

# State of Wisconsin

## W-2 Hiring Report

Fiscal Year 2015

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### *Mission Statement...*

The Division of Personnel Management (DPM) mission is to provide innovative human resources leadership and strategic direction to Wisconsin state government in order to maximize the quality and diversity of the state's workforce.

### *Vision Statement...*

DPM's vision is to continuously improve the effectiveness and efficiency of the state's human resource system through communication, partnerships, and strategic application of best practices to Wisconsin state government.

# W-2 HIRING REPORT

Fiscal Year 2015

July 1, 2014 to June 30, 2015



## 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 customers of the Wisconsin Works (W-2) program. The Division of Personnel Management, Bureau of Affirmative Action (DPM/BAA) reviews each agency's W-2 plan and results during 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 law and is, therefore, always included in the report.

The goals of the W-2 employment program are to ensure that W-2 customers are: (1) employed in state service in the same ratio as 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) EMPLOYMENT 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 case load receiving aid in the previous fiscal year to the average number of persons in the state civilian labor force in the preceding fiscal year. In fiscal year 2015, according to the Department of Children and Families (DCF), the average monthly caseload for the state was 13,231; whereas the civilian labor force provided by the Department of Workforce Development (DWD) was 3,097,403. To ensure meeting the statutory requirement for the W-2 program, DPM has set a standard for state agencies meeting the statutory requirement to hire two percent of its permanent classified positions for fiscal year 2015.

## GOAL ACHIEVEMENT - FISCAL YEAR 2015

Collectively the State of Wisconsin government has achieved the W-2 hiring goal of two percent for fiscal year 2015. Of the 3,211 original hires for permanent classified positions in all state agencies, 274, or 8.53 percent new hires were W-2 participants. Each state agency has a part in contributing to the overall achievement of the W-2 program.

In the following pages, we have summarized the W-2 hiring data by state agency and by classification title. The data in this report is extracted from the state employment application system, Wisc.Jobs.

## RESOURCES AVAILABLE TO ASSIST AGENCIES ACHIEVE W-2 GOALS



DPM encourages agencies to use the W-2 Certification in their hiring process. Together with the DCF, DPM provides resources and support to agencies to recruit, test, certify, and retain W-2 customers. Under ER-MRS 27, Wis. Admin. Code (Exceptional Methods and Kinds of Employment), agencies may use W-2 as a special qualification for filling a vacant position under general certification rule to increase the diversity of their applicants during the certification process. In addition, agencies have the option to select using only the W-2 Certification during the hiring process. The W-2 Certification contains only individuals currently eligible for W-2 services.

For information about the **W-2 certification method** and the hiring process, state agencies should contact DPM Bureau of Merit, Recruitment and Selection.

For information about the **W-2 planning, strategy and report**, state agencies should contact DPM/BAA by sending an email to [DPMBAA@wi.gov](mailto:DPMBAA@wi.gov), or calling (608) 266-5709; TTY: Call Relay 711.

For the management of the **W-2 program** in the State of Wisconsin, state agencies should contact the DCF by sending an email to: [bwf\\_co@wisconsin.gov](mailto:bwf_co@wisconsin.gov).

**Permanent W-2 Hires Report  
Number of Agency New Original Hires for FY 2015**

Department	Number of W-2 New Original Hires
Administration, Department of	4
Agriculture, Trade & Consumer Protection, Department of	2
Children and Families, Department of	7
Corrections, Department of	32
Employee Trust Funds, Department of	1
Financial Institutions, Department of	1
Health Services, Department of	81
Justice, Department of	1
Military Affairs, Department of	4
Public Defender, Office of State	2
Public Instruction, Department of	2
Public Service Commission	1
Revenue, Department of	11
Safety and Professional Services, Department of	1
Transportation, Department of	19
UW - College of Ag & Life Science	2
UW - College of Letters & Science	1
UW - School of Business	1
UW Eau Claire	1
UW Green Bay	1
UW La Crosse	3
UW Milwaukee	11
UW Oshkosh	2
UW Parkside	1
UW Platteville	1
UW River Falls	2
UW Stevens Point	2
UW System Admin	1
UW Whitewater	1
UW-Facilities Planning & Mgmt	9
UW-University Housing	3
UW-Wisconsin Union	3
Veterans Affairs, Department of	48
Workforce Development, Department of	12
<b>Total New Hires</b>	<b>274</b>

**Note:** Agencies not listed had no W-2 hires.

**Permanent W-2 Hires Report**  
**Number of Hires by Classification for FY 2015**

Class Title	Total
00103 - FINANCIAL SPECIALIST 3	1
00104 - FINANCIAL SPECIALIST 4	1
00160 - ACCOUNTANT	1
00265 - ACCOUNTANT-ADV	1
01202 - PROPERTY ASSESSMENT TECH 2	1
01500 - REVENUE AUDITOR	3
04272 - GRANTS SPECIALIST - ADVANCED	1
04372 - CONTRACTS SPECIALIST - SENIOR	1
07002 - LOTTERY CUSTOMER SERVICE SPECIALIST - SENIOR	1
07570 - HUMAN SERVICES AREA COORDINATOR	1
07980 - DOT SUPERVISOR	1
08500 - UNIVERSITY SERVICES PROGRAM ASSOCIATE	6
08561 - TRUST FUNDS SPECIALIST	1
09472 - PROGRAM AND POLICY ANALYST-ADV	3
10402 - PURCHASING AGENT-OBJ	1
13404 - IS COMPREHENSIVE CONSULTANT/ADMINISTRATOR	1
13461 - IS TECHNICAL SERVICES PROFESSIONAL	3
13462 - IS TECHNICAL SERVICES SENIOR	1
13463 - IS TECHNICAL SERVICES SPECIALIST	1
14561 - TRAINING OFFICER	1
14702 - STAFF DEVELOPMENT PROG SPEC-SEN	1
16000 - OFFICE ASSOCIATE	4
16160 - OFFICE OPERATIONS ASSOCIATE	4
16470 - OPERATIONS PROGRAM ASSOCIATE	3
16660 - UNIVERSITY SERVICES ASSOCIATE 2	2
18060 - DEAN ASSISTANT	1
18401 - LEGAL SECRETARY	2
18901 - OFFENDER RECORDS ASSISTANT 1	1
18902 - OFFENDER RECORDS ASSISTANT 2	1
19033 - EMPLOYMENT SECURITY ASSISTANT 3	4
19302 - TRANSPORTATION CUST REP-SENIOR	2
19510 - HUMAN RESOURCES ASSISTANT-ADVANCED	1
19701 - UNEMPLOYMENT COMPENSATION ASSOC 1	1
19814 - STUDENT STATUS EXAMINER-SENIOR	1
20171 - SHIPPING AND MAILING ASSOCIATE	1

**Permanent W-2 Hires Report**  
**Number of Hires by Classification for FY 2015**

Class Title	Total
21202 - REVENUE TAX ASSISTANT-OBJ	1
21271 - TAX REPRESENTATIVE 1	1
23002 - MEDICAL PROGRAM ASSISTANT ASSOCIATE	3
24060 - ACADEMIC DEPARTMENT ASSOCIATE	1
35101 - HEALTH INFORMATION TECHNICIAN 1	1
35662 - MEDICAL ASSISTANT 2	2
35671 - FORENSIC PROGRAM TECHNICIAN	1
38101 - NURSING ASSISTANT 1	29
38102 - NURSING ASSISTANT 2	2
38103 - NURSING ASSISTANT 3	1
38302 - NURSE CLINICIAN 2	11
38500 - LICENSED PRACTICAL NURSE	10
38501 - RESIDENT CARE TECHNICIAN - ENTRY	40
39200 - DENTAL ASSISTANT	1
39822 - THERAPY ASSISTANT-OBJ	1
48401 - UNEMPLOYMENT BENEFIT SPEC 1	3
48501 - UNEMPLOYMENT BENEFIT SPECIALIST	1
49161 - VOCATIONAL REHAB COUNSELOR-IN TRNG	3
49201 - DISABILITY DETERMIN SPEC-ENTRY	3
49901 - SUBSTANCE ABUSE COUNSELOR-ENTRY	1
50201 - TREATMENT SPECIALIST 1	1
50863 - SOCIAL WORKER-SENIOR	1
51401 - SOCIAL WORKER-CORRECTIONS	2
51402 - SOCIAL WORKER-CORRECTIONS-SENIOR	1
52961 - INITIAL ASSESSMENT SPECIALIST	2
53360 - LICENSING/CERTIFICATION SPECIALIST	1
53601 - CADET SPECIALIST	2
53703 - YOUTH COUNSELOR ADVANCED	3
53760 - YOUTH COUNSELOR	1
54301 - CHILD CARE SUBSIDY SPECIALIST-ENTRY	1
55572 - ENVIRONMENTAL HEALTH SPEC-SENIOR	1
58200 - TEACHER	2
65502 - MILITARY AFFAIRS SECURITY OFFICER - OBJ	1
65960 - STATE PATROL INSPECTOR	4
66001 - PSYCHIATRIC CARE TECHNICIAN	15

**Permanent W-2 Hires Report  
Number of Hires by Classification for FY 2015**

Class Title	Total
66002 - PSYCHIATRIC CARE TECHNICIAN - ADV	2
66100 - CORRECTIONS COMMUNICATION OPERATOR	3
67461 - PUBLIC DEFENDER INVESTIGATOR	1
67571 - REVENUE AGENT	3
67671 - REVENUE FIELD AGENT	1
70401 - MEAT SAFETY INSPECTOR-ENTRY	1
75401 - DMV CUSTOMER SERVICE REPRESENTATIVE	8
76101 - FACILITIES MAINTENANCE SPECIALIST	1
76126 - FACILITIES REPAIR WORKER-ADVANCED	2
77102 - POWER PLANT OPERATOR-SENIOR	3
80401 - MOTOR VEHICLE OPERATOR-LIGHT	1
80463 - AGRICULTURAL RESEARCH EQUIP OPER-SEN	1
83104 - AUTOMOTIVE/EQUIPMENT TECH-MASTER	1
83402 - INSTRUMENT MAKER-JOURNEY	1
84202 - CORRECTIONS FOOD SERVICE LEADER 2	4
84800 - FOOD PRODUCTION ASSISTANT	1
84801 - FOOD SERVICE ASSISTANT 1	1
84802 - FOOD SERVICE ASSISTANT 2	2
89161 - CUSTODIAN	19
89162 - CUSTODIAN - LEAD	1
99904 - OFFICE SUPPORT EXAM	3
<b>Total New Hires</b>	<b>274</b>