



# State of Wisconsin W-2 Hiring Report

## Fiscal Year 2022

*An overview of the hiring of Wisconsin Works (W-2) participants in the Wisconsin State Government from July 1, 2021, through June 30, 2022.*

### Division of Personnel Management

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# STATE OF WISCONSIN DEPARTMENT OF ADMINISTRATION

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Date: September 30, 2022  
To: State Agency Heads  
From: Jen Fogel, Administrator  
Subject: W-2 Hiring Report Fiscal Year (FY) 2022

This report details the Fiscal Year 2022 state agency hiring of participants of the Wisconsin Works (W-2) program. This report includes the number of W-2 participants hired by each state agency and the classification of each position filled from July 1, 2021, through June 30, 2022.

## **STATUTORY MANDATE**

Section 230.147 Wis. Stats. requires state agencies with 100 or more full-time equivalent (FTE) positions to annually prepare and implement a plan to hire participants of the Wisconsin Works (W-2) program<sup>1</sup>. The Division of Personnel Management, Bureau of Equity, and Inclusion (DPM/BEI) reviews each agency's W-2 plan and results during regular monitoring visits. Agencies with fewer than 100 FTE positions are encouraged to participate in the W-2 employment program. The State Fair Park Board is required to participate by state law and is always included in the report. \*

The goals of the State of Wisconsin's W-2 employment program are to ensure that W-2 participants are:

- 1) employed in state service in the same ratio or higher than the ratio of persons receiving W-2 to the state civilian labor force; and
- 2) enabled to become economically self-sufficient.

## **WISCONSIN WORKS (W-2) HIRING PROGRAM STANDARDS**

State agencies with more than 100 full-time equivalent positions are required to develop and implement a plan to hire W-2 participants [Wis. Stats 230.147]. The W-2 goal for the State is based on the ratio of the average caseload receiving aid or benefits in the previous fiscal year to the average number of persons in the state civilian labor force in the preceding fiscal year. In the fiscal year 2021, according to the Department of Children and Families (DCF), the average monthly caseload for the state was 5,550; whereas the civilian labor force provided by the Department of Workforce Development (DWD) was 3,123,546, or a ratio of 0.18%. The Division of Personnel Management (DPM) had set a standard for state agencies to hire 0.2% of its permanent classified positions from W-2 participants for the fiscal year 2021.

<sup>1</sup>Note: The defined scope of the W-2 program includes persons who receive aid under Section 49.19 Wis. Stats. or benefits under Section 49.147 (3) to (5), which consists of those that are enrolled in W-2 in the qualifying placements: W-2 Transitions (W-2T) or Community Service Jobs (CSJ), as determined by the Department of Children and Families.

\*State Fair Park Board did not have any New Original Hires into Permanent Classified positions.

## **GOAL ACHIEVEMENT - FISCAL YEAR 2022**

The State of Wisconsin government met the W-2 hiring goal of 0.2% for the fiscal year 2022. Of the 2,398 New Original Hires for permanent classified positions in all state agencies, 93, or 3.88%, of the new hires were W-2 participants at the time they were being considered for the vacancy.

The following pages summarize the W-2 hiring data by the state agency, job group, and classification title. The data in this report is from the state employment application system (PeopleSoft).

## **OVERVIEW OF THIS REPORT**

Table 1 shows the state agency's volume and proportion of W-2 hires in FY 22. The number of current employees and the total number of the new original hires across is shown for additional context.

Of the 20 large (100+ position) agencies, eleven (55%) met and exceeded the 0.2% goal set forth by DPM. All the large agencies that did not meet the goal would have met the goal with one or two W-2 hires. There were no W-2 hires at small agencies (less than 100 positions) in FY 22.

Table 2 shows the volume and proportion of W-2 hires by job group in FY 2022. A job group is a set of classifications combined by DPM based on similarity in the nature of the work, required education, training, skills, responsibility, and pay range. Table 3 shows the volume of W-2 hires by classification.

## **RESOURCES AVAILABLE TO ASSIST AGENCIES IN ACHIEVING W-2 GOALS**

DPM and the DCF provided resources and support to agencies to use during the W-2 certification selection process. Under ER-MRS 27, Wis. Admin. Code (Exceptional Methods and Kinds of Employment), agencies may use W-2 as a unique qualification for filling a vacant position under general certification rules to increase the number of W-2 participant applications during the certification process.

Agencies are encouraged to use the following options to assist in increasing the number of W-2 participant applications:

- Develop a W2 hiring plan as part of the agency's EI Strategic Plan.
- Request a W-2 certification list (this list contains only individuals currently eligible for W-2 services).
- Plan W-2 hiring events.
- Connect with [WorkSmart](#) Network.
- Give workshops and informational sessions at W-2 program locations.
- Request additional W-2 applicants on the certification list.
- Attend job fairs at W-2 program locations.

State agencies may contact the following for more information:

- W-2 certification method and hiring process: DPM Bureau of Merit Recruitment and Selection by emailing [ESC@wisconsin.gov](mailto:ESC@wisconsin.gov) or calling (608) 266-1731.
- Content of this report, W2 hiring plan, EI Strategic Plan: DPM Bureau of Equity and Inclusion by emailing [DOADPMBEI@wisconsin.gov](mailto:DOADPMBEI@wisconsin.gov) or calling (608) 266-3017; TTY: Call Relay 711.
- W-2 program in the State of Wisconsin: DCF by emailing [BWF\\_co@wisconsin.gov](mailto:BWF_co@wisconsin.gov).

## **CONCLUSION**

DPM Bureau of Equity and Inclusion will report agency progress on W-2 hiring annually. The 0.2% W-2 hiring standard shall continue to be reevaluated based upon applicable workforce data and adjusted accordingly. DPM Bureau of Equity and Inclusion will partner with state agencies to develop and implement effective W-2 hiring plans to achieve the annual W-2 hiring goals.

**Table 1**  
**New Original Hires of W-2 Participants by Agency: Fiscal Year 2022**  
**Sorted by Large and Small Agencies**

<b>Department/Agency</b>	<b># Employees*</b>	<b># Hires</b>	<b># W-2 Hires</b>	<b>% of Hires</b>	<b>Goal Met?</b>
Administration	1,276	83	1	1.20%	✓
Agriculture, Trade & Cons Prot	567	44	1	2.27%	✓
Children & Families	728	58	6	10.34%	✓
Commissioner of Insurance	120	10	0	0%	-
Corrections	7,986	640	29	4.53%	✓
Employee Trust Funds	256	10	0	0%	-
Financial Institutions	125	16	0	0%	-
Health Services	5,557	676	38	5.62%	✓
Historical Society	137	12	0	0%	-
Justice	656	43	0	0%	-
Military Affairs	494	50	0	0%	-
Natural Resources	2,208	85	2	2.35%	✓
Public Defender	236	37	1	2.70%	✓
Public Instruction	554	52	2	3.85%	✓
Public Service Commission	124	8	0	0%	-
Revenue	1,064	74	1	1.35%	✓
Safety & Professional Services	202	19	0	0%	-
Transportation	2,916	293	10	3.41%	✓
Veterans Affairs	714	58	0	0%	-
Workforce Development	1,374	108	2	1.85%	✓
<b>Large Agency (100+ employees) Total</b>	<b>27,294</b>	<b>2,376</b>	<b>93</b>	<b>3.91%</b>	<b>✓</b>
Bd for People w/ Dvlpmntl Disab	7	0	0	0%	-
Bd of Commissioners of Public Lands	7	0	0	0%	-
Bd on Aging & Long-Term Care	43	4	0	0%	-
Child Abuse & Neglect Prevention Bd	7	0	0	0%	-
Educational Communications Board	44	5	0	0%	-
Elections Commission	28	3	0	0%	-
Employment Relations Commission	5	1	0	0%	-
Ethics Commission	6	0	0	0%	-
Higher Educational Aids Board	8	0	0	0%	-
Labor & Industry Review Comm	13	1	0	0%	-
Secretary of State	1	0	0	0%	-
Tourism	25	3	0	0%	-
WI Technical College System Bd	36	5	0	0%	-
<b>Small Agency (&lt; 100 positions) Total</b>	<b>230</b>	<b>22</b>	<b>0</b>	<b>0%</b>	<b>-</b>
<b>Grand Total</b>	<b>27,524</b>	<b>2,398</b>	<b>93</b>	<b>3.88%</b>	<b>✓</b>

\*Data was extracted from PeopleSoft on 7/18/22 using 6/30/22 as the effective date. This count includes permanent employees, where HR Status = Active, & Pay Status = Active OR Leave with Pay, and is based on the distinct count of employee ID.

**Table 2**

**W-2 Hires by Job Group: Fiscal Year 2022**  
**Sorted by Count of Hires, Most to Least**

<b>Job Group</b>	<b>#</b>	<b>%</b>
Social Services Professionals	28	30.1%
Admin Support	19	20.4%
Personal Care	18	19.4%
Public Safety	8	8.6%
Food Production	4	4.3%
Health Care Technicians	3	3.2%
Admin Support - Fiscal	2	2.2%
Health Care Professionals	2	2.2%
Business Professionals	1	1.1%
Business Supervisors	1	1.1%
Claims Determination	1	1.1%
Education and Training	1	1.1%
Fiscal	1	1.1%
Inspect Investigate and Comply	1	1.1%
IS Professionals	1	1.1%
Production Laborers	1	1.1%
Public Relation and Media Tech	1	1.1%
<b>Grand Total</b>	<b>93</b>	<b>100.0%</b>

**Table 3**  
**W-2 Hires by Class Title: Fiscal Year 2022**  
**Sorted by Count of Hires, Most to Least**

Class Title	#
RESIDENT CARE TECH-OBJ	18
INCOME MAINT SPEC	14
PROBATION AND PAROLE AGENT	9
DMV CUSTOMER SERVICE REP	8
OFFICE OPERATIONS ASSOCIATE	8
CORR OFFICER	6
CORR FOOD SERVICE LEADER 2	3
INITIAL ASSESS SPEC	3
FINANCIAL SPECIALIST-SEN	2
PSYCHIATRIC CARE TECH-ADV	2
CHILD CARE SUBSIDY SPEC-ENTRY	1
COMMUNICATIONS SPEC-SEN	1
CONSUMER PROTECTION INVEST	1
COOK 1	1
CUSTODIAN	1
EQUAL OPPOR SPECIALIST	1
HUMAN SERVICES PROG COOR-SEN	1
IS SYSTEMS DEVMNT SVCS SEN	1
NAT RES CUST SVCS REP	1
NURSE CLINICIAN 2	1
PROGRAM ASST SUPV-ADV	1
PSYCHIATRIC CARE TECH	1
PUBLIC HEALTH NURSE-ADV	1
RECORDS FORMS MGMT SPEC-ADV	1
REVENUE AGENT	1
STATE PATROL INSPECTOR	1
TEACHER	1
UNEMPLOY TX ACCT SPEC	1
WORKERS COMP ASSISTANT 3	1
YOUTH COUNSELOR	1