

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF COMPENSATION AND LABOR RELATIONS BULLETIN

**Date:** May 9, 2010

**Locator No:** OSER-0266-CLR/SC

**Subject:** Miscellaneous Classification Plan Changes; Implementation of Pay Range Changes as a Result of the SEA Collective Bargaining Agreement; UWHC Classification Changes.

Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the following classification plan changes identified in this bulletin. Regardless of the actual notification date, the **effective date is May 9, 2010**, unless otherwise stated.

- 1) *Abolish vacant pay ranges (14-22, 14-23, 14-24, 14-25, 14-26), and Reassign the pay ranges for the following classifications: **Engineering Specialist–Transportation-Senior and Engineering Specialist–Transportation-Advanced 2, effective April 25, 2010**, to implement the negotiated SEA 2007-2009 collective bargaining agreement. DOA Central Payroll and UW System Payroll will process automated reallocations to implement this action. Questions may be directed to John Wiesman at (608) 266-1418.*
  - 2) *Modify the **Client Services Coordinator** classification specification, **effective March 14, 2010**, to remove the requirements for a degree in social work for supervising social work interns since the Department of Regulation and Licensing does not require a degree if the words “social work” are not in the title of the classification. No reallocation notices are necessary to implement this classification action. Questions may be directed to Pat Waterman at (608) 266-8149.*
  - 3) *Modify the **Information Systems Supervisor 2** classification specification, **effective May 9, 2010**, to remove the exclusion for positions that meet the statutory definition of management. No reallocation notices are necessary to implement this classification action. Questions may be directed to Scott DuBenske at (608) 266-2705.*
  - 4) *Modify the **Revenue Tax Specialist** classification specification series, **effective May 9, 2010**, to remove “Entry” from the Revenue Tax Specialist classification title. Allocation (2) has been added under Revenue Tax Specialist and allocations (6), (7) and (8) have been added under Revenue Tax Specialist 2. “Part E. Definitions” has been added to define “Basic Professional Technical Customer Services.” Reallocation notices will need to be processed by the Department of Revenue to implement this classification action. Questions may be directed to Scott DuBenske at (608) 266-2705.*
  - 5) *Modify the **Unemployment Benefit Specialist** classification series, **effective March 14, 2010**, to add the allocation of Staff Development Coordinator at the UBS 4 level in the Department of Workforce Development. Reallocation notices will need to be processed by the agency to implement this classification action. Questions may be directed to Pat Waterman at (608) 266-8149.*
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- 6) *Publish notice, on behalf of the University of Wisconsin Hospital and Clinics (UWHC), of the abolishment, creation and/or modification of the classification structure for positions employed by the UWHC Board, as negotiated between the UWHC and the Wisconsin State Employees Union. Use of these classifications is limited exclusively to the UWHC and the specifications will not be posted on the Office of State Employment Relations’ Web Page, although the titles*

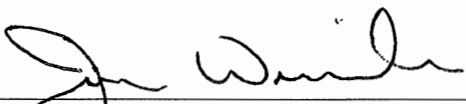
will appear in a section of the Alphabetical Listing of Classifications devoted exclusively to UWHC classification listings. Questions regarding the coding structure, pay range assignment or affected positions may be directed to Christine Wittleder at 263-6931 or via e-mail at [cwittleder@uwhealth.org](mailto:cwittleder@uwhealth.org).

- a) Effective **retroactive to February 1, 2009**, *abolish* the **UWHC Supply Clerk Associate** classification title and *modify* the **UWHC Supply Clerk Objective and UWHC Supply Clerk Senior** classification level definitions.
1. UWHC Supply Clerk – Objective – Job Code: 9362 – Pay Grade C
  2. UWHC Supply Clerk – Senior – Job Code: 9363 – Pay Grade D
- b) Effective **retroactive to June 27, 2004**, *create* the **UWHC Inventory Control Specialist** classification series.
1. UWHC Inventory Control Specialist – Assoc – Job Code: 9214 – Pay Grade E
  2. UWHC Inventory Control Specialist – Obj – Job Code: 9215 – Pay Grade G
  3. UWHC Inventory Control Specialist – Sr – Job Code: 9216 – Pay Grade I

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**Internet Availability:** The target date for the availability of classification specifications from this bulletin on the OSER website is May 14, 2010. This is the only notification DCLR will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Randy Peltier at (608) 266-9602.

**Alphabetical Listing of Classifications:** The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER website at <http://osер.state.wi.us/docview.asp?docid=1425>. 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 Randy Peltier at (608) 266-9602 if you have any questions about information contained in the Alpha List.



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Joe Wineke, Administrator  
Division of Compensation and Labor Relations

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

**ABOLISH SEA PAY RANGES**

- 1) 14-22  
14-23  
14-24  
14-25  
14-26

**MODIFY**

- 2) Client Services Coordinator  
50660 81-03 18 2 E N 003 215
- 3) Information Systems Supervisor 2  
13522 70-02 17 2 E N 043 100
- 4) Revenue Tax Specialist  
01100 07-04 07 2 N N 016 093  
Revenue Tax Specialist 2  
01102 07-03 07 2 E N 016 093
- 5) Unemployment Benefit Specialist 4  
48404 12-08 12 2 M N 226 525

**REASSIGN PAY RANGES**

- 1) Engineering Specialist-Transportation-Senior  
**OLD** 25963 14-24 14 3 E N 140 155  
**NEW** 25963 **14-04** 14 3 E N 140 155
- Engineering Specialist-Transportation-Advanced 2  
**OLD** 25965 14-26 14 3 E N 140 155  
**NEW** 25965 **14-06** 14 3 E N 140 155

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