

1995-96 SESSION
COMMITTEE HEARING
RECORDS

Committee Name:

JOINT
COMMITTEE ON
EMPLOYMENT
RELATIONS (JC-
ER)

Sample:

Record of Comm. Proceedings ... RCP

- 05hrAC-EdR_RCP_pt01a
- 05hrAC-EdR_RCP_pt01b
- 05hrAC-EdR_RCP_pt02

➤ Appointments ... Appt

➤ **

➤ Clearinghouse Rules ... Crule

➤ **

➤ Committee Hearings ... CH

➤ **

➤ Committee Reports ... CR

➤ **

➤ Executive Sessions ... ES

➤ **

➤ Hearing Records ... HR

➤ **

➤ Miscellaneous ... Misc

➤ 95hrJC-ER_Misc_pt19

➤ Record of Comm. Proceedings ... RCP

➤ **

SECTION Y- COMPENSATION ADMINISTRATION PROVISIONS FOR WSEU-RELATED NONREPRESENTED COUNTERPART EMPLOYEES RELATING TO PAY GRID IMPLEMENTATION

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**Section Y Compensation Administration Provisions for WSEU-Related
Nonrepresented Counterpart Employees Relating to Pay Grid
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1.00 Coverage

The provisions of this Section (Section Y) apply to the following employees:

"WSEU-Related Counterpart Employees"

- (1) Permanent or project employes in positions allocated to -Management or -Confidential classifications assigned to the following pay schedules: 22, 23, 25, 26, 32.
- (2) Project employes in positions allocated to classifications in any of the Wisconsin State Employees Union (WSEU) bargaining units: Clerical & Related (CR); Blue Collar & Non-Building Trades (BC); Security and Public Safety (SPS); Technical (T); and Professional Social Services (PSS) .

2.00 Effective Date

- (1) Except as provided in (2), below, the provisions of this Section replaced the Compensation Administration Provisions of Chapter ER 29, Wis. Adm. Code, for the WSEU-related counterpart employes specified in 1.00 of this Section effective August 22, 1994.
- (2) For SPS-related counterpart employes, the provisions of this Section replaced the Compensation Administration Provisions of Chapter ER 29, Wis. Adm. Code, effective May 2, 1994.

3.00 Definitions

The definitions set forth in ss. ER 1.02 and ER-Pers. 1.02, Wisconsin Administrative Code, shall be used in determining all personnel transactions with the following exceptions/additions:

- (1) **"Higher pay range"** means the pay range with the grid endpoint rate that has the greater dollar value, when comparing pay ranges not designated as counterpart pay ranges. [Replaces definition for "higher pay range" in ss. ER 1.02(13) and ER-Pers. 1.02(9), Wis. Adm. Code]

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- (2) **"Lower pay range"** means the pay range with the grid endpoint rate that has the lesser dollar value, when comparing pay ranges not designated as counterpart pay ranges. [Replaces definition for "lower pay range" in ss. ER 1.02(19) and ER-Pers. 1.02(16), Wis. Adm. Code]
- (3) **"Same pay range"** means a pay range with a grid endpoint rate that has the same dollar value, when comparing pay ranges not designated as counterpart pay ranges. [Supplementary definition]
- (4) **"Pay range maximum"** means the grid endpoint of a pay range. [Supplementary definition]
- (5) **"Grid rate"** means the rate of pay associated with a grid point in a pay range. [Supplementary definition]
- (6) **"Grid seniority"** means an employe's or former employe's full years of seniority on the date used to determine seniority level for purposes of implementing the most current grid for the applicable pay schedule. [Supplementary definition]

**4.00 Compensation Administration Provisions - Determining Pay Adjustments for
Personnel Transactions for WSEU-Related Counterpart Employees**

**4.01 Pay on Completion of All Pay Transactions (Minimum Requirement for
Employes other than Trainees).**

- (1) The PSICM rate for the classification if the employe is not serving a probationary period.
- (2) The minimum rate for the classification if the employe is serving a probationary period.

4.02 Pay on Completion of the First Six Months of an Original Probation

- (1) Subject to (2), below, an employe whose base pay was set at the minimum rate for the classification shall receive an increase to the PSICM rate for the classification on completion of the first six months of an original probation.

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- (2) This six month increase shall be effective the beginning of the pay period closest to the completion of the first six months of the original appointment. If the employee transfers while serving the original appointment period, the employee shall receive the six month probationary increase only after completion of the first six months of the new original appointment, which may include carry-over time under s. ER-Pers. 15.07, Wis. Adm. Code.

4.03 Pay on Completion of the First Six Months of a Project Appointment

- (1) Subject to (2) and (3), below, an employee whose base pay was set at the minimum rate for the classification shall receive an increase to the PSICM rate for the classification on completion of the first six months of a project appointment.
- (2) If an employee's beginning base pay was set in recognition of a previously earned rate that is between the minimum and the PSICM rate of the pay range, the employee shall receive an increase to the PSICM rate for the classification on completion of the first six months of a project appointment.
- (3) This six month increase shall be effective the beginning of the pay period closest to the completion of the first six months of the project appointment.

4.04 Pay on Upward Movements

- (1) **Promotions.** An employee's base pay shall be set at the greater of the following rates:
 - (a) The grid rate for the new classification that corresponds to the employee's grid seniority; or
 - (b) The employee's current base pay rate.
- (2) **Regrades on Reclassification or Reallocation to a Higher Classification.** An employee's base pay shall be set in accordance with the provisions set forth in (1), above.

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4.05 Pay on Downward Movements

- (1) **Voluntary Demotions other than Voluntary Demotion in Lieu of Layoff.** An employee's base pay shall be set at the grid rate for the new classification that corresponds to the employee's grid seniority. If the employee's grid seniority level is greater than the seniority level corresponding to the grid endpoint for the new class, the employee's base pay shall be set at the grid endpoint rate.
- (2) **Involuntary Demotions and Voluntary Demotion in Lieu of Layoff.**
 - (a) Subject to (b), below, an employee's base pay shall be set at the greater of the following rates:
 1. the grid rate for the new class that corresponds to the employee's grid seniority; or
 2. the employee's current base pay
 - (b) If the downward movement results in the employee retaining his or her current base pay, the employee shall keep that rate for a period of one (1) year from the transaction effective date ("temporary transaction rate"). Upon expiration of the temporary transaction period or upon the employee's separation from state service, whichever occurs earlier, the employee's pay shall be set in accordance with the provisions for demotion under (1), above.
- (3) **Regrades on Reclassification or Reallocation to a Lower Classification.** An employee's base pay shall be set in accordance with the provisions set forth in (2), above.

4.06 Pay on Lateral Movements

- (1) **Transfer between positions within the same pay schedule.** An employee's base pay shall be set at the greater of the following rates:

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- (a) The grid rate for the new classification that corresponds to the employee's grid seniority; or
 - (b) The employee's current base pay rate.
- (2) **Transfer between positions in different pay schedules.** An employee's base pay shall be set at the grid rate for the new classification that corresponds to the employee's grid seniority. If the employee's grid seniority level is greater than the seniority level corresponding to the grid endpoint for the new classification, the employee's base pay shall be set at the grid endpoint rate.
- (3) **Regrades on Reclassification or Reallocation to the Same or Counterpart Pay Range.** An employee's base pay shall be set in accordance with the provisions set forth in (1), above.

4.07 Pay on Reinstatement

An employee's base pay shall be set at the grid rate for the classification to which reinstated that corresponds to the employee's grid seniority. If the employee's grid seniority level is greater than the seniority level corresponding to the grid endpoint for the classification, the employee's base pay shall be set at the grid endpoint rate.

4.08 Pay on Restoration

- (a) Except as provided under (b) or (c), below, an employee's base pay shall be set at the employee's last rate of pay received in the position to which the employee is restored plus any intervening adjustments under s. ER 29.04(13) or (14), Wis. Adm. Code.
- (b) If an employee is restored under s. ER-Pers., 14.03(1), Wis. Adm. Code, after noncompletion of a promotional probationary period (for promotions within an agency between positions in different pay schedules), the employee's base pay shall be set at the grid rate for the classification to which restored that corresponds to the employee's grid seniority. If the employee's grid seniority level is greater than the seniority level corresponding to the grid endpoint for the new

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classification, the employee's base pay shall be set at the grid endpoint rate.

- (c) When an employee is restored in accordance with an order of the personnel commission or a court action, the employee's rate of pay shall be as ordered by the commission or court.

4.09 Pay on Accretion pursuant to s. 230.15(1m), Wis. Stats.

An employee's base pay shall be set at the grid rate for the classification to which accreted that corresponds to the employee's grid seniority. If the employee's grid seniority level is greater than the seniority level corresponding to the grid endpoint for the classification, the employee's base pay shall be set at the grid endpoint rate.

5.00 Multiple Pay Adjustments on the Same Date, Order of Application

Multiple pay adjustments that have the same effective date shall be processed in accordance with s. ER 29.04, Wis. Adm. Code.

6.00 Effective Date of Regrade Adjustments

Any pay adjustments that may result from the regrading of an employee shall be effective in accordance with the policies established by the Secretary of Employment Relations.

7.00 Pay Adjustments for Trainees

- (1) **Minimum Requirement for Trainees.** On completion of any personnel transaction, a trainee shall receive a base pay rate that is not less than the minimum rate for the training program.
- (2) **Pay on Completion of the First Six Months of an Original Probation.** A trainee shall receive the six month probationary increase under 4.02 of this Section on completion of the first six months of the employee's **non-trainee** original probationary period.

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- (3) **Regrade on Reallocation (Upward, Downward or Lateral Reallocations)**
A trainee shall retain the same pay relationship within the training program, based upon qualifications and the specific segments of the training program that have been waived or completed.

- (4) **Upward, Downward or Lateral Movements (Promotion, Demotion or Transfer).** A trainee's base pay shall be set in accordance with the applicable provisions of this Section.