



**STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION**

Tony Evers, Governor
Kathy Blumenfeld, Secretary
Jen Fogel, Administrator

August 31, 2023

Joint Committee on Employment Relations
Co-Chairpersons and Members
Room 113 South, State Capitol
Madison, WI 53707

Dear Co-Chairpersons and Committee Members:

The Division of Personnel Management requests that the Committee review and approve the following modifications to the proposed 2023-2025 State Compensation Plan.

After public release of the proposed 2023-2025 Compensation Plan, the Division of Personnel Management has identified several items in need of correction or clarification. The items for consideration are as follows:

Item	Reference	Page(s)	Description
1.	Section A, 2.02	A-8	Under 2.02(8), correct spelling from "Secton" to "Section"
2.	Section A, 4.10	A-37	<p>In the new paragraph (5), delete the clause regarding a Master's degree, as shown below, as it has been confirmed that a doctorate is required for both Interim and permanent licensure.</p> <p>(5) In addition to the add-on for a Doctorate as described in (2) through (4), above, appointing authorities may provide an additional add-on to employees with a Master's degree in Psychology or related field such as Behavioral Disabilities. The add-on shall be based on licensure to practice in the State of Wisconsin:</p>
3.	Section A, 2.17 and 2.18	A-25,26	<p>Insert new sections 2.17 and 2.18 for Probation and Parole Agent Market Placement and Pay Progression, respectively. This language is included at the end of this document.</p> <p>These administrative items were inadvertently left out even though the pay progression structure was created in Section Z and personnel transaction pay administration language created in Section E.</p> <p>The following two items are renumbered as 2.19 and 2.20.</p>
4.	Section A, 4.20	A-46	For clarity that this provision is separate from the preceding law enforcement add-on, remove the numbering of (4) from the new Law Enforcement Dispatcher add-on language and present as a stand-alone provision as follows:

			<p>Law Enforcement Dispatcher. Employees in the classification of Law Enforcement Dispatcher or Law Enforcement Dispatcher Supervisor may be provided a \$1.50 per hour add-on for performing the duties of a Communications Training Officer.</p> <p>The add-on will be provided only for hours performing Communications Training Officer duties, and only if they are duties considered outside of the employee's normal job responsibilities. Eligible hours will not include any training sessions where the employee is a trainee, or travel time to or from training sessions.</p>
5.	Section E Table of Contents	E-1	Add reference to the newly created E-5.00 in the Table of Contents
6.	Section K, 3.01	K-2	Under 3.01, update reference from "3.02 through 3.04" to "3.02 through 3.05" because of an added provision at 3.05.
7.	Section L, 2.02	L-5	Correct the Job Codes for Cook 1 and Cook 2 from 12361 and 12362 to 84401 and 84402, respectively.
8.	Section L, 2.02	L-5	Remove 26061 Facility Designer and 26062 Facility Designer-Journey because the classifications are included in the engineering-related parity under Section L, 2.11(4).
9.	Section L, 2.08	L-17	Include the Department of Health Services (DHS) as a listed agency for this market provision because the title of Corrections Program Supervisor is also used by DHS and DHS positions were also receiving the pilot add-on.
10.	Section L, 2.09	L-18	Under 2.09(2), correct acronym from "WHMI" to "WMHI" for Winnebago Mental Health Institution.
11.	Section L, 2.11	L-19	Under 2.11(4), correct the spelling in the first three classification titles from "Agriculture" to "Agricultural."
12.	Section L, 2.11	L-20	Under 2.11(4), correct the Code for Consultant-Plumbing Product Review-Adv from "24563" to "24663"
13.	Section L, 2.11	L-20	Correct the job code for Mechanical Engineer-Sen from 20862 to 29862.
14.	Section L, 2.12	L-22	Under 2.12(2)(b), correct the Job Code for Human Resources Assistant-Adv from "11110" to "19510".
15.	Section M, 4.01	M-3	Delete 4.01(3) as irrelevant because Section A, 2.03 progression adjustments will never apply for a classification in Pay Schedule X. Renumber the following items in the order of operations list, update cross-references under the new (11), and remove reference to the deleted provision in the new (13) "Progression adjustments."
16.	Section M, 4.01	M-3	Correct the section self-reference in (11) from "Section I" to "Section M".

Sincerely,



Jen Fogel,
DPM Administrator

Attachments: New Section language changes.

New Section A 2.17 and 2.18 per Item 3 in the errata table above.

2.17 Probation and Parole Agent Market Placement

- (1) Effective <TBD>, immediately following application of the FY 2023-24 GWA, all employees in pay status in the classifications listed below will have their base pay rate increased to the amount designated in the Pay Schedule 12 Probation and Parole Agent Progression schedule found in Section Z. Employees will be placed based on full years of state service based on their adjusted continuous service date. Employees whose current pay rate is equal to or greater than the designated rate will keep their current pay rate.
 - Probation and Parole Agent
 - Probation and Parole Agent-Senior
- (2) Funding. Costs of market placement will be supplemented under the authority of s. 20.865, Wis. Stats., subject to availability of funds for this purpose as determined by the Secretary of Administration.
- (3) The individual increase limit provided in s. 230.12(5)(d), Wis. Stats., does not apply to base pay adjustments granted pursuant to (1), above.

2.18 Probation and Parole Agent Pay Progression

- (1) Eligibility. Effective the pay period following market placement under 2.17, above, all permanent and project employees in positions allocated to the following classifications will be eligible for base-building progression adjustments, based on years of state service.
 - Probation and Parole Agent
 - Probation and Parole Agent-Senior
- (2) Granting Date. Progression adjustments for eligible employees will be awarded following the employee's attainment of 1, 2, 3, 5, 10, and 15 years of state service.

The progression adjustments will be effective on the first day of the pay period following the employee attaining the next seniority level. If the employee attains the next progression level on the first day of a pay period, the progression adjustment will be effective on that date.
- (3) Amount. On the effective date of a progression adjustment, the employee's base pay rate will be increased to the applicable progression point in accordance with the Probation and Parole Progression schedule provided with pay schedule 12 in Section Z of this Plan. If the employee's base pay rate equals or exceeds the applicable progression point, the current rate of pay will be retained.
- (4) Funding. Costs of progression adjustments will be supplemented under the authority of s. 20.865, Wis. Stats., subject to availability of funds for this purpose as determined by the Secretary of Administration.