expense stipend from the statutes to the Compensation Plan.
4. Provide more flexibility in granting travel advances by eliminating the \$50 minimum expense requirement.

Section F, 3.01 (3), 3.02, 10.03, and 14.07 of the 2003-2005 Compensation Plan have been modified to reflect the specific statutory changes listed above. Because most contracts refer to the affected statutes, these changes may cover both nonrepresented and represented employees. Check the applicable collective bargaining agreement before applying the changed provisions to situations involving a represented employee.

**SECTION II. SUPPLEMENTAL HEALTH INSURANCE CONVERSION CREDITS**

Changes to ss. 40.05(4)(by), 40.95(2) and 230.12(9), Wis. Stats., allow otherwise eligible nonrepresented employees to use supplemental health insurance conversion credits (SHICC) if laid off. The changes also provide SHICC to the surviving insured dependents if the laid off employee dies within the five year period after layoff. SHICC is also provided to surviving insured dependents if an otherwise eligible nonrepresented employee dies while in state employment. Eligibility includes the requirement that an employee have 15 years of adjusted continuous service at the time of layoff or death. In all cases, SHICC is provided only after all Accumulated Sick Leave Conversion Credits have been exhausted.

Section H, 3.00 – 5.00 of the 2003-2005 Compensation Plan has been modified to reflect these changes. Similar provisions have been, or are being, negotiated for collective bargaining agreements

that have SHICC provisions. Check the applicable collective bargaining agreement to ensure appropriate provisions are in place prior to granting this benefit to laid off or deceased employees.

### **SECTION III. ANNUAL LEAVE OPTIONS**

New annual leave options for nonrepresented employees at the 216-hour annual leave rate have been created in s. 230.35(1p)(bm), Wis. Stats. The new option allows an employee to elect to receive not more than 120 (formerly 80) of those hours among one or more of the following options:

1. Not to exceed 40 hours in cash.
2. As credit for termination/sabbatical leave.

### **SECTION IV. ADDITIONAL PERSONAL HOLIDAY**

One additional paid personal holiday is provided to nonrepresented employees in s. 230.35(4)(d), Wis. Stats., in recognition of Veterans Day. The additional paid personal holiday need not be taken on Veterans Day, and shall be administered in the same manner as the other personal holidays. Employees who have left state service prior to January 24, 2004, are not eligible for the additional personal holiday.

Similar provisions have been, or are being, negotiated for collective bargaining agreements that have personal holidays. Check the applicable collective bargaining agreement to ensure appropriate provisions are in place prior to granting this benefit to employees.

### **SECTION V. REFERRAL OF QUESTIONS**

Employees should direct any questions on these changes to their agency's Human Resources Office or Payroll Office.

Agency Human Resources and Payroll Offices should direct questions to Paul Ostrowski, Compensation Analyst, at (608) 267-0343 or e-mail at [Paul.Ostrowski@oser.state.wi.us](mailto:Paul.Ostrowski@oser.state.wi.us).

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