

State of Wisconsin

DOA – DIVISION OF PERSONNEL MANAGEMENT

- CLASSIFICATION AND COMPENSATION BULLETIN -

Date: September 3, 2019

Subject: Miscellaneous Classification Plan Changes

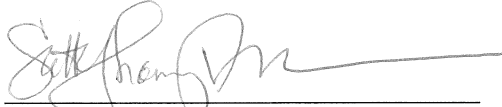
Locator No: DPM-0500-CC/SC

Pursuant to s. 230.09, Wis. Stats., the Administrator of the Division of Personnel Management (DPM) has approved the classification plan changes identified in this bulletin. Regardless of the actual notification date, the **effective date was September 1, 2019**, unless otherwise stated.

- 1) *Create* the **Enterprise Resource Planning (ERP) Business Analyst - Advanced** classification for the Department of Administration to allow for the program to have one project portfolio lead within each functional suite of the ERP system, and *modify* the **Enterprise Resource Planning (ERP) Business Analyst** classification series to make minor modifications to terminology throughout the series. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 2) *Create* the **Enterprise Resource Planning (ERP) Supervisor** classification specification for the Department of Administration to supervise the work of Enterprise Resource Planning (ERP) Business Analysts as a result of the STAR Program Office personnel management survey. The affected agency will process reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 3) *Modify* the **Corrections Administrative Unit Supervisor** for the Department of Corrections to update an allocation pattern and the representative position to better reflect the current work structure. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 4) *Modify* the **Corrections Food Service Leader** classification series for the Department of Health Services to expand one of the allocations at the Corrections Food Service Leader 3 level to allow for use at the Wisconsin Resource Center and to make minor updates throughout the classification. There are no reallocations necessary for this classification action. Questions may be directed to Peter Flood at (608) 266-8149.
- 5) *Modify* the **Paralegal** classification specification to add an allocation identifying positions that assist administrative law judges during hearings. DPM will process the reallocations necessary to implement this action. Questions may be directed to Wil Mickelson at (608) 267-5169.
- 6) *Change the Job Group Code* of the **Real Estate Supervisor** classification specification to more accurately describe its assigned duties. There are no reallocations necessary for this classification action. Questions may be directed to Wil Mickelson at (608) 267-5169.

Internet Availability: The target date for the availability of classification specifications from this bulletin on the DPM website is September 6, 2019. This is the only notification the Bureau of Classification and Compensation will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Rachel Martin at (608) 266-5165.

Alphabetical Listing of Classifications: The Alphabetical Listing of Classifications (Alpha List) is also available on the DPM website. 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. Any questions should be directed to Rachel Martin at (608) 266-5165.



Scott C. Thompson, Director
Bureau of Classification and Compensation

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

CREATE

- 1) Enterprise Resource Planning (ERP) Business Analyst-Advanced
13674 07-32 07 2 E N 043
- 2) Enterprise Resource Planning (ERP) Supervisor
13620 70-02 17 2 E N 002

MODIFY

- 3) Corrections Administrative Unit Supervisor
05920 81-03 17 5 E N 003
- 4) Corrections Food Service Leader 2
84202 03-12 03 8 N N 253
- Corrections Food Service Leader 3
84203 03-13 03 8 N N 253
- Corrections Food Service Leader 4
84204 03-14 03 8 N N 253
- 1) Enterprise Resource Planning Analyst
13672 07-34 07 2 M N 043
- Enterprise Resource Planning Analyst-Senior
13673 07-33 07 2 E N 043
- 5) Paralegal
15001 07-04 07 2 M N 119

CHANGE THE JOB GROUP CODE

- 6) Real Estate Supervisor
OLD 03420 81-03 17 2 E N 005
NEW 03420 81-03 17 2 E N **003**