

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_pt33

➤ Record of Comm. Proceedings ... RCP

➤ **

State of Wisconsin

Tommy G. Thompson
Governor

Jon E. Litscher
Secretary



137 East Wilson Street
P.O. Box 7855
Madison, WI 53707-7855

DEPARTMENT OF EMPLOYMENT RELATIONS

November 2, 1995

Co-Chairpersons and Members of the Joint Committee on
Employment Relations
113 South Capitol
Madison, WI 53702

Dear Co-Chairpersons and Committee Members:

In accordance with s. 230.12(3), Wis. Stats., I am submitting for your approval a recommendation for an amendment to the 1995-97 Compensation Plan for faculty and academic staff of the University of Wisconsin System authorizing the Board of Regents, effective January 1, 1996, to pay the additional three tenths of one percent (0.3%) employe share of the benefit adjustment contribution for general occupation participants required by s. 40.05(2n)(a)2, Stats. This recommendation is comparable to a recommendation for other nonrepresented employes under the 1995-97 Compensation Plan made to the Committee under separate cover, and will provide parity to the retirement contributions agreed to in the tentative agreement with the Wisconsin State Employees Union (WSEU) units.

In addition, I am recommending a statutory change that would allow the creation of a health insurance credit program for faculty and academic staff of the University of Wisconsin System, comparable to a recommendation for other nonrepresented employes that has been made to the Committee under separate cover, and similar to that included in the 1995-97 tentative agreement with the five bargaining units represented by the WSEU. The statutory change would also provide the Department of Employee Trust Funds with the ability to administer such a program. The complete recommendation is included in my recommendations to the Committee for amendments and modifications to the 1995-97 Compensation Plan for Classified and Certain Unclassified Positions. If approved, this statutory change would allow the Secretary of the Department of Employment Relations to make a recommendation to the Committee for establishment of such a program for any or all of the noted employe groups.

I want to stress that the approval of both of these recommendations is essential to the University of Wisconsin System's ability to attract, retain, and motivate faculty and academic staff employes. I believe the recommendations are sound and in conformance with the State's current economic condition.

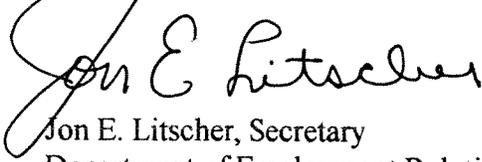
Co-Chairpersons & Member, Joint Committee on Employment Relations

November 2, 1995

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A detailed cost estimate of these recommendations is attached as Attachment A. I would be happy to answer any questions the Committee members may have before the November 9, 1995 meeting. Please contact me at 266-9820, if you have any questions or need more information about these recommendations.

Sincerely,

A handwritten signature in cursive script that reads "Jon E. Litscher". The signature is written in dark ink and is positioned above the typed name.

Jon E. Litscher, Secretary
Department of Employment Relations

JEL:JJV:JJV

Attachment

1995-97 COMPENSATION PLAN MODIFICATION COST ESTIMATE

Attachment A

UNIVERSITY OF WISCONSIN SYSTEM

Effective January 1, 1996, the Board of Regents shall pay the additional three tenths of one percent (.3%) employe share of the benefit adjustment contribution for general occupation participants required by s. 40.05(2n)(a)2, Wis. Stats.

<u>FISCAL YEAR</u>		<u>ALL FUNDS WITHOUT FRINGE</u>	<u>ALL FUNDS WITH FRINGE</u>	<u>GPR WITH FRINGE</u>	<u>OTHER FUNDS WITH FRINGE</u>
1995-1996:	1st Year Cost	\$1,161,702	\$1,161,702	\$546,348	\$615,354
	1st Year Cost	\$2,323,404	\$2,323,404	\$1,092,697	\$1,230,707
	in 2nd Year				
1996-1997:	2nd Year Cost	\$46,468	\$46,468	\$21,854	\$24,614
Biennial Total		<u>\$3,531,574</u>	<u>\$3,531,574</u>	<u>\$1,660,899</u>	<u>\$1,870,675</u>

State of Wisconsin

Tommy G. Thompson
Governor

Don E. Litscher
Secretary



137 East Wilson Street
P.O. Box 7855
Madison, WI 53707-7855

DEPARTMENT OF EMPLOYMENT RELATIONS

November 2, 1995

Co-Chairpersons and Members of the Joint Committee on
Employment Relations
113 South Capitol
Madison, WI 53702

Dear Co-Chairpersons and Committee Members:

In accordance with s. 230.12(3), Wis. Stats., I am submitting for your approval recommendations for amendments and modifications to the 1995-97 Compensation Plan for Classified and Certain Unclassified Positions. These recommendations would modify the previously approved 1995-97 pay provisions to provide comparable pay adjustments for nonrepresented employees related to the represented employee groups for which tentative agreements for the 1995-97 biennium have been reached, provide parity market adjustments to certain classifications related to represented classifications that have or will receive market adjustments, and make technical corrections to three sections (Sections H-15, K and W).

In addition, I am recommending that the Length of Service Payment (LOSP) be restored for all nonrepresented employees to which it previously applied, and that the State be authorized to pay the additional 0.3% retirement contribution effective January 1, 1996, for employees covered by the compensation plan who are in the general occupation participant category. Finally, I am recommending statutory changes that would allow the creation of a health insurance credit program for state employees, similar to that included in the 1995-97 tentative agreement with the five bargaining units represented by the Wisconsin State Employees Union (WSEU) and the Professional Patient Treatment unit (PPT), and provide the Department of Employee Trust Funds (ETF) with the ability to administer such a program.

A summary of the proposed changes is provided below, and the text of the proposed compensation plan changes is attached. I want to stress that the approval of all of these recommendations is essential to the State's ability to attract, retain, and motivate nonrepresented employees. I believe the recommendations are sound and in conformance with the State's current economic condition. These recommendations also reflect the importance of providing a wage and benefit package that appropriately compensates employees.

SUMMARY OF COMPENSATION PLAN RECOMMENDATIONS

WSEU-related changes. The 1995-97 pay provisions originally approved for nonrepresented employees related to those represented by the WSEU must be modified to provide equitable compensation. These provisions cover permanent and project employees in classifications assigned to counterpart pay schedules (22, 23, 25, 26, and 32) and to related supervisory pay schedules (42, 43, 45, 46, and 52), and to project employees in classifications assigned to the pay schedules used for WSEU employees (02, 03, 05, 06, and 12). The general concepts of the recommended changes are as follows:

- Effective date of FY 1995-96 grid adjustment and lump sum payment. I am recommending that the effective date for the FY 1995-96 grid adjustment and related lump sum payments be changed from January 7, 1996, to November 26, 1995, the expected effective date of the corresponding adjustments for the related WSEU employees. A lump sum payment to offset the delay in the effective date from the beginning of the fiscal year, June 25, 1995, to November 26, 1995, is also recommended, to conform with the terms of the pay provisions agreed to for the related WSEU employees.
- Grid-related lump sum payments. The basic concept of the lump sum payments to employees whose pay is at or above the grid rate for their grid seniority or at or above the grid endpoint is maintained from the provisions previously approved by this Committee. However, the eligibility and amounts have been modified for both fiscal years to correspond to those included in the provisions for the related WSEU employees.
- One-time lump sum payment. I am recommending a lump sum payment for certain employees who are counterpart to Administrative Support Unit (ASU; previously called Clerical and Related unit) represented employees. This lump sum payment would provide \$50, pro-rated by the employee's budgeted FTE status, to ASU-counterpart employees who have three or more years of grid seniority on June 30, 1995, and have adjusted continuous service dates from July 1 through August 21. These employees would have received a grid movement to the next higher seniority level had the grid seniority date of August 21 (used for the initial grid implementation in 1994) been retained. However, because the grid seniority date will be changed to June 30 to be consistent with the other WSEU units, these employees will not receive such a grid movement. The represented ASU believed it was necessary to provide a lump sum payment to the affected employees to recognize their perceived loss of the expected grid movement and the same is recommended for the counterpart nonrepresented employees.
- Grid modifications. To provide equitable pay relationships to related represented employees, changes to some of the grids previously approved for the WSEU-related employees are required. Specifically, the grids for all the WSEU-related counterpart employees (schedules 22, 23, 25, 26, and 32) and the Security and Public Safety (SPS)-related supervisory grid (schedule 45) will be modified for each fiscal year. The grids related to the supervisory Blue

Collar- and Administrative Support Unit (ASU)-related schedules (43 and 42, respectively), will be modified only in the second year. Where grids are modified for the supervisory schedules, the grid movement language is also modified so that upon grid implementation, an employee's pay will be increased to the amount on the grid closest to, but greater than, the employee's current pay, and then increased to the next grid point. This change is necessary to provide the same relative grid movement for these employees.

- Project employees. I am recommending approval to use the pay grids for represented WSEU classes for project employees in classes that are assigned to those grids.
- Pay transaction provisions. A number of technical modifications are required to the pay transaction provisions that cover WSEU-related counterpart employees (Section Y). These changes reflect similar changes included in the tentative agreement with the WSEU. The changes clarify several ambiguous provisions that posed administrative difficulties.

Classification-specific parity adjustments. I am recommending approval of parity adjustments for certain nonrepresented classifications related to SPS-represented classifications that received or will receive negotiated market adjustments. Pursuant to s. 230.12(5)(d), Stats., I am recommending that these adjustments not be subject to the 10% limit on annual within range increases. The 1995-97 tentative agreement with the SPS unit includes a market adjustment of 50 cents/hour effective after grid implementation on July 7, 1996, for employees in positions allocated to Officer 2 and 3 and Youth Counselor 2 and 3 classifications; those classifications will be assigned upward one pay range on December 22, 1996, and most employees will receive a pay adjustment to the grid rate for their grid seniority level on that date. I am recommending a similar market adjustment for related nonrepresented supervisory positions of 50 cents/hour effective July 7, 1996, after implementation of the grids that are effective on that date and 50 cents/hour effective December 22, 1996. This increase would be subject to the pay range maximum and employees who could not receive the full amount as a base pay adjustment would receive the difference as a lump sum payment, annualized over the number of work hours remaining in the fiscal year from the effective date of the parity adjustment.

A parity adjustment is also recommended for certain SPS-related classifications at the Department of Natural Resources (DNR). These classes are closely related to the SPS-represented law enforcement classifications that were reassigned to a higher pay range effective January 22, 1995; the represented employees received a pay increase to their grid rate in the new pay range at the time of the pay range reassignment. The DNR nonrepresented classifications could not be provided a similar adjustment at that time because their pay relationship to the represented classifications was still under review. It has now been determined that the incumbents of these classifications have experienced pay compression as a result of the pay range reassignment of the represented subordinate classes. These adjustments would be provided on an unfunded basis; thus, the DNR would absorb the costs internally.

Therefore, I am recommending that each employe generate an amount equal to \$1.00 hour effective November 26, 1995, to be distributed among eligible employes at the discretion of the appointing authority in the amounts necessary to avoid pay compression between the supervisors and their law enforcement-related subordinates. This adjustment would be effective prior to any grid adjustment also effective on that date. As noted above for the other parity adjustment, this increase would not be subject to the 10% limit on annual within range increases. The amount would be subject to the pay range maximum. To compensate for the delay in providing this parity adjustment to these employes, I am recommending that a lump sum payment be granted to these employes equal to the amount the employe was granted as a parity adjustment, times the number of hours in pay status in an eligible position from January 22, 1995, to November 26, 1995.

Professional Patient Treatment-related parity. I am proposing a parity package for nonrepresented Professional Patient Treatment-related employes (i.e., physicians, psychiatrists and dentists in supervisory or management classifications). This parity package includes market stratification adjustments, pay range adjustments, and supplemental pay adjustments. These adjustments would be effective on the same date as corresponding adjustments tentatively agreed to for employes in the Professional Patient Treatment bargaining unit. I am also recommending that lump sum payments be granted to these employes on the same basis as corresponding lump sum payments for employes in the Professional Patient Treatment bargaining unit. The lump sum payments would be determined using all hours in pay status in an eligible position from January 8, 1995, to the effective date for market stratification adjustments; and from June 25, 1995, to the effective date for pay schedule and supplemental pay adjustments.

The market stratification adjustments would be granted in the same amount as the market stratification adjustments for employes in the Professional Patient Treatment bargaining unit. The market stratification adjustments are based on an employe's classification and seniority level. These adjustments would be subject to the maximums of the new pay ranges that take effect on the same date and would not be subject to the 10% limit on annual within range increases.

The minimums, PSICMs and maximums of the pay ranges used for Professional Patient Treatment-related classifications (nonrepresented pay schedule 50) are increased in fiscal years 1995-96 and 1996-97. These proposed increases would make nonrepresented pay schedule 50 equivalent to the pay schedule used for represented Professional Patient Treatment classifications (represented pay schedule 10) for the remainder of the biennium. A few employes' pay would need to be increased to the new minimums or PSICMs upon implementation of the new pay schedule amounts. I am also recommending approval to use Pay Schedule 10 for project employes in represented classes assigned to that schedule.

I am recommending several modifications to the supplemental pay provisions applicable to Professional Patient Treatment-related employes. The major modifications are as follows: inclusion of discretionary supplemental pay for board certification eligibility for physicians and

psychiatrists of up to ten percent (10%) of the pay range minimum; modification of supplemental pay amounts for Board Certification from the current discretionary amount (up to 20% of the pay range minimum) to a required amount of 15% of the pay range minimum, with the appointing authority given the discretion to pay up to 25% of the pay range minimum; and expansion of eligibility for supervisory supplemental pay to dentist supervisors. These amendments, along with the reorganization of the current language, will bring the supplemental pay provisions into conformity with those included in tentative agreement for the Professional Patient Treatment bargaining unit and will ensure equitable administration of supplemental pay.

In addition, I am proposing lowering of the supplemental pay maximum for management responsibilities from 40% of the pay range minimum to 30% of the pay range minimum. Currently, at the discretion of the appointing authority, supplemental pay of up to 40% of the pay range minimum may be granted to a Physician or Psychiatrist for management responsibilities. With the proposed market adjustments to the base pay rates of these employees as well as the significant increases to the minimums of the pay ranges used for these classifications, I believe that a 30% maximum amount for these responsibilities is a more realistic reflection of the current market.

Restoration of length of service payment. The original 1995-97 Compensation Plan recommendations eliminated the traditional LOSP for nonrepresented employees. This recommendation was made with great reluctance and only in response to unanticipated cuts from the Compensation Reserve made by the Joint Finance Committee. At the time I made the initial recommendation to JCOER, I indicated my intent to recommend restoration of the LOSP for nonrepresented classified employees if adequate funding were made available during the biennium, most likely when any savings from original health insurance premium estimates were known. Sufficient savings from the health insurance premium estimates have been realized such that the LOSP can be restored for all nonrepresented classified employees who previously were covered by this provision. The restoration of this provision is critical to maintaining the morale and compensation levels of nonrepresented employees. The LOSP is included in the tentative agreements with the five WSEU represented units and with the Patient Treatment unit.

Technical amendments. Technical changes are recommended to Section H-15, the nonrepresented Professional Patient Care counterpart pay schedule for the 1995-97 biennium; Section K, the Senior Manager pay schedule administration provisions; and to Section W, the Science-related compensation provisions. The changes in Section H-15 are necessary because the grid steps corresponding to this pay schedule were inadvertently omitted when the 1995-97 Compensation Plan was originally submitted for the Committee's approval. The grid step amounts are used when determining the amount of a lump sum payment in lieu of a base pay increase for certain employees covered by this grid.

The changes to Section K are required to correct an unanticipated interaction with the administrative rules governing pay rates for employees who engage in an upward movement under the Career Executive program and to clarify the terms "minimum" and "PSICM" as they

apply to the Senior Manager Pay Schedule. The current language inadvertently can result in a larger pay increase upon upward movement than was intended. The changes to Section W are required to properly administer the grid for those schedules, which is unique in that it has repeating grid steps, i.e., identical consecutive grid rates within the same pay range. Employees whose pay upon grid implementation will be at the first of a repeating grid step will be considered to be placed at the first of those repeating grid steps, and employees whose pay prior to the grid implementation is equal to the first of a repeating grid step will move to the next repeating grid step. There is no additional cost related to the technical corrections.

Pick-up of increase to the employe share of retirement contribution. The ETF Board has determined that an increase to both the employer and employe contribution rates for participants in the general occupation group is required effective January 1, 1996. The amount of the increase will be 0.3% for both the employer and the employe. Pursuant to s. 40.05(2n)(a)2, Stats., I am recommending that the State pay the additional 0.3% employe share, effective January 1, 1996. This will provide parity with the retirement contributions agreed to in the tentative agreement with the WSEU units and with the Patient Treatment unit. (A comparable recommendation for faculty and academic staff of the UW System has been made to the Committee under separate cover.)

Statutory change to establish a health insurance credit program. I am recommending a statutory change related to the compensation plan that would allow the future creation of a health insurance credit program for classified and unclassified employes covered by the compensation plan, for faculty and academic staff of the UW System, and for state elected officials. If approved, this statutory change would grant the Secretary of DER the authority to make a recommendation to the JCOER for establishment of such a program for any or all of the noted employe groups. The decision to make such a recommendation for any of the employe groups covered by the proposed change, as well as the specific details of the program for each group, would be made after consideration of their overall compensation and benefit levels and the funds available, as well as the appropriateness of extending the program to each respective group.

The statutory change would provide a basic framework of such a program, in that the program would provide a supplement to the funds the employe has available to pay for health insurance premiums upon retirement, and would consider the employe's accumulated unused sick leave and continuous state service, at the time of retirement, in determining the amount of the supplement. The statutory change would also provide the Department of Employee Trust Funds with the ability to administer such a program established under this provision, authorized by the compensation provisions of any state agency, or agreed to through a negotiated collective bargaining agreement. These statutory changes are required so that nonrepresented employes can be provided a pay and benefits program that is equitable to that for represented employes and to encourage judicious use of sick leave by those employes. A similar program is included in the 1995-97 tentative agreement with the WSEU and the Patient Treatment units that have also been recommended for approval by the committee. (The LRB bill draft has not been completed, but will be sent to the Committee as soon as it is available.)

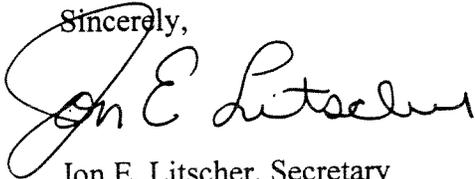
SUMMARY

I recommend approval of all of the above recommendations and the effective dates therein, so that comparable pay can be provided to nonrepresented employees who are related to those represented units for which 1995-97 tentative agreements have been reached. The restoration of the length of service payment is required to provide broad equity to all nonrepresented classified employees and to be true to our word that the elimination of the LOSP was solely related to the elimination of Compensation Reserve funds approximately equal to the amount of the LOSP for the biennium.

The ability of the employer to pay the 0.3% additional retirement contribution for general occupation participants is required so that the overall wage level of affected employees is not eroded. The statutory changes are required so that an important new benefit can be provided to nonrepresented employees and their pay and benefits packages are comparable to those of the largest group of represented employees. The other changes noted above are required to provide for effective and consistent administration of the compensation plan by operating agencies.

A detailed cost estimate of these recommendations is provided as Attachment A. I would be happy to answer any questions the committee members may have before the meeting. Please contact me at 266-9820 if you have any questions or need more information about these recommendations.

Sincerely,



Jon E. Litscher, Secretary
Department of Employment Relations

JEL:EMK:emk

Attachments: Attachment A: Costing Sheets
Attachment B: WSEU-related changes
Attachment C: WSEU-related pay schedules
Attachment D: Professional Patient Treatment-related parity
Attachment E: Professional Patient Treatment-related pay schedules
Attachment F: Length of Service Payment provisions
Attachment G: Technical amendments
Attachment H: Employee share of additional retirement contribution

ATTACHMENT A

COSTING SHEETS

1995-1997 COMPENSATION PLAN MODIFICATION COST ESTIMATE

SUMMARY OF COSTS WSEU RELATED NONREPRESENTED:

<u>FISCAL YEAR</u>		<u>ALL FUNDS WITHOUT FRINGE</u>	<u>ALL FUNDS WITH FRINGE</u>	<u>GPR WITH FRINGE</u>	<u>OTHER FUNDS WITH FRINGE</u>
1995-1996:	1st Year Cost	\$831,848	\$1,016,518	\$447,268	\$569,250
	1st Year Cost in 2nd Year	\$164,764	\$201,342	\$88,590	\$112,751
	2nd Year Cost	\$726,064	\$887,250	\$390,390	\$496,860
Biennial Total		\$1,722,676	\$2,105,110	\$926,248	\$1,178,862

(1) GRID ADJUSTMENTS Employees shall receive either a base building grid movement or a non-base building fiscal year lump sum payment both years of the biennium. Some classifications will receive a pay range reassignment for labor market reasons.

<u>FISCAL YEAR</u>		<u>ALL FUNDS WITHOUT FRINGE</u>	<u>ALL FUNDS WITH FRINGE</u>	<u>GPR WITH FRINGE</u>	<u>OTHER FUNDS WITH FRINGE</u>
1995-1996:	1st Year Cost	\$831,848	\$1,016,518	\$447,268	\$569,250
	1st Year Cost in 2nd Year	\$164,764	\$201,342	\$88,590	\$112,751
	2nd Year Cost	\$396,205	\$484,163	\$213,032	\$271,131
Biennial Total		\$1,392,817	\$1,702,022	\$748,890	\$953,133

(2) Effective July 7, 1996, classifications related to Officers and Youth Counselors will receive a \$0.50 per hour parity adjustment. Effective December 22, 1996, the same classifications will receive an additional \$0.50 per hour parity adjustment.

<u>FISCAL YEAR</u>		<u>ALL FUNDS WITHOUT FRINGE</u>	<u>ALL FUNDS WITH FRINGE</u>	<u>GPR WITH FRINGE</u>	<u>OTHER FUNDS WITH FRINGE</u>
1995-1996:	1st Year Cost	\$0	\$0	\$0	\$0
	1st Year Cost in 2nd Year	\$0	\$0	\$0	\$0
	2nd Year Cost	\$329,859	\$403,088	\$177,359	\$225,729
Biennial Total		\$329,859	\$403,088	\$177,359	\$225,729

PHYSICIANS, PSYCHIATRISTS AND DENTISTS RELATED NONREPRESENTED

SUMMARY OF COSTS (*):

Demographics: 24.85 Number of FTE
\$2,517,496 Base payroll

FISCAL YEAR		ALL FUNDS WITHOUT FRINGE	ALL FUNDS WITH FRINGE	GPR WITH FRINGE	OTHER FUNDS WITH FRINGE
1995-1996:	1st Year Cost	\$256,659	\$313,637	\$138,000	\$175,637
	1st Year Cost in 2nd Year	\$187,691	\$229,358	\$100,918	\$128,441
	2nd Year Cost	\$2,390	\$2,921	\$1,285	\$1,636
Biennial Total		\$446,740	\$545,916	\$240,203	\$305,713

WAGE ADJUSTMENT:

1. Market stratification based upon seniority as of June 11, 1995 effective beginning of the first pay period following effective date of the related contract to employes in pay status on the effective date, with lump sum payment for hours in pay status from January 8, 1995. 13.0 FTE (48%) will receive an adjustment with this provision.

FISCAL YEAR		ALL FUNDS WITHOUT FRINGE	ALL FUNDS WITH FRINGE	GPR WITH FRINGE	OTHER FUNDS WITH FRINGE
1995-1996:	1st Year Cost	\$218,398	\$266,882	\$117,428	\$149,454
	1st Year Cost in 2nd Year	\$149,430	\$182,603	\$80,346	\$102,258
	2nd Year Cost	\$0	\$0	\$0	\$0
Biennial Total		\$367,828	\$449,486	\$197,774	\$251,712

2. Revised pay ranges are implemented effective the beginning of the first pay period following the effective date of the related contract to employes in pay status on the effective date, with lump sum payment for hours in pay status from June 25, 1995. Ranges will also be revised effective July 7, 1996. 2.0 FTE (7%) will receive an adjustment with this provision.

FISCAL YEAR		ALL FUNDS WITHOUT FRINGE	ALL FUNDS WITH FRINGE	GPR WITH FRINGE	OTHER FUNDS WITH FRINGE
1995-1996:	1st Year Cost	\$3,534	\$4,319	\$1,900	\$2,418
	1st Year Cost in 2nd Year	\$3,534	\$4,319	\$1,900	\$2,418
	2nd Year Cost	\$0	\$0	\$0	\$0
Biennial Total		\$7,068	\$8,637	\$3,800	\$4,837

3. Board certification supplemental pay is revised effective the first pay period following the effective date of the related contract. Newly-required minimum for current recipients with lump sum payment from June 25, 1995. Supplemental pay revised again effective July 7, 1996. 9.15 FTE (37%) will receive an adjustment with this provision.

FISCAL YEAR		ALL FUNDS WITHOUT FRINGE	ALL FUNDS WITH FRINGE	GPR WITH FRINGE	OTHER FUNDS WITH FRINGE
1995-1996:	1st Year Cost	\$34,727	\$42,436	\$18,672	\$23,764
	1st Year Cost in 2nd Year	\$34,727	\$42,436	\$18,672	\$23,764
	2nd Year Cost	\$2,390	\$2,921	\$1,285	\$1,636
Biennial Total		\$71,844	\$87,793	\$38,629	\$49,164

(*) Costs attributable to prior fiscal year adjustments are included in FY96 and FY97 totals.

CLASSIFIED AND CERTAIN UNCLASSIFIED EMPLOYEES

SUMMARY OF COSTS:

<u>FISCAL YEAR</u>		<u>ALL FUNDS WITHOUT FRINGE</u>	<u>ALL FUNDS WITH FRINGE</u>	<u>GPR WITH FRINGE</u>	<u>OTHER FUNDS WITH FRINGE</u>
1995-1996:	1st Year Cost	\$993,526	\$1,123,074	\$494,153	\$628,921
	1st Year Cost in 2nd Year	\$819,952	\$819,952	\$360,779	\$459,173
1996-1997:	2nd Year Cost	\$620,369	\$754,450	\$331,958	\$422,492
Biennial Total		\$2,433,847	\$2,697,476	\$1,186,890	\$1,510,587

(1) Length of Service Payment: Employees shall receive, on June 30, 1996 and June 30, 1997 a length of service payment based on the following schedule of full years of service: 5 years/\$50, 10 years/\$100, 15 years/\$150, 20 years/\$200, and 25 years/\$250.

<u>FISCAL YEAR</u>		<u>ALL FUNDS WITHOUT FRINGE</u>	<u>ALL FUNDS WITH FRINGE</u>	<u>GPR WITH FRINGE</u>	<u>OTHER FUNDS WITH FRINGE</u>
1995-1996:	1st Year Cost	\$583,550	\$713,098	\$313,763	\$399,335
	1st Year Cost in 2nd Year	\$0	\$0	\$0	\$0
1996-1997:	2nd Year Cost	\$603,970	\$738,051	\$324,743	\$413,309
Biennial Total		\$1,187,520	\$1,451,149	\$638,506	\$812,644

(2) Effective January 1, 1996, the State shall pay the additional three tenths of one percent (.3%) employe share of the benefit adjustment contribution for general occupation participants required by s. 40.05(2n)(a)2, Wis. Stats.

<u>FISCAL YEAR</u>		<u>ALL FUNDS WITHOUT FRINGE</u>	<u>ALL FUNDS WITH FRINGE</u>	<u>GPR WITH FRINGE</u>	<u>OTHER FUNDS WITH FRINGE</u>
1995-1996:	1st Year Cost	\$409,976	\$409,976	\$180,389	\$229,587
	1st Year Cost in 2nd Year	\$819,952	\$819,952	\$360,779	\$459,173
1996-1997:	2nd Year Cost	\$16,399	\$16,399	\$7,216	\$9,183
Biennial Total		\$1,246,327	\$1,246,327	\$548,384	\$697,943

ATTACHMENT B

WSEU-RELATED CHANGES

Section A - General Compensation Provisions for Nonrepresented Permanent and Project Employees in the Classified Service

2. Hourly amounts converted from certified EPA funds that are reserved by an appointing authority for use as Equity Awards. (All unspent General Discretionary Award amounts--whether generated by eligible or ineligible employees--convert to EPA funds upon certification by the Department of Administration. The only EPA funding that may be reserved for Equity Awards are the unspent General Discretionary Award monies generated by employees who are ineligible for General Discretionary Awards.) **Notification of decisions by appointing authorities to reserve EPA funds as Equity Awards must be received by DER within one month after certification of EPA funds by the DOA.**

NOTE: See also the Department of Administration's 1995-97 Allotment Instructions for information about supplemental allotments for salary adjustments under s. 20.865, Stats. Non-GPR appropriations must also have sufficient cash balances to fund Interim Awards granted under this Plan.

See 2.02(1)(c)5. for provisions regarding the option available to very small agencies to convert certain Exceptional Performance Award funds to an hourly amount for distribution as Awards.

2.02 Lump Sum Awards

(1) Exceptional Performance Awards.

- (a) Effective Dates and Amounts. Noncumulative Exceptional Performance Awards may, at the discretion of the appointing authority, be granted at any time during the fiscal year. Exceptional Performance Awards shall be granted solely in the form of one-time payments in any whole dollar increment from \$100 to \$1000 to employees who demonstrate exceptional performance. Employees shall be limited to two such awards in any fiscal year.
- (b) Eligibility. Exceptional performance may include, but is not limited to, successful completion of temporary assignments or projects that are at a higher pay range level than the employee's current position classification. All employees under this Section

Section A - General Compensation Provisions for Nonrepresented Permanent and Project Employees in the Classified Service

eligible to receive an Exceptional Performance Award except those described in 2.01(2)(b)1. through 6.

(c) **Funding.** The sum of the following amounts are generated for distribution as Exceptional Performance Awards:

1. Funds generated by eligible employees for distribution as General Discretionary Awards under Section A or Section B, but not granted;
2. Unspent funds generated for General Discretionary Awards under Section A or Section B by employees who were ineligible to receive General Discretionary Awards except those funds apportioned for use as Interim Awards. (See provision for Equity Award funding, Section A, 2.01(3)(d).)
3. Unspent funds generated for Discretionary Grid Adjustments or corresponding lump sum fiscal year payments under Sections L-V and W of this Plan by employees who were ineligible to receive Discretionary Grid Adjustments or corresponding lump sum payments.
4. Funds saved from delay in granting Equity Awards.
5. An additional amount, if necessary, so that near the start of each fiscal year a minimum Exceptional Performance Award fund will be available to each agency. This minimum fund is to be computed as follows:

\$100 per active (in pay status) employee under Section A and active indefinite-term employee under Section B but not less than \$1000 and not more than \$3000. All amounts are annualized.

If the Department of Administration certifies that less than the minimum specified amount remains for Exceptional Performance Awards after funds generated for General Discretionary Awards are distributed, the agency will generate the additional Exceptional Performance Award

Section A - General Compensation Provisions for Nonrepresented Permanent and Project Employees in the Classified Service

funds and the agency will be supplemented under the authority of s. 20.865, Stats.

6. Agencies with less than five active employees under Section A and active indefinite-term employees under Section B combined may convert the full \$1000 at the beginning of the fiscal year to an hourly amount of 25 cents per hour and add this amount to the Equity Award fund generated under 2.01(3)(d) of this Section. Notification of this conversion and adjustment to Equity Award funds must be submitted to the Department of Employment Relations within one month after certification of funds by the Department of Administration.
7. All funds spent in the fiscal year as Exceptional Performance Awards must be generated in the same fiscal year.
8. Funds generated for distribution as Performance Recognition Awards under Section A or Section B, but not granted. Unspent Performance Recognition Awards will be converted to Exceptional Performance Award funds based on the number of work hours remaining in the fiscal year.

(2) Relocation Incentive Awards.

- (a) **Effective Dates and Amounts.** Noncumulative Relocation Incentive Awards may, at the discretion of the appointing authority, be granted to employees who relocate, pursuant to s. 20.917(1)(a) and (b), Stats., as a result of promotion or transfer. Noncumulative Relocation Incentive Awards shall be granted in the form of one time payments in any whole dollar increment up to an amount equal to the monthly minimum specified in the Compensation Plan for the pay range to which the employee's new position classification is assigned. The award must be approved at the time of appointment. The appointment letter shall specify the amount of the award and indicate that approval is contingent upon reimbursement for his or her moving expenses. The award may be paid at any time within three months after the employee has received such reimbursement.

SECTION M- COMPENSATION PROVISIONS FOR WSEU - CLERICAL AND RELATED (CR) EMPLOYEES

NOTE: This section of the 1993-95 Compensation Plan contained one-time parity adjustments for WSEU-CR-related employees. This section now contains the 1995-97 wage adjustment provisions for that employee group. To save space, the deleted text is not reproduced.

NOTE: Effective with the 1995-97 collective bargaining agreement, the name of the bargaining unit for the related group of represented employees will be changed to the Administrative Support Unit (ASU). The title of this section will be changed to reflect the bargaining unit name change when it occurs.

1.00 Coverage

2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-CR-Related Employees

3.00 Determining Pay Adjustments for Personnel Transactions for WSEU-CR-Related Counterpart Employees

1.00 Coverage

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

(1) "WSEU-CR-Related Supervisory and Non-Counterpart Employees"

Permanent or project employees in positions allocated to supervisory and non-counterpart classifications assigned to pay schedule 42.

(2) "WSEU-CR-Related Counterpart Employees"

(a) Project employees in positions allocated to classifications in the WSEU-CR Bargaining Unit.

(b) Permanent or project employees in positions allocated to classifications assigned to pay schedule 22.

2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-CR-Related Employees

- (1) Effective Dates. Discretionary Grid Adjustments shall be effective ~~January 7, 1996~~November 26, 1995, in FY 1995-96 and July 7, 1996 in FY 1996-97.
- (2) Eligibility. All employees identified under 1.00 of this Section (Section M) in pay status on the effective date, are eligible to receive either a Discretionary Grid Adjustment or Lump Sum Payment in the amount specified under (3), below, except the following:
 - (a) Employees whose job performances were rated below satisfactory as a result of formal performance evaluations conducted in the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.
 - (b) Supervisors who have not completed a formal performance evaluations on all subordinate employees for whom performance evaluations are required, within the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.

NOTE: Extenuating circumstances may exist (e.g., leaves of absences) that would allow a supervisor to receive a Discretionary Grid Adjustment or Lump Sum Payment even though the required performance evaluations were not completed within mandated timeframes. Contact the Department of Employment Relations, Division of Classification and Compensation for further assistance.

- (c) Employees serving the first six months of a probationary period for an original appointment or comparable trial period for career executive or project appointments.
- (d) Trainees eligible for scheduled trainee increases.
- (e) Employees who have received or been considered for a General Discretionary Award under Section A., 2.01, or any other fiscal year adjustment or corresponding lump sum payment provided under this Compensation Plan or a collective bargaining agreement, during the same fiscal year.

Section M - Compensation Provisions for WSEU Clerical & Related (CR)-Related Employees

(3) Amount. Except as provided under (d) and (e), and sSubject to (a) and (b), below, either a Discretionary Grid Adjustment or Lump Sum Fiscal Year Payment shall be granted to all eligible employees as follows:

(a) 1. Employees identified under 1.00(1) of this Section (Section M) with base pay rates at or above PSICM but less than the grid endpoint shall receive a pay adjustment to the next greater grid point in the pay range for the employe's classification, as shown on the grid on page H-26a for FY 1995-96 and on page H-26b for FY 1996-97.

2. For the grid implementation effective July 7, 1996, any employe who receives a pay adjustment under 1., above, shall receive an additional pay adjustment to the next higher grid point in the applicable pay range.

(b) Employees identified under 1.00(2) of this Section (Section M) shall receive a pay adjustment to the grid rate for the employe's grid seniority level and pay range, as shown on the grid on page H-6a for 1995-96 and on page H-6b for FY 1996-97. Grid seniority shall be determined based on full years of seniority as of June 30, 1995, for FY 1995-96, and as of June 30, 1996, for FY 1996-97.

(c) Employes identified under 1.00(1) or 1.00(2) of this Section (Section M) with base pay rates at or above the grid endpoint, and employes identified under 1.00(2) of this Section with base pay rates equal to or greater than the grid rate for their grid seniority level, or whose base pay is equal to or greater than PSICM and whose grid seniority is less than 3 years, shall receive a lump sum fiscal year payment equal to the lesser amount as specified under 1. and 2., below lump sum payment amount as specified on the grid on page H-26a or H-6a, as appropriate, for FY 1995-96, and on page H-26b or H-6b, as appropriate, for FY 1996-97. These payments shall be prorated on the basis of percentage of Full-Time Equivalency (FTE) as of the effective date of the corresponding Discretionary Grid Movement Award for permanent part-time or seasonal employes:.

1. 1%, in FY 1995-96; and 2.0%, in FY 1996-97; of the employe's base pay as of January 7, 1996, in FY 1995-96

Section M - Compensation Provisions for WSEU Clerical & Related (CR)-Related Employees

and July 7, 1996, in FY 1996-97 times the number of work hours remaining in the fiscal year; or

~~2. The value of a grid step for the pay range of the employee's position, as shown on the grid on page H-26 for classifications assigned to pay schedule 42 or page H-6 for classifications assigned to pay schedule 22, times the number of work hours remaining in the fiscal year. The values on page H-6 may be used for project employees because the values are identical to those for the related represented schedule as of this date.~~

(d) Employees who are eligible to receive a base pay Discretionary Grid Adjustment under 2.00(3)(a) or (b) of this Section (Section M) and who receive less than a grid step for the appropriate pay schedule and pay range as specified in Section H of this Plan, shall receive a supplemental lump sum fiscal year payment. The amount of the supplemental lump sum fiscal year payment shall be equal to the difference between the grid step for the employee's pay schedule and pay range, and the amount actually received as a base pay adjustment, times 2088, pro-rated by the employee's budgeted FTE status on the effective date of the corresponding Discretionary Grid Adjustment.

(e) One-Time Lump Sum Parity Payment for Certain CR-Related Employees

Employees identified under 1.00(2) of this Section with 3 or more full years of seniority on 6/30/95, and with Adjusted Continuous Service dates of 7/1 through 8/21, will receive an additional one-time \$50 lump sum payment in acknowledgment of the effect on their grid movement of changing the grid seniority date from 8/21 to 6/30.

3(f). For employees who restorations that occur restore or return from layoff pursuant to ER-MRS 22.10, Wis. Adm. Code, during the 1995-97 biennium: Employees who are not in pay status on the effective date but who otherwise meet the criteria to receive a lump sum payment under (c), (d), or (e) above, shall receive it upon restoration, if their restoration rights are derived from a classification allocated to schedules specified in 1.00(1) or (2)(b) of this section (Section M) and the employee had some hours in pay

Section M - Compensation Provisions for WSEU Clerical & Related (CR)-Related Employees

status in the eligible position in the fiscal year for which the fiscal year payment is provided. The lump sum payment will be based on the classification from which the employee's restoration rights are derived and pro-rated based on the employee's budgeted FTE at the time the employee was laid off or began the leave of absence.

NOTE: For employees who receive a lump sum payment upon restoration only the portion of the lump sum payment that corresponds to those hours in active pay status during the period for which the lump sum payment is made shall be counted as earnings for purposes of crediting WRS earnings in accordance with s. 40.02(22), Stats.

- (dg) No employee may during any fiscal year, receive a total cumulative base pay adjustment (General Discretionary Award, Discretionary Grid Adjustment, Performance Recognition Award, or Equity Award) that exceeds 10% of the employee's base pay prior to the application of the earliest fiscal year adjustment.

NOTE: The base pay adjustment provided under 2.00(3)(a) and (b) of this Section may be considered when determining pay on restoration or reinstatement in accordance with the applicable provisions relating to pay upon reinstatement or restoration.

(4) Lump Sum Payment for Delay in Effective Date of FY 1995-96 Adjustment

(a) Employees who receive a base pay adjustment under 2.00(3)(a) or (b) of this Section shall receive a lump sum payment for the delay in the effective date of the FY 1995-96 adjustment equal to the amount the employee received as a base pay adjustment, times the number of hours in pay status in a position identified under 1.00(1) or (2), or in a represented WSEU position, from June 25, 1995, to November 26, 1995.

(b) The lump sum payment shall also reflect an increase in the premium rate of overtime wages earned from June 25, 1995, to November 26, 1995.

NOTE: This payment is not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions between June 25, 1995, and November 26, 1995, shall not be reconstructed.

Section M - Compensation Provisions for WSEU Clerical & Related (CR)-Related Employees

(45) Funding. Funds generated have no bearing on the rights of individual employees to these funds.

- (a) On ~~January 7, 1996~~, November 26, 1995, for FY 1995-96 and July 7, 1996, for FY 1996-97 each active employee identified under 1.00 of this Section (Section M) shall generate the amount necessary to fund the applicable adjustment or payment provided under 2.00(3) of this Section, regardless of the employee's eligibility to receive the applicable adjustment or payment.
- (b) Unspent funds generated in accordance with (a), above, will be converted to Exceptional Performance Award funds based on the number of work hours remaining in the fiscal year.

NOTE: Refer to the funding provisions in Section A of this Plan relative to the use of unspent Discretionary Grid Adjustment or lump sum payment funds: ~~2.02(3)(d) [Equity Awards]~~ and 2.02(1)(c) [Exceptional Performance Awards].

- (56) Ineligibility due to performance. Any employee who is not eligible to receive either a Discretionary Grid Adjustment or lump sum payment because of job 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 recommendations for improvement.
- (67) Grievances. If an employee is dissatisfied with the evaluation methodology and results used by an agency to determine any Discretionary Grid Adjustment or lump sum payment, or the amount of such an Adjustment or payment, an employee may file a grievance under s. 230.12(5)(e), Stats. The decision of the appointing authority is final and may not be appealed to the Personnel Commission under ss. 230.44 or 230.45(1)(c), Stats. **Agencies shall submit a copy of each grievance filed and the written decision of the appointing authority to the Secretary, Department of Employment Relations, within 14 days of this decision.**

3.00 Determining Pay Adjustments for Personnel Transactions for WSEU CR-Related Counterpart Employees

Section M - Compensation Provisions for WSEU Clerical & Related (CR)-Related Employees

All personnel transaction pay adjustments for WSEU CR-related counterpart employees [employees specified in 1.00(2) of this section (Section M)] shall be determined in accordance with the provisions set forth in Section Y.

SECTION N- COMPENSATION PROVISIONS FOR WSEU-BLUE COLLAR & NON-BUILDING TRADES (BC)-RELATED EMPLOYEES

NOTE: This section of the 1993-95 Compensation Plan contained one-time parity adjustments for WSEU-BC-related employees. This section now contains the 1995-97 wage adjustment provisions for that employee group. To save space, the deleted text is not reproduced.

1.00 Coverage

2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-BC-Related Employees

3.00 Determining Pay Adjustments for Personnel Transactions for WSEU-BC-Related Counterpart Employees

1.00 Coverage

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

(1) "WSEU-BC-Related Supervisory and Non-Counterpart Employees"

Permanent or project employees in positions allocated to supervisory and non-counterpart classifications assigned to pay schedule 43.

(2) "WSEU-BC-Related Counterpart Employees"

(a) Project employees in positions allocated to classifications in the WSEU-BC Bargaining Unit.

(b) Permanent or project employees in positions allocated to classifications assigned to pay schedule 23.

2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-BC-Related Employees

(1) Effective Dates. Discretionary Grid Adjustments shall be effective ~~January 7, 1996~~ November 26, 1995, in FY 1995-96 and July 7, 1996 in FY 1996-97.

Section N - Compensation Provisions for WSEU-Blue Collar & Non-Building Trades (BC)-Related Employees

(2) Eligibility. All employees identified under 1.00 of this Section (Section N) in pay status on the effective date, are eligible to receive either a Discretionary Grid Adjustment or Lump Sum Payment in the amount specified under (3), below, except the following:

- (a) Employees whose job performances were rated below satisfactory as a result of formal performance evaluations conducted in the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.
- (b) Supervisors who have not completed a formal performance evaluations on all subordinate employees for whom performance evaluations are required, within the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.

NOTE: Extenuating circumstances may exist (e.g., leaves of absences) that would allow a supervisor to receive a Discretionary Grid Adjustment or Lump Sum Payment even though the required performance evaluations were not completed within mandated timeframes. Contact the Department of Employment Relations, Division of Classification and Compensation for further assistance.

- (c) Employees serving the first six months of a probationary period for an original appointment or comparable trial period for career executive or project appointments.
 - (d) Trainees eligible for scheduled trainee increases.
 - (e) Employees who have received or been considered for a General Discretionary Award under Section A., 2.01, or any other fiscal year adjustment or corresponding lump sum payment provided under this Compensation Plan or a collective bargaining agreement, during the same fiscal year.
- (3) Amount. Except as provided under (d) and e), and sSubject to (a) and (b), below, either a Discretionary Grid Adjustment or Lump Sum Fiscal Year Payment shall be granted to all eligible employees as follows:

Section N - Compensation Provisions for WSEU-Blue Collar & Non-Building Trades (BC)-Related Employees

- (a) 1. Employees identified under 1.00(1) of this Section (Section N) with base pay rates at or above PSICM but less than the grid endpoint shall receive a pay adjustment to the next greater grid point in the pay range for the employee's classification, as shown on the grid on page H-28a for FY 1995-96 and page H-28b for FY 1996-97.
2. For the grid implementation effective July 7, 1996, any employe who receives a pay adjustment under 1., above, shall receive an additional pay adjustment to the next higher grid point in the applicable pay range.
- (b) Employees identified under 1.00(2) of this Section (Section N) shall receive a pay adjustment to the grid rate for the employee's grid seniority level and pay range, as shown on the grid on page H-7a for FY 1995-96 and page H-7b for FY 1996-97. Grid seniority shall be determined based on full years of seniority as of June 30, 1995, for FY 1995-96, and as of June 30, 1996, for FY 1996-97.
- (c) Employees identified under 1.00(1) or 1.00(2) of this Section (Section N) with base pay rates at or above the grid endpoint, and employees identified under 1.00(2) of this Section with base pay rates equal to or greater than the grid rate for their grid seniority level, or whose base pay is equal to or greater than PSICM and whose grid seniority is less than 1 year, shall receive a lump sum fiscal year payment equal to the ~~lesser amount as specified under 1. and 2.,~~ below lump sum payment amount as specified on the grid on page H-28a or H-7a, as appropriate, for FY 1995-96, and on page H-28b or H-7b, as appropriate, for FY 1996-97. These payments shall be prorated on the basis of percentage of Full-Time Equivalency (FTE) as of the effective date of the corresponding Discretionary Grid Movement Award for permanent part-time or seasonal employees.
- ~~1. 1%, in FY 1995-96; and 2.0%, in FY 1996-97; of the employe's base pay as of January 7, 1996, in FY 1995-96 and July 7, 1996, in FY 1996-97 times the number of work hours remaining in the fiscal year; or~~

Section N - Compensation Provisions for WSEU-Blue Collar & Non-Building Trades (BC)-Related Employees

~~2. The value of a grid step for the pay range of the employee's position, as shown on the grid on page H-28 for classifications assigned to pay schedule 43 or page H-7 for classifications assigned to pay schedule 23, times the number of work hours remaining in the fiscal year. The values on page H-7 may be used for project employees because the values are identical to those for the related represented schedule as of this date.~~

(d) Employees who are eligible to receive a base pay Discretionary Grid Adjustment under 2.00(3)(a) or (b) of this Section (Section N) and who receive less than a grid step for the appropriate pay schedule and pay range as specified in Section H of this Plan, shall receive a supplemental lump sum fiscal year payment. The amount of the supplemental lump sum fiscal year payment shall be equal to the difference between the grid step for the employee's pay schedule and pay range, and the amount actually received as a base pay adjustment, times 2088, pro-rated by the employee's budgeted FTE status on the effective date of the corresponding Discretionary Grid Adjustment.

3(e). For employees who restorations that occur restore or return from layoff pursuant to ER-MRS 22.10, Wis. Adm. Code, during the 1995-97 biennium: Employees who are not in pay status on the effective date but who otherwise meet the criteria to receive a lump sum payment under (c) or (d) above, shall receive it upon restoration, if their restoration rights are derived from a classification allocated to schedules specified in 1.00(1) or (2)(b) of this section (Section N) and the employee had some hours in pay status in the eligible position in the fiscal year for which the fiscal year payment is provided. The lump sum payment will be based on the classification from which the employee's restoration rights are derived and pro-rated based on the employee's budgeted FTE at the time the employee was laid off or began the leave of absence.

Section N - Compensation Provisions for WSEU-Blue Collar & Non-Building Trades (BC)-Related Employes

NOTE: For employes who receive a lump sum payment upon restoration, only the portion of the lump sum payment that corresponds to these hours in active pay status during the period for which the lump sum payment is made shall be counted as earnings for purposes of crediting WRS earnings in accordance with s. 40.02(22), Stats.

- (de) No employe may during any fiscal year, receive a total cumulative base pay adjustment (General Discretionary Award, Discretionary Grid Adjustment, Performance Recognition Award, or Equity Award) that exceeds 10% of the employe's base pay prior to the application of the earliest fiscal year adjustment.

NOTE: The base pay adjustment provided under 2.00(3)(a) and (b) of this section may be considered when determining pay on restoration or reinstatement in accordance with the applicable provisions relating to pay upon reinstatement or restoration.

(4) Lump Sum Payment for Delay in Effective Date of FY 1995-96 Adjustment

(a) Employes who receive a base pay adjustment under 2.00(3)(a) or (b) of this Section shall receive a lump sum payment for the delay in the effective date of the FY 1995-96 adjustment equal to the amount the employe received as a base pay adjustment, times the number of hours in pay status in a position identified under 1.00(1) or (2), or in a represented WSEU position, from June 25, 1995 to November 26, 1995.

(b) The lump sum payment shall also reflect an increase in the premium rate of overtime wages earned from June 25, 1995, to November 26, 1995.

NOTE: This payment is not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions between June 25, 1995, and November 26, 1995, shall not be reconstructed.

Section N - Compensation Provisions for WSEU-Blue Collar & Non-Building Trades (BC)-Related Employees

(5) Funding. Funds generated have no bearing on the rights of individual employees to these funds.

- (a) On ~~January 7, 1996~~ November 26, 1995, for FY 1995-96 and July 7, 1996, for FY 1996-97 each active employee identified under 1.00 of this Section (Section N) shall generate the amount necessary to fund the applicable adjustment or payment provided under 2.00(3) of this Section, regardless of the employee's eligibility to receive the applicable adjustment or payment.
- (b) Unspent funds generated in accordance with (a), above, will be converted to Exceptional Performance Award funds based on the number of work hours remaining in the fiscal year.

NOTE: Refer to the funding provisions in Section A of this Plan relative to the use of unspent Discretionary Grid Adjustment or lump sum payment funds: ~~2.02(3)(d) [Equity Awards]~~ and 2.02(1)(c) [Exceptional Performance Awards].

- (56) Ineligibility due to performance. Any employee who is not eligible to receive either a Discretionary Grid Adjustment or lump sum payment because of job 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 recommendations for improvement.
- (67) Grievances. If an employee is dissatisfied with the evaluation methodology and results used by an agency to determine any Discretionary Grid Adjustment or lump sum payment, or the amount of such an Adjustment or payment, an employee may file a grievance under s. 230.12(5)(e), Stats. The decision of the appointing authority is final and may not be appealed to the Personnel Commission under ss. 230.44 or 230.45(1)(c), Stats. **Agencies shall submit a copy of each grievance filed and the written decision of the appointing authority to the Secretary, Department of Employment Relations, within 14 days of this decision.**

Section N - Compensation Provisions for WSEU-Blue Collar & Non-Building Trades (BC)-Related Employees

3.00 Determining Pay Adjustments for Personnel Transactions for WSEU BC-Related Counterpart Employees

All personnel transaction pay adjustments for WSEU BC-related counterpart employees [employees specified in 1.00(2) of this section (Section N)] shall be determined in accordance with the provisions set forth in Section Y.

**SECTION O-COMPENSATION PROVISIONS FOR WSEU-SECURITY AND PUBLIC
SAFETY (SPS)-RELATED EMPLOYEES**

NOTE: This section of the 1993-95 Compensation Plan contained one-time parity adjustments for WSEU-SPS-related employees. This section now contains the 1995-97 wage adjustment provisions for that employee group. To save space, the deleted text is not reproduced.

- 1.00 Coverage**
- 2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-SPS-Related Employees**
- 3.00 Determining Pay Adjustments for Personnel Transactions for WSEU-SPS-Related Counterpart Employees**
- 4.00 Base Pay Parity Adjustments and Lump Sum Payments for Certain WSEU SPS-Related Classifications**
 - 4.01 Parity Adjustments and Lump Sum Payments, Effective November 26, 1995, to Certain Department of Natural Resources (DNR) Classifications Related to the WSEU-SPS DNR Law Enforcement Classifications
 - 4.02 Parity Market Adjustments and Lump Sum Payments, Effective July 7, 1996 and December 22, 1996, to Certain Classifications Related to Correctional Officers and Youth Counselors
 - 4.03 Annualized Parity Payments Relating to Parity Adjustments Under 4.02

1.00 Coverage

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

- (1) "WSEU-SPS-Related Supervisory and Non-Counterpart Employees"

Permanent or project employees in positions allocated to supervisory and non-counterpart classifications assigned to pay schedule 45.

- (2) "WSEU-SPS-Related Counterpart Employees"

- (a) Project employes in positions allocated to classifications in the WSEU-SPS Bargaining Unit.
- (b) Permanent or project employes in positions allocated to classifications assigned to pay schedule 25.

2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-SPS-Related Employes

- (1) Effective Dates. Discretionary Grid Adjustments shall be effective ~~January 7, 1996~~ November 26, 1995, in FY 1995-96 and July 7, 1996 in FY 1996-97.
- (2) Eligibility. All employes identified under 1.00 of this Section (Section O) in pay status on the effective date, are eligible to receive either a Discretionary Grid Adjustment or Lump Sum Payment in the amount specified under (3), below, except the following:
 - (a) Employes whose job performances were rated below satisfactory as a result of formal performance evaluations conducted in the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.
 - (b) Supervisors who have not completed a formal performance evaluations on all subordinate employes for whom performance evaluations are required, within the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.

NOTE: Extenuating circumstances may exist (e.g., leaves of absences) that would allow a supervisor to receive a Discretionary Grid Adjustment or Lump Sum Payment even though the required performance evaluations were not completed within mandated timeframes. Contact the Department of Employment Relations, Division of Classification and Compensation for further assistance.

- (c) Employes serving the first six months of a probationary period for an original appointment or comparable trial period for career executive or project appointments.
- (d) Trainees eligible for scheduled trainee increases.

**Section O - Compensation Provisions for WSEU Security and Public Safety (SPS)-
Related Employees**

- (e) Employees who have received or been considered for a General Discretionary Award under Section A., 2.01, or any other fiscal year adjustment or corresponding lump sum payment provided under this Compensation Plan or a collective bargaining agreement, during the same fiscal year.
- (3) Amount. Except as provided under (d) and (e), and sSubject to (a) and (b), below, either a Discretionary Grid Adjustment or Lump Sum Fiscal Year Payment shall be granted to all eligible employees as follows:
- (a) 1. Employees identified under 1.00(1) of this Section (Section O) with base pay rates at or above PSICM but less than the grid endpoint shall receive a pay adjustment to the next greater grid point in the pay range for the employee's classification, as shown on the grid on page H-30a for FY 1995-96 and on page H-30b for FY 1996-97.
2. Any employee who receives a pay adjustment under 1. above, shall receive an additional pay adjustment to the next higher grid point in the applicable pay range.
 - (b) Employees identified under 1.00(2) of this Section (Section O) shall receive a pay adjustment to the grid rate for the employee's grid seniority level and pay range, as shown on the grid on page H-8a for FY 1995-96 and page H-8b for FY 1996-97. Grid seniority shall be determined based on full years of seniority as of June 30, 1995, for FY 1995-96, and as of June 30, 1996, for FY 1996-97.
 - (c) Employees identified under 1.00(1) or 1.00(2) of this Section (Section O) with base pay rates at or above the grid endpoint, and employees identified under 1.00(2) of this Section with base pay rates equal to or greater than the grid rate for their grid seniority level, or whose base pay is equal to or greater than PSICM and whose grid seniority is less than 1 year, shall receive a lump sum payment equal to the lesser amount as specified under 1. and 2., below lump sum payment amount specified on the grid on page H-30a or H-8a, as appropriate, for FY 1995-96, and on page H-30b or H-8a, as appropriate, for FY 1996-97. These payments shall be prorated on the basis of percentage of Full-Time Equivalency

**Section O - Compensation Provisions for WSEU Security and Public Safety (SPS)-
Related Employees**

(FTE) as of the effective date of the corresponding Discretionary Grid Adjustment for permanent part-time or seasonal employees.:

- ~~1. 1%, in FY 1995-96; and 2.0%, in FY 1996-97; of the employee's base pay as of January 7, 1996, in FY 1995-96 and July 7, 1996, in FY 1996-97 times the number of work hours remaining in the fiscal year; or~~
- ~~2. The value of a grid step for the pay range of the employee's position, as shown on the grid on page H-30 for classifications assigned to pay schedule 45 or page H-8 for classifications assigned to pay schedule 25, times the number of work hours remaining in the fiscal year. The values on page H-8 may be used for project employees because the values are identical to those for the related represented schedule as of this date~~

(d) Employees who are eligible to receive a base pay Discretionary Grid Adjustment under 2.00(3)(a) of this Section (Section O) and who receive less than a grid step for the appropriate pay schedule and pay range as specified in Section H of this Plan, shall receive a supplemental lump sum fiscal year payment. The amount of the supplemental lump sum fiscal year payment shall be equal to the difference between the grid step for the employee's pay schedule and pay range, and the amount actually received as a base pay adjustment, times 2088, pro-rated by the employee's budgeted FTE status on the effective date of the corresponding Discretionary Grid Adjustment.

3(e). For employees who restorations that occur restore or return from layoff pursuant to ER-MRS 22.10, Wis. Adm. Code, during the 1995-97 biennium: Employees who are not in pay status on the effective date but who otherwise meet the criteria to receive a lump sum payment under (c) or (d) above, shall receive it upon restoration, if their restoration rights are derived from a classification allocated to schedules specified in 1.00(1) or (2)(b) of this section (Section O) and the employee had some hours in pay status in the eligible position in the fiscal year for which the fiscal

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year payment is provided. The lump sum payment will be based on the classification from which the employee's restoration rights are derived and pro-rated based on the employee's budgeted FTE status at the time the employee was laid off or began the leave of absence.

NOTE: For employees who receive a lump sum payment upon restoration, only the portion of the lump sum payment that corresponds to those hours in active pay status during the period for which the lump sum payment is made shall be counted as earnings for purposes of crediting WRS earnings in accordance with s. 40.02(22), Stats.

- (de) No employe may during any fiscal year, receive a total cumulative base pay adjustment (General Discretionary Award, Discretionary Grid Adjustment, Performance Recognition Award, or Equity Award) that exceeds 10% of the employe's base pay prior to the application of the earliest fiscal year adjustment.

NOTE: The base pay adjustment provided under 2.00(3)(a) and (b) of this Section may be considered when determining pay on restoration or reinstatement in accordance with the applicable provisions relating to pay upon reinstatement or restoration.

(4) Lump Sum Payment for Delay in Effective Date of FY 1995-96 Adjustment

(a) Employees who receive a base pay adjustment under 2.00(3)(a) or (b) of this Section shall receive a lump sum payment for the delay in the effective date of the FY 1995-96 adjustment equal to the amount the employe received as a base pay adjustment, times the number of hours in pay status in a position identified under 1.00(1) or (2), or in a represented WSEU position, from June 25, 1995, to November 26, 1995.

(b) The lump sum payment shall also reflect an increase in the premium rate of overtime wages earned from June 25, 1995, to November 26, 1995.

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NOTE: This payment is not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions between June 25, 1995, and November 26, 1995, shall not be reconstructed.

(5) Funding. Funds generated have no bearing on the rights of individual employees to these funds.

- (a) On ~~January 7, 1996~~ November 26, 1995, for FY 1995-96 and July 7, 1996, for FY 1996-97 each active employee identified under 1.00 of this Section (Section O) shall generate the amount necessary to fund the applicable adjustment or pay provided under 2.00(3) of this Section, regardless of the employee's eligibility to receive the applicable adjustment or payment.
- (b) Unspent funds generated in accordance with (a), above, will be converted to Exceptional Performance Award funds based on the number of work hours remaining in the fiscal year.

NOTE: Refer to the funding provisions in Section A of this Plan relative to the use of unspent Discretionary Grid Adjustment or lump sum payment funds: 2.02(3)(d) [Equity Awards] and 2.02(1)(c) [Exceptional Performance Awards].

- (5) Ineligibility due to performance. Any employee who is not eligible to receive either a Discretionary Grid Adjustment or lump sum payment because of job 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 recommendations for improvement.
- (6) Grievances. If an employee is dissatisfied with the evaluation methodology and results used by an agency to determine any Discretionary Grid Adjustment or lump sum payment, or the amount of such an Adjustment or payment, an employee may file a grievance under s. 230.12(5)(e), Stats. The decision of the appointing authority is final and may not be appealed to the Personnel Commission under ss. 230.44 or 230.45(1)(c), Stats.

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Agencies shall submit a copy of each grievance filed and the written decision of the appointing authority to the Secretary, Department of Employment Relations, within 14 days of this decision.

**3.00 Determining Pay Adjustments for Personnel Transactions for WSEU SPS-
Related Counterpart Employees**

All personnel transaction pay adjustments for WSEU SPS-related counterpart employes [employes specified in 1.00(2) of this section (Section O)] shall be determined in accordance with the provisions set forth in Section Y.

**4.00 Base Pay Parity Adjustments and Lump Sum Payments for Certain WSEU
SPS-Related Classifications**

**4.01 Parity Adjustments and Lump Sum Payments, Effective November
26, 1995, to Certain Department of Natural Resources (DNR)
Classifications Related to the WSEU-SPS DNR Law Enforcement
Classifications.**

(1) Effective Date. The Law Enforcement-related Parity Adjustment provided under this provision shall be effective November 26, 1995, before application of any Discretionary Grid Adjustment that is also effective on that date.

(2) Eligibility. All employes in pay status on the effective date specified in 4.01(1), above, in positions allocated to the classifications specified) below, are eligible to receive a Parity Adjustment in accordance with the amount specified in (3), below.

Forest /Park Law Enforcement Supervisor

Natural Resource Warden Manager

Natural Resource Warden Supervisor

Natural Resources Manager 1(one position)

Natural Resources Manager 2 (one position)

NOTE: Two individual positions assigned to the Natural Resources Manager 1 and 2 classifications have been approved for inclusion in this parity adjustment because of the close relationship of the work performed by those individuals to that performed by specialized law enforcement positions. No other

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positions assigned to these classifications are eligible for the parity adjustment.

(3) (a) Amount. Eligible employes in pay status on the effective date shall receive a base pay amount of \$1.00/hour (one dollar per hour. Funds generated have no bearing on the right of individual employes to these funds.

(b) At the sole discretion of the appointing authority, an eligible employe may be granted a law enforcement-related parity adjustment in the amount the appointing authority deems necessary to avoid the creation of pay anomalies. This adjustment shall be applied before any Discretionary Grid Adjustment effective on the same date.

(c) An employe's new base pay after application of a law enforcement-related parity adjustment may not exceed the pay range maximum.

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

(4) Lump Sum Payment for Delay in Effective Date of Law Enforcement-Related Parity Adjustment. Eligible employes in pay status on the effective date who are granted a law enforcement-related parity adjustment shall receive a lump sum payment to compensate for the delay in the effective date of the Parity Adjustment. The lump sum payment for the delay shall be equal to the amount granted as a parity adjustment, times the number of hours in an eligible position from January 22, 1995, to November 26, 1995. The lump sum payment shall also reflect an increase in the premium rate of overtime wages earned from January 22, 1995, to November 26, 1995.

NOTE: This payment is not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions between January 22, 1995, and November 26, 1995, shall not be reconstructed.

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**4.02 Parity Adjustments and Lump Sum Payments, Effective July 7, 1996
and December 22, 1996, to Certain Classifications Related to Correctional
Officers and Youth Counselors**

(1) Effective date. The correctional officer-related parity adjustments shall be effective on July 7, 1996, after application of any Discretionary Grid Adjustments also effective on that date, and on December 22, 1996.

(2) Eligibility. All employes in pay status on the effective dates specified in 4.02(1), above, in positions allocated to the classifications specified below, are eligible to receive a Parity Adjustment in accordance with the amount specified in (3), below, except employes paid at or above the 1996-97 pay range maximum in effect on the date of the Parity Adjustment. Employes who are ineligible for the base pay adjustment or do not receive the entire parity adjustment solely because of the pay range maximum limitation, shall be eligible to receive an Annualized Parity Adjustment as provided under 4.03, below.

Correctional Center Superintendent 1-3

Institution Farm Supervisor

Institution Security Director 1-2

Supervising Officer 1-2

Youth Counselor Supervisor

Youth Security Director

(3) (a) Amount. Eligible employes in pay status on the effective dates shall receive a base pay adjustment of \$.50/hour (fifty cents per hour), applied after any Discretionary Grid Adjustment that may also be effective on that date.

(b) Any adjustment granted under this Section is subject to the pay range maximum in effect on the effective date of the Parity Adjustment.

(c) Notwithstanding (a), above, any employe who is eligible for a Parity Adjustment on December 22, 1995, and is in a classification that is assigned to a higher pay range effective that same date, and receives a base pay increase as

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the result of the pay range reassignment, shall not receive a Parity Adjustment on that date if the base pay increase upon pay range reassignment was equal to, or greater than, \$.50/hour. If as the result of a pay reassignment on that date the employe received no pay increase or an increase of less than \$.50/hour, the employe shall be granted a Parity Adjustment in the amount necessary to equal \$.50/hour.

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

4.03 Annualized Parity Payments.

(1) Granting date. Annualized Parity Payments shall be granted as soon as administratively feasible after the effective date of the Parity Adjustment provided under 4.02 of this Section.

(2) Eligibility. Any employe who is in pay status in a classification for which a Parity Adjustment is provided under 4.02 of this Section, on the effective date of those adjustments, is eligible to receive an Annualized Parity Payment if either (a) or (b), below, apply:

(a) The employe is not eligible to receive a Parity Adjustment due to pay range maximum limitations.

(b) The employe is granted a Parity Adjustment but the amount granted was less than the Parity Adjustment amount due to pay range maximum limitations.

(3) Amount. The amount of any Annualized Parity Payment is subject to the following restrictions:

(a) For employes who are eligible due to circumstances described in (2)(a), above, the hourly amount used in determining the Annualized Parity Payment shall equal the corresponding Parity Adjustment amount.

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(b) For employes who are eligible due to circumstances described in (2)(b), above, the hourly amount used in determining the Annualized Parity Payment shall equal the difference between the corresponding Parity Adjustment amount and the Parity Adjustment actually granted to the employe.

(c) Annualized Parity Payments shall be calculated by multiplying the hourly amount determined in accordance with (a) or (b), above, times (x) the number of work hours remaining in the fiscal year, for the period beginning with the date specified for the corresponding Parity Adjustment under 4.02 of this Section, through the end of the applicable fiscal year. These payments shall be pro-rated on the basis of percentage of Full-Time Equivalent for permanent part-time or seasonal (including school year) employes.

SECTION P- COMPENSATION PROVISIONS FOR WSEU-TECHNICAL (TECH)-RELATED EMPLOYEES

NOTE: This section of the 1993-95 Compensation Plan contained one-time parity adjustments for WSEU-TECH-related employees. This section now contains the 1995-97 wage adjustment provisions for that employee group. To save space, the deleted text is not reproduced.

1.00 Coverage

2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-TECH-Related Employees

3.00 Determining Pay Adjustments for Personnel Transactions for WSEU-TECH-Related Counterpart Employees

1.00 Coverage

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

(1) "WSEU-TECH-Related Supervisory and Non-Counterpart Employees"

Permanent or project employees in positions allocated to supervisory and non-counterpart classifications assigned to pay schedule 46.

(2) "WSEU-TECH-Related Counterpart Employees"

(a) Project employees in positions allocated to classifications in the WSEU-TECH Bargaining Unit.

(b) Permanent or project employees in positions allocated to classifications assigned to pay schedule 26.

2.00 FY 1995-96 and FY 1996-97 Discretionary Grid Adjustments and Lump Sum Payments for WSEU-TECH-Related Employees

(1) Effective Dates. Discretionary Grid Adjustments shall be effective ~~January 7, 1996~~ November 26, 1995, in FY 1995-96 and July 7, 1996 in FY 1996-97.

(2) Eligibility. All employees identified under 1.00 of this Section (Section P) in pay status on the effective date, are eligible to receive either a Discretionary Grid Adjustment or Lump Sum Payment in the amount specified under (3), below, except the following:

- (a) Employees whose job performances were rated below satisfactory as a result of formal performance evaluations conducted in the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.
- (b) Supervisors who have not completed a formal performance evaluations on all subordinate employees for whom performance evaluations are required, within the 12 month period ending June 24, 1995 in FY 1995-96; and July 6, 1996 in FY 1996-97.

NOTE: Extenuating circumstances may exist (e.g., leaves of absences) that would allow a supervisor to receive a Discretionary Grid Adjustment or Lump Sum Payment even though the required performance evaluations were not completed within mandated timeframes. Contact the Department of Employment Relations, Division of Classification and Compensation for further assistance.

- (c) Employees serving the first six months of a probationary period for an original appointment or comparable trial period for career executive or project appointments.
 - (d) Trainees eligible for scheduled trainee increases.
 - (e) Employees who have received or been considered for a General Discretionary Award under Section A., 2.01, or any other fiscal year adjustment or corresponding lump sum payment provided under this Compensation Plan or a collective bargaining agreement, during the same fiscal year.
- (3) Amount. Except as provided under (d) and (e), and sSubject to (a) and (b), below, either a Discretionary Grid Adjustment or Lump Sum Fiscal Year Payment shall be granted to all eligible employees as follows:
- (a) Employees identified under 1.00(1) of this Section (Section P) with base pay rates at or above PSICM but less than the grid endpoint

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shall receive a pay adjustment to the next greater grid point in the pay range for the employee's classification, as shown on the grid on page H-32.

(b) Employees identified under 1.00(2) of this Section (Section P) shall receive a pay adjustment to the grid rate for the employee's grid seniority level and pay range, as shown on the grid on page H-9a for FY 1995-96 and page H-9b for FY 1996-97. Grid seniority shall be determined based on full years of seniority as of June 30, 1995, for FY 1995-96, and as of June 30, 1996, for FY 1996-97.

(c) Employees identified under 1.00(1) or 1.00(2) of this Section (Section P) with base pay rates at or above the grid endpoint, and employees identified under 1.00(2) of this Section with base pay rates equal to or greater than the grid rate for their grid seniority level, or whose base pay is equal to or greater than PSICM and whose grid seniority is less than 1 year, shall receive a lump sum ~~fiscal year~~ payment equal to the lesser amount as specified under ~~1. and 2., below~~ lump sum payment amount as specified on the grid on page H-32 or H-9a, as appropriate, for FY 1995-96 and on page H-32, or H-9b, as appropriate, for FY 1996-97. These payments shall be prorated on the basis of percentage of Full-Time Equivalency (FTE) as of the effective date of the corresponding Discretionary Grid Movement Award for permanent part-time or seasonal employees:

~~1. 1%, in FY 1995-96; and 2.0%, in FY 1996-97; of the employee's base pay as of January 7, 1996, in FY 1995-96 and July 7, 1996, in FY 1996-97 times the number of work hours remaining in the fiscal year; or~~

~~2. The value of a grid step for the pay range of the employee's position, as shown on the grid on page H-32 for classifications assigned to pay schedule 46 or page H-9 for classifications assigned to pay schedule 26, times the number of work hours remaining in the fiscal year. The values on page H-9 may be used for project employees because the values are identical to those for the related represented schedule as of this date~~

(d) Employees who are eligible to receive a base pay Discretionary Grid Adjustment under 2.00(3)(a) or (b) of

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this Section (Section P) and who receive less than a grid step for the appropriate pay schedule and pay range as specified in Section H of this Plan, shall receive a supplemental lump sum fiscal year payment. The amount of the supplemental lump sum fiscal year payment shall be equal to the difference between the grid step for the employe's pay schedule and pay range, and the amount actually received as a base pay adjustment, times 2088, pro-rated by the employe's budgeted FTE status on the effective date of the corresponding Discretionary Grid Adjustment.

- 3(e). For employes who ~~restorations that occur~~ restore or return from layoff pursuant to ER-MRS 22.10, Wis. Adm. Code, during the 1995-97 biennium: Employes who are not in pay status on the effective date but who otherwise meet the criteria to receive a lump sum payment under (c) or (d) above, shall receive it upon restoration, if their restoration rights are derived from a classification allocated to schedules specified in 1.00(1) or (2)(b) of this section (Section P) and the employe had some hours in pay status in the eligible position in the fiscal year for which the fiscal year payment is provided. The lump sum payment will be based on the classification from which the employe's restoration rights are derived and pro-rated based on the employe's budgeted FTE at the time the employe was laid off or began the leave of absence.

NOTE: For employes who receive a lump sum payment upon restoration, only the portion of the lump sum payment that corresponds to those hours in active pay status during the period for which the lump sum payment is made shall be counted as earnings for purposes of crediting WRS earnings in accordance with s. 40.02(22), Stats.

- (d) No employe may during any fiscal year, receive a total cumulative base pay adjustment (General Discretionary Award, Discretionary Grid Adjustment, Performance Recognition Award, or Equity Award) that exceeds 10% of the employe's base pay prior to the application of the earliest fiscal year adjustment.

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NOTE: The base pay adjustment provided under 2.00(3)(a) and (b) of this Section may be considered when determining pay on restoration or reinstatement in accordance with the applicable provisions relating to pay upon reinstatement or restoration.

(4) Lump Sum Payment for Delay in Effective Date of FY 1995-96 Adjustment

(a) Employees who receive a base pay adjustment under 2.00(3)(a) or (b) of this Section shall receive a lump sum payment for the delay in the effective date of the FY 1995-96 adjustment equal to the amount the employe received as a base pay adjustment, times the number of hours in pay status in a position identified under 1.00(1) or (2), or in a represented WSEU position, from June 25, 1995, to November 26, 1995.

(b) The lump sum payment shall also reflect an increase in the premium rate of overtime wages earned from June 25, 1995, to November 26, 1995.

NOTE: This payment is not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions between June 25, 1995, and November 26, 1995, shall not be reconstructed.

(5) **Funding. Funds generated have no bearing on the rights of individual employes to these funds.**

(a) ~~On January 7, 1996~~ November 26, 1995, for FY 1995-96 and July 7, 1996, for FY 1996-97 each active employe identified under 1.00 of this Section (Section P) shall generate the amount necessary to fund the applicable adjustment or payment provided under 2.00(3) of this Section, regardless of the employe's eligibility to receive the applicable adjustment or payment.

(b) Unspent funds generated in accordance with (a), above, will be converted to Exceptional Performance Award funds based on the number of work hours remaining in the fiscal year.

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NOTE: Refer to the funding provisions in Section A of this Plan relative to the use of unspent Discretionary Grid Adjustment or lump sum payment funds: ~~2.02(3)(d) [Equity Awards]~~ and 2.02(1)(c) [Exceptional Performance Awards].

- (56) Ineligibility due to performance. Any employee who is not eligible to receive either a Discretionary Grid Adjustment or lump sum payment because of job 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 recommendations for improvement.
- (67) Grievances. If an employee is dissatisfied with the evaluation methodology and results used by an agency to determine any Discretionary Grid Adjustment or lump sum payment, or the amount of such an Adjustment or payment, an employee may file a grievance under s. 230.12(5)(e), Stats. The decision of the appointing authority is final and may not be appealed to the Personnel Commission under ss. 230.44 or 230.45(1)(c), Stats. **Agencies shall submit a copy of each grievance filed and the written decision of the appointing authority to the Secretary, Department of Employment Relations, within 14 days of this decision.**

3.00 Determining Pay Adjustments for Personnel Transactions for WSEU TECH-Related Counterpart Employees

All personnel transaction pay adjustments for WSEU TECH-related counterpart employes [employes specified in 1.00(2) of this section (Section P)] shall be determined in accordance with the provisions set forth in Section Y.