



Legislative Fiscal Bureau

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December 12, 2019

TO: Members
Joint Committee on Employment Relations

FROM: Bob Lang, Director

SUBJECT: Summary of 2019-21 State Compensation Plan Provisions

On November 8, 2019, the Department of Administration's (DOA) Division of Personnel Management (DPM) submitted the 2019-21 state compensation plan to the Joint Committee on Employment Relations (JCOER) for approval. This memorandum provides background information on statutory requirements related to the compensation plan, the pay plan supplementation process, related amounts budgeted to compensation reserves in 2019 Act 9, and an explanation of several terms used in the compensation plan. Also before the Committee are requests to approve the pay plans of the UW System and UW-Madison. The pay plans of the UW System and UW-Madison are separate from the state compensation plan and are not addressed in this memorandum. Finally, attached is a summary of the provisions of the 2019-21 state compensation plan as proposed.

Compensation Plan

Statutory Components. The state's biennial compensation plan for classified employees, elected state officials, and certain unclassified employees is established under s. 230.12 of the statutes. Under these provisions, the compensation plan must:

"include the amounts and methods for within range pay progression, for pay transactions, and for performance awards. The proposal shall be based upon experience in recruiting for the service, the principle of providing pay equity regardless of gender or race, data collected as to rates of pay for comparable work in other public services and in commercial and industrial establishments, recommendations of agencies and any special studies carried on as to the need for any changes in the compensation plan to cover each year of the biennium. The proposal shall also take proper account of prevailing pay rates, costs and standards of living and the state's employment policies."

The compensation plan consists of both: (a) the dollar values of the pay rates and ranges and

the within range pay steps of the separate pay schedules to which the classes and grade levels for positions in the classified service established under the classification plan are assigned; and (b) the provisions governing the pay of most unclassified positions in the executive branch. In addition, the compensation plan may include provisions for supplemental pay and pay adjustments, and other provisions required to implement the plan or amendments.

Statutes specify that separate pay schedules may incorporate different wage and salary administration features. Each of these schedules must "provide for pay ranges or pay rates and applicable methods and frequency of within range pay adjustments based on such considerations as competitive practice, appropriate principles and techniques of wage and salary administration and determination, elimination of pay inequities based on gender or race, and the needs of the service."

Statutes specify that "the compensation program shall contain either individual or combinations of pay advancement techniques, and the pay schedules therein may contain provisions for a variety of methods of within range progression, including, but not limited to discretionary performance awards, equity adjustments, "time in grade" adjustments, and other appropriate within range adjustments as may be provided in the compensation schedule." The compensation plan may also include other provisions related to pay, benefits, and working conditions.

Statutory Role of the Joint Committee on Employment Relations. The DPM administrator is required to submit "a proposal for any required changes in the compensation plan" to JCOER. The Committee is then required to hold a public hearing on the proposed plan. Statutes further specify that the "proposal, as may be modified by the joint committee on employment relations together with the unchanged provisions of the current compensation plan, shall, for the ensuing fiscal year or until a new or modified plan is adopted under this subsection, constitute the state's compensation plan." Any modification made by JCOER of the administrator's proposed changes "may be disapproved by the governor within 10 calendar days." In this case, a "vote of 6 members of the joint committee on employment relations is required to set aside any such disapproval of the governor."

Subsequent to adoption of the proposed plan as may be modified by JCOER, provisions of the compensation plan that JCOER approves which require legislative action for implementation, "such as changes in fringe benefits and any proposed amendments, deletions or additions to existing law, shall be introduced by the committee in a bill or companion bills, to be put on the calendar." Any such bill or companion bills are not subject to statutory requirements for referral to the Joint Committee on Finance, referral and reporting requirements related to the Joint Survey Committee on Retirement Systems, and emergency clause provisions for bills passed prior to a biennial budget bill. Current law requires that JCOER "accompany the introduction of such proposed legislation with a message that informs the legislature of the committee's concurrence with the matters under consideration and which recommends the passage of such legislation without change."

Pay Plan Supplements

Compensation reserves are monies set aside in the budget to provide funding for any increases in state employee salary and fringe benefit costs that may be required in the biennium, but for which funding is not included in individual agency budgets. The reserve funds are not allocated at the time

of budget development to individual agencies because neither the amount of any salary or fringe benefit cost increases, nor the specific amount of funding needed by each individual agency, is known.

In the 2019-21 biennium, to the extent necessary, costs of unbudgeted pay and fringe benefit adjustments would be funded from the compensation reserves under the pay plan supplementation process. Under the pay plan supplementation process, DOA requires state agencies, towards the end of each fiscal year, to document the need for any supplementation of existing budgets for the cost of any authorized pay increases (including associated fringe benefit costs, such as social security and retirement contribution payments) and for the cost of the employer's share of any increased fringe benefit costs such as premiums for state employee health insurance. Once these requests have been reviewed by DOA, the request is submitted to the Joint Committee on Finance for final approval under a 14-working day passive review process.

The schedule of compensation reserves in Chapter 20 of the statutes indicates reserve funding for each funding source from which state employees' salaries and benefits may be funded. The respective indications of GPR, PR, FED, and SEG funding amounts are included to provide an indication of the all-funds impact of the anticipated cost increases to agencies under the administration's plans for compensation. However, the actual fiscal impact of "releasing" funds from these indicated reserves is different between GPR funds and any non-GPR funding sources. The reason for this is that the GPR funding comes from a single central source, the general fund, which is composed primarily of general tax revenues. In contrast, the other funding sources are not pooled in a single account. While these revenue sources are the same in the definitional sense of involving the same type of revenue (for example, federal revenue), the revenues are retained by the individual agencies in either separate program accounts (such as a separate program account for licensing fees) or in distinct segregated funds (the transportation fund or the conservation fund, for example). Therefore, rather than these different revenues all going to a single fund, each program account or segregated fund separately receives revenues that are to be deposited exclusively to that account or fund and the expenditures of those revenues may be made only for the purposes authorized for that account or fund.

As a consequence of this difference, when GPR that is set aside in the compensation reserves is released to state agencies under the pay plan supplementation process, it is transferred from one central GPR appropriation to individual agency GPR appropriations for expenditure. In contrast, when PR, SEG, or FED monies are "released" to state agencies under the pay plan supplementation process, these monies are transferred from the individual revenue balance of the particular account or fund for that individual agency to the appropriation side of that account or fund. In general, such accounts or funds usually have sufficient revenue reserves to cover the costs of the pay plan supplements; what they require is the authorization to increase their total spending authority by the amount of the requested supplement. The review of compensation reserves for biennial budget development, therefore, usually focuses on GPR funding amounts.

2019-21 Biennial Budget

Under the 2019-21 biennial budget (2019 Act 9), \$240.0 million (all funds) is budgeted for

compensation reserves. The funding sources of the \$240 million are shown in Table 1.

TABLE 1

Compensation Reserve Amounts by Fund Source

<u>Fund Source</u>	<u>2019-20</u>	<u>2020-21</u>	<u>Total</u>
General Purpose Revenue	\$13,351,800	\$94,545,400	\$107,897,200
Federal Revenue	4,077,100	31,916,600	35,993,700
Program Revenue	7,850,100	67,044,100	74,894,200
Segregated Revenue	<u>3,215,600</u>	<u>17,992,000</u>	<u>21,207,600</u>
Total	\$28,494,600	\$211,498,100	\$239,992,700

The components of compensation reserves funded from general purpose revenue (GPR) are shown in Table 2.

TABLE 2

GPR Compensation Reserves Components

	<u>2019-20</u>	<u>2020-21</u>	<u>Biennium</u>
Prior Period and Inflationary Increases for State			
Employee Fringe Benefits	-\$10,753,200	\$17,841,100	\$7,087,900
General Wage Adjustments	19,577,700	59,672,400	79,250,100
Correctional Officers Pay Plan	10,201,600	25,604,300	35,805,900
Market Wage and Parity Adjustments	2,000,000	2,000,000	4,000,000
Long-Term Service Award Program	313,000	714,900	1,027,900
Crime Lab Pay Progression	0	48,100	48,100
High Deductible Health Care Plan Savings	-6,456,700	-8,694,700	-15,151,400
Opt-Out Incentive Savings	<u>-1,530,600</u>	<u>-2,640,700</u>	<u>-4,171,300</u>
Total	\$13,351,800	\$94,545,400	\$107,897,200

Based on information provided by DPM, Tables 3 and 4 provide cost estimates for provisions included in the proposed compensation plan. It should be noted that, in some cases, for provisions which may be supplemented from compensation reserves, estimated GPR costs could exceed the amounts budgeted under 2019 Act 9. With regard to the difference between budgeted and estimated costs, the administration indicates that pay plan supplements funded from compensation reserves would only be allowable within the amounts budgeted. As noted in the provisions of the proposed compensation plan, supplements would be provided from compensation reserves, subject to the availability of funds, as determined by the Secretary of DOA.

Table 3 summarizes the estimated cost of base pay increases in the proposed compensation plan in 2019-20 and 2020-21, as well as the annualized cost-to-continue in the following biennium. The table includes the GPR and all funds cost of salaries and variable fringe benefits for each

provision, as well as the protective service add-on for the correctional security position market and progression and the increase to excise tax agent progression. It should be noted that the estimated cost of general wage adjustments in Table 3 is consistent with what was budgeted in compensation reserves under 2019 Act 9, included in Table 2 above. The difference between the amounts shown in the tables is primarily attributable to the cost of general wage adjustments that would be provided to employees of the UW System, which are not covered by the compensation plan.

TABLE 3
Compensation Plan Executive Branch Base Pay Increases,
Cost of Salaries and Variable Fringe Benefits

<u>Provision</u>	<u>GPR</u> <u>2019-20</u>	<u>GPR</u> <u>2020-21</u>	<u>GPR Annualized</u> <u>Cost to Continue</u>	<u>All Funds</u> <u>2019-20</u>	<u>All Funds</u> <u>2020-21</u>	<u>All Funds</u> <u>Annualized</u> <u>Cost to Continue</u>
May be Supplemented from Compensation Reserves						
General Wage Adjustment, 2%*	\$8,559,800	\$27,460,100	\$37,859,500	\$17,429,800	\$55,915,400	\$77,091,300
Correctional Security Position Market and Progression	8,103,200	31,326,800	39,183,100	8,588,200	34,507,900	43,320,200
Market Stratification	831,300	1,440,900	1,440,900	2,296,100	3,979,800	3,979,800
Compensation Reserve-Funded Market List	274,000	475,000	475,000	1,273,500	2,207,300	2,207,300
Parity - To Be Determined by DPM**	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Subtotal	\$17,768,300	\$60,702,800	\$78,958,500	\$29,587,600	\$96,610,400	\$126,598,600
Agency-Funded (May Not be Supplemented)						
Nurse Clinician 2 Market and Progression	\$195,400	\$1,081,800	\$1,081,800	\$378,500	\$2,079,400	\$2,184,800
Transportation Customer Service Survey and Progression	0	0	0	638,700	1,523,100	1,523,100
Lowest Pay Ranges Increased (\$15 per Hour Initiative)	15,500	350,600	350,600	52,300	1,359,900	1,359,900
Justice Forensic Scientist Market/Equity	24,200	125,900	125,900	132,800	690,700	690,700
Revenue Agent Survey Equity Generation	176,700	417,800	417,800	234,200	553,600	553,600
Natural Resources Technician Market	0	0	0	139,600	330,000	330,000
Law Enforcement Dispatcher Progression	0	0	0	33,900	92,100	107,900
Entry Level Information Services Progression Additions	4,200	13,700	13,700	11,100	34,400	40,000
Increase to Excise Tax Agent Progression	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,900</u>	<u>18,800</u>	<u>29,600</u>
Subtotal	\$416,000	\$1,989,800	\$1,989,800	\$1,625,000	\$6,682,000	\$6,819,600
Total	\$18,184,300	\$62,692,600	\$80,948,300	\$31,212,600	\$103,292,400	\$133,418,200

*Cost for executive branch positions under the compensation plan only. Figures do not include the UW System, SWIB, the Legislature, or the Courts, which generally administer their own pay policies outside of the compensation plan.

**About \$300,000 of the \$2 million GPR "Market Wage and Parity Adjustments" funds in compensation reserves (see Table 2) would be allocated in 2020-21 for parity adjustments. Parity adjustments for agency-funded market adjustments would not be supplemented from compensation reserves.

Table 4 summarizes the cost of supplemental pay provisions in the proposed compensation plan in 2019-20 and 2020-21. These add-ons and incentive payments would not increase base pay for employees. The table includes the GPR and all funds cost of salaries and variable fringe benefits for each provision, as well as the protective service add-on for the retention incentive payments for Corrections and Health Services protective status employees.

TABLE 4

**Compensation Plan Proposed Supplemental Pay Provisions,
Cost of Salaries and Variable Fringe Benefits**

<u>Provision*</u>	GPR	GPR	All Funds	All Funds
	<u>2019-20</u>	<u>2020-21</u>	<u>2019-20</u>	<u>2020-21</u>
Increase to Add-on for Work Hours for Certified Nursing Assistants	\$27,000	\$43,900	\$450,000	\$731,300
Building Inspectors Credential-Based Add-on	0	0	37,600	61,200
Public Utility Auditors and Financial Analysts Skill-Based Add-on	0	0	123,200	200,300
Revenue Economist Skill-Based Add-on	21,200	50,400	23,200	55,200
Retention Incentive Payments for Corrections and Health Services Protective Status Employees	<u>542,400</u>	<u>710,500</u>	<u>561,800</u>	<u>733,800</u>
Total	\$590,600	\$804,800	\$1,195,800	\$1,781,800

*All supplemental pay items are agency-funded, with the exception of a portion of the cost of Corrections and Health Services length of service payments, which were funded in compensation reserves.

Terminology Used in the Compensation Plan

A *pay progression system*, as typically included in the compensation plan, is a time-based system that provides pay increases to individual employees in specific classifications or pay ranges based on longevity through a grid that lists hourly pay rates for different lengths of service, such as some number of months or years. Pay progressions included in the compensation plan generally require that employees meet performance standards to be eligible for pay increases. Pay progression is intended to move an employee's pay from the pay minimum towards the maximum level.

An *equity adjustment* generally describes an adjustment to an employee's base rate in cases where the employee's base rate is lower than that of employees with fewer years of service. These adjustments can only occur in broadbanded pay ranges (discussed below). In most cases, seniority date is a primary factor in providing an equity adjustment. In larger classification groups, there could be "sub-groups" where an equity adjustment is considered for groups that perform similar work. Equity adjustments may be based on market factors outside of state government ("external equity") or establishment of wage rates in an agency that correspond to each job's relative value to the agency ("internal equity").

A *market wage adjustment* is a one-time base pay increase provided to some or all employees in a particular classification that is intended to bring individual employees' pay up to or closer to a market rate (that is, the going rate in the job market for the type of work the individual performs).

A *funded market adjustment* is a market wage adjustment in which some or all of the filled positions in the specified classification receives the designated amount. The cost of funded market adjustments is supplemented from compensation reserves, unless otherwise specified.

Agency-funded market adjustments are market wage adjustments that may not be supplemented from compensation reserves. Rather, the agency must fund the pay increase within its existing budget.

Generated market adjustments describe a type of pay adjustment in which a pool of funding

for providing market wage adjustments is generated based upon the number of filled positions in specific classifications within an agency. Depending on the structure of the generated market adjustment, the pool of funding may be available for allocation to multiple classifications or classification series, or may be restricted to the specific classifications or classification series that generated the funding. The agency is provided discretion to distribute varying amounts from the pool of funding to employees in the classifications generating the funding. This method is most used to correct equity issues within an agency or a classification overall. The pool of funding may or may not be fully distributed. Generated market adjustments may be funded from compensation reserves or agency-funded, as specified in the compensation plan.

Parity adjustments describe pay adjustments that an agency may request for employees in a different classification who perform similar work to employees in the identified classification list. These parity requests must be sent to DPM for review and must be approved by the administrator. Historically, parity adjustments were pay provisions for nonrepresented employees to provide an average level of pay adjustments for the biennium that is comparable to the average level for the related group of represented employees. Typically, the authorization for parity adjustments would be acquired through amendments or modifications to the compensation plan established at the beginning of the biennium.

Pay compression describes pay differentials that are considered inequitable. Specifically, the term may apply to differences between: (a) the pay of supervisors and subordinates; (b) the pay of experienced and newly hired personnel of the same classification; or (c) pay-range midpoints in successive job pay ranges or related jobs across pay structures.

Add-on pay is a type of supplemental pay provided on an hourly basis for certain classifications and types of work performed. Such pay may be provided to address recruitment, retention, or other employment issues. Add-on pay, when provided, does not constitute a base pay increase.

Broadbanding is a pay structure that consolidates a number of pay grades and salary ranges into fewer bands with relatively wide salary ranges. Under the compensation plan, classified positions are assigned to either a non-broadband or broadband pay schedule. Pay administration policies differ between these pay schedule types. In general, there is more flexibility in setting the pay rates of positions in broadband pay schedules. For example, pay on appointment for positions assigned to a broadband pay schedule may be set at differing rates, subject to the maximum for the applicable pay range and the restrictions outlined in the compensation plan.

Lastly, as noted in 2017-19 and 2019-21 compensation plan definitions, the term "*FLSA-exempt*" refers to an employee who is exempt from the overtime provisions of the federal Fair Labor Standards Act (FLSA). This federal legislation is the source of various other labor laws, including the federal minimum wage, hours worked (what constitutes compensable time), recordkeeping requirements, and child labor provisions.

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Attachment

ATTACHMENT

2019-21 State of Wisconsin Compensation Plan

Following is a summary of the 2019-21 state employee compensation plan proposal submitted to JCOER by DPM. The proposed plan amends the provisions of the 2017-19 compensation plan. As such, this summary identifies only those provisions which are proposed changes to the current plan. The sections of the 2019-21 compensation plan that pertain to each provision are identified at the end of each entry. A number of provisions have a specified effective date of November 24, 2019. The Division indicates that these provisions are intended to apply prospectively and would not be retroactively applied.

1. General Wage Adjustments

Dates, Amounts, and Eligibility. The plan would provide a general wage adjustment (GWA) of 2% on January 5, 2020, and an additional GWA of 2% on January 3, 2021, to all eligible employees. Eligible employees include non-represented classified employees, indefinite-term unclassified employees, classified attorneys, and certain unclassified attorneys. Under the plan, crafts worker supervisors whose pay is established based on represented craftworker employees would not be eligible for a GWA. As under the 2017-19 compensation plan, limited-term employees could have their base pay rate adjusted by the GWA that is provided to other employees. [The plan additionally makes changes to various provisions relating to GWAs provided in the 2017-19 biennium to reflect the proposed implementation dates of the GWAs in the 2019-21 biennium.]

Progression-Eligible Attorneys. The plan specifies that certain progression-eligible attorneys with satisfactory performance whose pay increase funding is included in compensation reserves, and who have not yet received at least a 2.0% progression increase for the applicable fiscal year, would receive a GWA equal to the difference between 2.0% and the amount already received, if any. These attorney positions include assistant and deputy district attorneys, assistant state public defenders, and assistant and deputy attorneys general. [Subsequent to submitting the compensation plan, DPM indicated that because funding for progression-eligible attorneys was included in 2019 Act 9 outside of compensation reserves, the compensation plan provision should be modified to refer to the budget rather than compensation reserves.]

Delayed GWAs. The plan would modify language relating to eligibility and job performance such that an employee whose job performance was rated unsatisfactory (previously "below satisfactory") as a result of the most recent formal performance evaluation conducted in the 12-month period ending on the effective date of the applicable GWA would not be eligible for the GWA. The plan also provides that, if such an employee attains satisfactory performance by the following March 31, the employee would be granted a delayed GWA effective April 12, 2020, for 2019-20 or April 11, 2021, for 2020-21 with no retroactive pay or lump sum payment for the delay and no annualized GWA payment if limited by the pay range maximum.

Funding of \$19,577,700 GPR in 2019-20 and \$59,672,400 GPR in 2020-21 was included in 2019 Act 9 in compensation reserves to provide two GWAs of 2% each on January 1, 2020, and January 1, 2021, for most state employees, including employees of the UW System and elected

officials. The implementation dates in the proposed compensation plan coincide with starting dates for pay periods in the state's central payroll calendar.

[Sections: A-2.01, B-3.05, and C-2.00]

2. Elected Official Pay

Under the Wisconsin Constitution, the compensation of a public officer may not be increased or decreased during the term of office, except that: (a) any increase in the compensation of members of the Legislature takes effect, for all Senators and Representatives, after the next general election beginning with the new Assembly term; and (b) any increase or decrease in the compensation of Justices of the Supreme Court or judges of any other court become effective for all Justices or judges, upon the election or appointment of any Justice or judge. Further, statutes specify that the state's biennial compensation plan include the compensation amounts for Justices, judges, legislators, state executive branch constitutional officers, and district attorneys.

The plan would provide elected officials two pay increases of approximately 2% each. As noted previously, funding was included in 2019 Act 9 in compensation reserves to provide two GWAs of 2% each on January 1, 2020, and January 1, 2021, for most state employees, including employees of the UW System and elected officials. Note that, as with previous compensation plans, pay rates for district attorneys differ based on prosecutorial unit size. The 2019-21 plan revises the two largest prosecutorial unit sizes to reflect changes enacted under 2017 Act 207. Further, the current rate of office for district attorneys is the applicable rate when the district attorney last took office (2017).

Proposed annual compensation amounts for elected officials are identified in the table below.

<u>Position</u>	<u>Current Rate for Office</u>	<u>Rate for Office January 5, 2020 to January 2, 2021</u>	<u>Rate for Office January 3, 2021</u>
Governor	\$152,756	\$156,000	\$159,183
Lieutenant Governor	80,684	82,348	84,012
Attorney General	148,242	151,383	154,461
State Superintendent of Public Instruction	127,047	129,730	132,351
State Treasurer	72,551	74,007	75,504
Secretary of State	72,551	74,007	75,504
Supreme Court Justices	159,297	162,500	165,772
Court of Appeals Judge	150,280	153,301	156,388
Circuit Court Judge	141,773	144,623	147,535
Legislator	52,999	54,060	55,141
District Attorney, county with a population of more than 750,000	136,900	145,288	148,200
District Attorney, county with a population of more than 250,000 but not 750,000	123,848	131,456	134,098
District Attorney, county with a population of more than 100,000 but not 250,000	117,615	124,842	127,359
District Attorney, county with a population of more than 75,000 but not 100,000	117,615	124,842	127,359
District Attorney, county with a population of more than 50,000 but not 75,000	111,990	118,872	121,264
District Attorney, county with a population of more than 35,000 but not 50,000	111,990	118,872	121,264
District Attorney, county with a population of more than 20,000 but not 35,000	100,122	106,288	108,431
District Attorney, county with a population of not more than 20,000	100,122	106,288	108,431

[Sections: B-2.01 thru B-2.04]

3. Correctional Security Pay Progression and Market Adjustments

The plan would make the following changes relating to correctional security positions:

Pay Progression. Under the plan, a pay progression system would increase pay rates for correctional officers/sergeants, youth counselors/advanced, and psychiatric care technicians/advanced after attaining specified months/years of continuous service, and depending on if eligible employees are currently receiving the \$5 per hour add-on or are in the training academy, as follows:

<u>Effective Date/Continuous Service</u>		<u>Pay Range (per Hour): Officers Youth Counselors, Psychiatric Care Technicians</u>	<u>Pay Range (per Hour): Sergeants, Youth Counselors-Advanced Psychiatric Care Technicians-Advanced</u>
January 6, 2019	6 months	\$17.16	N/A
	12 months	17.68	N/A
	18 months	18.19	N/A
	24 months	18.70	\$20.70
January 5, 2020	Minimum	16.99	17.80
	6 months	17.51	N/A
	12 months	18.04	N/A
	18 months	18.56	N/A
January 19, 2020	24 months	19.08	21.12
	Minimum	16.99*/18.65**	17.80*/20.15**
	6 months	17.51*/19.17**	N/A
	12 months	18.04*/19.70**	N/A
June 21, 2020	18 months	18.56*/20.22**	N/A
	24 months	19.08*/20.74**	21.12*/23.47**
	Minimum	18.65	20.15
	6 months	19.17	N/A
December 6, 2020	12 months	19.70	N/A
	18 months	20.22	N/A
	24 months	20.74	23.47
	Minimum	18.65	20.15
January 3, 2021	1 year	19.70	23.64
	2 years	20.74	24.89
	3 years	21.37	25.65
	5 years	22.02	26.43
	10 years	22.69	27.23
	15 years	23.38	28.06
January 3, 2021	Minimum	19.03	20.56
	1 year	20.10	24.12
	2 years	21.16	25.39
	3 years	21.80	26.17
	5 years	22.47	26.96
	10 years	23.15	27.78
	15 years	23.85	28.63

*Employees in the training academy and employees receiving the \$5 add-on.

**Employees not in the training academy and not receiving the \$5 add-on. These pay rates incorporate the market adjustment indicated in Section L 2.12 and the minimum ranges (\$18.65 per hour and \$20.15 per hour) override the general pay range minimum listed in Section Z.

Under the plan, correctional officers/sergeants, youth counselors/advanced, and psychiatric care technicians/advanced would be paid the greater of the employee's current rate or the rate indicated in the progression tables. The 2017-19 compensation plan provided progressions for: (a) correctional officers, psychiatric care technicians, and youth counselors after six months (\$17.16 per hour), 12 months (\$17.68 per hour), 18 months (\$18.19 per hour), and 24 months (\$18.70 per hour) of adjusted continuous service; and (b) sergeants, psychiatric care technicians-advanced, and youth counselors-advanced after 24 months (\$20.70 per hour) of continuous service. As noted in the table above, the proposed 2019-21 plan would retain this schedule until January 5, 2020.

Transfers. Under the plan, on or after December 6, 2020, if an employee transfers between correctional officer/sergeant, youth counselor/advanced, or psychiatric care technician/advanced positions and has a current base pay rate that exceeds the applicable pay progression rate, the employee may be appointed at up to the employee's current rate of pay in accordance with the agency compensation policy/process. The plan additionally specifies that, if an employee with prior state continuous service enters into a correctional officer/sergeant, youth counselor/advanced, or psychiatric care technician/advanced position and receives a current base pay rate that exceeds the applicable pay progression rate, the employee may be appointed at up to the lesser of the current rate or the next applicable pay progression point in accordance with the agency compensation policy/process. If the transferred or state continuous service-experienced employee does not have a current base pay that exceeds the applicable pay progression rate, the employee would receive the pay rate that the pay progression schedule indicates, above.

The plan maintains the provisions from the 2017-19 compensation plan concerning pay rate for employees who enter, or are promoted, returned to a previous level, reinstated, restored, demoted, accredited, transferred, or otherwise moved within state service to a correctional officer/sergeant, youth counselor/advanced, or psychiatric care technician/advanced position, except that the effective dates were changed to January 20, 2019, through December 5, 2020, and provisions concerning transactions prior to January 20, 2019, were removed.

Supervisor Parity Adjustments. Under the plan, as under the 2017-19 plan, agencies with supervisors of correctional security positions that receive pay increases could request parity adjustments. However, the plan would specify that such parity adjustments be funded by the agency.

Market Wage Adjustments. Under the plan, correctional officers/sergeants, youth counselors/advanced, and psychiatric care technicians/advanced would receive market wage adjustments, effective January 19, 2020 (for the first group of eligible employees). The market pay increases would be \$1.66 per hour for correctional officers, youth counselors, and psychiatric care technicians, and \$2.35 per hour for correctional sergeants, youth counselors-advanced, and psychiatric care technicians-advanced, limited by the pay range maximums.

The plan establishes that employees in the training academy before June 21, 2020, and employees receiving the \$5 per hour add-on before June 21, 2020, would be ineligible for market pay increases. Employees who move into eligible positions and any employees who have not yet received the market adjustment by June 21, 2020 (the date the \$5 add-on expires), would receive the applicable market adjustment. The plan additionally specifies that employees who received the market adjustment and move into positions eligible for the \$5 add-on would not receive the add-on.

Funding. Act 9 places \$10,201,600 GPR in 2019-20 and \$25,604,300 GPR in 2020-21 in compensation reserves for correctional pay plan items. The plan specifies that the cost of market adjustments would be supplemented from compensation reserves, subject to the availability of funds, as determined by the Secretary of DOA.

[Sections: A-2.06, E-4.00, L-2.01, and L-2.12]

4. Corrections and Health Services Retention Incentive Payments

The plan would create retention incentive, lump-sum payments, effective in the first pay period of each fiscal year (June 7, 2020, for 2019-20, and June 6, 2021, for 2020-21), for eligible Department of Corrections (Corrections) and Department of Health Services (DHS) employees in protective status positions. Eligible employees on leave during the granting pay period would receive payment upon their return to pay status.

The plan specifies that Corrections and DHS employees would be eligible for retention incentive payments if: (a) they are in a protective status position on May 31 of the preceding year; (b) they have attained the specified full years of adjusted continuous state service (based on an 11-month period from July 1, 2019 through May 31, 2020 for the first year, and a 12-month period from June 1, 2020 through May 31, 2021 for the subsequent year); and (c) their most recent performance evaluation was not unsatisfactory in the 12 months preceding May 31 of that year. The plan establishes that payments would not be made retroactively for employees who attained the requisite full years of service in years prior to the qualifying period. The lump sum payments would be provided as follows:

<u>Full Years of Service</u>	<u>Payment</u>
10	\$250
15	500
20	750
25+*	1,000*

*Lump sum payments of \$1,000 would be made after a qualifying employee has attained 25 full years of service, and for each subsequent five-year anniversary.

Under 2019 Act 9, funding of \$313,000 GPR in 2019-20 and \$714,900 GPR in 2020-21 was provided in compensation reserves for long-term service awards.

[Section: A-5.07]

5. Market Adjustments for Certain State Crime Lab Positions

Laboratory and Fingerprint Technician Generated Market Adjustment. The plan specifies that market adjustments may be provided to fingerprint technicians (entry, senior, and advanced) and laboratory technicians (1, 2, and 3) from funding equal to the number of employees in these positions times \$0.30 per hour. The compensation plan indicates that funding amounts for the two classification series must be kept separate and not used for pay adjustments for the other classification series. The plan specifies that: (a) funds generated per position have no bearing on the rights of individual employees to receive a pay increase; (b) the criteria for distribution of pay adjustments must be applied uniformly, and the distribution is subject to DPM approval; (c) any funding amount not distributed will remain undistributed; and (d) funds generated may not be combined with any other funds for distribution. The plan specifies that funding amounts would be available for distribution effective November 24, 2019. This provision would affect both the Department of Justice and the Department of Agriculture, Trade and Consumer Protection

(DATCP), since DATCP also employs laboratory technicians. The plan specifies that the cost would be supplemented from compensation reserves, subject to the availability of funds, as determined by the Secretary of DOA.

Agency-Funded Forensic Scientist Market Equity Adjustment. The plan specifies that market adjustments may be provided to 22 specific forensic science job classifications in the Department of Justice from funding equal to the number of employees in these positions times \$3.00 per hour. The compensation plan indicates that funding amounts would be considered a single fund created for distribution as discretionary adjustments by the appointing authority. The plan further specifies that: (a) funds generated per position have no bearing on the rights of individual employees to receive a pay increase; (b) the criteria for distribution of pay adjustments must be applied uniformly, and the distribution is subject to DPM approval; (c) any funding amount not distributed will remain undistributed; and (d) funds generated may not be combined with any other funds for distribution. The plan specifies that funding amounts would be available for distribution effective April 12, 2020. The costs of pay adjustments under this provision would need to be funded within agency budgets and would not be eligible for pay plan supplements.

Act 9 provides \$48,100 GPR in 2020-21 in compensation reserves associated with pay progression for the state crime laboratory employees effective July 1, 2020. The budget did not create a statutory pay progression system, but rather set aside funding for a pay progression system in compensation reserves. It was assumed that aspects of a pay progression system would subsequently be included in the state compensation plan for the 2019-21 biennium.

[Sections: L-2.07 and L-2.11]

6. Other Pay Progression Adjustments

Annual Progression Adjustments. The plan modifies classifications in certain pay progression structures. The compensation plan removes progression-eligible classifications that have been abolished, updates classification titles that have been changed, and provides a pay progression opportunity for entry-level information systems classifications.

The following classifications would be removed: (a) revenue economist confidential; (b) mortgage banking examiner; (c) crime victims claims specialist; (d) environmental coordinator; (e) printing technician; and (f) tourism specialist assistant. The name of "lottery customer service specialist" was updated to "lottery services specialist."

The following information systems classifications were moved from other pay progression groups to the new information systems pay progression group: (a) IS business automation analyst; (b) IS comprehensive services professional; (c) IS data services professional; (d) IS Network services professional; (e) IS systems development services professional; (f) IS technical services professional; and (g) IS professional confidential.

The following information systems (IS) classifications would be added to the new information system pay progression group: (a) IS enterprise data services professional; (b) IS enterprise network services professional; (c) IS enterprise systems development services professional; and (d) IS enterprise technical services professional.

Law Enforcement Dispatcher Progression. The plan specifies that starting January 19, 2020, employees in positions allocated to the classification of law enforcement dispatcher would receive an additional \$1.00 base pay progression adjustment on the first day of the pay period following a period of two years in the classification. This additional \$1.00 would also be provided effective January 19, 2020, to employees who already have more than two years in the classification as of that date. Any increases are subject to the pay range maximum. The plan specifies that the costs of pay adjustments would need to be funded within agency budgets and would not be eligible for pay plan supplements. [Previously, law enforcement dispatchers were eligible for one annual progression increase.]

Customer Service Progression Adjustments Resulting from Multi-Phased Survey. The plan specifies that starting January 19, 2020, the Division of Motor Vehicles (DMV) customer service representative progression amount would be reduced from the current \$1.40 to \$1.00. Further, procedural language for addressing unsatisfactory performance would be deleted. Finally, the scope of the provision would be expanded to allow DPM to approve other customer service representative classes for pay progression following completion of a classification study.

Nurse Clinician 2 and Nurse Clinician 2-Weekend Market Placement. The plan specifies that starting April 12, 2020, Nurse Clinician 2 employees would be placed on a pay progression structure based on license granting date based on market adjustments. The plan specifies that the pay adjustment be applied after the \$1.00 increase provided through the nurse clinician add-on, which nurses under this provision will not be eligible for after April 12, 2020. The plan specifies that the cost would be supplemented from compensation reserves, subject to the availability of funds, as determined by the Secretary of DOA.

Nurse Clinician 2 and Nurse Clinician 2-Weekend Pay Progression. The plan establishes a pay progression system effective April 26, 2020, for Nurse Clinician 2 employees based on years licensed as a nurse. Progression adjustments would be made at three, five, seven, nine, and 11 years of professional nursing experience as laid out in pay schedule 11. The progression amounts to approximately \$0.91 per hour. The plan specifies that the costs of pay adjustments would need to be funded within agency budgets and would not be eligible for pay plan supplements.

Revenue Progression. The plan adds revenue agents and revenue field agents to the current pay progression structure and updates revenue auditor titles. The progression provides an increase of \$1.00 or \$2.00 per hour, depending on the employee's number of years of service.

[Sections: A-2.03, A-2.05, A-2.08 thru A-2.10, and A-2.12]

7. Other Market, Equity, and Parity Adjustments and Policies

A. Market and Parity Adjustment Policies

The plan specifies that employees who received an unsatisfactory formal performance evaluation in the previous 12 months, supervisory employees who have not completed all formal requisite performance evaluations in the 12 months prior to the adjustment date, and employees paid at or above the pay range maximum would be ineligible for the adjustment (supervisory employees may receive a delayed adjustment if they complete the requisite performance evaluations by three

months after the adjustment date). Under the 2017-19 compensation plan, the performance evaluation requirements were to be completed by specific dates, as opposed to time periods relative to the date of the market/parity adjustment.

The plan would create a requirement that parity adjustments for agency-funded market adjustments must be funded within agency budgets. The plan additionally would create a provision stipulating that if a labor agreement is approved for a certified bargaining unit during the term of the compensation plan, the Department of Transportation may request and the Division of Personnel Management may approve parity, funded by the Department of Transportation.

B. Funded Market and Parity Adjustments

The plan would delete the one-time market adjustments that were provided to certain positions in February, 2018. Instead, effective November 24, 2019, the plan would provide market adjustments for a number of position classifications in amounts of \$0.50 or \$0.70 per hour, depending on the position classification. The cost of pay adjustments under this provision would be supplemented from compensation reserves, subject to availability of funds for this purpose as determined by the Secretary of DOA.

C. Other Generated Market Adjustments

The plan would specify the following with regard to generated market adjustments: (a) within each agency or division, funding equal to the number of employees in specific position classifications times a specific hourly funding amount could be distributed as discretionary adjustments to individuals in the classifications; (b) funds generated have no bearing on the rights of individual employees to these funds; (c) criteria for distribution of these adjustments will be applied in a uniform manner throughout the agency or employing unit, subject to DPM approval; (d) any funds not distributed on the effective date would remain unspent; and (e) funds generated may not be combined with any other funds provided in the plan. The plan would provide specific generated market adjustments for the following agencies and positions (in addition to the generated market adjustments noted previously for certain state crime lab and DATCP positions):

Department of Workforce Development Employment & Training Specialist Generated Market. Under the plan, each employee in the following classifications would generate the indicated amount per hour: (a) employment and training specialist (\$0.70); (b) employment and training specialist - lead (\$0.80); and (c) employment and training supervisor (\$0.80). The cost of pay adjustments under this provision would be supplemented from compensation reserves, subject to availability of funds for this purpose as determined by the Secretary of DOA. Adjustments would be effective November 24, 2019.

Department of Children and Families Initial Assessment Specialist Generated Market. Under the plan, each employee in the following classifications would generate the indicated amount per hour: (a) initial assessment specialist (\$0.50); (b) initial assessment specialist - advanced (\$0.70); (c) initial assessment specialist - senior (\$0.70); and (d) initial assessment supervisor (\$1.20). The cost of pay adjustments under this provision would be supplemented from compensation reserves, subject to availability of funds for this purpose as determined by the Secretary of DOA. Adjustments would be effective November 24, 2019.

DATCP Generated Market. Under the plan, each employee in the following classifications would generate the indicated amount per hour: (a) animal health compliance specialist (\$0.70); (b) environmental enforcement specialist - senior (\$0.70); (c) environmental health sanitarian - entry (\$0.50); (d) environmental health services supervisor (\$0.70); (e) food safety supervisor (\$0.70); (f) food scientist - advanced (\$0.70); (g) meat safety inspector - entry (\$0.30); (h) meat safety inspector - objective (\$0.50); (i) meat safety supervisor (\$0.70); (j) weights and measures petroleum systems specialist - senior (\$0.70); and (k) weights and measures petroleum systems supervisor (\$0.70). The cost of pay adjustments under this provision would be supplemented from compensation reserves, subject to availability of funds for this purpose as determined by the Secretary of DOA. Adjustments would be effective November 24, 2019.

Classified Attorney Generated Market. Under the plan, each employee in the following classifications would generate the indicated amount per hour: (a) attorney (\$1.00); (b) attorney confidential (\$1.00); (c) attorney supervisor (\$1.25); (d) attorney confidential supervisor (\$1.25); and (e) attorney management (\$1.25). The cost of pay adjustments under this provision would be supplemented from compensation reserves, subject to availability of funds for this purpose as determined by the Secretary of DOA. Adjustments would be effective November 24, 2019.

DOT-Funded Adjustments. Under the plan, each employee in the following classifications would generate the indicated amount per hour: (a) DMV representative advanced (\$1.00); (b) DMV representative specialist (\$1.00); (c) DMV representative lead (\$1.25); (d) DOT supervisor (\$1.25); and (e) DOT program chief (\$1.25). The cost of pay adjustments under this provision would be agency-funded, and not supplemented from compensation reserves. Adjustments would be effective January 19, 2020, upon implementation of the new DMV representative classification series.

DOR-Funded Revenue Agent Generated Equity. Under the plan, each employee in the following Department of Revenue classifications would generate \$0.95 per hour: (a) revenue agent; (b) revenue agent 2; (c) revenue agent 3; (d) revenue agent 4; and (e) revenue agent 5. The cost of pay adjustments under this provision would be agency-funded, and not supplemented from compensation reserves. Adjustments would be effective January 19, 2020.

DNR-Funded Technician Generated Market. Under the plan, each employee in the following classifications would generate \$0.70 per hour: (a) heavy equipment operator; (b) wildlife technician; (c) wildlife technician - advanced; (d) forestry technician; (e) forestry technician - advanced; (f) fisheries technician; and (g) fisheries technician - advanced. The cost of pay adjustments under this provision would be agency-funded, and not supplemented from compensation reserves. Adjustments would be effective January 19, 2020.

D. Market Stratification, Pay Schedules 02, 03, 05, and 06.

The plan would implement a market stratification to increase the hourly pay of employees in pay schedules 02, 03, 05, and 06 based on years of service as follows: (a) 0 to 2 years (\$0.20); (b) 3 to 4 years (\$0.30); (c) 5 to 6 years (\$0.40); (d) 7 to 9 years (\$0.50); or (e) 10 or more years (\$0.60). The cost of pay adjustments under this provision would be supplemented from compensation reserves, subject to availability of funds for this purpose as determined by the Secretary of DOA

Adjustments would be effective November 24, 2019.

[Sections: L-2.01 thru L-2.06, L-2.08 thru L-2.10, and L-2.13]

8. Supplemental Pay Provisions

Supplemental Pay for Engineering-Related Classifications. The plan would modify the eligibility for engineering-related classifications such that the employee's license, permit, or registration must be recognized by the State of Wisconsin. Further, the plan would specify that an employee may only receive one of the hourly add-ons provided to engineering-related classifications under this section.

Nurse Clinician Add-On. Under the plan, employees in the classifications of nurse clinician 2 or nurse clinician 2-weekend would no longer be eligible for the \$1.00 nurse clinician add-on, effective April 12, 2020. In lieu of the add-on for the aforementioned classifications, the plan would increase the base pay rate for each nurse clinician 2 or nurse clinician 2-weekend by \$1.00 per hour, effective April 12, 2020. The plan specifies that this adjustment would occur before placement on the nurse clinician 2/weekend pay progression structure on the same date. In addition, the plan would provide an add-on of up to \$3.00 per hour for all qualifying hours worked for employees in the classifications of nurse clinician 2 or nurse clinician 2 - weekend providing direct patient care at the Department of Corrections' Milwaukee Secure Detention Facility, effective April 12, 2020.

The plan would remove Fox Lake Correctional Institution - Hemodialysis, Dodge Correctional Institution - Infirmary, and Dodge Correctional Institution - Hemodialysis from the list of locations at which nurse clinicians may be eligible for the add-on and base pay increase.

Weekend Certified Nursing Assistant Program. The plan would create the weekend certified nursing assistant program. Under the plan, employing units may establish weekend certified nursing assistant programs designed to recruit and retain qualified nursing assistant personnel. nursing assistant 1, 2, or 3 and residential care technician entry/objective/advanced positions would be assigned to the program and subtitled "--weekend" after the regular classification title. Weekend certified nursing assistants would receive a weekend add-on of \$5.00 per hour for all hours worked during qualifying periods, to be determined by the employing units (between the hours of 6:00 a.m. Friday and 11:30 p.m. Monday).

Supplemental Pay for Hazardous Materials Manager Credential. The plan would add the certified hazardous material manager credential from the Institute of Hazardous Materials Management to the current list of supplemental pay for science related certifications, licenses, and registrations. An appointing authority could provide an add-on not to exceed \$0.30 per hour to an employee whose position is in pay schedule 15 and holds this credential.

Supplemental Pay for Revenue Economist-Confidential Classifications. The plan would establish supplemental pay for revenue economist-confidential classifications. The plan specifies that the appointing authority would grant an add-on to certain employees of the Department of Revenue based on the following list and criteria developed by the appointing authority and approved by the DPM administrator prior to granting the add-on as follows:

Revenue Economist - Confidential	\$1.00 per hour
Revenue Economist - Confidential - Senior	2.00 per hour
Revenue Economist - Confidential - Advanced	3.00 per hour
Revenue Economist - Confidential - Consultant	4.00 per hour
Revenue Economist Manager	4.00 per hour

The plan specifies that other related supervisory or managerial positions with responsibility for directing positions in the above classifications may be included upon approval of the DPM administrator. The plan establishes additional stipulations, including: (a) any add-on would immediately cease when the employee is no longer employed in the position for which the add-on was approved (unless moving to another eligible position); (b) differences in add-on amounts may not be based on differences in level of managerial or supervisory functions performed; and (c) add-ons take effect at the beginning of the first pay period following the approval of the add-on.

Certified Nursing Assistant Add-On. The plan would add the Department of Corrections to the list of agencies under which certified nursing assistants may receive an add-on. The plan specifies that the Department of Corrections employee must be in a position allocated to the classification of nursing assistant 1, 2, or 3, and the nursing assistant must be providing direct care in a health unit. The plan would also increase the add-on from \$0.80 to \$1.20 per hour for hours worked in each subsection of the certified nursing assistant add-on provision, except for the FLSA exempt employees subsection, which would increase the add-on from \$1.20 to \$1.80 per hour for hours worked in excess of 80 hours in a pay period. In addition to Corrections, the add-on provision is applicable to the Departments of Health Services, and Veterans Affairs.

Youth Counselor Add-On. The plan would modify the effective date of the youth counselor/advanced \$1.00 add-on for hours worked at the Department of Corrections' Lincoln Hills/Copper Lake Schools. The plan specifies that the add-on would be effective February 18, 2018, through June 20, 2020. Under the 2017-19 compensation plan, the add-on was effective February 18, 2018, through June 20, 2019, unless an extension were approved by DPM.

Supplemental Pay for Specific Division of State Patrol Assignments. The plan would establish discretionary supplemental pay for positions at the Department of Transportation in state patrol sergeant/dignitary protection unit or state patrol lieutenant classifications.

The plan specifies that the \$1.50 per hour add-on could be provided for performing the following duties, if such add-ons are also authorized for state patrol troopers and inspectors: (a) field training officer and assistant training officer, including time spent completing daily observation reports, field training performance evaluations, and other documents directly related to assessing recruit performance; (b) background investigator; or (c) national training center instructor, instructing students in firearms, defensive and arrest tactics, vehicle contact, emergency vehicle operations, professional communications or standardized field sobriety testing pursuant to their Wisconsin Department of Justice instructor certification. Hours spent in training sessions (where the employee is attending as a student/non-instructor), preparing for trainings sessions, or traveling to or from training sessions are ineligible for the add-on.

Supplemental Pay for Building Inspectors. The plan establishes discretionary supplemental pay for positions located at the Department of Safety and Professional Services in the building

inspector - objective classification, where certain credentials are required. The plan specifies that covered credentials include: (a) commercial building; (b) commercial electric; (c) commercial plumbing; or (d) uniform dwelling.

The plan would provide a \$1.50 per hour add-on for each credential level attained (level 1 through 4). The plan would specify that the appointing authority may grant or adjust the add-on based on the amounts and criteria developed by the appointing authority, and that such criteria or any classification title change must be approved by the DPM administrator prior to granting any add-on. In addition, the plan stipulates: (a) any add-on would immediately cease when the employee is no longer employed in the position for which the add-on was approved (unless moving to another eligible position); (b) supplemental pay may not be granted for circumstances reflected by the base pay rate or range; and (c) add-ons take effect at the beginning of the first pay period following the approval of the add-on.

Supplemental Pay for Public Utility Auditors and Financial Analysts. The plan would establish discretionary supplemental pay for positions located at the Public Service Commission in positions that perform audits or financial reviews where certain skills and education are required. The plan specifies that covered classifications include: (a) public utility auditor, senior, advanced, consultant, and principal; and (b) public utility financial analyst, journey, senior, and principal.

The plan would provide a \$1.50 per hour add-on for each skill level attained (level 1 through 4). The plan would specify that the appointing authority may grant or adjust the add-on based on the amounts and criteria developed by the appointing authority, and that such criteria must be approved by the DPM administrator prior to granting any add-on. In addition, the plan stipulates: (a) any add-on would immediately cease when the employee is no longer employed in the position for which the add-on was approved (unless moving to another eligible position); (b) differences in add-on amounts may not be based on differences in the level of managerial or supervisory functions performed; and (c) add-ons take effect at the beginning of the first pay period following the approval of the add-on, with a maximum individual add-on amount of \$6.00 per hour.

DPI Special Activities. The plan would add the following activities and associated lump-sum payments, provided annually, to the Department of Public Instruction (DPI) special activities provision for specific activities performed at the Wisconsin Center for the Blind and Visually Impaired (WCBVI) and the Wisconsin Education Services Program for the Deaf and Hard of Hearing (WESPDHH):

<u>Activity</u>	<u>Years of Experience in Activity</u>	
	<u>0-3</u>	<u>4+</u>
Student Club Advisor WCBVI (2)	\$425	\$550
Assembly/Event Coordinator WCBVI (2)	425	550
Student Trip Coordinator WCBVI (2)	425	550
Close Up/Space Camp Chaperone WCBVI	850	1,100
White Cane Day Coordinator (2)	850	1,100
Braille Fest Coordinator WCBVI (2)	850	1,100
College & Career Readiness Higher Education Coordinator WCBVI	1,300	1,550
College & Career Readiness Vocational Educ. Coordinator WCBVI	1,300	1,550
Daily Living Skills Trial Coordinator WCBVI	1,300	1,550
School Accessible Materials Production WCBVI	1,300	1,550
Student Information System Support WCBVI (2)	1,300	1,550
4-H Club Coordinator WCBVI	1,300	1,550
Close Up/Space Camp Coordinator	1,800	2,400
SMILES Coordinator WCBVI	2,525	2,950

The plan would remove the following activities (and associated lump-sum payments) from the DPI special activities provision: student trip coordinator WCBVI (2), graduate survey coordinator WCBVI, braille olympics coordinator WCBVI (2), college and career readiness high education co-op program liaison WCBVI, Janesville Elementary/Middle School co-op program liaison WCBVI, and Janesville High School Co-op program liaison WCBVI. Additionally, the plan would amend the titles of eleven activities (the associated lump sum payments would remain unchanged) and provide that unspecified coaching positions at WESPDHH and WCBVI may be used for other sports, depending on student interest (the 2017-19 compensation plan specifies that these positions will be used for other sports). The plan notes that only FLSA-exempt employees would be eligible for payments under this section.

Revenue Sign-On Bonus. The plan would amend the Department of Revenue sign-on bonus provision of the current plan to reflect current classification titles. As under the current plan, a bonus of up to \$3,000 could be provided.

[Sections: A-4.14, A-4.30, A-4.32, A-4.34, A-4.37 thru A-4.42, A-5.02, and A-5.06]

9. DPM Authority to Establish Pay Progressions

The plan would allow the DPM administrator to establish new pay progression systems or revise existing pay progressions, subject to the following conditions: (a) employees may not receive a progression adjustment more than once per year; (b) any employee whose most recent performance rating within the past 12 months was unsatisfactory is ineligible for a progression increase; (c) any new or revised pay progression step may not exceed 8% of the minimum of the applicable pay range; and (d) adjustments will be effective on the first day of the pay period following the date established by DPM.

Under the plan, an employee would need to be notified of an unsatisfactory performance in writing and receive a new performance evaluation within 12 months. If an employee is ineligible for the progression adjustment due to unsatisfactory performance, the employee would receive the progression adjustment effective the first day of the pay period following the employee's receipt of

a written satisfactory performance evaluation and the employee would not receive back pay due to the delay.

[Section: A-3.02]

10. DPM Approval for Agency Pay-Setting Policy

The plan would modify the process through which DPM approves agency pay-setting policies. The plan would specify that, by December 31, 2019, each agency must submit to DPM a pay-setting policy that documents the agency's practices for determining the following: (a) payment of overtime compensation to FLSA-exempt employees; (b) payment of night differential to FLSA-exempt employees; (c) payment of weekend differential to FLSA-exempt employees; (d) payment of standby pay to FLSA-exempt employees; (e) broadband pay upon appointment transactions; (f) discretionary equity and retention awards (DERA); and (g) discretionary merit compensation awards (DMC). Each agency's pay-setting policy would be subject to approval by the DPM administrator and would be reviewed annually by the agency, with any changes submitted to DPM. Under the 2017-19 plan, beginning May 13, 2018, payments to FLSA-exempt employees for overtime compensation, night differential, weekend differential, and standby status require DPM approval.

[Sections: A-4.05, A-4.06, A-6.00, B-3.07, and I-8.00]

11. Executive Salary Group Assignments

The plan would update the current listing of executive salary group (ESG) assignments to reflect updated names of agencies and divisions, to remove positions that no longer exist, and to assign positions not currently specified in the compensation plan to an executive salary group. The following positions would be added to the listing of ESG assignments: (a) DATCP, Administrator of Division of Agriculture Development (ESG 3); (b) Department of Children and Families, Director of Office of Inspector General (ESG 3); (c) Public Service Commission, Administrator of Division of Energy Regulation and Analysis (ESG 4); (d) Department of Natural Resources (DNR), Administrator of Division of External Services (ESG 5); (e) DNR, Administrator of Division of Fish, Wildlife and Parks (ESG 5); (f) Elections Commission Administrator (ESG 4); (g) Elections Commission Assistant Administrator (ESG 3); and (h) Ethics Commission Administrator (ESG 4).

[Section: B-3.03]

12. Timing of Cash Payout for Compensatory Time

For employees not covered by FLSA, the plan specifies that any compensatory time not used by November 30, rather than October 31, be paid in December rather than November at the employee's current regular rate. The plan specifies, however, that an agency may request that DPM approve a different time frame for payout that would apply to the entire agency.

[Section: A-4.03]

13. Standby Status Modification

The plan clarifies that an employee may not be in both standby pay status and work status simultaneously. The plan specifies that "an employee's standby status ends at the time the employee begins work, though standby status may resume after completion of work."

[Section: A-4.08]

14. Broadband Pay on Regrade, Same or Counterpart Pay Range

The plan specifies that pay adjustments for regraded employees whose positions are reallocated, and the reallocation does not solely involve a change of duties, may be made in any amount up to 12% of the pay range minimum at the discretion of the DPM administrator. The current plan does not specify the 12% limitation.

[Section: I-4.10]

15. Transaction Pay Adjustments for Permanent Employees in Non-Broadband Pay Ranges

The plan modifies instructions on calculating base pay rates for positions in pay ranges 05-31 and 05-32 (security and public safety positions under the Corrections and DHS). The provision is intended to facilitate the implementation of correctional security pay adjustments provided under 2019 Act 9.

[Section: E-4.00]

16. Absence Provisions

Fire/Crash Rescue Annual Leave. The plan specifies that the annual leave schedule for fire/crash rescue specialists, crew chiefs, and supervisors be based on a work schedule averaging 112 hours per pay period, rather than 96 hours. For employees scheduled to work more or less than 112 hours, the plan would instruct the employer to prorate annual leave. Further, the plan modifies the number of hours of annual leave provided based on an employee's number of years of adjusted continuous service, as identified below.

<u>Years of Continuous Service</u>	<u>Current Hours</u>	<u>Modified Hours</u>
0 yrs. to 5 yrs.	120	136
5+ yrs. to 10 yrs.	168	192
10+ yrs. to 15 yrs.	184	216
15+ yrs. to 20 yrs.	216	248
20+ yrs. to 25 yrs.	232	272
25+ yrs.	256	296

Weekend Nurse and Weekend Certified Nursing Assistant Annual Leave. The plan expands the leave policy for weekend nurses to also include weekend certified nursing assistant positions.

The plan would modify the current plan to specify that eligible unused annual leave will be paid after December 31 or at the completion of the employee's first six months of service, rather than after December 31 or at the completion of the employee's original probationary period, as specified under the 2017-19 compensation plan.

Weekend Nurses and Weekend Certified Nursing Assistant Personal Holidays. The plan specifies that, as is the case currently with weekend nurses, weekend certified nursing assistants would not be eligible for personal holidays.

Weekend Nurses and Weekend Certified Nursing Assistants. As is the case currently for weekend nurses, the plan specifies that weekend certified nursing assistants would not be eligible for paid legal holidays or compensatory time for work on a holiday. The plan directs that, as with weekend nurses, weekend certified nursing assistants receive pay at a rate of time and one-half for work performed on a legal holiday.

[Sections: A-4.03, K-3.03, K-3.04, K-4.03, and K-5.02]

17. Travel-Related Provisions

General Policies. The plan specifies that submissions for reimbursement may be taxable if submitted more than 60 days after the expense was incurred. Further, the plan would clarify that employees should utilize state-provided purchasing cards when available or coordinate and bill travel expenses centrally by agency. Under the plan, reimbursements may not cover the entire cost of the trip if expenses exceed the limitations in the uniform travel schedule amounts.

Lowest Eligible Airfare. The plan provides that airfare includes one carry-on and/or checked bag, if not already included in the cost of the fare, and the most basic seat assignment. Further, the plan allows for the authorization of additional baggage if the appointing authority determines it is necessary and reasonable. The plan specifies that the class of airfare purchased must be a coach or economy class fare and prohibits the state from reimbursing for premium fares, such as business and first class, and for seat selection modifications (unless the seat selection is to meet a request for reasonable accommodation). The plan clarifies that, in cases where multiple tiers of coach fares exist, those fares may be reimbursable if they represent the lowest total cost, including costs associated with baggage. Further, the plan specifies that requests for reasonable accommodations for air travel, such as modifications to seat selection, must be made in accordance with current compensation plan provisions for other reasonable accommodations.

Ridesharing Services. The plan allows for the use of transportation services in which an organization matches a driver of a private vehicle with a customer, such as the use of Lyft or Uber.

Maximum Meal Amounts. The plan clarifies that the maximum permitted amounts for individual meals include costs associated with delivery fees.

Maximum Lodging Rates. The plan specifies that the maximum average daily rate, excluding tax, be \$94 or less for all in-state travel, rather than \$90 for Milwaukee, Racine, and Waukesha Counties and \$82 for all other counties. The Division estimates the annualized cost of the change would be \$772,500 (all funds), which would be funded within agency budgets.

Eligible Facilities. The plan prohibits reimbursement for stays at private residences, such as lodging provided through Airbnb, and specifies that exceptions to the provision are prohibited. The provision would apply even if the facility was licensed.

[Sections: F-Intro, F-1.05, F-1.07, F-3.01, F-3.04, F-4.02, F-5.02, and F-5.06]

18. Clothing for Special Assignment

The plan specifies that special clothing required for an assignment may be reimbursed with the approval of the appointing authority if the clothing was not previously required or provided by the employer. Receipts would be required.

[Section: G-5.00]

19. Pilot Commuter Bus Program

The plan allows the DPM administrator to create a pilot commuter bus program during the 2019-21 biennium. The program would allow employees to buy an annual pass from bus providers in metropolitan areas where parking is limited and cost prohibitive. The plan specifies that the pilot would not extend beyond the 2019-21 biennium. If the DPM administrator deemed the program feasible, a proposal to continue the program would be included in the 2021-23 compensation plan.

[Section: G-11.00]

20. Technical and Administrative Provisions

The plan additionally makes technical and administrative modifications including changes that reflect effective dates, new position classification titles, updates to organizational unit names, and to correct references to section numbers of the plan.

[Sections: Introductory Notes, A-Intro, A-2.00, A-2.02, A-2.13, A-4.01, A-4.03, A-4.15, A-4.17, A-4.27, A-5.01, C-Intro, C-10.00, D-2.01, D-5.00, F-3.05, F-4.01, G-2.02, I-4.15, I-5.00, J-1.00, and J-2.00]

21. Classified and Covered Unclassified Employee Pay Schedules for 2019-21

Section Z of the state's compensation plan specifies the base pay rates and pay ranges for nonrepresented classified and covered unclassified employees under 25 separate pay schedules. The schedules also specify effective dates for changes. Each of the state's approximately 1,600 position classifications and unclassified position titles covered by the compensation plan are assigned to one of the pay schedules and a specific range within that schedule. Position classifications (position titles) represent specific job duties, and recognize training and experience requirements. There are currently about 32,500 full-time equivalent positions allocated to the established position classifications. [Note that the compensation plan and the pay schedules are not applicable to the UW System or the UW-Madison.] While the schedules may identify the monthly and/or annual salary for positions assigned to one of the schedules, the hourly rate of pay is used for payroll purposes.

Generally, the pay schedules represent modifications made elsewhere in the compensation plan. As such, the proposed 2019-21 compensation plan pay schedules incorporate a GWA for covered employees of 2% on January 5, 2020, and an additional 2% on January 3, 2021. The schedules also do the following:

Security Personnel. The plan would continue a structure in the 2017-19 plan under pay schedule 05 (safety and public security) ranges 31 and 32 for Corrections and DHS security personnel to receive additional increased hourly pay based on the year in which each employee began employment (the year of adjusted continuous service date). The structure affects only individuals who began employment in 2014 or earlier. On January 5, 2020, the hourly rates would increase by 2% to reflect the first GWA. There are currently six Department of Corrections facilities (Waupun, Columbia, Dodge, Green Bay, and Taycheedah Correctional Institutions, and the Lincoln Hills/Copper Lake juvenile schools) at which a \$5 per hour add-on to salary is provided for security personnel until June 20, 2020. The January 5, 2020, placement based on start date would continue for staff at these facilities until June 20, 2020. Beginning on January 19, 2020, staff not at institutions with a \$5 per hour add-on, and beginning on June 21, 2020, for staff at an institution that had the \$5 add-on, hourly rates would increase by \$1.66 (range 05-31) or \$2.35 (range 05-32) to reflect the market adjustments provided under Section L-2.12 of the plan.

Pay schedule 81 (general broadbanded employees), range 4 includes supervising officers at Corrections and DHS facilities. In connection with increases in pay for security personnel, the compensation plan would modify the calculation of the appointment maximum for this particular schedule and range. Currently, the appointment maximum for the entire schedule is the sum of the minimum and 50% of the difference between the minimum and maximum pay in the schedule and range. The compensation plan would increase the appointment maximum to the sum of the minimum and 65% of the difference for pay schedule 81, range 4 only. This modification would be effective on January 19, 2020. According to DPM, this change is proposed to "accommodate anticipated parity adjustments for Supervising Officer 1 employees."

Minimum Hourly Pay. The plan proposes increasing minimum starting pay for all classified positions to \$15 per hour. This would ultimately be accomplished in two phases through modification of pay schedules 02 (administrative support), 03 (blue collar), 05, and 06 (technical) and the schedules for broadbanded positions (12, range 65, professional social services; 14, range 15, engineering; and 81, range 5, general broadbanded employees), as follows: (a) increases would be provided to certain pay range minimums, effective June 7, 2020, to prevent pay compression from occurring (schedule 02, ranges 9 and 10; schedule 03, ranges 9 to 13; schedule 05, ranges 9 to 11; and schedule 06, ranges 9 to 13); and (b) effective January 3, 2021, the lowest pay range (range 8) of each schedule would be eliminated and the lowest remaining minimum pay rate would be increased to \$15 per hour.

Increasing minimum starting pay for positions without adjusting other pay rates could result in pay compression within and between pay ranges in each of the affected pay schedules. For example, more senior employees and position classifications could be paid similar rates as less experienced employees if other pay rates were not adjusted. For this reason, the first phase of the initiative would increase pay rates for several pay ranges above the lowest pay range in pay schedules 02, 03, 05, and 06, effective June 7, 2020.

As indicated previously, most state employees would be eligible for two GWAs of 2% each on January 5, 2020, and January 3, 2021. As noted previously, when GWAs are implemented, pay schedules are also updated to include corresponding increases in pay range minimum and maximum rates. As such, positions paid less than \$15 per hour would receive two pay increases of 2% just as any other employee would. Pay schedules 02, 03, 05, and 06 would also be revised to reflect the 2% pay raises.

Funding was not included in compensation reserves to increase minimum pay for employees to \$15 per hour. Therefore, agencies would fund the costs to increase minimum pay to \$15 per hour and to increase minimum pay of several higher pay ranges to prevent pay compression issues that would otherwise result.

New Schedule 06 Broadband Range. Beginning on January 5, 2020, a new broadband range (65) in schedule 06 would be created "for future use." The use is not specified. However, the initial minimum hourly salary for the range on January 5, 2020 would be \$14.70, and would increase to \$15 on January 3, 2021.

Excise Tax Agents Pay Progression. On the effective date of the 2019-21 compensation plan, the excise tax agent and excise tax agent-senior pay progression schedule would be increased by \$4 per hour for each of four or five progression points, and then increased by these points by 2% on January 5, 2020, and by another 2% on January 3, 2021.

Psychiatrists, Psychiatrist Supervisor/Management and Physicians. On the effective date of the 2019-21 compensation plan, hourly pay ranges for psychiatrist, psychiatrist supervisor/management and physician positions would increase as follows:

<u>Title</u>	<u>Schedule</u>	<u>Range</u>	<u>Minimum Salary</u>	<u>Appointment Maximum</u>	<u>Maximum Salary</u>	<u>Effective Date</u>
Psychiatrist	10	52	\$75.19	\$97.74	\$120.29	Current
			100.00	130.00	160.00	Effective date of 2019-21 compensation plan
			102.00	132.60	163.20	January 5, 2020
			104.04	135.26	166.47	January 3, 2021
Psychiatrist Supervisor/ Management	50	52	\$75.93	\$98.79	\$121.64	Current
			101.00	131.30	161.60	Effective date of 2019-21 compensation plan
			103.02	133.93	164.84	January 5, 2020
			105.09	136.62	168.14	January 3, 2021
Physician	50	51	\$69.61	\$90.56	\$111.51	Current
			81.00	105.30	129.60	Effective date of 2019-21 compensation plan
			82.62	107.41	132.20	January 5, 2020
			84.28	109.57	134.85	January 3, 2021

New Pay Range for Advanced Practice Nurses and Physician Assistants. On the effective date of the 2019-21 compensation plan, a new pay range would be created for advanced practice nurse and physician assistant positions. Under the current compensation plan, these positions are included

in pay schedule 11 (patient care), range 1. The compensation plan would create a new range (11) within this same pay schedule on the effective date of the plan. The modification would be as follows:

<u>Title</u>	<u>Schedule</u>	<u>Range</u>	<u>Minimum Salary</u>	<u>Appointment Maximum</u>	<u>Maximum</u>	<u>Effective Date</u>
Advanced Practice Nurse and Physician Assistant	11	1	\$34.29	\$47.40	\$60.51	Current
	11	11	45.00	55.00	65.00	Effective date of 2019-21 compensation plan
			45.90	56.10	66.30	January 5, 2020
			46.82	57.23	67.63	January 3, 2021

Nurse Clinician Pay Structure and Progression. Pay for nurse clinician positions is included in pay schedule 11, range 2. Under the proposed compensation plan, the hourly pay range for this schedule and range would increase from a minimum of \$30.24 and a maximum of \$56.12 currently to \$30.85 to \$57.25 on January 5, 2020, and \$31.47 to \$58.40 on January 3, 2021. The pay structure and progression for nurse clinicians would establish a minimum pay amount based on the number of years of experience. The compensation plan specifies that placement "and progression is based on full years of professional nursing experience as established by the nurse license granting date." Hourly pay progression amounts would be as follows:

<u>Dates</u>	<u>Years of Professional Experience</u>	<u>Pay Rate</u>
April 12, 2020, to January 2, 2021	0	\$32.41
	3	33.32
	5	34.23
	7	35.14
	9	36.05
	11	36.95
January 3, 2021 to June 19, 2021	0	\$33.06
	3	33.99
	5	34.92
	7	35.85
	9	36.78
	11	37.70

Entry Level Pay Progression for Certain Engineering and Science Positions. Beginning on January 5, 2020, the schedule 14 pay progression for engineering (specialists, engineers, construction representatives, and facility designers) and the schedule 15 pay progression schedule for science (developmental and hydrogeologists) are increased by 2% on January 5, 2020, and by another 2% on January 3, 2021. [Developmental positions are individuals at an intermediate job progression point between entry level and objective level.] The pay progression schedules are also modified to specify the progression point A is at one year, progression point C is at two years, and progression point E is at three years.

Science Broadband Creation. The plan would retitle pay schedule 15 (science), range 2 to be range 22. The only position classification currently in range 2 is pharmacists. The current minimum, appointment maximum, and maximum hourly salary for pharmacists would all increase by 2% with

the effective dates of each GWA. The compensation plan would, however, retain range 2 "for potential future use for high level science positions." Thus, range 2 would be a new pay range. The pay for range 2, 3, and 4 would be as identified below:

<u>Range</u>	<u>Minimum Salary</u>	<u>Appointment Maximum</u>	<u>Maximum</u>	<u>Effective Date</u>
2	\$27.91	\$46.04	\$64.16	January 5, 2020
3	23.85	39.36	54.87	
4	18.32	30.21	42.10	
2	\$28.47	\$46.96	\$65.45	January 3, 2021
3	24.33	40.15	55.97	
4	18.69	30.82	42.95	

Executive Salary Group Schedule. The executive salary group (ESG) schedule (pay schedule 90) is established based on setting the ESG 1 salary level equivalent to the senior manager position (pay schedule 81, range 1), and establishing the maximum hourly rate at 65% above the minimum. Each successive pay range minimum is increased by 8% relative to the range below it. Under law (s. 20.923(15)(b)), individuals in ESG or senior executive group (senior management) positions may not have a salary that equals or exceeds the Governor. This prohibition would be included in the ESG schedule. As a point of comparison, the Governor's hourly salary equivalent is currently \$73.44. The ESG hourly rates in the proposed compensation plan are identified below:

<u>ESG Range</u>	<u>Current</u>		<u>January 5, 2020</u>		<u>January 3, 2021</u>	
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
1	\$30.22	\$49.84	\$30.83	\$50.87	\$31.45	\$51.90
2	32.62	53.83	33.30	54.95	33.97	56.06
3	35.24	58.13	35.97	59.36	36.69	60.54
4	38.06	62.80	38.85	64.11	39.63	65.39
5	41.09	67.80	41.96	69.24	42.81	70.64
6	44.39	73.23	45.32	74.78	46.24	76.30
7	47.94	79.11	48.95	80.77	49.94	82.41
8	51.77	85.42	52.87	87.24	53.94	89.01
9	55.91	92.25	57.10	94.22	58.26	96.13
10	60.39	99.63	61.67	101.76	62.93	103.84

Pay Progression for Attorneys. As with prior compensation plans, the proposed 2019-21 compensation plan identifies the pay progression steps for classified state attorneys, assistant district attorneys, State Public Defender attorneys, and attorneys in broadbanded positions. The progression points are increased by 2% on January 5, 2020, and by another 2% on January 3, 2021.

[Section: Z]