

State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

– COMPENSATION & LABOR RELATIONS BULLETIN –

Date: December 7, 2007

Locator No: OSER-0175- CLR/PP

Subject: Processing FY 2007-2008 General Wage Adjustments, Annualized General Wage Adjustments, and Other Compensation for Certain Nonrepresented Employees

This information will assist appointing authorities to determine and process the following adjustments and reimbursements, granted in accordance with Sections A, B, C, E, F, J and K of the 2007-2009 Compensation Plan:

- Parity provisions for certain nonrepresented employees not receiving full nursing-related parity in the 2005-2007 Compensation Plan;
- The FY 2007-08 General Wage Adjustment (GWA);
- The FY 2007-08 Annualized GWA Payment;
- Lump sum payments due to the delay of the FY 2007-08 GWA;
- Inclusion of GWA provisions for employees who retired or died between June 24, 2007 and the effective date of the GWA;
- Reassignment of classifications to the new 50-11 pay range.
- The monthly employee contribution rates for health insurance;
- The FY 2007-08 supplemental pay revisions and additions;
- Revisions to the mileage reimbursement provisions; and
- Revisions to the minimally funded Discretionary Compensation Adjustments for nonrepresented classified employees.

SECTION I. COVERAGE UNDER THIS BULLETIN

A. Covered Classified Employees.

All nonrepresented permanent (**employment types 01, 02 and 06**) and project (**employment type 05**) employees are covered by this bulletin *except* trainees eligible for scheduled trainee increases and craftworker-related employees (craftworker supervisors, shop supervisors, the crafts operations manager, and project craftworkers).

***NOTE:** See Section A, 4.08 of the 2007-2009 Compensation Plan for pay rates of nonrepresented craftworker-related employees.*

B. Covered Unclassified Employees

All indefinite-term GSEG, ESG and Non-ESG employees described in Sections B, 3.01 (1) through (3) of the 2007-2009 Compensation Plan are covered by this bulletin.

SECTION II. ORDER OF PAY ADJUSTMENTS WITH THE SAME EFFECTIVE DATE

A. Covered Classified Employees

Pursuant to Section I, 4.01 of the 2007-2009 Compensation Plan, multiple pay adjustments that are effective December 9, 2007, will be applied in the following order:

Use FY 2006-2007 pay schedules for adjustments 1 through 11:

1. Reallocation/regrade adjustment **except those related to reassignment of classifications to pay range 50-11;**
2. Reclassification/regrade adjustment;
3. Progression adjustment provided under Section A, 2.05 of the Compensation Plan;
4. Promotion;
5. Career executive movement to a higher class;
6. Demotion;
7. Career executive reassignment or voluntary movement to a lower class;
8. Transfer;
9. Career executive reassignment or voluntary movement to a position allocated to a classification in the same pay range;
10. Reinstatement;
11. Restoration.

Use FY 2007-2008 pay schedules for adjustments 12 through 18:

12. 2005-2007 Parity
13. FY 2007-2008 General Wage Adjustment;
14. Implementation of the FY 2007-2008 pay schedules;
15. Reassignment of Classifications to 50-11.
15. Establishment of a raised minimum rate (RMR);
16. Discretionary Compensation Adjustment (DCA);
17. Other parity adjustments;
18. Original appointment.

NOTE: For project employees in classifications allocated to represented pay schedules, use the applicable pay range of the represented pay schedule for the above adjustments.

B. Covered Unclassified Employees

1. Multiple pay adjustments with the same effective date will be applied in an order consistent with the order of pay adjustments for analogous transactions in the classified service.
2. The only pay adjustments permitted for covered unclassified employees are those authorized in the Compensation Plan.

SECTION III. PARITY PROVISIONS

Parity increases effective December 9, 2007, due to certain employees not receiving full nursing-related parity in the 2005-2007 Compensation Plan shall be granted in accordance with Section K of the 2007-2009 Compensation Plan (see Attachment A).

SECTION IV. FY 2007-2008 GENERAL WAGE ADJUSTMENTS (GWA), ANNUALIZED GWA PAYMENTS AND LUMP SUM PAYMENTS FOR ALL COVERED CLASSIFIED EMPLOYEES

A. FY 2007-2008 GWA

1. **Effective Date.** The GWA is effective December 9, 2007, for employees on biweekly payroll systems.
2. **Eligibility.**
 - a. **Eligible.** Except as specified in b., below, all covered classified employees in pay status on December 9, 2007, are eligible to receive a GWA.
 - b. **Ineligible.**
 - (1) Employees whose job performances were rated below satisfactory as a result of formal performance evaluations conducted during the period from June 25, 2006 through June 23, 2007.
 - (2) Supervisors who have not completed formal performance evaluations on all subordinate employees, for whom performance evaluations are required, during the period from June 25, 2006 through June 23, 2007.

***NOTE:** Performance evaluations are required for both represented and nonrepresented classified subordinate staff. Extenuating circumstances may exist (e.g., leaves of absence) that would allow a supervisor to receive a GWA even though the required performance evaluations were not completed within the mandated timeframes. For assistance with case-by-case determinations, contact Paul Ostrowski, Office of State Employment Relations (OSER) Division of Compensation and Labor Relations, (608) 267-0343.*

- (3) Any employee paid at or above the FY 2007-2008 pay range maximum. (Refer to the applicable FY 2007-2008 pay schedules attached to this bulletin.) For employees in the Nursing Supervisor and Nurse Practitioner-Management classifications, use the new 2007-08 schedule 50-11 pay range maximum.

3. Amount.

- a.** Subject to b., below, each eligible employee will be granted a GWA in an amount equal to 2.0% of the employee's base pay rate immediately preceding the GWA, subject to the FY 2007-2008 pay range maximum as noted in 2., b., (3), above. (Refer to the applicable FY 2007-2008 pay schedules attached to this bulletin.)
 - b.** No employee may, during any fiscal year, receive a total cumulative adjustment (GWA) exceeding a total of ten percent (10.0%) of the employee's base pay rate immediately prior to the application of the earliest fiscal year adjustment.
- 4. Ineligibility Due to Performance.** Any employee who is not eligible to receive a GWA because of less than satisfactory performance must receive a written notice that states the extent to which the employee's performance has not met management's expectations. This notice must also include management's recommendations for performance improvement.
- 5. Grievances.** An employee who is dissatisfied with the result of the GWA distribution process may file a grievance under the procedure set forth in s. 230.12(5)(e), Wis. Stats. The decision of the appointing authority is final and may not be appealed. Agencies must submit a copy of each grievance filed and the written decision of the appointing authority to OSER within 14 days of the decision. OSER Contact Person: Paul Ostrowski, (608) 267-0343.

B. Annualized GWA Payment

- 1. Granting Date.** Annualized GWA Payments will be granted as soon as administratively feasible after the effective date of the FY 2007-2008 GWA.
- 2. Eligibility.** Any covered classified employee will receive an Annualized GWA Payment if either of the conditions described under a. or b., below, apply:
 - a.** The employee was not eligible to receive a GWA solely because the employee's base pay rate was at or above the FY 2007-2008 pay range maximum.
 - b.** The employee did not receive the full GWA amount (i.e., 2.0% of base pay rate) because of the pay range maximum limitation.
- 3. Amount.** The amount of an employee's Annualized GWA Payment is subject to the following limitations:
 - a.** For employees who qualify because of the condition described in 2.a., above, the hourly amount used in calculating an Annualized GWA Payment will equal 2.0% of the employee's base pay rate.
 - b.** For employees who qualify because of the condition described in 2.b., above, the hourly amount used in calculating an Annualized GWA Payment will equal the difference between 2.0% of the employee's base pay rate (prior to receipt of the partial GWA), and the partial GWA the employee actually received.

- 4. Calculating Annualized GWA Payments.** To calculate an employee's Annualized GWA Payment, multiply the hourly amount that is appropriate for the employee, in accordance with 3, above, by 2088. Annualized GWA Payments will be prorated for permanent part-time and seasonal employees based on the employee's budgeted percentage of full time equivalency (FTE) status on December 9, 2007.

C. Annualized GWA Payments for Employees on Approved Unpaid Leaves of Absence. Any employee who is on an approved unpaid leave of absence (LOA) on December 9, 2007, and who qualifies for an Annualized GWA Payment will receive such payment subject to the following restrictions:

1. The employee must return from the LOA to pay status by July 4, 2009, *and* the employee's restoration right must be derived from a position covered by this bulletin.
2. The employee will not receive the Annualized GWA until the employee returns to pay status.
3. The hourly amount used in the calculation of the employee's Annualized GWA Payment will equal the amount determined under B., of this section.

D. Lump Sum Payments Due to the Delay of the FY 2007-2008 GWA

1. **Granting Date.** Lump sum payments will be granted as soon as administratively feasible after the effective date of the FY 2007-2008 GWA.
2. **Eligibility.** Any covered classified employee who receives a base pay increase under A., above, will be eligible for a lump sum payment due to the delay of the FY 2007-2008 GWA.
3. **Amount.** The amount of the lump sum payment will be equal to the base increase received in accordance with A., above, multiplied by the hours in pay status from June 24, 2007 through December 8, 2007 (including hours in represented positions). Because this is not equivalent to a retroactive payment, no intervening pay transactions during this period will be reconstructed.

E. Lump Sum Payments for Employees on Approved Leave of Absence. Any employee who is on an approved unpaid leave of absence (LOA) on December 9, 2007, and who qualifies for a lump sum payment in accordance with D., above, will receive such payment subject to the following restrictions:

1. The employee must return from the LOA to pay status by July 4, 2009, *and* the employee's restoration right must be derived from a position covered by this bulletin.
2. The employee will not receive the lump sum payment until the employee returns to pay status.
3. The hourly amount used in the calculation of the employee's lump sum payment will equal the amount determined under D., above.

SECTION V. FY 2007-2008 GENERAL WAGE ADJUSTMENTS, ANNUALIZED GENERAL WAGE ADJUSTMENT PAYMENTS AND LUMP SUM PAYMENTS FOR CERTAIN UNCLASSIFIED “NON-ESG” ATTORNEY POSITIONS

A. Covered Employees (NOTE: Hereafter, the phrase *covered attorneys* will be used to indicate the employees covered by this section of the bulletin.)

1. Employees appointed on other than an LTE basis to nonrepresented deputy district attorney positions.
2. Employees appointed on other than an LTE basis to nonrepresented assistant state public defender attorney positions.
3. Employee appointed to the attorney position established under s. 569.015(2), Wis. Stats.

B. FY 2007-2008 GWA

1. **Effective Date.** The GWA is effective December 9, 2007, for covered attorneys on biweekly payroll systems.
2. **Eligibility.**
 - a. **Eligible.** Except as specified in b., below, all covered attorneys in pay status on December 9, 2007, are eligible to receive a GWA.
 - b. **Ineligible.**
 - (1) Covered attorneys whose job performances were rated below satisfactory as a result of formal performance evaluations conducted during the period from June 25, 2006 through June 23, 2007.
 - (2) Supervisors who have not completed formal performance evaluations on all subordinate employees, for whom performance evaluations are required, during the period from June 25, 2006 through June 23, 2007.

NOTE: *Performance evaluations are required for both represented and nonrepresented subordinate staff. For purposes of the GWAs for covered attorneys, the requirements of Chapter ER 45, Wis. Adm. Code, will apply to all covered attorneys. Extenuating circumstances may exist (e.g., leaves of absence) that would allow a supervisor to receive a GWA even though the required performance evaluations were not completed within the mandated timeframes. For assistance with case-by-case determinations, contact Paul Ostrowski, OSER, Division of Compensation and Labor Relations, (608) 267-0343.*

- (3) Any employee paid at or above the FY 2007-2008 pay range maximum. (Refer to Pay Schedule 71 for FY 2007-2008 in Attachment C.)

NOTE: Effective July 1, 2001, unclassified "Non-ESG" attorneys are paid using broadbanded Pay Schedule 71. They are subject to the pay on appointment provisions of Section I, 4.04, and the DCA provisions of Section J, of the 2007-2009 Compensation Plan.

3. Amount.

- a.** Subject to b., below, each eligible employee will be granted a GWA in an amount equal to 2.0% of the employee's base pay rate immediately preceding the GWA, subject to the FY 2007-2008 pay range maximum. (Refer to Pay Schedule 71 for FY 2007-2008 in Attachment C.)
- b.** No employee may, during any fiscal year, receive a total cumulative adjustment (GWA) exceeding a total of ten percent (10.0%) of the employee's base pay rate immediately prior to the application of the earliest fiscal year adjustment.

4. Ineligibility Due to Performance. Any covered attorney who is not eligible to receive a GWA because of less than satisfactory performance must receive a written notice that states the extent to which the covered attorney's performance has not met management's expectations. This notice must also include management's recommendations for performance improvement.

5. Grievances. A covered attorney who is dissatisfied with the result of the GWA distribution process may file a grievance under the procedure set forth in s. 230.12(5)(e), Wis. Stats. The decision of the appointing authority is final and may not be appealed. Agencies must submit a copy of each grievance filed and the written decision of the appointing authority to OSER within 14 days of the decision. OSER Contact Person: Paul Ostrowski, (608) 267-0343.

C. Annualized GWA Payment

- 1. Granting Date.** Annualized GWA Payments provided to covered attorneys will be granted as soon as administratively feasible after the effective date of the FY 2007-2008 GWA.
- 2. Eligibility.** Any covered attorney will receive an Annualized GWA Payment if either of the conditions described under a. or b., below, apply:
 - a.** The covered attorney was not eligible to receive a GWA *solely* because the employee's base pay rate was at or above the FY 2007-2008 pay range maximum.
 - b.** The covered attorney received a GWA, but because of the pay range maximum limitation, the amount of the GWA was less than the appointing authority would have otherwise granted the covered attorney.
- 3. Amount.** The amount of a covered attorney's Annualized GWA Payment is subject to the following limitations:

- a. For covered attorneys who qualify because of the condition described in 2.a., above, the hourly amount used in calculating an Annualized GWA Payment will equal 2.0% of the employee's base pay rate.
 - b. For covered attorneys who qualify because of the condition described in 2.b., above, the hourly amount used in calculating an Annualized GWA Payment will equal the difference between 2.0% of the employee's base pay rate (prior to receipt of the partial GWA), and the partial GWA the employee actually received.
4. **Calculating Annualized GWA Payments.** To calculate a covered attorney's Annualized GWA Payment, multiply the hourly amount that is appropriate for the covered attorney, in accordance with 3., above, by 2088. Annualized GWA Payments will be prorated for permanent part-time and seasonal employees based on the employee's budgeted percentage of full time equivalency (FTE) status on December 9, 2007.

D. Lump Sum Payments Due to the Delay of the FY 2007-2008 GWA

1. **Granting Date.** Lump sum payments will be granted as soon as administratively feasible after the effective date of the FY 2007-2008 GWAs.
2. **Eligibility.** Any covered classified employee who receives a base pay increase under A., above, will be eligible for a lump sum payment due to the delay of the FY 2007-2008 GWA.
3. **Amount.** The amount of the lump sum payment will be equal to the base increase received in accordance with A., above, multiplied by the hours in pay status from June 24, 2007 through December 8, 2007. Because this is not equivalent to a retroactive payment, no intervening pay transactions during this period will be reconstructed.

SECTION VI. FY 2007-2008 GENERAL WAGE ADJUSTMENTS AND LUMP SUM PAYMENTS FOR COVERED UNCLASSIFIED EMPLOYEES OTHER THAN CERTAIN "NON-ESG" ATTORNEY POSITIONS

A. FY 2007-2008 GWA

1. **Effective Date.** The General Wage Adjustments (GWAs) are effective December 9, 2007, for employees on biweekly payroll systems.
2. **Eligibility.**
 - a. **Eligible.** Except as specified in b., below, all covered unclassified employees in pay status on December 9, 2007, are eligible to be considered for a GWA.
 - b. **Ineligible.** Any employee paid at or above the applicable FY 2007-2008 pay range maximum. (Refer to the applicable FY 2007-2008 pay schedules attached to this bulletin.)
3. **Amount.**

- a. Subject to b. through d., below, each eligible employee will be granted a GWA in an amount equal to 2.0% of the employee's base pay rate immediately preceding the GWA, subject to the FY 2007-2008 pay range maximum. (Refer to the FY 2007-2008 pay schedules attached to this bulletin.)
- b. ESG (but not NTE ESG) and GSEG employees must be paid at least the FY 2007-2008 pay range minimum. (Refer to Attachments D and E - FY 2007-2008 Pay Schedules 90 and 95.)
- c. No employee may, during any fiscal year, receive a total cumulative adjustment (GWA) exceeding a total of ten percent (10.0%) of the employee's base pay rate immediately prior to the application of the earliest fiscal year adjustment.
- d. No covered employee whose position is referred to in s. 20.923 Wis. Stats., except an employee in a GSEG position, may receive an increase that causes the employee's pay to equal or exceed the salary paid the Governor (i.e., \$137,092).

B. Lump Sum Payments Due to the Delay of the FY 2007-08 GWA

1. **Granting Date.** Lump sum payments will be granted as soon as administratively feasible after the effective date of the FY 2007-2008 GWA.
2. **Eligibility.** Any covered unclassified employee who receives a base pay increase under A., above, will be eligible for a lump sum payment due to the delay of the FY 2007-2008 GWA.
3. **Amount.** The amount of the lump sum payment will be equal to the base increase received in accordance with A., above, multiplied by the hours in pay status from June 24, 2007 through December 8, 2007 (including hours in represented positions). Because this is not equivalent to a retroactive payment, no intervening pay transactions during this period will be reconstructed.

SECTION VII. FY 2007-2008 GENERAL WAGE ADJUSTMENTS, ANNUALIZED GENERAL WAGE PAYMENTS AND LUMP SUM PAYMENT FOR EMPLOYEES WHO RETIRED OR DIED

The GWAs, Annualized GWAs, and lump sum payments for the delay of the GWAs, provided in Sections IV through VI above, shall also be provided to any covered employee who retired or died between June 24, 2007 and the effective date of the GWA. Sick leave conversion credits shall be adjusted to reflect the increase and lump sum payments shall be considered 2007 earnings for Wisconsin Retirement System purposes.

SECTION VIII. IMPLEMENTATION OF THE 2007-2008 NONREPRESENTED PAY SCHEDULES

The FY 2007-2008 pay schedules in Attachments B through E shall be implemented effective December 9, 2007. Any employee (except trainees) whose pay is less than the new minimum of the applicable pay range shall receive an increase to that minimum. Trainee pay will be adjusted, if necessary, to maintain the same relationship to the applicable pay range minimum that was in place prior to implementation of the new schedules. There will be no lump sum payments due to the delay in implementation of the 2007-2009 Compensation Plan for these structure adjustments.

SECTION IX. REASSIGNMENT OF CLASSIFICATIONS TO PAY RANGE 50-11

Immediately after implementation of the 2007-2008 pay ranges on December 9, 2007, the classifications of Nurse Practitioner-Management and Nursing Supervisor (class codes 38370 and 38320, respectively) will be reassigned from pay range 81-03 to pay range 50-11 and positions in these classifications shall be reallocated. Pay ranges 81-03 and 50-11 shall be considered counterpart pay ranges upon implementation of the new range. Pay on regrade shall not be applicable except that any employee whose pay is less than the minimum of pay range 50-11 shall receive an increase to that minimum. There will be no lump sum payments due to the delay in implementation of the 2007-2009 Compensation Plan for these structure adjustments.

SECTION X. FY 2007-2008 EMPLOYEE CONTRIBUTIONS TOWARD HEALTH INSURANCE PREMIUMS

Calendar year 2008 employee contribution rates for health insurance are provided below. These rates are identical to the 2007 rates provided in the 2005-2007 Compensation Plan.

2008 Monthly Employee Contribution Rates

	<u>Single</u>	<u>Family</u>
Tier 1	\$27.00	\$68.00
Tier 2	\$60.00	\$150.00
Tier 3	\$143.00	\$358.00

SECTION XI. FY 2007-2008 SUPPLEMENTAL PAY SCHEDULE FOR PSYCHOLOGIST DOCTORATES

The schedule of supplemental pay amounts, effective December 9, 2007 through July 5, 2008, for the classifications of Psychologist Supervisor, Psychologist Supervisor Management, Psychologist Manager and Psychologist Chief, are a **mandatory minimum of \$3.70 per hour** through a **maximum of \$5.12 per hour**. See Section A, 4.12 of the 2007-2009 Compensation Plan for additional information.

SECTION XII. FY 2007-2008 SUPPLEMENTAL PAY SCHEDULES FOR PATIENT TREATMENT-RELATED EMPLOYEES

The schedule of supplemental pay amounts for Board Certification Eligibility and Board Certification effective December 9, 2007 through July 5, 2008, is provided below. See Section A, 4.15 of the 2007-2009 Compensation Plan for additional information.

**FY 2007-2008 Schedule of Supplemental Pay Amounts
for Board Certification Eligibility and Board Certification**

Classification (Pay Range)	December 9, 2007– July 5, 2008	
	Board Certification Eligibility	Board Certification
Physician Mgt (50-51) Physician Supv (50-51)	NTE - \$6.39/hr.	\$9.57 - 19.12/hr.
Psychiatrist Mgt (50-52) Psychiatrist Supv (50-52)	NTE - \$6.96/hr.	\$10.43 -20.85/hr.

The schedule of supplemental pay amounts for Supervisory and Management Responsibility, effective December 9, 2007 through July 5, 2008, is provided below. See Section A, 4.15 of the 2007-2009 Compensation Plan for additional information.

**FY 2007-2008 Schedule of Supplemental Pay Amounts
for Supervisory and Management Responsibility**

Classification (Pay Range)	December 9, 2007 – July 5, 2008	
	Supervisory Responsibility	Management Responsibility
Dentist Mgt (50-50) Dentist Supv (50-50)	NTE - \$5.22/hr.	NTE - \$15.49/hr.
Physician Mgt (50-51) Physician Supv (50-51)	NTE - \$6.39/hr.	NTE - \$19.12/hr.
Psychiatrist Mgt (50-52) Psychiatrist Supv (50-52)	NTE - \$6.96/hr.	NTE - \$20.85/hr.

SECTION XIII. SUPPLEMENTAL PAY FOR ASBESTOS SUPERVISOR CERTIFICATION

Effective December 9, 2007, a \$0.30 per hour add-on shall be provided to employees who are in positions at the Department of Administration allocated to the Construction Coordinator Supervisor classification *and* who possess an Asbestos Supervisor certification. See Section A, 4.16 of the 2007-2009 Compensation Plan for additional eligibility and implementation information.

SECTION XIV. SUPPLEMENTAL PAY FOR INSURANCE EXAMINER DESIGNATION AND CERTIFICATION

Effective December 9, 2007, a \$0.25 per hour add-on shall be provided to employees who are in positions at the Office of the Commissioner of Insurance allocated to the Insurance Examiner Chief and

Insurance Financial Examiner Chief classifications *and* who have received the Insurance Examiner designation. An additional \$0.25 per hour add-on shall be provided if these employees also receive Insurance Examiner certification. See Section A, 4.25 of the 2007-2009 Compensation Plan for additional eligibility and implementation information.

SECTION XV. MILEAGE EXPENSE REIMBURSEMENT

Effective December 1, 2007, reimbursement rates for use of privately-owned vehicles and airplanes, and the rate at which employees reimburse the state for personal use of state-owned vehicles, are increased from 42.5 cents to 46.5 cents per mile. The reimbursement rate for use of privately-owned motorcycles is increased from 21.2 cents to 28.5 cents per mile on that date. Also on that date, the rate for privately-owned, specially equipped vans shall be increased from 60 cents to 64 cents per mile if a similar state-owned van is unavailable and from 55 cents to 59 cents if one is available.

In addition, language regarding the Minimum Driving Standard has been removed. Those employees not meeting the standards will be paid the non-availability rate.

SECTION XVI: MINIMUM FUNDING OF DISCRETIONARY COMPENSATION ADJUSTMENTS FOR CLASSIFIED EMPLOYEES

Effective December 9, 2007, a minimum level of funded DCA spending authority for each agency is established as \$0.05 per hour for each nonrepresented classified employee, with an annual minimum and maximum funding amount for each agency of \$0.50 and \$1.50 per hour, respectively. This structure is different from the previous minimum DCA funding in that it is provided as a base-building increase instead of a lump sum. However, agencies have part or all of these generated amounts to convert into lump sum payments by multiplying part or all of the generation by 2088.

DOA will certify this DCA spending authority for each agency based on the number of nonrepresented classified employees in each agency on the effective date. The spending authority will lapse at the end of the fiscal year.

SECTION XVII. REFERRAL OF QUESTIONS

Employee Questions:

Employees with questions regarding their pay rates or pay adjustments indicated in this bulletin should contact their agency Human Resources or Payroll Office directly.

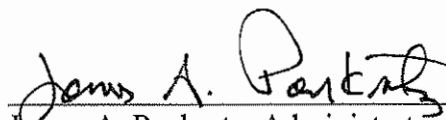
Employer Questions:

Employer questions regarding the *pay provisions* contained in this bulletin should be directed to Paul Ostrowski by phone at (608) 267-0343 or by e-mail at Paul.Ostrowski@Wisconsin.gov, or Lynn Maulbetsch by phone at (608) 267-5164 or by e-mail at Lynn.Maulbetsch@Wisconsin.gov.

Employer questions regarding *payroll processing or file maintenance* should be directed to the appropriate payroll center:

DOA Central Payroll: Shelley Schwartz at (608) 264-9571

UW-Processing Center: Payroll and Financial Services (608) 262-3558


James A. Pankratz, Administrator
Division of Compensation and Labor Relations

PLO

- Attachments:
- Attachment A – Section K of the 2007-2009 Compensation Plan
 - Attachment B – FY 2007-2008 Pay Schedule 01
 - Attachment C - FY 2007-2008 Pay Schedules 50, 56, 70, 71 & 81
 - Attachment D - FY 2007-2008 Pay Schedule 90
 - Attachment E - FY 2007-2008 Pay Schedule 95

**SECTION K - PARITY PROVISIONS FOR CERTAIN NONREPRESENTED EMPLOYEES
AFFECTED BY 2005-2007 COLLECTIVE BARGAINING AGREEMENTS**

1.00 Coverage

2.00 Parity Adjustments

2.01 Eligibility

2.02 Market Adjustments

1.00 Coverage

The provisions of this Section (Section K) apply to permanent or project employees in the classified service who are not covered by a collective bargaining agreement:

- (1) A “**permanent employee**” is a person who is an employee as a result of an appointment to a position in which permanent status can be attained, whether or not the employee has attained permanent status.
- (2) A “**project employee**” is a person who is an employee as a result of an appointment to a project position under conditions of employment that do not provide for attainment of permanent status.

2.00 Parity Adjustments

2.01 Eligibility

- (1) Except for employees specified in (a) through (c), below, any employee in a position allocated to a classification listed in 2.02 of this Section (Section K) who is in pay status on the effective date indicated for a parity adjustment is eligible to be considered for that particular adjustment.
 - (a) Any employee whose performance was rated below satisfactory as a result of a formal performance evaluation conducted in the 12-month period ending June 23, 2007.
 - (b) Any supervisor who has not completed formal performance evaluations on all subordinate employees, for whom performance evaluations are required, within the 12-month period ending June 23, 2007.
 - (c) Any employee paid at or above the 2007-2008 50-11 pay range maximum.
- (2) All parity adjustments granted are subject to the 2007-2008 50-11 pay range maximum.

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- (3) The individual increase limit provided in s. 230.12(5)(d), Wis. Stats., does not apply to base pay adjustments granted pursuant to this Section (Section K).

NOTE: The parity base pay rate adjustments provided under this Section (Section K) may be considered when determining pay on reinstatement in accordance with Section I, 4.07 of this Plan. The base pay rate adjustments **shall** be included when determining pay on restoration in accordance with Section I, 4.08.

NOTE: Adjustments in 2.02 shall be applied **immediately prior to the 2007-2008 General Wage Adjustment (GWA) provided in Section A of this Plan.**

2.02 Market Adjustments

- (1) Effective Date. The market adjustments will be effective on the applicable date provided in (3), below.
- (2) Funding.
 - (a) Subject to (b) and (c), below, eligible employees shall be granted the market adjustments and lump sum payments specified in (3), below.
 - (b) Any funds generated shall be granted to the employee for whom they are generated.
 - (c) Funds generated for distribution in (3), below, may not be combined with the discretionary parity funds provided for distribution in any other section of this Plan.
- (3) Market Adjustment Effective December 9, 2007 and prior to the 2007-2008 General Wage Adjustment.

Any employee in pay status whose position is allocated to the Nursing Supervisor classification on the effective date who did not receive a May 28, 2006 and/or June 25, 2006 market adjustments, or received only a partial market adjustments, in accordance with Section L, 2.02(4) and (5) of the 2005-2007 Compensation Plan solely because of the pay range maximum limitation, will receive a base pay rate increase equal to the difference between the market adjustment already received and the market adjustment the employee would have received had the limitation not existed. This base pay rate increase is subject to the 2007-2008 50-11 pay range maximum. Any employee granted a market adjustment in accordance with this paragraph that was originally dated May 28, 2006, will also receive a lump sum payment equal to the amount of the base pay rate increase received in accordance with this paragraph multiplied by the number of hours in pay status as a Nursing Supervisor for the

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period December 25, 2005 through December 8, 2007. Any employee granted a market adjustment in accordance with this paragraph that was originally dated June 25, 2006, will also receive a lump sum payment equal to the amount of the base pay rate increase received in accordance with this paragraph multiplied by the number of hours in pay status as a Nursing Supervisor for the period June 25, 2006 through December 8, 2007.

NOTE: These payments are not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions between the dates specified will not be reconstructed.

PAY SCHEDULE 1: GENERAL NONREPRESENTED

December 9, 2007 through July 4, 2009

Pay
Range

1-99 Based on prevailing rates. See Section A, 4.08 of the Compensation Plan

NONREPRESENTED BROADBAND PAY SCHEDULES

December 9, 2007 through July 5, 2008

<u>Pay Schedule</u>	<u>Pay Range</u>	<u>Official Hourly Rate</u>					<u>Monthly Basis*</u>		<u>Annual Basis*</u>		
		<u>Minimum</u>	<u>Appointment Maximum 1</u>	<u>Appointment Maximum 2</u>	<u>Maximum</u>	<u>Within Range Step</u>	<u>8% of Minimum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
Patient-Related											
50	50-11	28.000	42.000	na	56.000	0.840	2.240	4,872	9,744	58,464	116,928
	50-50	57.702	75.013	na	92.324	1.732	4.617	10,041	16,065	120,482	192,773
	50-51	63.653	82.813	na	101.973	1.910	5.093	11,076	17,744	132,908	212,920
	50-52	69.439	90.341	na	111.242	2.084	5.556	12,083	19,357	144,989	232,274
Law Enforcement											
56	56-01	23.119	34.737	na	46.354	0.694	1.850	4,023	8,066	48,273	96,788
	56-02	18.612	24.196	na	29.780	0.559	1.489	3,239	5,182	38,862	62,181
Information Systems-Related											
70	70-02	25.006	40.073	45.761	55.139	0.751	2.001	4,352	9,595	52,213	115,131
Professional Legal-Related											
71	71-01	22.978	39.258	na	55.538	0.690	1.839	3,999	9,664	47,979	115,964
General											
81	81-01	28.169	46.479	na	64.789	0.846	2.254	4,902	11,274	58,817	135,280
	81-02	25.006	41.260	na	57.514	0.751	2.001	4,352	10,008	52,213	120,090
	81-03	21.380	35.277	na	49.174	0.642	1.711	3,721	8,557	44,642	102,676
	81-04	16.405	27.069	na	37.732	0.493	1.313	2,855	6,566	34,254	78,785
	81-05	13.029	21.498	na	29.967	0.391	1.043	2,268	5,215	27,205	62,572

*Estimates for informational purposes only. The Official Hourly Rate is used for payroll purposes.

PAY SCHEDULE 90: EXECUTIVE SALARY GROUP (ESG)

December 9, 2007 through July 5, 2008

Pay Range	Official Hourly Rate			Monthly Basis*		Annual Basis*	
	Minimum	Maximum	3% of Minimum**	Minimum	Maximum	Minimum	Maximum
90-01	28.169	43.662	0.846	4,901	7,597	58,817	91,166
90-02	30.423	47.156	0.913	5,294	8,205	63,523	98,462
90-03	32.857	50.929	0.986	5,717	8,862	68,605	106,340
90-04	35.486	55.004	1.065	6,175	9,571	74,095	114,848
90-05	38.325	59.404	1.150	6,669	10,336	80,023	124,036
90-06	41.391	64.157	1.242	7,202	11,163	86,424	133,960
90-07	44.703	69.290	1.342	7,778	12,056	93,340	144,678
90-08	48.280	74.834	1.449	8,401	13,021	100,809	156,253
90-09	52.143	80.822	1.565	9,073	14,063	108,875	168,756
90-10	56.315	87.289	1.690	9,799	15,188	117,586	182,259

*Estimates for informational purposes only. The Official Hourly Rate is used for payroll purposes.

**Equivalent to Within Range Pay Step.

PAY SCHEDULE 95: GENERAL SENIOR EXECUTIVE GROUP (GSEG)

December 9, 2007 through July 5, 2008

Pay Range	Official Hourly Rate			Monthly Basis*		Annual Basis*	
	Minimum	Maximum	3% of Minimum**	Minimum	Maximum	Minimum	Maximum
95-01	41.160	72.154	1.235	7,162	12,555	85,942	150,658
95-02	54.879	96.149	1.647	9,549	16,730	114,587	200,759

*Estimates for informational purposes only. The Official Hourly Rate is used for payroll purposes.

**Equivalent to Within Range Pay Step.