



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, 2023
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 was reissued in 2023 with the addition of two calculation methods and includes the number of W-2 participants hired by each state agency and the classification (class) 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) 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 statute 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 2022.

¹ 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 in FY2022.

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OVERVIEW OF THIS REPORT

This report contains information on new original hires of W-2 participants by agency and identifies those agencies who achieved the hiring goal. There is detailed information regarding the number and percentage of W-2 hires by job group and class titles for each agency included in the calculation for this report.

Reporting History

This report provides two different calculation methods for determining if hiring goals were met in fiscal year 2022².

- Prior to the FY 21 report, W-2 hiring reports focused on hires from among those candidates who were determined *eligible* for W-2 and/or Food Share during the fiscal year (Calculation Method 1).
- Upon thorough investigation and review of statutory language, beginning in FY 21, the report focused only on hires from among candidates who were *enrolled* in W-2 Transitions (W-2T) or Community Service Jobs (CSJ) placements specifically, to determine whether or not a candidate's hire was counted toward meeting the W-2 hiring goal (Calculation Method 2).
- Furthermore, Calculation Method 2 counts individuals who were receiving qualified W-2 aid or benefits *at the time of certification*, instead of at any point during the fiscal year. 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 typically results in being invited to an interview.

The key differences between the two W-2 reporting calculation methods are as follows:

Calculation Method 1: the number of hires, by agency, who were eligible to receive aid from programs identified in [s. 49.19](#), or benefits under [s. 49.147 \(3\) to \(5\)](#) during the fiscal year. This calculation methodology was used exclusively for annual W-2 reports between FY 2006 and FY 2020. Beginning in FY 2022, and through the FY 2026 report, both calculation methods are reported.

Of the 2,400 New Original Hires for permanent classified positions in all state agencies, 94, or 3.92%, of the new hires were eligible for W-2 programs during fiscal year 2022, using Calculation Method 1.

Calculation Method 2: the number of hires, by agency, who were receiving aid from the programs identified in [s. 49.19](#), or benefits under [s. 49.147 \(3\) to \(5\)](#), which consists of those that are enrolled in W-2 in the qualifying placements, W-2T or CSJ, as determined by the Department of Children and Families at the time of certification. The current calculation methodology will be exclusively for annual W-2 reports beginning in FY 2026. Starting in FY 2022, and through the FY 2026 report, both calculation methods are reported.

Of the 2,400 New Original Hires for permanent classified positions in all state agencies, one, or 0.04%, of the new hires were W-2 participants at the time they were certified, using Calculation Method 2.

² See Appendix 1 on page 9.

CALCULATION AND ACHIEVEMENTS

The following pages summarize the W-2 hiring data using Calculation Method 1 and Calculation Method 2 by state agency, job group, and class title. The dual reporting of Calculation Method 1 and 2 is for comparison purposes only as we transition this report to the single use of Calculation Method 2 in FY 2027. State agencies should consider only the conclusion from Calculation Method 2 to determine compliance with W-2 hiring. The data in this report is from the state employment application system (PeopleSoft.)

Tables 1 and 4 show each state agency's volume and proportion of W-2 hires in FY 22 using Calculation Method 1 and Calculation Method 2, respectively. The number of current employees and the total number of new original hires is shown for additional context.

Using Calculation Method 2, one (5%) of the 20 large (100+) agencies, the Department of Transportation, exceeded the 0.2% goal set forth by DPM. All the large agencies who did not meet the goal would have met the goal with a one or two W-2 hires. There were no W-2 hires at small agencies (less than 100 positions); however, those 13 agencies combined only made 22 hires in FY 22.

Tables 2 and 5 show the volume and proportion of W-2 hires by job group in FY 2022, using Calculation Method 1 and Calculation Method 2, respectively. A job group is a set of classes combined by DPM based on similarity in the nature of the work, required education, training, skills, responsibility, and pay range. Tables 3 and 6 show the volume of W-2 hires by class title, using Calculation Method 1 and Calculation Method 2, respectively.

RESOURCES AVAILABLE TO ASSIST AGENCIES IN ACHIEVING W-2 GOALS

DPM and DCF provide resources and support to agencies to aid in achieving the W-2 hiring goals. 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 additional options to assist in increasing the number of W-2 hires:

- Develop a W-2 hiring plan as part of the agency's EI Strategic Plan (required for agencies \geq 100 FTE.)
- Request W-2 certification lists, which contain only individuals eligible for W-2 services at the time of certification.
- Plan W-2 hiring events.
- Connect with [WorkSmart](#) Network.
- Give workshops and informational sessions at W-2 program locations.
- Attend job fairs at W-2 program locations.

Below are contacts state agencies may contact for more information on the following:

- W-2 certification method and hiring process: DPM Bureau of Merit Recruitment and Selection by emailing DOADPMBMRS@wisconsin.gov or calling (608) 266-1731.
- Content of this report, W-2 hiring plan, EI Strategic Plan: DPM Bureau of Equity and Inclusion by emailing 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.

CONCLUSION

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

Table 1: Calculation Method 1

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

Department/Agency	# Employees*	# Hires	# W-2 Hires	% of Hires
Administration	1,276	83	0	0%
Agriculture, Trade & Cons Prot	567	44	0	0%
Children & Families	728	58	4	6.90%
Commissioner of Insurance	120	10	0	0%
Corrections	7,986	641	12	1.87%
Employee Trust Funds	256	10	0	0%
Financial Institutions	125	16	0	0%
Health Services	5,557	676	57	8.43%
Historical Society	137	12	0	0%
Justice	656	43	0	0%
Military Affairs	494	50	0	0%
Natural Resources	2,208	85	1	1.18%
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	294	10	3.40%
Veterans Affairs	714	58	0	0%
Workforce Development	1,374	108	6	5.56%
Large Agency (100+ employees) Total	27,294	2,378	94	3.95%
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%
Small Agency (< 100 positions) Total	230	22	0	0%
Grand Total	27,524	2,400	94	3.92%

*Data was extracted from PeopleSoft on 8/31/23 using 6/30/22 as the effective date. This count includes permanent, project permanent and seasonal employees, where HR Status = Active, & Pay Status = Active OR Leave with Pay, and is based on the distinct count of employee ID.

Table 2: Calculation Method 1

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

Job Group	#	%
Social Services Professionals	47	50.00%
Personal Care	16	17.02%
Admin Support	15	15.96%
Health Care Technicians	4	4.26%
Public Safety	3	3.19%
Food Production	3	3.19%
Admin Support - Fiscal	2	2.13%
Claims Determination	1	1.06%
Production Laborers	1	1.06%
IS Professionals	1	1.06%
Fiscal	1	1.06%
Grand Total	94	100.0%

Table 3: Calculation Method 1

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

Class Title	#
INCOME MAINT SPEC	35
RESIDENT CARE TECH-OBJ	16
DMV CUSTOMER SERVICE REP	9
PROBATION AND PAROLE AGENT	8
EMPLMT SECURITY ASST 3	4
PSYCHIATRIC CARE TECH-ADV	2
CORR FOOD SERVICE LEADER 2	2
CORR OFFICER	2
FINANCIAL SPECIALIST-SEN	2
INITIAL ASSESS SPEC	2
HUMAN SERVICES PROG COOR-SEN	1
WORKERS COMP ASSISTANT 3	1
STATE PATROL INSPECTOR	1
COOK 1	1
CUSTODIAN	1
IS SYSTMS DEVMNT SVCS SEN	1
REVENUE AGENT	1
NAT RES CUST SVCS REP	1
UNEMPLOY TX ACCT SPEC	1
DENTAL ASSISTANT	1
CHILD CARE SUBSIDY SPEC-ENTRY	1
PSYCHIATRIC CARE TECH	1

Table 4: Calculation Method 2

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

Department/Agency	# Employees*	# Hires	# W-2 Hires	% of Hires	Goal Met?
Administration	1,276	83	0	0%	-
Agriculture, Trade & Cons Prot	567	44	0	0%	-
Children & Families	728	58	0	0%	-
Commissioner of Insurance	120	10	0	0%	-
Corrections	7,986	641	0	0%	-
Employee Trust Funds	256	10	0	0%	-
Financial Institutions	125	16	0	0%	-
Health Services	5,557	676	0	0%	-
Historical Society	137	12	0	0%	-
Justice	656	43	0	0%	-
Military Affairs	494	50	0	0%	-
Natural Resources	2,208	85	0	0%	-
Public Defender	236	37	0	0%	-
Public Instruction	554	52	0	0%	-
Public Service Commission	124	8	0	0%	-
Revenue	1,064	74	0	0%	-
Safety & Professional Services	202	19	0	0%	-
Transportation	2,916	294	1	0.34%	✓
Veterans Affairs	714	58	0	0%	-
Workforce Development	1,374	108	0	0%	-
Large Agency (100+ employees) Total	27,294	2,378	1	0.04%	-
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 Commission	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%	-
Small agency (< 100 positions) Total	230	22	0	0%	-
Grand Total	27,524	2,400	1	0.04%	-

*Data was extracted from PeopleSoft on 8/31/23 using 6/30/22 as the effective date. This count includes permanent, project permanent and seasonal employees, where HR Status = Active, & Pay Status = Active OR Leave with Pay, and is based on the distinct count of employee ID.

Table 5: Calculation Method 2

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

Job Group	#	%
Admin Support	1	100%
Grand Total	1	100%

Table 6: Calculation Method 2

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

Class Title	#
DMV CUSTOMER SERVICE REP	1

Appendix 1

This table outlines the differences between Calculation Method 1 and Calculation Method 2.

Differentiation Factor	Calculation Method 1	Calculation Method 2
W-2 Programs Included	W-2 and/or FoodShare with a dependent child	Programs specified in Section 49.19 Wis. Stats. or Section 49.147 (3) to (5) . Specifically, W-2 Transitions (W-2T) or Community Service Jobs (CSJ)
W-2 Participation	Eligible for qualifying W-2 programs	Enrolled in qualifying W-2 programs
Hiring Timeline*	Eligible for qualifying W-2 programs at time of application & hired at any point during the same Fiscal Year	Persons who were receiving qualified W-2 aid or benefits at the time of certification and hired during the same Fiscal Year
Fiscal Year	Exclusively for reports produced FY 2006 – FY2020, and in conjunction with Calculation Method 2 FY 2022-2026	Exclusively for FY 2021, and FY 2022-2026 in conjunction with Calculation Method 1

*Both calculation methods exclude persons who applied or were certified and were not also hired within the same fiscal year. As an example, a candidate who was certified in May 2021, but not hired until July 2021, would not be included in the FY 22 report.