

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\_pt36

➤ 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

Joint Committee on Employment Relations  
Room 113 South, State Capitol  
Madison, Wisconsin 53702

RE: Tentative Agreement Between the State of Wisconsin Represented by the Department of Employment Relations, and the Wisconsin State Employees Union, AFSCME Council 24, AFL-CIO

Dear Committee Members:

The State of Wisconsin, represented by the Department of Employment Relations, and the Wisconsin State Employees Union, AFSCME Council 24, AFL-CIO, have completed the process of negotiating a collective bargaining agreement for employees in the Administrative Support (formerly Clerical and Related), Blue Collar and Non-Building Trades, Security and Public Safety, Technical, and Professional Social Services bargaining units.

During the period between April 6, 1995 and October 12, 1995, the parties held many meetings and bargaining sessions and discussed issues and interests of mutual concern. The parties again utilized the processes and principles of consensus bargaining which resulted in a thorough discussion of the issues and a mutually acceptable Tentative Agreement.

The Tentative Agreement is currently in the process of being ratified by the membership of the Wisconsin State Employees Union. The results of the ratification vote will be communicated to Committee Members by way of a joint letter from the parties on or about November 7, 1995.

The Tentative Agreement, if ratified by the membership of WSEU, approved by the Joint Committee on Employment Relations, and the Legislature thereafter, will ensure labor peace and stability for the remainder of the contract period to June 30, 1997, for over 24,000 state employees in the five listed bargaining units.

The major provisions of the Tentative Agreement include the following:

I. WAGE ADJUSTMENTS AND WAGE ADMINISTRATION

A. First Fiscal Year:

1. For employes in the Administrative Support, Blue Collar and Non-Building Trades, Security and Public Safety, Technical, and Professional Social Services bargaining units, the Agreement provides for continuing the seniority based grid pay systems. Implementation of the negotiated grids will be effective the beginning of the first pay period following the effective date of the Agreement. Employee pay will be set at the grid rate based on their full years of seniority on June 30, 1995.
2. Non-base building lump sum payments are provided to certain employes who: (a) receive less than a full grid step at grid implementation, or; (b) who receive no base pay increase due to their pay being at or above a grid point or a grid end point, or; (c) who were affected by a change in their grid seniority from 8/21 to 6/30, and; (d) for pay status hours of eligible employes between June 25, 1995, and the effective date of grid implementation in the first fiscal year. The specific provisions of the lump sum payments vary slightly for employes in each bargaining unit.

**B. Second Fiscal Year:**

1. Implementation of the negotiated grids for those bargaining units described above will be effective July 7, 1996. Employee pay will be set at the grid rate based on their full years of seniority on June 30, 1996.
2. Non-base building lump sum payments are provided to certain employes who: (a) receive less than a full grid step at grid implementation, or; (b) who receive no base pay increase due to their pay being at or above a grid point or a grid end point, or; (c) whose classification received a non-base building lump sum payment. The specific provisions of the lump sum payments vary slightly in each bargaining unit.

**II. BENEFITS - ARTICLE XIII**

**A. Retirement:**

1. Effective January 1, 1996, the State will pay the additional three tenths of one percent (0.3%) of the employes share of the required benefit adjustment contribution for general occupation participant employes.
2. Accumulated Sick Leave Credit Conversion (ASLCC) accounts for payment of health insurance premiums during retirement:

State will match accumulated employe sick leave at the time of retirement, subject to fixed maximum levels of annual accumulated sick leave. Eligibility for this benefit requires a minimum of 15 full years of continuous service at the time of retirement.

- B. The Catastrophic Leave Program, providing for employe donations of specific personal leave time has been extended.
- C. Language in the new agreement provides for consistency in travel and meal reimbursements with the Uniform Travel Schedule Amounts set forth in the State of Wisconsin Compensation Plan.
- D. The length-of-service payment to covered employes has been extended.

### III. MISCELLANEOUS

- A. Grievance Procedure: changes were made in the language that are designed to deformatize the first step of the procedure in order to promote problem solving at the employe/supervisor level, and to make the process more efficient and effective.
- B. A Successor Clause provides for coverage of this Agreement to be a condition of transfer of the University of Wisconsin Hospital and Clinics from the University of Wisconsin System to the University of Wisconsin Hospital and Clinics Authority.
- C. Disciplinary suspensions shall be limited to 30 work days consistent with state statute.
- D. FLSA compensatory time credits earned by employes will be scheduled by said employes pursuant to the 8th Circuit Court's decision in Heaton vs. Moore. The parties have mutually agreed to abide by the 8th Circuit Court decision subject to any change by a higher court and/or a change in coverage of the FLSA.
- E. New language provides for guidance to supervisors of Probation and Parole Agents on procedures for work-related home telephone usage.
- F. Language in the Agreement provides for a Layoff Referral Service and assistance to employes at risk of layoff due to downsizing and/or budget constraints. Time off for examinations and/or interviews for this group of employes has been increased by eight (8) hours.

- G. New language provides for representation by a union-appointed member on committees addressing issues that have a direct effect on the employment of WSEU represented employes when such committees also contain members of other represented bargaining units.
- H. A new section of the Agreement provides for meetings between the parties during the life of the Agreement to identify and address mutually agreed to classification, recruitment, and retention issues.
- I. Language in the Agreement provides for joint committees to address issues of contract interpretation, alternative dispute resolution programs, and sick leave abuse reduction.
- J. The parties have mutually agreed, for labor agreement reference purposes, to refer to the Clerical and Related Bargaining Unit as the Administrative Support Unit (ASU).
- K. In a memorandum of understanding, the parties have agreed to implement the consensus model of communications at local Labor/Management meetings.
- L. New language provides that during the negotiation of the 97-99 Agreement, mutually agreed to bargaining time by employe members of the Union bargaining team will be without loss of pay up to Labor Day, 1997.

The effective date of the Agreement, unless otherwise specified within the sections of this Agreement, is the day following publication in the official State newspaper. The Agreement remains in full force and effect through June 30, 1997, unless the parties mutually agree to extend any or all of the terms of the Agreement.

Sincerely,



Jon E. Litscher  
Secretary  
Department of Employment Relations

- Attachment:
- 1. Bill Draft
  - 2. Fiscal Notes
  - 3. 1995-1997 Tentative Agreement



## HOW TO READ THIS CONTRACT

This contract is divided into articles. Each article has its own number and title, begins at the top of a new page, and is indicated in large boldface letters like this:

### ARTICLE II RECOGNITION AND UNION SECURITY

Each article is divided into sections. Each section has its own number and title and is indicated in boldface letters like this:

#### SECTION 13: Loss of Benefits

The entire contract is divided into paragraphs. Each paragraph is identified by its article, section, and a subsection number like this:

**2/13/1** Employees on leave....

Sometimes there is more than one paragraph within a particular part. In that case, the paragraphs are further identified by letters like this:

**2/2/5/A** The Employer will not deduct....

Occasional lists are included in the contract. They are indicated by parenthesized light face numbers which should not be confused with article, section, or subsection numbers. A sample list looks like this:

- (1) BC--Blue Collar and Non-Building Trades
- (2) ~~CRASU--Clerical and Related~~ Administrative Support Unit
- (3) SPS--Security and Public Safety
- (4) T--Technical
- (5) PSS--Professional Social Services

Some sections and paragraphs of the contract apply only to certain bargaining units. In those cases, the title of the section or subsection or the letter of the paragraph will be followed by the abbreviation (from the above list) of the unit or units to which that particular section, subsection, or paragraph applies. For example:

**2/3/2 (CRASU)**

This means that Section 2/3/2 (including all of its paragraphs) is applicable only to the ~~Clerical and Related~~ Administrative Support bargaining unit and is not at all applicable to any of the other units.

Another example: 2/3/9 (BC, SPS, T, PSS) The location, size, type and number of bulletin boards....

This means that this paragraph is applicable only to the Blue Collar; Security and Public Safety; Technical; and Professional Social Services bargaining units and not at all applicable to any other group.

At the front of the contract is a table of contents, which is an outline of the contract in numerical order by article and section. At the back of the contract is an index, which is a reference guide to the contract in alphabetical order.

Language in this Agreement which  
is new or changed from the ~~1991-93~~1993-95  
Agreement is underlined.

## **TABLE OF CONTENTS**

## AGREEMENT

This Agreement, made and entered into this ~~thirteenth day of November, 1993~~ \_\_\_\_\_  
\_\_\_\_\_ (SPS, T, PSS, BC, ~~CRASU~~), at Madison, Wisconsin, pursuant to the provisions of  
Section 111.80-111.97, Wisconsin Statutes, by and between the State of Wisconsin and its  
Agencies (hereinafter referred to as the Employer), represented by the Department of Employment  
Relations; and AFSCME, Council 24, Wisconsin State Employees Union, AFL-CIO, and its  
appropriate affiliated locals (hereinafter referred to as the Union), as representative of employes  
employed by the State of Wisconsin (as set forth specifically in the Recognition Clause).

### PURPOSE OF AGREEMENT

It is the intent and purpose of the parties hereto that this Agreement constitutes an  
implementation of the provisions of Section 111.80-111.97, Wisconsin Statutes, consistent with  
the legislative authority contained therein, and provides for orderly and constructive employment  
relations in the public interest and in the interests of employes hereby covered and the State as an  
Employer.

The parties do hereby acknowledge that this Agreement represents an amicable  
understanding reached by the parties as the result of the unlimited right and opportunity of the  
parties to make any and all demands with respect to the employer-employee relationship which  
exists between them relative to the subjects of bargaining.

## ARTICLE I

### SCOPE OF THE AGREEMENT

1/1/1 This Agreement relates only to classified employes of the State of Wisconsin in the appropriate collective bargaining unit as defined by the Wisconsin Employment Relations Commission certification Cases IX, X and XI, Nos. 15583 and 15584, SE-44, 45, 46, Decision Nos. 11243, 11244 and 11245, dated August 25, 1972 and Case LXXIV, No. 19548, SE-75, dated January 9, 1976, and Cases VIII and XIV, Nos. 15582 and 15838, SE-43 and 49, Decision Nos. 11322-F and 113230-F.

1/1/2 This Agreement recognizes five separate bargaining units. Each provision of this Agreement applies to all five bargaining units unless specified otherwise. The coverage of this Agreement shall be extended by the parties when mutually agreed to by the Employer and the Union to include employes in the classified service of the State of Wisconsin in additional appropriate collective bargaining units represented by the Wisconsin State Employees Union as certified by the Wisconsin Employment Relations Commission.

## ARTICLE II

### RECOGNITION AND UNION SECURITY

#### SECTION 1: Bargaining Unit

2/1/1 The Employer recognizes the Union as the exclusive collective bargaining agent for all employees, as listed below:

#### 2/1/2 BLUE COLLAR AND NON-BUILDING TRADES (BC)

Classification	Pay Range
<sup>2</sup> Automotive/Equipment Tech - Entry	5
<sup>2</sup> Automotive/Equipment Tech - Dev	8
<sup>2</sup> Automotive/Equipment Tech - Sr	10
<sup>2</sup> Automotive/Equipment Tech - Master	11
Baker 1	7
Baker 2	8
Bindery Worker 1	3
Bindery Worker 2	5
Bindery Worker 3	6
<sup>2</sup> Biotron Operator	11
Body & Fender Repair Worker	9
<sup>1</sup> Book & Film Mender	1
Book & Film Mender (Lead)	5
Cook 1	4
Cook 2	6
Custodian 1	2
Custodian 2	4
Custodian 3	6
Dairy Plant Worker	6
Document Distribution/Sales Clerk	6
Experimental Farm Laborer	5
<sup>2</sup> Experimental Herd Assistant - Obj.	6
<sup>2</sup> Experimental Herd Assistant - Sr.	8
Exterminator	7
<sup>1</sup> Facilities Repair Worker 1	6
<sup>1</sup> Facilities Repair Worker 2	7
<sup>1</sup> Facilities Repair Worker 3	8
<sup>1</sup> Facilities Repair Worker 4	9

Farm Equipment Operator	7
Farm Laborer	4
Farm Laborer (Lead)	6
Federal Property Asst. 1	8
Federal Property Asst. 2	9
Feed Mill Operator	9
Food Production Asst. 1	8
Food Production Asst. 2	9
Food Production Asst. 3	10
Food Service Laborer	4
Food Service Worker 1	3
Food Service Worker 2	4
Food Service Worker 3	5
Food Service Worker 4	6
Food Service Worker 5	7
<del>Forest Fire Control Asst. 1</del>	<del>6</del>
<del>Forest Fire Control Asst. 2</del>	<del>8</del>
<sup>2</sup> Forest Fire Equipment Technician	12
<del>Game Farm Assistant 1</del>	<del>5</del>
<del>Game Farm Assistant 2</del>	<del>6</del>
<del>Game Farm Assistant 3</del>	<del>8</del>
Gardener	7
<sup>2</sup> Greenskeeper	10
Groundskeeper	6
<sup>2</sup> Grounds Crew - Chief	7
Guide	2
Heating, Ventilating and Air Conditioning Specialist	13
Industries Specialist 1	9
Industries Specialist 2	10
Industries Specialist 3	11
Industries Specialist 4	12
Laboratory Helper	4
Laborer	4
Laborer (Lead)	6
Laborer (Special)	5
Laundry Services Assistant	6
Laundry Worker 1	2
Laundry Worker 2	3
Laundry Worker 3	4
Laundry Worker 4	5

<sup>2</sup> Lawn Care Worker	6
Locksmith - Entry	9
Locksmith - Journey	10
Lottery Storekeeper	8
Maintenance Mechanic 1	9
Maintenance Mechanic 2	10
Maintenance Mechanic 3	11
Meat Cutter 1	8
Meat Cutter 2	10
Motor Vehicle Dispatcher	6
Motor Vehicle Operator - Light	6
Motor Vehicle Operator - Heavy	7
Office Machine Mechanic	9
Offset Press Operator 1	7
Offset Press Operator 2	8
Offset Press Operator 3	9
<del>Parking Assistant</del>	3
<del>Parking Attendant</del>	5
<del>Parking Attendant (Lead)</del>	6
Patrol Boat Engineer	8
<sup>2</sup> PE/Sports Equip. Area Coord.	6
<sup>2</sup> Poultry Worker - Obj.	5
<sup>2</sup> Poultry Worker - Sr.	6
Power Plant Helper	5
Power Plant Operator 1	9
Power Plant Operator 2	10
Power Plant Operator 3	11
Power Plant Operator 4	12
<sup>2</sup> Produce Gardener	8
<sup>2</sup> Property Clerk	8
Property Worker	2
Ranger 1	7
Ranger 2	8
Ranger 3	9
Ranger 4	10
<sup>2</sup> Records Center Clerk	6
<sup>2</sup> Records Center Coordinator	8
Recreation Room Attendant	5
<sup>2</sup> Research Gardener	8
<sup>2</sup> Rubbish Truck Assistant	6

Seamstress or Seamer 1	5
Seamstress or Seamer 2	6
<sup>2</sup> Semi-Driver	9
Shipping & Mailing Clerk 1	6
Shipping & Mailing Clerk 2	7
Shipping & Mailing Clerk 3	8
<sup>2</sup> Stock Clerk	6
<sup>2</sup> Storekeeper	8
<sup>2</sup> Tree Pruner	7
Typographer	12
Upholsterer	8
Utility Plant Operator	9

~~<sup>2</sup>Upon implementation of Personnel Management Surveys during the course of the Agreement, new titles and associated pay ranges will be in effect. Actual assignment to the new class title will be based on assigned duties and responsibilities.~~

<sup>1</sup>Effective 09/29/96, the following classifications are reassigned to the following pay ranges:

<u>Book &amp; Film Mender</u>	<u>3</u>
<u>Facilities Repair Worker 1</u>	<u>7</u>
<u>Facilities Repair Worker 2</u>	<u>8</u>
<u>Facilities Repair Worker 3</u>	<u>9</u>
<u>Facilities Repair Worker 4</u>	<u>10</u>

**2/1/3 SECURITY AND PUBLIC SAFETY (SPS)**

Agrichemical Specialist - Entry	11
Agrichemical Specialist - Dev	12
Agrichemical Specialist - Obj	14
Aircraft Pilot 1	14
Animal Health Consultant	12
Animal Health Inspector - Entry	9
Animal Health Inspector - Obj.	11
Boiler Safety Inspector 1	12
Boiler Safety Inspector 2	13
Boiler Safety Inspector 3	14
<del>Bldg. Construction Insp. 1</del>	<del>12</del>
<del>Bldg. Construction Insp. 2</del>	<del>13</del>

Chemical Test Coordinator 1	11
Chemical Test Coordinator 2	12
<u>Conservation Warden</u>	<u>13</u>
<del>Conservation Warden 1</del>	<del>9</del>
<del>Conservation Warden 2</del>	<del>10</del>
<del>Conservation Warden 3</del>	<del>12</del>
<del>Conservation Warden 4</del>	<del>14</del>
Consumer Specialist 1	11
Consumer Specialist 2	12
Consumer Specialist 3	13
Consumer Specialist 4	14
Detention Facilities Spec.	14
Elevator Safety Inspector 1	12
Elevator Safety Inspector 2	13
Elevator Safety Inspector 3	14
<del>Enforcement Cadet</del>	<del>8</del>
<u>Environmental Warden</u>	<u>15</u>
Fire/Crash Rescue Specialist 1	8
Fire/Crash Rescue Specialist 2	9
Fire/Crash Rescue Specialist 3	10
Firefighter 1	5
Firefighter 2	7
<del>Fire Safety Inspector 1</del>	<del>12</del>
<del>Fire Safety Inspector 2</del>	<del>13</del>
Food Safety Inspector-Consultant	13
Food Safety Inspector - Entry	10
Food Safety Inspector - Obj.	12
Forest Ranger	12
Lifesaving Station Operator	7
Meat Safety Consultant	13
Meat Safety Inspector - Entry	10
Meat Safety Inspector - Obj.	12
Migrant Labor Consultant	14
Migrant Labor Inspector	13
Mining Safety Inspector 1	12
Mining Safety Inspector 2	13
Mining Safety Inspector 3	14
Motor Vehicle Serv. Spec. 1	6
Motor Vehicle Serv. Spec. 2	7
Motor Vehicle Serv. Spec. 3	8

Motor Vehicle Serv. Spec. 4	9
Motor Vehicle Serv. Spec. 5	10
Motor Vehicle Serv. Spec. 6	11
Motor Vehicle Serv. Spec. 7	13
Multiple Products Grader - Entry	9
Multiple Products Grader - Obj.	10
Occupat. Safety Consult. 1	13
Occupat. Safety Consult. 2	14
Occupat. Safety Inspector 1	12
Occupat. Safety Inspector 2	13
Occupat. Safety Inspector 3	14
Officer 1	8
<sup>1</sup> Officer 2	9
<sup>1</sup> Officer 3	10
<del>Plumbing Consultant 1</del>	<del>12</del>
<del>Plumbing Consultant 2</del>	<del>13</del>
<del>Plumbing Plan Reviewer 1</del>	<del>12</del>
<del>Plumbing Plan Reviewer 2</del>	<del>13</del>
Police Comm. Operator 1	8
Police Comm. Operator 2	9
Police Comm. Operator 3	10
Police Detective	14 <del>5</del>
<u>Police Officer</u>	<u>13</u>
<del>Police Officer 1</del>	<del>8</del>
<del>Police Officer 2</del>	<del>9</del>
<del>Police Officer 3</del>	<del>11</del>
<del>Police Officer 4</del>	<del>12</del>
Produce Inspector - Obj.	8
Produce Inspector - Leadworker	9
<u>Psychiatric Care Tech. 1</u>	<u>8</u>
<u>Psychiatric Care Tech. 2</u>	<u>9</u>
<u>Ranger 1</u>	<u>10</u>
<u>Ranger 2</u>	<u>12</u>
Regulation Compliance Inv. 1	9
Regulation Compliance Inv. 2	10
Regulation Compliance Inv. 3	11
Regulation Compliance Inv. 4	12
Regulation Compliance Inv. 5	13
Regulation Compliance Inv. 6	14
<u>Safety Specialist Warden</u>	<u>15</u>
Security Officer 1	6

Security Officer 2	7
Security Officer 3	8
Security Officer 4	9
<u>Special Investigative Warden</u>	<u>15</u>
<u>State Patrol Inspector</u>	<u>13</u>
<del>State Patrol Inspector 1</del>	<del>9</del>
<del>State Patrol Inspector 2</del>	<del>10</del>
<u>State Patrol Trooper</u>	<u>13</u>
<del>State Patrol Trooper 1</del>	<del>9</del>
<del>State Patrol Trooper 2</del>	<del>10</del>
<del>State Patrol Trooper 3</del>	<del>12</del>

Traffic Safety Rep. 1	9
Traffic Safety Rep. 2	11

Weights & Measures Inspector - Entry	10
Weights & Measures Inspector - Dev.	12
Weights & Measures Inspector - Obj.	13

Youth Counselor 1	8
<sup>1</sup> Youth Counselor 2	9
<sup>1</sup> Youth Counselor 3	10

<sup>1</sup>Effective 07/07/96, these classifications receive a market adjustment of fifty-cents (\$0.50) per hour. Effective 12/22/96, the following classifications are reassigned to the following pay ranges as part of the market adjustment identified above.

<u>Officer 2</u>	<u>10</u>
<u>Officer 3</u>	<u>11</u>

<u>Youth Counselor 2</u>	<u>10</u>
<u>Youth Counselor 3</u>	<u>11</u>

**2/1/4 TECHNICAL (T)**

Aircraft Mechanic 1	12
Aircraft Mechanic 2	13
Aircraft Pilot 2	15
<sup>2</sup> Audiovisual Production Spec.	12
<sup>2</sup> Audiovisual Production Spec. - Sr.	13
<sup>2</sup> Audiovisual Services Asst.	10
<u>Audiovisual Services Coordinator</u>	<u>11</u>

Barber	7
Beautician	7

<u>Building Inspector 1</u>	15
<u>Building Inspector 2</u>	16
<sup>2</sup> Cardiopulmonary Technician	10
Cast Technician 1	6
Cast Technician 2	7
Cast Technician 3	8
Cereal Chemist - Entry	8
Cereal Chemist - Obj.	10
<sup>2</sup> Chemical Laboratory Tech - Entry	7
<sup>2</sup> Chemical Laboratory Tech - Obj.	8
<sup>2</sup> Chemical Laboratory Tech - Sr.	9
Child Care Counselor 1	7
Child Care Counselor 2	8
Child Care Counselor 3	10
Communications Technician 1	11
Communications Technician 2	12
Communications Technician 3	13
Communications Technician 4	14
Computer Operator 1	8
Computer Operator 2	9
Computer Operator 3	10
Computer Operator 4	11
Cytologist 1	12
Cytologist 2	13
Cytologist 3	14
<sup>2</sup> Cytopreparation Tech - Entry	7
<sup>2</sup> Cytopreparation Tech - Obj.	8
<sup>2</sup> DNA Technician - Entry	7
<sup>2</sup> DNA Technician - Obj.	8
<sup>2</sup> DNA Technician - Sr.	9
Data Processing Op. Tech. 1	10
Data Processing Op. Tech. 2	11
Data Processing Op. Tech. 3	12
Data Processing Op. Tech. 4	13
Dental Assistant	8
Dental Hygienist 1	10
Dental Hygienist 2	11
Diagnostic Radiologic Tech. 1	11
Diagnostic Radiologic Tech. 2	12
Diagnostic Radiologic Tech. 3	13
Diagnostic Radiologic Tech. 4	14
<sup>2</sup> Dialysis/Renal Tech. - Entry	7
<sup>2</sup> Dialysis/Renal Tech. - Obj.	8

<sup>2</sup> Dialysis/Renal Tech. - Sr.	9
Dietetic Technician 1	9
Dietetic Technician 2	10
Drafter 1	7
Drafter 2	8
Drafter 3	10
Electrocardiograph Tech. 1	6
Electrocardiograph Tech. 2	7
Electrocardiograph Tech. 3	8
Electroencephalograph Tech. 1	10
Electroencephalograph Tech. 2	11
Electroencephalograph Tech. 3	13
<sup>2</sup> Electron Microscopy Technician	8
Electronics Technician 1	9
Electronics Technician 2	10
Electronics Technician 3	11
Electronics Technician 4	12
Electronics Technician 5	13
Electronics Technician 6	14
Engineering Aid 1	6
Engineering Aid 2	7
Engineering Technician 1	9
Engineering Technician 2	10
Engineering Technician 3	11
Engineering Technician 4	12
Engineering Technician 5	13
Engineering Technician 6	14
<sup>2</sup> Environmental Lab-Tech - Entry	7
<sup>2</sup> Environmental Lab-Tech - Obj.	8
<sup>2</sup> Environmental Lab-Tech - Sr.	9
Equipment Fabricator 1	9
Equipment Fabricator 2	10
Equipment Fabricator 3	12
Equipment Fabricator - Entry	9
Equipment Fabricator - Obj.	10
Equipment Fabricator - Sr.	12
Exhibits Technician 1	9
Exhibits Technician 2	10
Exhibits Technician 3	11
<sup>2</sup> Experimental Surgery-Tech - Entry	7
<sup>2</sup> Experimental Surgery-Tech - Obj.	8
<sup>2</sup> Experimental Surgery-Tech - Sr.	9

Fingerprint Class. Tech. - Entry	9
Fingerprint Class. Tech. - Dev.	10
Fingerprint Class. Tech. - Obj.	11
<sup>2</sup> Fingerprint Class. Tech. - Sr./Coordinator	12
Fire Control Dispatcher 1	9
Fire Control Dispatcher 2	10
Fire Control Dispatcher 3	11
Fish Propagation Technician 1	7
Fish Propagation Technician 2	8
Fish Propagation Technician 3	9
Fish Propagation Technician 4	10
Fisheries Management Technician 1	7
Fisheries Management Technician 2	8
Fisheries Management Technician 3	9
Fisheries Management Technician 4	10
Fisheries Management Technician 5	11
<sup>2</sup> Food & Meat Sampling Tech - Obj.	9
<sup>2</sup> Food & Meat Sampling Tech - Sr.	10
Forestry Technician 1	7
Forestry Technician 2	8
Forestry Technician 3	9
Forestry Technician 4	10
Forestry Technician 5	11
<sup>2</sup> G.I. Health Technician	10
<sup>2</sup> Glass & Media Prep. Tech. - Entry	5
<sup>2</sup> Glass & Media Prep. Tech. - Obj.	6
Glass Technician	13
Grain Inspector - Entry	9
Grain Inspector - Obj.	10
Grain Inspector - Leadworker	11
Grain Technician 1	6
Grain Technician 2	7
Grain Technician 3	8
<sup>2</sup> Graphic Designer - Entry	9
<sup>2</sup> Graphic Designer	10
<sup>2</sup> Graphic Designer - Sr.	11
Graphic Reproduction Tech. - Entry	8
Graphic Reproduction Tech.	9
Graphic Reproduction Tech. - Sr.	10
<sup>2</sup> Histology Technician - Entry	7
<sup>2</sup> Histology Technician - Obj.	8
<sup>2</sup> Histology Technician - Sr.	9
<sup>2</sup> Home Health Equip. Technician	8

<sup>2</sup> Horticultural Technician	12
<sup>2</sup> Hospital Supply Clerk - Entry	5
<sup>2</sup> Hospital Supply Clerk - Obj.	6
<sup>2</sup> Hospital Supply Clerk - Lead	7
Hospital Unit Clerk 1	8
Hospital Unit Clerk 2	9
Instrument Maker - Entry	11
Instrument Maker - Journey	13
Instrument Maker - Adv.	14
Instrument Shop Coordinator	14
<sup>2</sup> Instrumentation Lab. Technician	8
Laboratory Animal Caretaker - Entry	5
Laboratory Animal Caretaker - Obj.	6
Laboratory Animal Caretaker - Sr.	8
<sup>2</sup> Laboratory Preparation Tech. - Obj.	8
<sup>2</sup> Laboratory Preparation Tech. - Sr.	9
Licensed Practical Nurse 1	9
Licensed Practical Nurse 2	10
<sup>2</sup> Liquid Helium/Nitrogen Tech.	9
Mgmt. Information Tech. 1	8
Mgmt. Information Tech. 2	10
Mgmt. Information Tech. 3	12
Mgmt. Information Tech. 4	14
<sup>2</sup> Material Reprocessing Asst. - Entry	6
<sup>2</sup> Material Reprocessing Asst. - Obj.	7
<sup>2</sup> Material Reprocessing Asst. - Leadworker	8
<sup>2</sup> Meat & Animal Procurement Tech.	9
Mechanician 1	10
Mechanician 2	11
<u>Mechanician - Entry</u>	10
<u>Mechanician - Journey</u>	11
Media Technician 1	11
Media Technician 2	12
Media Technician 3	13
Media Technician 4	14
Medical Assistant 1	8
Medical Assistant 2	9
Medical Lab Technician - Entry	9
Medical Lab Technician - Obj.	10
Medical Record Technician 1	9
Medical Record Technician 2	10
<sup>2</sup> Microbiology Lab. Tech. - Entry	7

<sup>2</sup> Microbiology Lab. Tech. - Obj.	8
<sup>2</sup> Microbiology Lab. Tech. - Sr.	9
Microfilm Technician 1	7
Microfilm Technician 2	8
Microfilm Technician 3	9
Microfilm Technician 4	11
Mortician	11
Musical Instrument Tech.	10
Natural Resource Equip. Opr. 1	7
Natural Resource Equip. Opr. 2	8
Natural Resource Equip. Opr. 3	9
Natural Resource Equip. Opr. 4	10
Natural Resource Research Tech. 1	9
Natural Resource Research Tech. 2	10
Natural Resource Research Tech. 3	11
<u>Necropsy Technician</u>	9
<del><sup>2</sup>Necropsy Technician - Obj.</del>	<del>8</del>
<del><sup>2</sup>Necropsy Technician - Sr.</del>	<del>9</del>
Nuclear Medicine Tech. 1	13
Nuclear Medicine Tech. 2	14
Nuclear Medicine Tech. 3	15
Nursing Assistant 1	7
Nursing Assistant 2	8
Nursing Assistant 3	9
<sup>21</sup> Occupational Therapy Asst. - Entry	9
<sup>21</sup> Occupational Therapy Asst. - Obj.	11
Operating Room Scrub Asst. 1	8
Operating Room Scrub Asst. 2	9
Operating Room Scrub Asst. 3	10
<sup>2</sup> Organ Transplant Procurement Tech.	9
Orthopedic Appliance Tech. 1	8
Orthopedic Appliance Tech. 2	10
Orthopedic Appliance Tech. 3	12
Orthopedic Appliance Tech. 4	13
<sup>2</sup> Perfusionist Assistant	<u>910</u>
<u>Perfusionist Technician</u>	9
Peripheral Equipment Op. 1	8
Peripheral Equipment Op. 2	9
<sup>2</sup> Pharmacist Assistant	9
Pharmacy Technician - Entry	7
Pharmacy Technician - Obj.	8
Phlebotomist - Entry	8

Phlebotomist - Obj.	9
Phlebotomist - Leadworker	10
<sup>2</sup> Photographer - Entry	9
<sup>2</sup> Photographer	10
<sup>2</sup> Photographer - Sr.	11
<u>Plumbing Consultant 1</u>	<u>15</u>
<u>Plumbing Consultant 2</u>	<u>16</u>
<u>Plumbing Plan Reviewer 1</u>	<u>15</u>
<u>Plumbing Plan Reviewer 2</u>	<u>16</u>
<sup>2</sup> PSL Support Shop Coordinator	14
<sup>2</sup> PSL <u>Ultra High Vacuum Spec.</u>	14
<sup>21</sup> Physical Therapy Asst. - Entry	9
<sup>21</sup> Physical Therapy Asst. - Obj.	11
Printing Assistant	11
Property Assessment Tech. 1	8
Property Assessment Tech. 2	10
Property Assessment Tech. 3	11
<del>Psychiatric Care Tech. 1</del>	<del>8</del>
<del>Psychiatric Care Tech. 2</del>	<del>9</del>
Psychological Services Tech.	9
<sup>2</sup> Radiobiology Technician	9
Radiotherapy Dosimetrist 1	13
Radiotherapy Dosimetrist 2	14
Radiotherapy Dosimetrist 3	15
Radiotherapy Dosimetrist 4	16
Radiotherapy Technician 1	12
Radiotherapy Technician 2	13
Radiotherapy Technician 3	14
Radiotherapy Technician 4	15
Real Estate Technician 1	6
Real Estate Technician 2	8
Real Estate Technician 3	9
Recreation Assistant	9
Research Technician 1	8
Research Technician 2	10
Research Technician 3	12
Research Technician 4	13
Resident Care Tech. 1	7
Resident Care Tech. 2	8
<del>Resident Care Tech. 3</del>	<del>9</del>
Respiratory Therapist 1	12
Respiratory Therapist 2	13
Respiratory Therapist 3	14

Respiratory Therapist 4	15
Respiratory Therapist 5	16
<sup>2</sup> Seizure Monitoring Tech. - Entry	8
<sup>2</sup> Seizure Monitoring Tech. - Obj.	9
<sup>2</sup> Soil Technician - Obj.	8
<sup>2</sup> Soil Technician - Sr.	9
<sup>2</sup> Specimen Control & Rec. Tech. - Obj.	8
<sup>2</sup> Specimen Control & Rec. Tech. - Sr.	9
Teacher Assistant	9
Theater Maintenance Coord.	10
Therapy Assistant - Entry	9
Therapy Assistant - Obj.	11
<sup>2</sup> Transfusion Technician	8
Ultrasound Technician 1	13
Ultrasound Technician 2	14
Ultrasound Technician 3	15
<sup>2</sup> Urology Technician	10
Veterinary Care-Tech. 1	8
Veterinary Care-Tech. 2	9
Veterinary Care-Tech. 3	10
Wildlife Technician 1	7
Wildlife Technician 2	8
Wildlife Technician 3	9
Wildlife Technician 4	10
Wildlife Technician 5	11

~~<sup>2</sup>Upon implementation of Personnel Management Surveys during the course of the Agreement, these new titles and associated pay ranges will be in effect. Actual assignment to the new class title will be based on assigned duties and responsibilities.~~

<sup>1</sup>Effective 07/07/96, the following classifications are reassigned to the following pay ranges:

<u>Occupational Therapy Assistant - Entry</u>	<u>10</u>
<u>Occupational Therapy Assistant - Objective</u>	<u>12</u>
<u>Physical Therapy Assistant - Entry</u>	<u>10</u>
<u>Physical Therapy Assistant - Objective</u>	<u>12</u>

**2/1/5 ~~CLERICAL AND RELATED~~ ADMINISTRATIVE SUPPORT UNIT (CRASU)**

Clerical Assistant 1	6
Clerical Assistant 2	7
Data Entry Operator 1	7
Data Entry Operator 2	8
Educational Loan Collector 1	10
Educational Loan Collector 2	11
Employment Security Asst. 1	8
Employment Security Asst. 2	9
Employment Security Asst. 3	10
Employment Security Asst. 4	11
<sup>2</sup> Financial Clerk	8
Financial Specialist 1	9
Financial Specialist 2	10
Financial Specialist 3	11
Financial Specialist 4	12
Financial Specialist 5	13
Institution Registrar 1	9
Institution Registrar 2	11
Institution Registrar 3	12
Job Service Associate 1	11
Job Service Associate 2	12
<sup>2</sup> Legal Assistant - Entry	10
<sup>2</sup> Legal Assistant - Obj.	11
<sup>2</sup> Legal Secretary - Obj.	9
<sup>2</sup> Legal Secretary - Adv.	10
Library Services Assistant - <del>Entry</del>	9
Library Services Assistant - Sr.	10
Library Services Assistant - Adv./ <u>Lead</u>	11
Motor Vehicle Rep. 1	7
Motor Vehicle Rep. 2	8
Motor Vehicle Rep. 3	9
Motor Vehicle Rep. 4	10
Motor Vehicle Rep. 5	11
Motor Vehicle Rep. 6	12

<u>Payroll &amp; Benefits Assistant</u>	9
<del>Payroll &amp; Benefits Asst. 1</del>	8
<del>Payroll &amp; Benefits Asst. 2</del>	9
<del>Payroll &amp; Benefits Asst. 3</del>	10
<del>Payroll &amp; Benefits Asst. 4</del>	11
<del>Payroll &amp; Benefits Asst. 5</del>	12
<del>Payroll &amp; Benefits Asst. 6</del>	13
<u>Payroll &amp; Benefits Specialist 1</u>	10
<u>Payroll &amp; Benefits Specialist 2</u>	11
<u>Payroll &amp; Benefits Specialist 3</u>	12
<u>Payroll &amp; Benefits Specialist 4</u>	13
Program Assistant 1	8
Program Assistant 2	9
Program Assistant 3	10
Program Assistant 4	11
Sales Representative	9
Secretary 1	9
Secretary 2	10
Stenographic Reporter 1	11
Stenographic Reporter 2	13
Student Status Examiner 1	10
Student Status Examiner 2	11
Tax Representative Asst. 1	10
Tax Representative Asst. 2	11
Tax Return Examiner 1	7
Tax Return Examiner 2	8
Technical Typist - Entry	7
Technical Typist - Obj.	8
Technical Typist - Sr.	9
Telephone Operator 1	6
Telephone Operator 2	7
Tourist Information Asst. 1	8
Tourist Information Asst. 2	9
Tourist Information Asst. 3	10
Trust Funds Assistant 1	10
Trust Funds Assistant 2	11
Trust Funds Assistant 3	12
Typesetting Sys. Input Op. 1	8
Typesetting Sys. Input Op. 2	10
Typist	7
Typist (Lead)	8
Typographic Composer 1	5
Typographic Composer 2	6

Unemployment Comp. Assoc. 1	11
Unemployment Comp. Assoc. 2	12
Word Processing Operator 1	7
Word Processing Operator 2	8
Word Processing Operator 3	9
Workers Comp. Assistant 1	9
Workers Comp. Assistant 2	10
Workers Comp. Assistant 3	11

<sup>2</sup>Upon implementation of Personnel Management Surveys during the course of the Agreement, these new titles and associated pay ranges will be in effect. Actual assignment to the new class title will be based on assigned duties and responsibilities.

### 2/1/6 PROFESSIONAL SOCIAL SERVICES (PSS)

<del>Area Services Specialist 1</del>	<del>1</del>
<del>Area Services Specialist 2</del>	<del>2</del>
<del>Area Services Specialist 3</del>	<del>3</del>
<del>Area Services Specialist 4</del>	<del>4</del>
<del>Area Services Specialist 5</del>	<del>5</del>
<del>Area Services Specialist 6</del>	<del>6</del>
<u>Chaplain</u>	<u>5</u>
<u>Chaplain 1</u>	<u>4</u>
<u>Chaplain 2</u>	<u>5</u>
<u>Chaplaincy Education Coord.</u>	<u>6</u>
<u>Chief Regional Psychologist</u>	<u>9</u>
<u>Chief Regional Psychologist - Doct.</u>	<u>9</u>
<u>Client Rights Facilitator 1</u>	<u>5</u>
<u>Client Rights Facilitator 2</u>	<u>6</u>
<del>Client Services Assistant 1</del>	<del>25</del>
<del>Client Services Assistant 2</del>	<del>26</del>
<del>Client Services Assistant 3</del>	<del>27</del>
<del>Client Services Assistant 4</del>	<del>28</del>
<u>Client Services Assistant - Entry</u>	<u>27</u>
<u>Client Services Assistant - Obj.</u>	<u>28</u>
<u>Client Services Specialist - Entry</u>	<u>2</u>
<u>Client Services Specialist - Obj.</u>	<u>4</u>
<u>Client Services Specialist - Sr.</u>	<u>5</u>
<u>Community Integration Specialist</u>	<u>6</u>
<u>Community Treatment Specialist</u>	<u>6</u>
<u>Corrections Program Specialist 1</u>	<u>6</u>
<u>Corrections Program Specialist 2</u>	<u>7</u>
<u>Court Liaison 1</u>	<u>6</u>

<u>Court Liaison 2</u>	7
<u>Crisis Intervention Worker</u>	6
<del>Disability Deter. Spec. 1</del>	<del>2</del>
<del>Disability Deter. Spec. 2</del>	<del>4</del>
<del>Disability Deter. Spec. 3</del>	<del>5</del>
<del>Disability Deter. Spec. 4</del>	<del>6</del>
<u>Disability Claims Reviewer</u>	5
<u>Disability Claims Specialist</u>	6
<u>Disability Determination Specialist - Entry</u>	2
<u>Disability Determination Specialist - Obj.</u>	4
<u>Economic Support QA Analyst</u>	7
<u>Economic Support QA Reviewer - Entry</u>	3
<u>Economic Support QA Reviewer - Obj.</u>	4
<u>Economic Support QA Specialist</u>	5
<u>Economic Support Specialist 1</u>	6
<u>Economic Support Specialist 2</u>	7
<del>Equal Rights Officer 1</del>	<del>3</del>
<del>Equal Rights Officer 2</del>	<del>5</del>
<del>Equal Rights Officer 3</del>	<del>6</del>
<del>Equal Rights Officer 4</del>	<del>7</del>
<u>Equal Rights Officer - Entry</u>	3
<u>Equal Rights Officer - Obj.</u>	5
<u>Equal Rights Officer - Sr.</u>	7
<u>Experiential Rec. Spec. - Entry</u>	1
<u>Experiential Rec. Spec. - Obj.</u>	2
<u>Forensic Specialist</u>	7
<u>Health Services Specialist 1</u>	6
<u>Health Services Specialist 2</u>	7
<u>Ind. &amp; Labor Trng. Coord. 1</u>	4
<u>Ind. &amp; Labor Trng. Coord. 2</u>	5
<u>Ind. &amp; Labor Trng. Rep. 1</u>	2
<u>Ind. &amp; Labor Trng. Rep. 2</u>	3
<u>Ind. &amp; Labor Trng. Rep. 3</u>	4
<u>Job Service Analyst 1</u>	4
<u>Job Service Analyst 2</u>	5
<u>Job Service Analyst 3</u>	6
<u>Job Service Analyst 4</u>	7
<u>Job Service Counselor 1</u>	2
<u>Job Service Counselor 2</u>	3

Job Service Counselor 3	4
Job Service Counselor 4	5
Job Service Counselor 5	7
Job Service Specialist 1	2
Job Service Specialist 2	3
Job Service Specialist 3	4
Job Service Specialist 4	5
<u>Juvenile Review Specialist</u>	7
Labor Market Analyst 1	2
Labor Market Analyst 2	3
Labor Market Analyst 3	4
Labor Market Analyst 4	5
<u>Licensing/Certification Specialist</u>	6
Medical Record Librarian	4
Medical Records Consultant	7
<u>Medigap Insurance Specialist - Entry</u>	4
<u>Medigap Insurance Specialist - Obj.</u>	5
<u>Medigap Insurance Specialist - Lead</u>	6
<u>Offender Classification Specialist 1</u>	6
<u>Offender Classification Specialist 2</u>	7
<u>Ombudsman Services Spec. - Entry</u>	4
<u>Ombudsman Services Spec. - Obj.</u>	5
Parole Board Member	10
<u>Parol Commission Member</u>	10
<del>Probation and Parole Agent 1</del>	2
<del>Probation and Parole Agent 2</del>	4
<del>Probation and Parole Agent 3</del>	5
<u>Probation and Parole Agent - Entry</u>	2
<u>Probation and Parole Agent - Obj.</u>	4
<u>Probation and Parole Agent - Sr.</u>	5
<del>Psychological Serv. Assoc. 1</del>	2
<del>Psychological Serv. Assoc. 2</del>	4
<u>Psychological Services Associate - Entry</u>	2
<u>Psychological Services Associate - Obj.</u>	4
<u>Psychologist</u>	7
Psychologist 1	4
Psychologist 2	6
Psychologist 3	7
Psychologist 4	8
Psychologist 5	9
Psychologist 6	10

Psychologist 1-Doctorate	4
Psychologist 2-Doctorate	6
Psychologist 3-Doctorate	7
Psychologist 4-Doctorate	8
Psychologist 5-Doctorate	9
Psychologist 6-Doctorate	10
<u>Psychologist - Doct.</u>	7
<u>Psychologist - Sr.</u>	8
<u>Psychologist - Sr. Doct.</u>	8
Recreation Leader 1	1
Recreation Leader 2	2
<u>Recreation Leader - Entry</u>	1
<u>Recreation Leader - Obj.</u>	2
<u>Regional Housing Specialist</u>	6
<u>Rehabilitation Case Mgr. - Obj.</u>	4
<u>Rehabilitation Case Mgr. - Sr.</u>	5
<u>Rehabilitation Case Mgr. - Lead</u>	6
<u>School Psychologist</u>	7
<u>School Psychologist - Doct.</u>	7
<u>School Psychologist Sr.</u>	8
<u>School Psychologist Sr. - Doct.</u>	8
Social Services Spec. 1	6
Social Services Spec. 2	7
Social Services Spec. 3	8
<del>Social Worker 1</del>	2
<del>Social Worker 2</del>	4
<del>Social Worker 3</del>	5
<u>Social Worker - Entry</u>	2
<u>Social Worker - Obj.</u>	4
<u>Social Worker - Sr.</u>	5
<u>Substance Abuse Counselor - Entry</u>	27
<u>Substance Abuse Counselor - Obj.</u>	28
<u>Treatment Specialist 1</u>	6
<u>Treatment Specialist 2</u>	7
<u>Tribal Services Coordinator</u>	8
Unempl. Benefit Analyst 1	4
Unempl. Benefit Analyst 2	5
Unempl. Benefit Analyst 3	6
Unempl. Benefit Analyst 4	7
Unempl. Benefit Specialist 1	2
Unempl. Benefit Specialist 2	3

Unempl. Benefit Specialist 3	4
Unempl. Benefit Specialist 4	5
Unempl. Benefit Specialist 5	6
Unempl. Contribution Spec. 1	2
Unempl. Contribution Spec. 2	3
Unempl. Contribution Spec. 3	4
Unempl. Contribution Spec. 4	5
Veterans Benefit Specialist 1	3
Veterans Benefit Specialist 2	4
Veterans Benefit Specialist 3	5
<u>Victim Services Specialist</u>	<u>6</u>
<del>Vocational Rehab. Counselor 1</del>	<del>2</del>
<del>Vocational Rehab. Counselor 2</del>	<del>4</del>
<del>Vocational Rehab. Counselor 3</del>	<del>5</del>
<u>Vocational Rehabilitation Counselor - Entry</u>	<u>2</u>
<u>Vocational Rehabilitation Counselor - Obj.</u>	<u>4</u>
<u>Vocational Rehabilitation Counselor - Sr.</u>	<u>5</u>
Vocational Rehab. Spec. 1	6
Vocational Rehab. Spec. 2	7
Vocational Rehab. Spec. 3	8
<u>Vocational Services Specialist</u>	<u>6</u>
Volunteer Coordinator	3
Worker's Comp. Specialist 1	3
Worker's Comp. Specialist 2	4
<u>Workers Compensation Rehab. Spec.</u>	<u>6</u>
<u>Youth Services Specialist</u>	<u>7</u>

2/1/7 Employees excluded from these collective bargaining units are all office professional, (except Professional Social Services unit employees), sessional, confidential, limited term, project, management, supervisory and building trades-craft employees. All employees are in the classified service of the State of Wisconsin as listed in the certifications by the Wisconsin Employment Relations Commission as set forth in this Section.

2/1/8 The parties will review all deletions of existing classifications from the bargaining unit as well as all new classifications relating to the bargaining unit and, if unable to reach agreement as to their inclusion or exclusion from the bargaining unit, shall submit such classifications to the Wisconsin Employment Relations Commission for final resolution.

2/1/9 The WSEU will be provided by DER, upon written request, available statistical data in DER's possession on LTE utilization.

## **SECTION 2: Dues Deduction**

2/2/1 Upon receipt of a voluntary written individual order from any of its employes covered by this Agreement on forms presently being provided by the Union, the Employer will deduct from the pay due such employe those dues required as the employe's membership in the Union. A list of all employes from whose pay dues have been deducted shall be sent to the appropriate local with that local's dues deduction check. At the same time, a copy of said list of employes shall also be sent to Council 24.

2/2/2 Such orders shall be effective only as to membership dues becoming due after the date of delivery of such authorization to the payroll office of the employing unit. New individual orders will be submitted on or before the 25th day of any month for deduction the following pay period. Such deductions shall be made from the employe's pay for the first pay period of each month, except that where the payroll of the department is processed by the centralized payroll of the Department of Administration, such deductions shall be evenly divided between the A and B pay periods. Deductions shall be made only when the employe has sufficient earnings to cover same after deductions for social security, federal taxes, state taxes, retirement, health insurance, income continuation insurance, and life insurance. Deductions shall be in such amount as shall be certified to the Employer in writing by the authorized representative of the local Union.

2/2/2A (PSS) Effective the February 5, 1994, pay period, dues shall be deducted each pay period (biweekly) if the local has notified the Department of Employment Relations no later than January 1, 1994, of its intention to change from the current deduction method to a biweekly deduction and has provided the amount of the biweekly deduction.

2/2/2B Effective with the pay period beginning February 5, 1994, dues shall be deducted each pay period (biweekly) for employes whose pay is generated by the University of Wisconsin-Madison payroll system if the local union has notified the Department of Employment Relations and the University of Wisconsin-Madison Central Payroll no later than January 1, 1994, of its intention to change from the current deduction method to a biweekly deduction. Additionally, the local shall provide, by January 1, 1994, to the Department of Employment Relations and the University of Wisconsin-Madison Central Payroll, the amount of the biweekly deduction.

2/2/3 Employees represented by the WSEU who have a WSEU membership card on file who move to another position which may be legally represented by the WSEU will have their WSEU dues deduction continued. When an employee represented by the WSEU who has a WSEU membership card on file moves to a position which may not legally be represented by the WSEU, the dues deducted on behalf of the WSEU shall cease. Subsequent to the employee movement, dues deductions will be paid to the local Union having jurisdiction over the geographic assignment of the employee. New authorization cards must be submitted as indicated above by employees returning after a leave of absence without pay in excess of 12 months. The Employer will remit all such deductions to the appropriate local Union within 10 days after the payday covering the pay period of deduction.

2/2/4 Such orders may be terminated in accordance with the terms of the order the employee has on file with the Employer. However, under no circumstances shall an employee be subject to the deduction of membership dues without the opportunity to terminate his/her order at the end of any year of its life or earlier by the employee giving at least 30 but not more than 120 days written notice to the Employer and local Union.

2/2/5 In those units that have a fair share or maintenance of membership agreement, the Employer agrees to deduct the amount of dues or proportionate share of the cost of the collective bargaining process and contract administration measured by the amount of dues uniformly required of all members, as certified by the Union from the earnings of the employees in the units. The amount so deducted shall be paid to the Union.

2/2/6 The Employer will not deduct from the pay of any employees in any bargaining unit covered by this Agreement dues or other financial contributions for any other labor organization.

2/2/7 The Union shall indemnify and save the Employer harmless against any and all claims, demands, suits, or other forms of liability which may arise out of any action taken or not taken by the Employer for the purpose of complying with the provisions of this Section.

### **SECTION 3: Bulletin Boards**

2/3/1 (BC, SPS, T, PSS, ASU) The Employer shall provide bulletin boards at locations mutually agreed upon for use by the local Unions to enable employees of the bargaining unit to see notices posted thereon. Such mutual agreement shall be arrived at locally. The normal size of new bulletin boards will be eight (8) square feet. The Employer will maintain bulletin boards provided

under prior negotiated collective bargaining agreements and they need not conform to the normal size. In the event any new bulletin boards are mutually agreed upon, the Employer shall pay 50% and the Union shall pay 50% of the cost of such new boards. All notices shall be posted by the President of the local Union or his/her designee and shall relate to the matters listed below:

- A. Union recreational and/or social affairs;
- B. Union appointments;
- C. Union elections;
- D. Results of Union elections;
- E. Union meetings;
- F. Rulings or policies of the International Union or other Labor Organizations with which the Union is affiliated;
- G. Reports of Union standing committees;
- H. Any other material authorized by the Employer or his/her designee and the President of the local Union or his/her designee; and,
- I. Official Union publications.

~~2/3/2 (CR) Bulletin board availability for display of appropriate materials related to the Clerical bargaining unit shall be provided on the following basis:~~

~~2/3/3 (CR) In those cases where Clerical unit members affiliate with existing WSEU locals, the existing local bulletin boards will be used for Clerical material. Where the existing board is not accessible to the members of the Clerical unit, the location of a new board shall be agreed to locally.~~

~~2/3/4 (CR) In those cases where new locals are formed and there are existing WSEU local bulletin boards in the work location, the Clerical unit local shall share the existing board subject to local Union approval.~~

~~2/3/52 (CRASU) In those buildings where no boards exist for the WSEU and/or the Clerical Administrative Support unit local, a bulletin board shall be made available if there are at least ten (10) employees of the unit. The location and size of the board shall be determined by mutual local agreement. In those locations employing less than ten (10) administrative support unit employees, space for two (2) 8 1/2 x 11 sheets shall be made available on existing management bulletin boards, with the mutual agreement by the parties at the worksite.~~

~~2/3/6 (CR) In those locations employing more than 5 but less than 10 Clerical unit employes, space for two (2) 8 1/2" x 11" sheets shall be made available on existing management bulletin boards, if any, if an agreement to make the space can be made by mutual agreement of the parties at such location.~~

~~2/3/7 (CR) The Employer shall pay the cost of such new boards. All notices shall be posted by the President of the local Union or the designee and shall relate to the matters listed below:~~

- ~~A. Union recreational and/or social affairs;~~
- ~~B. Union appointments;~~
- ~~C. Union elections;~~
- ~~D. Results of Union elections;~~
- ~~E. Union meetings;~~
- ~~F. Rulings or policies of the International Union or other Labor Organizations with which the Union is affiliated;~~
- ~~G. Reports of Union standing committees;~~
- ~~H. Any other material authorized by the Employer or his/her designee and the President of the local Union or his/her designee; and,~~
- ~~I. Official Union publications.~~

~~2/3/83 No political campaign literature or material detrimental to the Employer or the Union shall be posted. The bulletin boards shall be maintained by the President of the local Union or his/her designee. Any material determined by the Employer to not be in compliance with the provisions of this section shall be brought to the attention of the local Union/Chapter President or his/her designee and said material shall be discussed prior to its removal from the board.~~

~~2/3/94 (BC, SPS, T, PSS) The location, size, type and number of bulletin boards shall not be subject to the grievance procedure in Article IV. In determining the location and number of new bulletin boards at assigned work sites, consideration shall be given to diverse factors including but not limited to: normal traffic patterns, the number of employes at such work locations, the type of work performed, the general location of employe gathering places, such as break rooms and lounges, and access of the public to such locations. The location, size, type and number of new bulletin boards shall be subject to the grievance procedure in Article IV. For the purposes of this~~

paragraph only "assigned work sites" shall mean the facility or location to which the employe is normally assigned by the Employer and from which he/she performs his/her assigned duties.

#### **SECTION 4: Personnel Transactions**

**2/4/1** In the next directory published for the University of Wisconsin--Madison, a listing of all University employes covered by this Agreement who work at the University of Wisconsin--Madison will be included. The listing will include:

- A. The name;
- B. Building location;
- C. Work Phone;
- D. Home address;
- E. Home phone;
- F. Employes classification.

The listing of the home address and home telephone is at the employe's option.

**2/4/2** The Employer will furnish the Treasurers of the local unions a list of dues check off information, seniority information and personnel transactions affecting employes in the units covered by this Agreement. This information will be included with the dues checks received from the payroll department on a biweekly basis including "C" payroll periods and will include the following information:

- A. bargaining unit;
- B. employe name;
- C. social security number;
- D. classification (old, new);
- E. work telephone number;
- F. home and work addresses;
- G. seniority date and tie-breaker information;
- H. ethnic group;
- I. sex;
- J. amount of dues deducted;
- K. effective date of the dues deduction;
- L. personnel transaction and effective date;

- M. "add" if new employe;
- N. "C" to indicate a change in employe information.

2/4/3 (PSS) The Employer agrees to provide Council 24 with thirty (30) days notice of any positions which will be reallocated out of the bargaining unit as a result of personnel surveys by the Division of Merit Recruitment and Selection.

2/4/4 ~~Notwithstanding the provisions of secs. 19.31-19.36, Wis. Stats.,~~ The Employer will not release any information relating to the names, addresses, ~~or classifications, social security numbers, home addresses, or other information protected by secs. 19.31-19.36 and 230.13, Wis. Stats. or any Federal laws, of employes covered by this Agreement, to any individual entities, or other labor organizations, including local unions, except for Council 24, or the local union treasurer for their respective local membership list, unless required to do so by the Wisconsin Employment Relations Commission, or a court of law, of employes covered by this Agreement to any other labor organizations unless required to do so by the Wisconsin Employment Relations Commission, a court of law, or other legal process.~~ The Employer will notify the Union of any lists provided under this Section.

#### **SECTION 5: Union Activity**

2/5/1 Bargaining unit employes, including Union officers and representatives shall not conduct any Union activity or Union business on State time except as specifically authorized by the provisions of this Agreement.

#### **SECTION 6: Union Conventions, Educational Classes and Bargaining Unit Conferences**

##### **2/6/1 Conventions**

Duly elected Union delegates or alternates to the annual conventions of the Wisconsin State Employees Union, Council 24, the Wisconsin State AFL-CIO Convention and the Wisconsin PEOPLE convention shall be granted time off, without pay, not to exceed a total of thirteen (13) workdays annually to attend said conventions.

2/6/2 Duly elected Union delegates or alternates to the biennial convention of the AFSCME, AFL-CIO, shall be granted time off without pay, not to exceed a total of ten (10) workdays, to attend said convention.

2/6/3 This time off may be charged to vacation credits, holiday credits, compensatory time or to administrative leave without pay as the individual employe may designate.

**2/6/4** The employe shall give his/her immediate supervisor at least ten (10) calendar days advance notice in writing on attendance at such functions whenever possible. However, when an emergency arises and a delegate is unable to attend, the alternate shall give his/her supervisor at least five (5) calendar days advance notice in writing of attendance at such function, whenever possible.

**2/6/5 Educational Classes**

Employees who are elected or selected by the Union to attend educational classes conducted by or for the Union shall be granted time off without pay for the purpose of participating in such classes. The number of employes for all five bargaining units shall not exceed the following:

**2/6/6 (BC, SPS, T)**

- A. Wisconsin Veterans Home local -- 5
- B. Northern Center for the Developmentally Disabled -- 5
- C. Central Center for the Developmentally Disabled -- 5
- D. Southern Center for the Developmentally Disabled -- 5
- E. Mendota Mental Health Institute local -- 5
- F. Winnebago Mental Health Institute local -- 5
- G. University of Wisconsin - Milwaukee local -- 5
- H. University of Wisconsin - Madison local -- 21 total (not to exceed 15 BC, 10 T,

2 SPS)

- I. Waupun Correctional Institution local -- 4
- J. Statewide locals -- 7 (each)
- K. All other locals -- 2 (each)

**2/6/7 (ERASU)**

**Clerical and Related Administrative Support Unit**

**Represented by Local**

**Unit Employes to Attend**

**Educational Classes**

100 or less	2
101 through 300	3
301 through 500	4
501 through 700	5

701 through 900	6
901 and over	7

**2/6/7A (PSS)**

Statewide locals -- 7 each

**2/6/8 (BC, SPS, T)** The number of workdays off for such purposes shall not exceed ten (10) for each employe in any one calendar year. This time off may be charged to vacation credits, holiday credits, compensatory time credits or to leave without pay as the employe may designate. The employe shall give his/her immediate supervisor at least ten (10) calendar days advance notice of the employe's intention to attend such functions.

**2/6/9 (CRASU)** The number of workdays off for such purposes shall not exceed ten (10) for any one employe in any one calendar year except at the University of Wisconsin-Madison local where the number of bargaining unit employes who may attend shall not exceed ten (10) and the number of workdays off shall not exceed seven (7) for any one employe in any one calendar year. This time off may be charged to vacation credits, holiday credits, compensatory time or to leave without pay as the employe may designate. The employe shall give his/her immediate supervisor at least ten (10) calendar days advance notice in writing of his/her intention to attend such functions.

**2/6/9A (PSS)** The number of workdays off for such purposes shall not exceed ten (10) for any one employe in any one calendar year. This time off may be charged to vacation credits, holiday credits, compensatory time or to leave without pay as the employe may designate. Where the nature of the educational class is for professional development, such time may be charged to time off without loss of pay under Article 11/3/2, as the employe may designate. The employe shall give his/her immediate supervisor at least ten (10) calendar days advance notice of the employe's intention to attend such functions.

**2/6/10 Bargaining Unit Conferences**

Attendance at bargaining unit conferences covered by this Section shall be limited to the regularly scheduled bargaining unit conferences held in June and September of each year of the contract and up to six (6) special bargaining unit conferences for the duration of the Agreement. This time off may be charged to vacation credits, holiday credits, compensatory time credits or to leave without pay as the employe may designate. The employe shall give his/her immediate

supervisor at least ten (10) calendar days advance written notice of the employe's intention to attend such function.

#### **2/6/11 Schedule Changes**

Where an employe wishes to attend a Union educational class, Union convention, or bargaining unit conference as listed above requiring a change in schedule with another employe capable of performing the work, the immediate supervisor will make a reasonable effort to approve the change of schedule between the two employes providing such a change does not result in overtime.

**2/6/12** Where notice from the employe is required in 2/6/4, 2/6/8, 2/6/9, 2/6/9A, and 2/6/10 above, Council 24 shall also provide insofar as possible, at least seven (7) calendar days in advance of the function, written notice containing the names, department and local union designation of the employes designated to attend such functions. This written notice is to be sent to the Department of Employment Relations, Division of Collective Bargaining.

#### **SECTION 7: Printing of Agreement**

**2/7/1** The text of this Agreement shall be prepared under the direction of the Wisconsin Employment Relations Commission in accordance with procedures established by the Commission. The Commission shall provide each party an opportunity to proof and correct a draft version of the text. The Commission will certify the text of the Agreement which was agreed to by the parties and following said certification each party shall be responsible for printing copies sufficient for its requirements.

**2/7/2** Any material not certified by the Commission which appears in a printed Agreement of either of the parties shall not be considered a valid part of this Agreement.

**2/7/3** It shall not be the responsibility of the Employer to provide the employes covered by this Agreement with a copy of the Agreement.

#### **SECTION 8: Attendance at Local Union Meetings ~~or~~, Monthly Steward Meetings, ~~or~~ Monthly Local Union Executive Board Meetings**

**2/8/1** Local Union officers and stewards assigned to the 1st, 2nd, or 3rd shift shall be granted time off without pay to attend local Union meetings, ~~or~~ monthly steward meetings, and monthly local union executive board meetings, upon ten (10) calendar days advance notice to his/her immediate supervisor. When the officer, ~~or~~ steward, and local executive board member is

granted time off without pay to attend the local union meetings, ~~and/or monthly steward meetings, and monthly local union executive board meeting,~~ the employe will be allowed to work up to four (4) hours to make up for such lost time for ~~each~~ local union meeting ~~and monthly local union executive board meeting,~~ and eight (8) hours for a monthly steward meeting. Such makeup time shall be at the regular rate of pay scheduled by the Employer and shall be worked during the pay period in which the meeting occurred or the subsequent pay period. Makeup time for monthly steward ~~meetings or monthly executive board meetings~~ shall not generate overtime.

#### **SECTION 9: Telephone And Fax Use**

2/9/1 Existing telephone facilities may be used by local Union officers and stewards for Union business. The location, number and procedure for using telephones shall be mutually agreed to at the first local labor- management meeting. Such use shall not obligate the Employer for the payment of long distance or toll charges. Management will endeavor to respect the confidentiality of phone conversations concerning Union business conducted in accordance with the provisions of this Agreement or a local agreement.

2/9/2 Where currently no existing practices or local agreements are in place, union use of existing Employer facsimile machines shall be limited to communication between union and management.

#### **SECTION 10: Mail Service**

2/10/1 (BC, T, SPS, PSS) Local Unions shall be allowed to use the existing inter-departmental and/or intra-departmental mail system(s) of the State of Wisconsin for a maximum of two membership mailings per month to members of their respective locals. Local Unions shall be allowed to use intra-institutional mail service (if available). Such mailings must be of a reasonable size and volume and prepared by the local Union in accordance with prescribed mail policy. The Employer shall be held harmless for the delivery and security of such mailings. The content of such mailings shall relate to the matters listed below:

- A. Union recreational and/or social affairs;
- B. Union appointments;
- C. Union elections;
- D. Results of Union elections;
- E. Union meetings

F. Rulings or policies of the International Union or other Labor Organization with which the Union is affiliated;

G. Reports of Union Standing Committees.

**2/10/1A (CRASU)** Local unions shall be allowed to use the existing inter-departmental and/or intra-departmental mail system(s) of the State of Wisconsin for a maximum of twenty-four (24) membership mailings per year, not to exceed four (4) per month, to members of their respective locals. Local Unions shall be allowed to use intra-departmental mail service (if available). Such mailings must be of a reasonable size and volume, and prepared by the local Union in accordance with prescribed mail policy. The Employer shall be held harmless for the delivery and security of such mailings. The content of such mailings shall relate to the matters listed below:

A. Union recreational and/or social affairs;

B. Union appointments;

C. Union elections;

D. Results of Union elections;

E. Union meetings;

F. Rulings or policies of the International Union or other Labor Organization with which the Union is affiliated;

G. Reports of Union Standing Committees.

**2/10/2** No political campaign literature or material detrimental to the Employer or the Union shall be distributed.

**2/10/3** Local Union use of the mail systems involved shall not include any U.S. mails or other commercial delivery services used by the state as part of or separate from such mail system(s). The Union's use of the mail service shall be the responsibility of the president or a designee of the local Union.

#### **SECTION 11: Visitations**

**2/11/1** The Employer agrees that non-employee officers and representatives of the WSEU or of the International Union shall be admitted to the premises of the Employer during working hours upon advance notice, 24 hours if possible, to the appropriate Employer representative. Such visitations shall be for the purpose of ascertaining whether or not this Agreement is being observed by the parties and for the adjustment of grievances. The Union agrees that such activities shall

not interfere with the normal work duties of employees. The Employer reserves the right to designate a private meeting place whenever possible or to provide a representative to accompany the Union officer where operational requirements do not permit unlimited access.

**SECTION 12: Executive Board of Council 24**

2/12/1 Council 24 will furnish to the Department of Employment Relations, Division of Collective Bargaining, in writing, the names, departments, and local Union designation of elected members of the Executive Board within five (5) days after election to the Executive Board. Notification of any changes in the membership of the Executive Board shall be made in writing to the Department of Employment Relations, Division of Collective Bargaining within five (5) days after such change. Duly elected members of the Executive Board of Council 24 of the Wisconsin State Employees Union [not to exceed a total of twenty (20) employees from all bargaining units] shall be granted time off without pay to attend the regular monthly meeting and no more than six (6) special meetings of the Executive Board each calendar year. Such members will give their immediate supervisors seven (7) days advance written notice of the intended absence.

**SECTION 13: Loss of Benefits**

2/13/1 Employees on leave of absence without pay shall continue to earn vacation, sick leave, and length of service credits for the first two hundred sixteen (216) hours of time spent per calendar year in authorized Union activities contained in Article II, Section 6 (Union Conventions, Educational Classes, and Bargaining Unit Conferences) and Section 8 (Attendance at Local Union Meetings or Monthly Steward Meetings).

2/13/2 Employees on leave of absence without pay shall continue to earn vacation, sick leave, and length of service credits for time spent in authorized union activities contained in Article II, Section 12 (Executive Board) and for contract negotiations meetings with the Employer (five (5) designated members of the Union's bargaining team from each of the bargaining units covered by this Agreement). A total of up to five (5) employees from all five (5) bargaining units on leave of absence under 13/8/3 shall also be covered. Such coverage shall be limited to a cumulative period of time of up to one (1) year per person for the life of the contract.

2/13/3 It is expressly understood that the Union or the employee can contribute to the Wisconsin Retirement Fund an amount equal to the amount that both the employee and the Employer would

have contributed to the Wisconsin Retirement Fund if the employe had not been on leave of absence without pay.

**2/13/4** The Union shall be allowed to prepay the retirement contributions for employes (at differing rates for employes in general or protective occupations) who are on leaves of absence without pay for contract negotiations. The contribution for an employe shall be based on the compensation the employe would be deemed to have been paid (at their then current base rate of pay) for the time during which the employe would be on a leave of absence without pay for contract negotiations. If the Union chooses to prepay said retirement contributions, it shall be obligated to prepay both the employe's and the Employer's contribution. There shall be one prepayment for the entire period of contract negotiations.

**2/13/5** If the Union prepayment is in excess of the amount required to maintain an employe's status in the Wisconsin Retirement System, said excess shall be returned to the Union after the close of contract negotiations. When prepayment is made, the Union shall provide the Employer with the names of the employes so covered, and the calculations used in establishing the amount to be prepaid. Said prepayment shall be made at least one (1) month prior to the time at which an employe goes on leave without pay status for contract negotiations.

**2/13/6** All contributions shall be in accordance with ch. 40, Wis. Stats.

#### **SECTION 14: Orientation**

**2/14/1** A representative of the local Union shall be granted up to thirty (30) minutes for Union orientation during scheduled group orientations involving from two to five new, recalled, or reinstated WSEU represented employes as well as employes reallocated from non-WSEU represented bargaining units. When six or more WSEU represented employes are scheduled, up to sixty (60) minutes shall be granted. The Employer retains the right to prohibit or terminate any Union orientation presentation that contains political campaign information or material detrimental to the Employer. Attendance at Union orientation presentations shall be voluntary. The Employer shall notify the local Union five (5) days prior to any group orientation. When requested, the Union will provide the Employer copies of all written information to be distributed by the Union at the orientation in advance of the meeting.

**2/14/2** In the absence of such group orientation meetings, the Employer agrees to allow, as the Union may elect, either up to thirty (30) minutes for Union orientation following the Employer

orientation of new employe(s), or to distribute to new employees represented by the WSEU a packet of informational material furnished to the Employer by the local Union. The time for such non-group Union orientation meetings shall be scheduled by the Employer within thirty (30) days of the date of hire and shall be without loss of pay. The Employer retains the right to review the materials and refuse to distribute any political campaign literature or material detrimental to the Employer.

**2/14/3** The Employer will inform the Union in advance of its intention to attend Union orientation. The Employer will not terminate or prohibit any Union orientation until a discussion has been held with the Union representative giving the orientation. Union orientation is an appropriate subject for local negotiations.

**ARTICLE III**  
**MANAGEMENT RIGHTS**

3/1/1 It is understood and agreed by the parties that management possesses the sole right to operate its agencies so as to carry out the statutory mandate and goals assigned to the agencies and that all management rights repose in management, however, such rights must be exercised consistently with the other provisions of this Agreement. Management rights include:

A. To utilize personnel, methods, and means in the most appropriate and efficient manner possible as determined by management.

B. To manage and direct the employes of the various agencies.

C. To transfer, assign or retain employes in positions within the agency.

D. To suspend, demote, discharge or take other appropriate disciplinary action against employes for just cause.

E. To determine the size and composition of the work force and to lay off employes in the event of lack of work or funds or under conditions where management believes that continuation of such work would be inefficient or nonproductive.

F. To determine the mission of the agency and the methods and means necessary to fulfill that mission including the contracting out for or the transfer, alteration, curtailment or discontinuance of any goals or services. However, the provisions of this Article shall not be used for the purpose of undermining the Union or discriminating against any of its members.

3/1/2 It is agreed by the parties that none of the management rights noted above or any other management rights shall be subjects of bargaining during the term of this Agreement. Additionally, it is recognized by the parties that the Employer is prohibited from bargaining on the policies, practices and procedures of the civil service merit system relating to:

A. Original appointments and promotions specifically including recruitment, examinations, certification, appointments, and policies with respect to probationary periods.

B. The job evaluation system specifically including position classification, position qualification standards, establishment and abolition of classifications, and allocation and reallocation of positions to classifications.