

## SUMMARY OF CHANGES 2021-2023 COMPENSATION PLAN

**This list identifies substantive revisions to the Compensation Plan. Additional revisions, not listed, were made to fix typos, update references to renumbered provisions and statutes, and revise formatting, without effect on the provisions or their intent.**

**Text entered between angle brackets (<text>) is not intended to appear in the approved Compensation Plan. When used in place of a date, the date to be shown in the Plan will be the beginning of the first pay period following approval of the Plan. In the other cases, the bracketed text is used to identify two options being proposed, with Option A not requiring additional funding to implement, and Option B requiring separate legislative action to provide additional funding.**

### **Introductory Notes**

1. The first paragraph is updated for the applicable Fiscal Year dates.

### **Section A**

2. Section A, 2.01 is revised to reflect General Wage Adjustments (GWA) of 2.0% effective January 2, 2022, and 2.0% effective January 1, 2023, for eligible employees with satisfactory performance, with lump sum payments for employees unable to receive a full GWA due to pay range maximum limitations. Employees with unsatisfactory performance may receive a Delayed GWA about 3 months later if their performance is no longer rated unsatisfactory. The substitution of the term “unsatisfactory” for “below satisfactory” reflects the terminology of a statewide performance rating scale which will be implemented in the near future.
3. Section A, 2.02(2) regarding pay progression for Capitol Police and DNR Wardens is revised to change the law enforcement experience thresholds from 3, 5, 7, 9, and 11 years to 1, 2, 3, 4, and 7 years.
4. Section A, 2.02(3) and (4) are revised to require approval of the Bureau of Classification & Compensation to place Police and Wardens on pay points in recognition of previous other law enforcement experience.
5. Section A, 2.02(6) is created to place Capitol Police and DNR Wardens on the accelerated pay progression points.
6. Section A, 2.03 is revised to remove progression-eligible classifications that have been abolished, update classification titles that have been changed, and to modify the pay progression opportunity for entry-level Information Systems classifications.
7. Section A, 2.05 is revised to remove obsolete language related to the implementation of a second progression adjustment.

8. Section A, 2.06 is revised to increase the pay progression tables for Dept of Corrections and Dept of Health Services Correctional Officers, Sergeants, Youth Counselors, and Psychiatric Care Technicians by the 1/2/2022 and 1/1/2023 GWAs. In addition to the GWAs, two options are proposed to further modify the pay progression tables, effective 1/2/2022:
  - a. Option A increases the Minimums by \$0.47, and adds a pay point for 20 years of service. Option A can be implemented without new funding.
  - b. Option B increases each pay point by \$5.00 after application of the 1/2/2022 GWA, and adds a pay point for 20 years of service. Option B requires additional funding by the legislature.
9. Section A, 2.09 is revised to provide two options for providing a market increase to the Nurse Clinician 2 pay progression structure:
  - a. Option A places Nurse Clinician 2 employees on increased pay progression structure points, effective with the Compensation Plan. Option A can be implemented without new funding.
  - b. Option B places Nurse Clinician 2 employees on an accelerated and increased pay progression structure points, effective January 2, 2022. Option B requires additional funding by the legislature.
10. New Section A, 2.11 is created to roll the \$1.20 certified nursing assistant add-on into base pay effective with the Comp Plan implementation date, and then to place non-entry level Resident Care Technicians and Nursing Assistants on a new market and pay progression structure.
11. New Section A, 2.12, establishes a pay progression system for non-entry level Resident Care Technicians and Nursing Assistants based on years of state service.
12. Section A, 2.14 is revised to update the classification titles for eligible Revenue positions due to classification plan changes. It does not add any classification series not already eligible.
13. Section A, 4.03(2)(a) is revised to generalize a provision requiring agencies to have a DPM-approved policy for providing overtime to FLSA exempt employees.
14. Section A, 4.05(2)(a) is modified to disqualify from the Night Differential hours worked at night by request of an employee for flexible scheduling.
15. Section A, 4.05(3)(a) is revised to increase the Night Differential from \$0.45 to \$0.80 per hour effective January 1, 2023.
16. Section A, 4.06(2)(a) is modified to disqualify from the Weekend Differential hours worked on the weekend by request of an employee for flexible scheduling.
17. Section A, 4.06(3)(a) is revised to increase the Weekend Differential from \$0.60 to \$0.80 per hour effective January 1, 2023.
18. Section A, 4.11(2) is revised to increase the maximum allowable add-on for supervisory attorney duties from \$2.75 to \$3.00 per hour.
19. Section A, 4.13(1)(d) is deleted as an obsolete provision.
20. Section A, 4.14(2) is revised to add Construction Representatives as eligible for the \$0.30 per hour Asbestos Supervisor add-on.
21. Section A, 4.19 is revised to increase each \$0.25 add-on amount to \$1.00 per hour for Insurance Examiner and Insurance Financial Examiner credentials.

22. Section A, 4.22 is created to authorize four levels of supplemental pay based on credentials for Universal Building Inspectors at the Dept of Safety and Professional Services.
23. Section A, 4.27 is revised to allow an appointing authority to provide a supervisor with qualifying plumbing credentials the Plumbing Specialty add-on if a subordinate is receiving the add-on.
24. Section A, 4.31 is revised in the following respects:
  - a. Subsection is split into (A) and (B) and the current (B) is retitled (C).
  - b. Clarifications are added that Nurse Clinician 2 positions are not eligible for the \$1.00 Nurse Clinician add-on.
  - c. Obsolete references to April 12, 2020 effective dates are removed.
  - d. The last sentence of (A)(2) is deleted as redundant with paragraph (B).
  - e. Paragraph (B)(3) is deleted as partially obsolete and best covered as paragraph (C).
  - f. Paragraph (C) expands eligibility to all levels of Nurse Clinician, restoring the coverage to the intent prior to April 12, 2020 changes. (No cost is expected in the 2021-23 biennium.)
25. Former Section A, 4.36 regarding Supplemental Pay for the DOT Dignitary Protection Unit is deleted as no longer needed.
26. New Section A, 4.37 is created to provide a supplemental pay structure for employees in the Revenue Economist classification series.
27. Section A, 4.38, which provided a \$1.20 add-on for work hours as a certified nursing assistant, is revised to limit eligibility to only employees NOT classified in the Nursing Assistant or Resident Care Technician classification series. This is due to non-entry level Nursing Assistants and Resident Care Technicians being placed on a new pay progression structure.
28. Former Section A, 4.38 is deleted as obsolete which provided an add-on to Youth Counselors which expired June 20, 2020.
29. New Section A, 4.39 is created to provide a \$3.00 per hour add-on for worked hours only to Teachers and Teacher Supervisors at the Lincoln Hills/Copper Lake schools. These employees are currently receiving this add-on through a pilot add-on approved by the DPM Administrator under Section A – 4.39.
30. Section A, 4.41 is created to provide a \$5.00 per hour add-on to Correctional Officers and Correctional Sergeants for hours worked at an adult correctional institution with a position vacancy rate in excess of 40.0% for the eligible classifications.
31. Section A, 4.42 is created to give Transportation the discretion to provide a \$0.50 per hour add-on to State Patrol supervisory law enforcement employees who pass the examination of the Accreditation Commission for Traffic Accident Reconstruction (ACTAR). An additional \$0.50 may be provided upon full accreditation. This provision corresponds to a provision proposed in the 2019-21 labor agreement with the WI Law Enforcement Association for State Patrol non-supervisory staff.

32. Section A, 4.43 is created to provide a \$1.50 add-on to Capitol Police and supervisory State Patrol classifications when performing duties as a Field Training Officer, Background Investigator, or National Training Center Instructor.
33. Section A, 4.44 is created to guarantee 3 and 1/2 hours of pay for a law enforcement officer scheduled to appear in court for a work-related matter on their off-duty time and the court appearance is cancelled with less than 24 hours' notice. This mirrors a provision in the WLEA public safety labor agreement.
34. Section A, 4.45 is created to provide an add-on of \$2.00 for hours worked only, effective January 2, 2022, for Correctional Officers, Correctional Sergeants, and both levels of Youth Counselor working in a listed maximum security location. This option is proposed only if the legislature provides additional funding.
35. Section A, 5.02 is revised to modify student activity titles that qualify for DPI lump sum payments for school employees that lead various extracurricular activities. In addition, language is modified to clarify that proration of the payments may be based on the weeks worked or proportion of work completed, and that unassigned positions may be used for other school activities.
36. Section A, 5.05 regarding the Sign-on Bonus program is revised to add a provision allowing the Bureau of Merit Recruitment & Selection Director to authorize a sign-on bonus up to 10% of the annualized pay range minimum in exceptional circumstances.
37. Section A, 5.06(2) is revised to consider a person with no executive branch state service in the previous five years as a "new" employee.
38. Section A, 5.06(6) is revised to update eligible classification titles based on classification plan changes. The revisions do not add or delete eligible employees.
39. Section A, 5.07 is created to authorize referral bonuses of up to \$1,500 to employees who successfully refer a new employee to work in a 24x7 institution in the same agency.
40. Section A, 5.08 is updated for 2021-23 effective dates and to delete obsolete language regarding the initial implementation of the retention incentive payments in Fiscal Year 2020.

### **Section B**

41. Section B, 2.01(2) is revised to apply GWA amounts and additional market increases of 3% in FY 2022 and 4% in FY 2023 to Judge and Justice pay rates.
42. Section B, 2.02(2) is revised to increase the Rate for Office for future legislators by the GWA amounts.
43. Section B, 2.03(1) is revised to update effective dates related to the State Superintendent of Public Instruction, and to delete obsolete information about the previous appointed incumbent.
44. Section B, 2.03(2) is revised to apply increases to the Constitutional Officer salaries (for future incumbents) and to add a note explaining when the next set of constitutional officers will begin their terms of office.

45. Section B, 2.04 is revised to increase the Rates for Office for future District Attorneys by the GWA amounts, and to add statutory information regarding applying pay rates for terms of office.
46. Section B, 3.03(2) is revised in the following respects:
  - a. Identify the Department of Administration divisions of Facilities Development and Facilities and Transportation Services at the ESG 3 level.
  - b. Delete the Department of Administration division of Facilities Development and Management from the ESG 4 level.
47. Section B, 3.03(3) is revised to add the new position of Ethics Commission Assistant Administrator at the pay level of NTE ESG 3.
48. Section B, 3.05 is revised to provide 2.0% General Wage Adjustments to eligible unclassified employees effective January 2, 2022 and January 1, 2023.
49. Section B, 3.07(4) is revised to increase the Weekend Differential from \$0.60 to \$0.80 and the Night Differential from \$0.45 to \$0.80, effective January 1, 2023.

### **Section C**

50. Section C, 2.00 is revised to reflect General Wage Adjustments (GWA) of 2.0% effective January 2, 2022, and 2.0% effective January 1, 2023, for eligible employees with satisfactory performance, with lump sum payments for employees unable to receive a full GWA due to pay range maximum limitations. Employees with unsatisfactory performance will receive a Delayed GWA if satisfactory performance is achieved.
51. Section C, 2.00(4) is revised to clarify that an attorney must have attained eligibility for merit pay progression to qualify for the GWA increase amount guarantee.
52. New Section C, 7.00 is created to allow agencies discretion to reimburse attorneys for part or all of annual state bar fees.

### **Section D**

No change in Section D.

### **Section E**

53. Section E, 4.00(1) and (2) are revised to add reference to newly created 4.00(10).
54. Section E, 4.00(5)(a) is deleted to remove the obsolete pay administration language for security employees that was in effect prior to the current pay progression structure.
55. Former Section E, 4.00(5)(b) is retitled and relabeled as new (a) and (b).
56. Section E, 4.00(10) is created to provide pay on appointment provisions for employees moving into or within Nursing Assistant and Resident Care Technician classifications assigned to the new seniority-based pay progression structures.

### **Section F**

57. Section F, 4.02(1) is revised to increase in-state maximum meal allowances.
58. Section F, 4.04 regarding Times for Meal Reimbursement is revised to make the timeframe boundaries inclusive rather than exclusive. For example, eligibility for

breakfast would now become leaving home “at or before 6:00 a.m.,” instead of “before 6:00 a.m.”

59. Section F, 5.02 is revised to add an introductory statement that the maximum lodging rates are intended to be inclusive of all fees (e.g., resort fee, entertainment fee, wi-fi fee, communications fee).
60. Section F, 5.02(1) is revised to adopt the federal standard rate as the maximum in-state lodging rate.
61. Section F, 5.02(5) is created to allow the maximum lodging rate to be exceeded on individual days if the average rate for the stay does not exceed the maximum rate.

### **Section G**

62. Section G, 2.02 is revised to increase the reimbursement maximum for damaged personal items from \$100 to \$200, delete the \$75 maximum for watches, and increase from \$10 to \$20 the minimum repair or replacement cost that is reimbursable.
63. Section G, 4.02 is revised to increase the annual allowance for safety shoes from \$35 to \$40.
64. Section G, 5.00 is revised to clarify that limited term employees are not eligible for the annual allowance for black belts and black shoes for certain Corrections and Health Services employees.
65. Section G, 9.00 is revised to allow agencies discretion to pay for, or reimburse employees for, individual memberships in organizations, licenses, or certifications that are primarily for the benefit of the agency.

### **Section H**

No change in Section H.

### **Section I**

66. Section I, 3.00(5) is revised to add a note clarifying that a demotion cannot be considered a Return to Previous Level.
67. Section I, 4.04(2) is revised to add a reference to new pay administration language for Nurse Clinician 2 classifications.
68. Section I, 4.04(3) is revised to add a reference to new pay administration language for Nurse Clinician 2 classifications.
69. Section I, 4.16 is created to provide pay administration provisions for Nurse Clinician 2 and Nurse Clinician 2-Weekend positions on the pay progression structure in Section Z.
70. Section I, 8.00 is revised to no longer require approval of the DPM Administrator for broadband pay-setting policies which must be documented by agencies.

### **Section J**

71. Section J, 2.00(5)(a) is modified to replace “below satisfactory” with “unsatisfactory” in anticipation of a new statewide performance rating scale.

**Section K**

No change in Section K.

**Section L**

72. All market pay provisions in Section L that were effective for the 2019-21 Compensation Plan are deleted.
73. Section L, 2.01(1)(a) is modified to replace the phrase “below satisfactory” with “unsatisfactory” in anticipation of a statewide performance rating scale.
74. Section L, 2.01(5) is revised which authorizes approval of parity for Corrections and Health Services security supervisory positions based on enhancements to the pay progression structure for staff.
75. New Section L, 2.01(6) is created to authorize parity adjustments for certain State Patrol supervisory staff in the event of reaching new labor agreements with the public safety bargaining unit.
76. Section L, 2.01(7) is created to authorize DPM to approve parity requests by agencies in relation to market increases for Nurse Clinician staff.
77. Section L, 2.01(8) is created to authorize DPM to approve parity requests by agencies in relation to implementation of the pay progression structure for Nursing Assistants and Resident Care Technicians.
78. Section L, 2.02 is created to provide funded seniority-based market increases to all employees in pay schedule 02 (administrative support) and pay schedule 03 (blue collar) classifications, effective following approval of the Compensation Plan.
79. Section L, 2.03 is created to provide a DPI-funded \$0.60/hour market adjustment for Child Care Counselors, effective following approval of the Compensation Plan.
80. Section L, 2.04 is created to authorize DCF-funded market equity adjustments to DCF Program Supervisors based on \$1.20/hour generated by each employee, effective following approval of the Compensation Plan.
81. Section L, 2.05 is created to authorize DOT-funded market equity adjustments to various engineering and specialist classifications, effective following approval of the Compensation Plan. Engineering classes will generate \$3.00/hour per employee, and Specialist classes will generate \$1.50 per employee.
82. Section L, 2.06 is created to authorize DWD-funded market equity adjustments to DWD Equal Rights Officers based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.
83. Section L, 2.07 is created to authorize DMA-funded market equity adjustments to Emergency Government Specialists based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.
84. Section L, 2.08 is created to authorize ECB-funded market equity adjustments to Media Telecommunications Tech-Senior and Media Supervisor employees based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.
85. Section L, 2.09 is created to authorize OSPD-funded market equity adjustments to Public Defender Investigators based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.

86. Section L, 2.10 is created to authorize DHS-funded market equity adjustments to Resident Care Supervisors based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.
87. Section L, 2.11 is created to authorize DHS, DVA, and DOC-funded market equity adjustments to Advanced Practice Nurse Prescribers based on \$1.20/hour generated by each employee, effective following approval of the Compensation Plan.
88. Section L, 2.12 is created to provide a DHS, DVA, and DOC-funded \$0.60/hour market adjustment for Dental Assistants, effective following approval of the Compensation Plan.
89. Section L, 2.13 is created to provide a DOC and DPI-funded \$0.60/hour market adjustment for employees in the Educational Assistant series, effective following approval of the Compensation Plan.
90. Section L, 2.14 is created to authorize DMA, DVA, DOA, DOT, DOJ, ECB, and DHS-funded market equity adjustments to various Electronics Tech employees based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.
91. Section L, 2.15 is created to authorize DHS, DVA, and DOC-funded market equity adjustments to Licensed Practical Nurses based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.
92. Section L, 2.16 is created to authorize DHS, DVA, and DOC-funded market equity adjustments to Nurse Clinician 3 and 4 employees based on \$3.00/hour generated by each employee, effective following approval of the Compensation Plan. Option B - the generated amount will be \$5.00/hour if additional funding is approved by the legislature.
93. Section L, 2.17 is created to authorize DHS and DPI-funded market equity adjustments to Occupational Therapists and Physical Therapists based on \$1.00/hour generated by each employee, effective following approval of the Compensation Plan.
94. Section L, 2.18 is created to provide a DHS and DVA-funded \$1.00/hour market adjustment for employees in the Occupational Therapy Assistant series, effective following approval of the Compensation Plan.
95. Section L, 2.19 is created to provide a DHS, DVA, and DOC-funded \$1.00/hour market adjustment for employees in the Pharmacy Technician series, effective following approval of the Compensation Plan.
96. Section L, 2.20 is created to provide a DHS and DVA-funded \$1.00/hour market adjustment for Phlebotomists, effective following approval of the Compensation Plan.
97. Section L, 2.21 is created to authorize DHS and DVA-funded market equity adjustments for employees in the Respiratory Therapist series based on \$2.00/hour generated by each employee, effective following approval of the Compensation Plan.



98. Section L, 2.22 is created to authorize an agency-funded 5.0% increase to entry-level employees in Pay Schedule 14 engineering and specialist pay progression classifications, effective following approval of the Compensation Plan.
99. Section L, 2.23 is created to provide a DOC-funded \$1.00/hour market adjustment for the Probation & Parole Agent series, effective June 19, 2022.
100. Section L, 2.24 is created to authorize ETF-funded market equity adjustments for employees in the Trust Fund Specialist series based on \$4.50/hour generated by each employee, effective July 3, 2022.

**Section Z – all current Section Z pay schedules are deleted and replaced with new pay schedules**

101. Section Z pay schedules are revised in the following respects:
  - a. Unless otherwise specified here, current pay ranges are adjusted by the January 2, 2022 and January 1, 2023 2.0% GWAs.
  - b. Effective January 2, 2022, pay ranges 05-31 and 05-32 are revised for one of the following options:
    - Option A – the pay range minimums are increased by \$0.47 after the 2.0% GWA.
    - Option B (if additional funding is approved) – the pay range minimums are increased by \$5 after the 2.0% GWA, and the maximums are increased to equal the 20-year progression pay point.
  - c. Effective with implementation of the Compensation Plan, a Nursing Assistant and Resident Care Technician Pay Structure and Progression schedule based on years of state service is created within pay ranges 06-11 and 06-12.
  - d. Effective with implementation of the Compensation Plan, all pay progression points for Excise Tax Agents in Pay Schedule 07 are increased by \$4.00/hour, to restore the historical pay relationship with Special Agents who received market pay increases under the 2017-19 Compensation Plan.
  - e. Effective with implementation of the Compensation Plan, pay schedules 10-51 and 50-51 are increased for Physicians and Physician Supervisor/Management to better reflect market. No pay adjustments are needed as a result of this action.
  - f. Effective with implementation of the Compensation Plan, pay schedules 10-52 and 50-52 are increased for Psychiatrists and Psychiatrist Supervisor/Management, respectively, to better reflect market. No pay adjustments are needed as a result of this action.
  - g. Option A - effective with implementation of the Compensation Plan, market pay increases are applied to the Nurse Clinician 2 Pay Progression structure in pay range 11-02.  
Option B – only if the legislature approves additional funding - effective January 2, 2022, an accelerated and increased pay progression structure is implemented.
  - h. Effective with the Compensation Plan, the entry-level pay progression points for Engineer in Pay Schedule 14 are increased by 5% to reflect market.

- i. Executive Salary Group pay ranges (Schedule 90) are calculated in the traditional manner with the minimum of 90-01 equal to the senior manager minimum of 81-01, and each successive pay range minimum increased by 8.0% through 90-10. This is in lieu of applying the GWAs to each pay range minimum. The maximum of each ESG range continues to be set at 65% greater than the minimum.
- j. Modified first note under Executive Salary Group schedule 90 to add that JCOER may approve exceptions to pay being below the governor's rate.
- k. Added a second note under Executive Salary Group schedule 90 to provide statutory information regarding the entitlement for classified employees appointed to an unclassified position to receive at least the same pay received in the classified position.
- l. The Pay Schedule 95 General Senior Executive Group is revised to increase the minimum and maximum of 95-02. Previously, these amounts were 133.3% higher than 95-01. Now they are set at 150% of 95-01.
- m. The Police and Warden Progression structure is modified to change the law enforcement experience thresholds from 3, 5, 7, 9, and 11 years to 1, 2, 3, 4, and 7 years.
- n. The statutorily required seventeen step rates in the attorney pay ranges are updated along with each GWA increase to the pay range minimums and maximums.