

# OFFICE OF STATE EMPLOYMENT RELATIONS

## DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

**Date:** January 12, 2014

**Locator No:** OSER-0351-MRS/SC

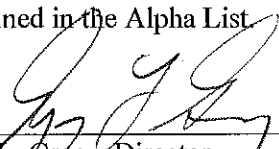
**Subject:** Miscellaneous Classification Plan Changes and Reassignment of Pay Ranges for LPN's and the Meat Safety class series and Meat Safety Consultants.

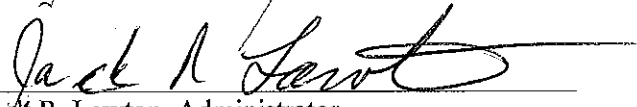
Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the following classification plan changes identified in this bulletin. Regardless of the actual notification date, the **effective date is January 12, 2014**, unless otherwise stated.

- 1) *Modify* the **Purchasing Agent Management Supervisor** classification to include an allocation for the Department of Children and Families. No reallocation notices are necessary to accomplish this classification action. Questions may be directed to Hailee King at (608) 266-0714.
- 2) *Change FLSA Permanent Categorization* for the **Records/Forms Management Specialist-Advanced** classification from Mixed to Exempt based on an analysis of the duties at that level. Affected Agencies will notify the employees of the change. Questions may be directed to Chelsea Daley at (608) 267-5165.
- 3) *Reassign Pay Range* for the **Licensed Practical Nurse** classification from 11-05 to 06-05, **effective December 29**. Agencies will process all reallocation notices. Questions may be directed to Paul Ostrowski at (608) 267-0343.
- 4) *Reassign Pay range* for the **Meat Safety Inspector** class series and the **Meat Safety Consultant** classification up one range. The Department of Agriculture, Trade and Consumer Protection will process reallocation notices including the applicable regrade increases. Questions may be directed to Paul Ostrowski at (608) 267-0343.

**Internet Availability:** The target date for the availability of classification specifications from this bulletin on the OSER website is January 17, 2014. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Dianna McNall at (608) 266-8232.

**Alphabetical Listing of Classifications:** The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER website at <http://oser.state.wi.us/docview.asp?docid=1425>. 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. Please contact Dianna McNall at (608) 266-8232 if you have any questions about information contained in the Alpha List.

  
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Greg L. Gracz, Director  
Office of State Employment Relations

  
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Jack R. Lawton, Administrator  
Division of Merit Recruitment and Selection  
Wisconsin Office of State Employment Relations

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

**MODIFY**

1) Purchasing Agent Management Supervisor  
     10430      81-02      98      2      E      N      023      053

**CHANGE FLSA PERMANENT CATEGORIZATION**

2) Records/Forms Management Specialist-Advanced  
     Old      05763      07-03      07      2      M      N      019      542  
     New      05763      07-03      07      2      E      N      019      542

**REASSIGN PAY RANGES**

3) Licensed Practical Nurse  
     Old      38500      11-05      11      3      N      N      134      350  
     New      38500      **06-05**      **06**      3      N      N      134      350

4) Meat Safety Inspector-Entry  
     Old      70401      05-13      05      4      N      N      293      601  
     New      70401      **05-14**      05      4      N      N      293      601  
     Meat Safety Inspector-Objective  
     Old      70402      05-14      05      4      N      N      293      601  
     New      70402      **05-15**      05      4      N      N      293      601

Meat Safety Consultant  
     Old      70460      05-15      05      4      N      N      293      601  
     New      70460      **05-16**      05      4      N      N      293      601

**Note:** Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.