



State of Wisconsin W-2 Hiring Report

Fiscal Year 2021

An overview of the hiring of Wisconsin Works (W-2) participants in Wisconsin State Government from July 1, 2020, through June 30, 2021.

Division of Personnel Management

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STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor
Joel Brennan, Secretary
Malika Evanco, Division Administrator

Date: October 18, 2021
To: State Agency Heads
From: Malika Evanco, Administrator *ME*
Subject: W-2 Hiring Report Fiscal Year (FY) 2021

I am pleased to share the Fiscal Year 2021 report on hiring of participants of the Wisconsin Works (W-2) program and to inform you that we have exceeded our enterprise W-2 hiring goals for FY2021. Included in this report are the number of W-2 participants hired by each state agency and the classification of each position filled from July 1, 2020 through June 30, 2021.

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) program¹. 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, therefore, 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 case load 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 fiscal year 2020, according to the Department of Children and Families (DCF), the average monthly caseload for the state was 3,980; whereas the civilian labor force provided by the Department of Workforce Development (DWD) was 3,080,153 or a ratio of 0.13%. The Division of Personnel Management (DPM) had thereby set a standard for state agencies to hire 0.2% of its permanent classified positions from W-2 participants for fiscal year 2021.

¹Note: 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 includes 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.

GOAL ACHIEVEMENT - FISCAL YEAR 2021

Collectively, the State of Wisconsin government exceeded the W-2 hiring goal of 0.2% for fiscal year 2021. Of the 2,859 New Original Hires for permanent classified positions in all state agencies, 11, or 0.4% of the new hires were W-2 participants at the time they were being considered for the vacancy (i.e., at the time of certification).

In the following pages, we have summarized the W-2 hiring data by state agency, job group, and classification title. The data in this report were extracted from the state employment application systems (Wisc.Jobs and PeopleSoft).

OVERVIEW OF THIS REPORT

Table 1 shows the volume and proportion of W-2 hires by state agency in FY 21. The number of current employees and total number of new original hires across is shown for additional context.

Of the 20 large (100+ position) agencies, two (10%) met the 0.2% goal set forth by DPM. Two agencies exceeded this goal (DOC and DHS). All the large agencies who did not meet the goal would have met the goal with a single W-2 hire. There were no W-2 hires at small agencies (less than 100 positions); however, those 13 agencies combined only made 21 hires in FY 21.

Table 2 shows the volume and proportion of W-2 hires by job group and classification title in FY 2021. A job group is a set of classifications combined by DPM based on similarity in the nature of the work, required education, training and skills, responsibility and pay range. At the job group level, the Public Safety, Personal Care Aides, and Social Services Professionals were represented. Of the forty job groups, these three job groups accounted for all qualifying W-2 hires.

At the classification level, Correctional Officers, Resident Care Technicians (entry and objective), and Income Maintenance Specialists were represented. These four classifications accounted for all qualifying W-2 hires.

COMPARISON TO PREVIOUS REPORTS

The number of W-2 hires reported in FY 21 is substantially lower than W-2 hires reported in earlier years because of the narrower focus on *enrollment* in W-2T and CSJ placements specifically, as provided under W-2. In previous years, W-2 hiring goals and reports focused on the state's hires among individuals determined *eligible* for W-2 and/or Food Share participants. This refocus was a result of thorough investigation and review of statutory language. Furthermore, this report includes individuals who were receiving qualified W-2 aid or benefits at the time of certification. Certification is the point in the civil service selection process where eligible applicants who have passed the initial assessment continue to the next step in the selection process, which is typically an interview. In previous years, W-2 hiring goals and reports focused on the state's hires among all recent W-2 participants.

RESOURCES AVAILABLE TO ASSIST AGENCIES TO ACHIEVE 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 special 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:

- 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:

- DPM Bureau of Merit Recruitment and Selection by sending an email to ESC@wisconsin.gov or calling (608) 266-1731: W-2 certification method and hiring process.
- DPM Bureau of Equity and Inclusion by sending an email to DOADPMBEI@wisconsin.gov or calling (608) 266-3017; TTY: Call Relay 711: W-2 planning, strategy and this report.
- DCF by sending an email to BWF_co@wisconsin.gov: W-2 program in the State of Wisconsin.

DPM will continue to monitor 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 will partner with state agencies to develop and implement effective W-2 hiring plans to achieve the annual W-2 hiring goals.

DPM recommends statutory changes to reflect a broader and more encompassing scope of the W-2 program, beyond the specific W-2T and CSJ services provided under W-2. Programmatic changes to the W-2 program have occurred which may have impacted the intended scope of qualifying W-2 services included in this report. Defining the scope more broadly in statute could help account for the overall changing landscape of the W-2 program over time.

Table 1

New Original Hires of W-2 Participants by Agency: Fiscal Year 2021

Sorted by Large and Small Agencies

Department/Agency	# Employees*	# Hires	# W-2 Hires	% of Hires	Goal Met?
Administration	1,283	118	0	0%	-
Agriculture, Trade & Consumer Protection	583	37	0	0%	-
Children & Families	719	65	0	0%	-
Commissioner of Insurance	119	5	0	0%	-
Corrections	8,796	958	6	0.6%	✓
Employee Trust Funds	257	21	0	0%	-
Financial Institutions	120	14	0	0%	-
Health Services	5,809	773	5	0.6%	✓
Historical Society	131	18	0	0%	-
Justice	648	29	0	0%	-
Military Affairs	502	83	0	0%	-
Natural Resources	2,202	93	0	0%	-
Public Defender	238	21	0	0%	-
Public Instruction	568	41	0	0%	-
Public Service Commission	124	20	0	0%	-
Revenue	1,080	83	0	0%	-
Safety & Professional Services	209	31	0	0%	-
Transportation	2,948	161	0	0%	-
Veterans Affairs	850	122	0	0%	-
Workforce Development	1,392	145	0	0%	-
Large Agency (100+ positions) Total	28,578	2,838	11	0.4%	✓
Bd for People w/ Developmental Disabilities	7	0	0	0%	-
Bd of Commissioners of Public Lands	7	1	0	0%	-
Bd on Aging & Long-Term Care	42	8	0	0%	-
Child Abuse & Neglect Prevention Board	7	2	0	0%	-
Education Communications Board	34	2	0	0%	-
Elections Commission	29	3	0	0%	-
Employment Relations Commission	4	0	0	0%	-
Ethics Commission	7	0	0	0%	-
Higher Educational Aids Board	10	0	0	0%	-
Labor & Industry Review Commission	11	0	0	0%	-
Secretary of State	1	0	0	0%	-
Tourism	24	5	0	0%	-
WI Technical College System Bd	45	0	0	0%	-
Small Agency (< 100 positions) Total	228	21	0	0%	-
Grand Total	28,806	2,859	11	0.4%	✓

*Data was extracted from PeopleSoft on 7/14/21 using 6/30/21 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.

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

Table 2

W-2 Hires by Job Group and Class Title: Fiscal Year 2021

Sorted by Count of Hires, Most to Least

Job Group	#	%	Class Title	#	%
Public Safety	6	54.5%	Correctional Officer	6	100.0%
Personal Care Aides	4	36.4%	Resident Care Tech – Objective	3	75.0%
			Resident Care Tech – Entry	1	25.0%
Social Services Professionals	1	9.1%	Income Maintenance Specialist	1	100.0%
Grand Total	11	100.0%			