

## OFFICE OF STATE EMPLOYMENT RELATIONS

### - COMPENSATION AND LABOR RELATIONS BULLETIN -

**Date:** August 18, 2006

**Locator No:** OSER-0134-CLR/LR/PP

**Subject:** Information Necessary to Process FY  
2005-2007 Pay Adjustments for Employees  
Represented by the WSEU Professional  
Social Services Bargaining Unit

This information is provided to assist appointing authorities in determining FY 2005-2007 base pay adjustments and lump sum payments to employees in the Wisconsin State Employees Union (WSEU) Professional Social Services bargaining unit (**PSS; DP Unit Code 12**). These base pay adjustments are granted in accordance with the wage provisions of the Agreement between the State and the WSEU bargaining unit. The pay adjustments in this bulletin are to be applied in the order set forth in this bulletin.

#### SECTION I. MULTIPLE PAY ADJUSTMENTS WITH THE SAME EFFECTIVE DATE, ORDER OF APPLICATION

Use the FY 2004-2005 pay schedule for adjustments under numbers 1 through 7., effective July 23, 2006.

Use the new pay schedule effective July 23, 2006, provided in Appendices 1 and 2 of the Attachment for adjustments under number 8., effective July 23, 2006.

Use the new pay schedule effective July 23, 2006, provided in Appendices 2 and 3 of the Attachment, for adjustments under number 9., effective July 23, 2006, for all transactions after that date through March 31, 2007, and for adjustments under numbers 1. through 7., effective April 1, 2007.

Use the new pay schedule effective April 1, 2007, provided in Appendices 3 and 4 of the Attachment, for adjustments under numbers 8. and 9., effective April 1, 2007, and for all transactions after that date.

1. Reallocation/regrade adjustment
2. Reclassification/regrade adjustment
3. Promotion/upward movement adjustment
4. Demotion/downward movement adjustment
5. Transfer/lateral movement adjustment
6. Reinstatement
7. Restoration
8. Negotiated Base Pay Adjustments, pursuant to s. 111.92, Wis. Stats., in the order listed in this bulletin
9. Original appointment

**SECTION II. WAGE ADJUSTMENTS EFFECTIVE JULY 23, 2006****A. 2.0% General Wage Adjustment (GWA)****1. Eligibility.**

**a. Eligible.** All permanent employees (**employment types 01, 02 and 06**) in pay status on July 23, 2007, in the Professional Social Services bargaining unit (**DP unit code 12**).

**b. Ineligible.**

(1) Employees who have previously been considered for or received a FY 2005-2006 2.0% GWA provided under the Compensation Plan or analogous 2.0% wage adjustment in another collective bargaining agreement.

(2) Employees who separated from state service prior to July 23, 2006, except as provided under Section V., A.2.

**2. Amount.** Effective July 23, 2006, each eligible employee will be granted a GWA of 2.0% of base pay.

**B. Market Adjustment**

Effective July 23, 2006, the following classifications will be reassigned to the specified pay ranges below. Eligible employees receive a regrade based on the applicable pay provisions of Article 12, Section 9, of the Agreement.

<b>Classification</b>	<b>Class Code</b>	<b>Old Pay Range</b>	<b>New Pay Range</b>
Cadet Specialist (A)	53471	12-03	12-04
Cadet Specialist (B)	53472	12-04	12-05
Cadet Specialist Lead	53473	12-05	12-06

Effective July 23, 2006, pay progression structure for the Cadet Specialist classification will be implemented according to Negotiating Note No. 60.

**C. Pay Schedule Implementation**

Effective July 23, 2006, the pay schedule in Appendix 1 of the Attachment will be implemented. Any employee (except a trainee) whose base pay rate falls below the new minimum of the applicable pay range will have his or her pay adjusted to the new minimum.

**D. 2.0% General Wage Adjustment (GWA)****1. Eligibility.**

- a. **Eligible.** All permanent employees (**employment types 01, 02 and 06**) who are in pay status on July 23, 2006 in the Professional Social Services bargaining unit (**DP unit code 12**).
- b. **Ineligible.**
- (1) Employees who have previously been considered for or received a FY 2006-2007 2.0% GWA provided under the Compensation Plan or analogous 2.0% wage adjustment in another collective bargaining agreement.
  - (2) Employees who separated from state service prior to July 23, 2006, except as provided in Section V., B.2.

2. **Amount.** Effective July 23, 2006, each eligible employee will be granted a GWA of 2.0% of base pay.

**E. Pay Schedule/Structure Implementation**

Effective July 23, 2006, the pay schedule in Appendix 2 and structure in Appendix 3., of the Attachment, will be implemented. Any employee (except a trainee) whose base pay rate falls below the new minimum of the applicable pay range will have his or her pay adjusted to the new minimum.

**F. Market Adjustment**

Effective July 23, 2006, employees in the following classifications will be reassigned to the specified pay ranges below and placed on the pay structure in Appendix 3 of the Attachment. Employees will be placed on the structure based on their adjusted service date year or retain their current pay, whichever is greater.

<b>Classification</b>	<b>Class Code</b>	<b>Old Pay Range</b>	<b>New Pay Range</b>
Social Worker – Corrections (A)	51801	12-4	12-5
Social Worker – Corrections (B)	51802	12-5	12-6
Social Worker – Corrections (C)	51803	12-7	12-8

**G. Market Adjustment**

Effective July 23, 2006, employees in the following classifications will be reassigned to the specified pay ranges below and placed on the pay structure in Appendix 3 of the Attachment. Employees will be placed on the structure based on their adjusted service date year or retain their current pay, whichever is greater.

<b>Classification</b>	<b>Class Code</b>	<b>Old Pay Range</b>	<b>New Pay Range</b>
Probation & Parole Agent (A)	51701	12-5	12-5
Probation & Parole Agent (B)	51702	12-6	12-6
Probation & Parole Agent (C)	51703	12-7	12-8

## H. Market Adjustment

Effective July 23, 2006, the following classifications will be reassigned to new pay ranges as specified below. Eligible employees receive a regrade based on the applicable pay provisions of Article 12, Section 9, of the Agreement.

Classification	Class Code	Old Pay Range	New Pay Range
Chief Regional Psychologist	52360	12-11	12-12
Corrections Program Spec - Obj	51572	12-07	12-08
Labor Market Analyst (A)	48861	12-04	12-05
Labor Market Analyst (B)	48862	12-05	12-06
Labor Market Analyst (C)	48863	12-06	12-07
Offender Classification Spec (A)	51601	12-06	12-07
Offender Classification Spec (B)	51602	12-07	12-08
Psychologist - Lic	52160	12-10	12-11
School Psychologist	52461	12-08	12-09
School Psychologist – Senior	52462	12-09	12-10
Social Worker	50862	12-05	12-06
Social Worker - Adv	50864	12-07	12-08
Social Worker – Senior	50863	12-07	12-08

## SECTION III. WAGE ADJUSTMENT EFFECTIVE DECEMBER 24, 2006

### A. Market Adjustment

Effective December 24, 2006, the following classifications will be reassigned to new pay ranges as specified below. Eligible employees receive a regrade based on the applicable pay provisions of Article 12, Section 9, of the Agreement.

Classification	Class Code	Old Pay Range	New Pay Range
Client Services Assistant Entry	50601	12-27	12-01
Client Services Assistant Obj	50602	12-28	12-01

## SECTION IV. WAGE ADJUSTMENT EFFECTIVE APRIL 1, 2007

### A. 2.25% General Wage Adjustment (GWA)

#### 1. Eligibility.

- a. **Eligible.** All permanent employees (**employment types 01, 02 and 06**) who are in pay status on April 1, 2007, in the Professional Social Services bargaining unit (**DP unit code 12**), except as noted in b., below.
- b. **Ineligible.** Employees who separated from state service prior to April 1, 2007, and employees who are above their (C) level structure point in the classifications of Probation and Parole Agent and Social Worker-Correction.

2. **Amount.** Effective April 1, 2007, each eligible employee will be granted a GWA of 2.25% of base pay. Employees above their (C) level structure point in the classifications of Probation and Parole Agent and Social Worker Corrections will receive a lump sum payment in an amount equal to 2.25% of their current base pay rate multiplied by 480.

#### **B. Pay Schedule/Structure Implementation**

Effective April 1, 2007, the pay schedule in Appendix 4 of the Attachment will be implemented. Any employee (except a trainee) whose base pay rate falls below the new minimum of the applicable pay range will have his or her pay adjusted to the new minimum.

### **SECTION V: LUMP SUM PAYMENT AND WAGE ADJUSTMENTS FOR THE DELAY IN IMPLEMENTATION OF 2005-2007 PAY ADJUSTMENTS**

#### **A. Wage Adjustment for 2005-2006**

Eligible employees will receive a lump sum payment in an amount equal to the adjustment an employee receives under Section II., A., B., and C., above, multiplied by the number of his/her hours in pay status in the bargaining unit(s) from June 26, 2005, through July 22, 2006. This lump sum payment will be pro-rated for purposes of WRS earnings in accordance with applicable ETF administrative provisions.

The following employees will be eligible:

1. Employees in pay status on July 23, 2006, who receive an adjustment under Section II., A., B., and C., above.
2. Former employees of the bargaining unit(s) who retired from, were laid off, or died while serving in a bargaining unit(s) position between June 26, 2005 through July 23, 2006, who would have received an adjustment under Section II., A., B., and C., above. These employees will also be eligible for any lump sum fiscal year adjustment that they would otherwise have been eligible to receive. Employees who retired from or died while serving in a bargaining unit(s) position during this time period are also eligible to receive any base pay adjustment(s) for which they would otherwise have been eligible.
3. Employees in the bargaining unit(s) who began a leave of absence after June 26, 2005 through June 23, 2006, and who would have received an adjustment under Section II., A., B., and C., above. Employees on a leave of absence will receive no payment until they return to pay status in the bargaining unit(s) during the term of this Agreement.

#### **B. Wage Adjustment for 2006-2007**

Eligible employees will receive a lump sum payment in an amount equal to the adjustment an employee receives under Section II., D., E., F., G., and H., multiplied by the number of his/her hours in pay status in the bargaining unit(s) from June 25, 2006, through July 22, 2006. This lump sum payment will be pro-rated for purposes of WRS earnings in accordance with applicable ETF administrative provisions.

The following employees will be eligible:

1. Employees in pay status on July 23, 2006, who receive an adjustment under Section II., D., E., F., G., and H., above.
2. Former employees of the bargaining unit(s) who retired from, were laid off, or died while serving in a bargaining unit(s) position between June 26, 2005 through July 23, 2006, who would have received an adjustment under Section II. D., E., F., G., and H., above. These employees will also be eligible for any lump sum fiscal year adjustment that they would otherwise have been eligible to receive. Employees who retired from or died while serving in a bargaining unit(s) position during this time period are also eligible to receive any base pay adjustment(s) for which they would otherwise have been eligible.
3. Employees in the bargaining unit(s) who began a leave of absence after June 26, 2005 through June 23, 2006, and who would have received an adjustment under Section II., D., E., F., G., and H., above. Employees on a leave of absence will receive no payment until they return to pay status in the bargaining unit(s) during the term of this Agreement.

#### **SECTION VI: PROVISIONS FOR DETERMINING PAY UPON PERSONNEL TRANSACTIONS**

All personnel transaction pay adjustments for WSEU- PSS employees covered by the 2005-2007 WSEU-PSS collective bargaining agreement will be determined in accordance with the provisions set forth in Article 12, Section 9 for pay schedules, and Appendix 7 of the Agreement for transaction structures. Personnel transaction pay adjustments for project employees (**employment type 05**) shall be determined in accordance with Section E of the 2005-2007 Compensation Plan.

#### **SECTION VII: TRAINEE INCREASES**

Except for trainees being paid at or above the minimum of the applicable pay range (due to prior permanent state service), trainees will receive wage adjustments under the Agreement only as allowed in accordance with the provisions of Section E, 1.04 of the 2005-2007 Compensation Plan, (i.e., remain at the same number of within range pay steps below the pay range minimum as prior to the adjustment). Trainees subject to Section E of the Compensation Plan are not eligible for any lump sum payments.

#### **SECTION VIII. VACATION**

Effective calendar year 2005, eligible employees will earn paid annual leave of absence (vacation) according to the following schedule. Employees will have until December 31, 2007, to use the additional hours of paid annual leave earned under the new schedule for calendar year 2005 and 2006.

<u>Years of Service</u>	<u>Hours Earned Each</u>	<u>Year Change</u>
During First 5	104	+ 3 Days
5+ to 10	144	+ 3 Days
10+ to 15	160	+ 3 Days
15+ to 20	184	+ 3 Days
20+ to 25	200	+ 3 Days
25+	216	+ 2 Days

**SECTIONS VIII: REFERRAL OF QUESTIONS**

**Employee questions** regarding pay rates or pay adjustments included in this bulletin should be referred to the agency Human Resources Office or Payroll Office.

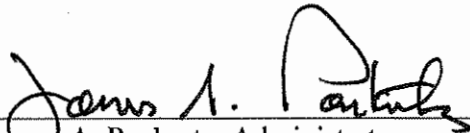
**Agency questions** regarding the *pay adjustments and lump sum payments* included in this bulletin should be referred to the Division of Compensation and Labor Relations: Tim Borchert at (608) 266-3381; e-mail [Tim.Borchert@Wisconsin.Gov](mailto:Tim.Borchert@Wisconsin.Gov);

**Questions** regarding *all other provisions of the WSEU AS, BC, SPS, and TECH Agreement* should be referred to Mark Wild at (608) 266-9564; e-mail [Mark.Wild@Wisconsin.Gov](mailto:Mark.Wild@Wisconsin.Gov); or Wil Mickelson at (608) 267-5169; e-mail [Wil.Mickelson@Wisconsin.Gov](mailto:Wil.Mickelson@Wisconsin.Gov).

Questions regarding payroll processing or file maintenance procedures should be referred to the appropriate payroll center:

DOA Central Payroll  
UW Processing Center

Shelley Schwartz (608) 264-9571  
Payroll and Financial Svcs. (608) 262-3558



James A. Pankratz, Administrator  
Division of Compensation and Labor Relations

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Attachment: Appendices 1 through 4 of the 2005-2007 Agreement

## Appendix 1

## Pay Schedule 12

Effective July 23, 2006 for Specific Transactions

Range	Minimum	Maximum	Within Range Pay Step	Range Adjustment
27	\$9.760	\$14.742	\$0.293	\$1.200
28	\$10.524	\$15.888	\$0.316	\$1.250
1	\$11.373	\$17.162	\$0.342	\$1.300
2	\$12.296	\$18.545	\$0.369	\$1.350
3	\$13.294	\$20.043	\$0.399	\$1.400
4	\$14.376	\$21.666	\$0.432	\$1.450
5	\$15.547	\$23.423	\$0.467	\$1.500
6	\$16.816	\$25.326	\$0.505	\$1.550
7	\$18.192	\$27.391	\$0.546	\$1.600
8	\$19.678	\$29.619	\$0.591	\$1.700
9	\$21.274	\$32.012	\$0.639	\$1.800
10	\$22.994	\$34.594	\$0.690	\$1.900
11	\$24.752	\$37.229	\$0.743	\$2.000
12	\$26.640	\$40.062	\$0.800	\$2.100
13	\$28.674	\$43.113	\$0.861	\$2.200



## Appendix 2

### Pay Schedule 12

Effective July 23, 2006 through March 31, 2007

Range	Minimum	Maximum	Within Range Pay Step	Range Adjustment
27	\$9.956	\$15.037	\$0.299	\$1.200
28	\$10.735	\$16.206	\$0.323	\$1.250
1	\$11.601	\$17.506	\$0.349	\$1.300
2	\$12.542	\$18.916	\$0.377	\$1.350
3	\$13.560	\$20.444	\$0.407	\$1.400
4	\$14.664	\$22.100	\$0.440	\$1.450
5	\$15.858	\$23.892	\$0.476	\$1.500
6	\$17.153	\$25.833	\$0.515	\$1.550
7	\$18.556	\$27.939	\$0.557	\$1.600
8	\$20.072	\$30.212	\$0.603	\$1.700
9	\$21.700	\$32.653	\$0.651	\$1.800
10	\$23.454	\$35.286	\$0.704	\$1.900
11	\$25.248	\$37.974	\$0.758	\$2.000
12	\$27.173	\$40.864	\$0.816	\$2.100
13	\$29.248	\$43.976	\$0.878	\$2.200

**APPENDIX 3**

**Structure 3: PSS – PROBATION AND PAROLE AGENTS A, B, C AND SOCIAL WORKERS CORRECTIONS A, B, C ONLY  
Effective upon implementation of the July 23, 2006 structures in Appendix 2.**

Starting base pay for all employees is listed in the chart below unless otherwise provided for in Appendix 6 of this Agreement. Placement and progression for each group of classifications is as follows below. In addition when counting the number of hours (time) in pay status as required in the provision, the Employer will waive up to sixty (60) days, per occurrence, of the time charged to a s.230.36 claim or Workers Compensation claim.

**Social Worker – Corrections (A), (B) and (C):** Employees with a temporary certification/license through the Department of Regulation and Licensing (DRL) will be placed at the (A) level, pay range 12-05. When the employee is fully certified/licensed through DRL and the employee provides a copy of the certification/license to his/her immediate supervisor, the employee will be moved to the (B) level effective the first day of the pay period following receipt of the copy. Employees fully certified/licensed through the DRL with less than eighteen (18) months in pay status as a Social Worker – Corrections (B) will be placed at the Social Worker – Corrections (B) level, pay range 12-06. When placed at the (B) level, the employee will be moved to the Social Worker – Corrections (C) level, pay range 12-08, after a total of eighteen (18) months in pay status as Social Worker – Corrections (B). Movement to the (C) level is effective the first day of the pay period following completion of the required time frame.

**Probation & Parole Agent (A), (B) and (C):** Employees with less than eighteen (18) months in pay status in the Probation & Parole Agent classifications will be placed at the (A) level, pay range 12-05. If placed at the (A) level, the employee will be moved to the (B) level after a total of eighteen (18) months in pay status as a Probation & Parole Agent – Entry or Probation & Parole Agent (A) or combination of both. Employees with greater than 18 months in pay status as a Probation & Parole Agent will be placed at the (B) level (pay range 12-06). When placed at the (B) level, the employee will be moved to the (C) level after a total of eighteen (18) months in pay status as a Probation & Parole Agent – Objective or Probation & Parole Agent (B) or combination of both. Employees with greater than thirty-six (36) months in pay status as a Probation & Parole Agent will be placed at the (C) level, pay range 12-08. All level movements are effective the first day of the pay period following completion of the required time frame.

**Note: Negotiating Notes 62 and 63 expire with implementation of this Appendix on July 23, 2006. The progression process described in this Appendix reflects the language and intent of former Negotiating Notes 62 and 63.**

Classification	A Level Structure Rate (12-05) 7/23/06	A Level Structure Rate (12-05) 4/1/07	B Level Structure Rate (12-06) 7/23/06	B Level Structure Rate (12-06) 4/1/07	C Level Structure Rates (12-08)
	<i>Social Worker - Corrections</i>	\$15.858	\$16.215	\$17.408	
<i>Probation &amp; Parole Agent</i>	\$15.858	\$16.215	\$17.408	\$17.800	Structure rate corresponding to employee's year of adjusted continuous service date (see below).

**APPENDIX 3**

**Structure 3: PSS – PROBATION AND PAROLE AGENTS A, B, C AND SOCIAL WORKERS CORRECTIONS A, B, C ONLY - Continued**

This structure is applicable to the following transactions: Original Appointment, Promotion, Demotion, Transfer, Reinstatement, Restoration, Reclassification and Reallocation. For transaction determination, the range maximum from the related pay schedule will be used if needed

7/23/06	Year of Adjusted Continuous Service Date	4/1/07
\$20.070	2006 or later	20.522
\$20.070	2005	20.522
\$20.190	2004	20.645
\$20.310	2003	20.767
\$20.510	2002	20.972
\$20.660	2001	21.125
\$20.810	2000	21.279
\$21.260	1999	21.739
\$21.660	1998	22.148
\$22.350	1997	22.853
\$22.650	1996	23.160
\$22.890	1995	23.406
\$23.140	1994	23.661
\$23.430	1993	23.958
\$23.780	1992	24.316
\$24.030	1991	24.571
\$24.270	1990	24.817
\$24.520	1989	25.072
\$24.760	1988	25.318
\$25.060	1987	25.624
\$25.360	1986	25.931

7/23/06	Year of Adjusted Continuous Service Date	4/1/07
\$25.600	1985	26.176
\$25.850	1984	26.432
\$26.090	1983	26.678
\$26.440	1982	27.035
\$26.690	1981	27.291
\$26.930	1980	27.536
\$27.180	1979	27.792
\$27.420	1978	28.037
\$27.470	1977	28.089
\$27.520	1976	28.140
\$27.570	1975	28.191
\$27.620	1974	28.242
\$27.670	1973	28.293
\$27.720	1972	28.344
\$27.770	1971	28.395
\$27.820	1970	28.446
\$27.870	1969	28.498
\$27.920	1968	28.549
\$27.970	1967	28.600
\$28.020	1966	28.651
\$28.070	1965 or earlier	28.702

## Appendix 4

### Pay Schedule 12

Effective April 1, 2007 through June 30, 2007				
Range	Minimum	Maximum	Within Range Pay Step	Range Adjustment
1	\$11.863	\$17.900	\$0.356	\$1.300
2	\$12.825	\$19.342	\$0.385	\$1.350
3	\$13.866	\$20.904	\$0.416	\$1.400
4	\$14.994	\$22.598	\$0.450	\$1.450
5	\$16.215	\$24.430	\$0.487	\$1.500
6	\$17.539	\$26.415	\$0.527	\$1.550
7	\$18.974	\$28.568	\$0.570	\$1.600
8	\$20.524	\$30.892	\$0.616	\$1.700
9	\$22.189	\$33.388	\$0.666	\$1.800
10	\$23.982	\$36.080	\$0.720	\$1.900
11	\$25.817	\$38.829	\$0.775	\$2.000
12	\$27.785	\$41.784	\$0.834	\$2.100
13	\$29.907	\$44.966	\$0.898	\$2.200