INTRODUCTORY NOTES

Effective Dates

This Compensation Plan is a revision of the ~~2003-05~~ 2005-2007 Plan. Unless otherwise noted, the effective dates for all portions of this Compensation Plan will be based on the beginning date of the pay period closest to July 1 for each fiscal year. For all employees on biweekly payroll systems, these dates will be ~~July 24, 2005~~ (first day of the pay period following JCOER approval) through ~~June 24, 2006~~ July 5, 2008, for fiscal year ~~2005-06~~2007-2008; and ~~June 25, 2006~~ July 6, 2008 through ~~June 23, 2007~~July 4, 2009, for fiscal year ~~2006-07~~2008-2009; unless otherwise noted. These dates will be ~~July 24, 2005~~ (first day of the pay period following JCOER approval) through ~~June 23, 2007~~ July 4, 2009, for the ~~2005-07~~ 2007-2009 biennium, unless otherwise noted. On the dates during which pay rates change, the revised rates become effective after processing of pay changes as the result of personnel transactions occurring on the same date in accordance with Section I, 4.01 of this Plan, unless otherwise noted.

Official Hourly Rate

All computations of pay rates for employees covered under this Plan are based on the Official Hourly Rate (OHR) rounded to three decimal places for base pay and two decimal places for supplemental pay.

NOTE: When an OHR is affected by a pay adjustment, the following rounding procedures are used:

1. For Adjustments To Base Pay: The computation is carried out to five decimal places and any digits appearing beyond the fifth decimal place are dropped. If any digit other than zero appears in either the fourth or fifth decimal column, the digit in the third decimal column is rounded up.

2. For Adjustments To Supplemental Pay (e.g., Physician Board Certification Add-On): The computation is carried out to five decimal places and any digits beyond the fifth decimal place are dropped. If any digit other than zero appears in the third, fourth or fifth decimal column, the digit in the 2nd decimal column is rounded up.

Refer to Chapter 504 of the Wisconsin Human Resources Handbook for additional information relating to Official Hourly Rate Rounding.

DP UNIT CODES *

UNIT	DP UNIT CODE
Supervisory (Non-Professional)	16
Supervisory (Professional)	17
Executive & Management (Staff)	18
Executive & Management (Management)	19
Confidential/Supervisory (Non-Professional)	96
Confidential (Non-Professional)	97
Confidential/Supervisory (Professional)	98
Confidential (Professional) and Limited-Term Employment	99
Administrative Support	02
Blue Collar and Non-Building Trades	03
Building Trades Crafts	04
Security and Public Safety	05
Technical	06
Fiscal and Staff Services	07
Research, Statistics and Analysis	08
Legal	09
Patient Treatment	10
Patient Care	11
Social Services	12
Education	13
Engineering	14
Science	15
Assistant District Attorneys	20
Assistant State Public Defender Attorneys	21
Law Enforcement	36

* Included in the Plan for informational purposes only

PAY SCHEDULES

REPRESENTED *

Administrative Support 02
Blue Collar & Non-Building Trades 03
Building Trades Crafts 04
Security & Public Safety 05
Technical 06
Fiscal & Staff Services 07
Research, Statistics & Analysis 08
Legal 09
Patient Treatment 10
Patient Care 11
Social Services 12
Education 13
Engineering 14
Science 15
Assistant District Attorneys 20
Assistant State Public Defender Attorneys 21
Law Enforcement 36

NONREPRESENTED

General Nonrepresented 01
Limited-Term Employment 18
Nonrepresented Patient ~~Treatment~~-Related Broadband 50
Nonrepresented Law Enforcement Broadband 56
Nonrepresented Information Systems-Related Broadband 70
Nonrepresented Legal-Related Broadband 71
General Nonrepresented Broadband 81
Executive Salary Group (ESG) 90
General Senior Executive Group 95

* Included in the Plan for informational purposes only.

SECTION A - GENERAL COMPENSATION PROVISIONS FOR NONREPRESENTED PERMANENT & PROJECT EMPLOYEES IN THE CLASSIFIED SERVICE

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4.16 Supplemental Pay for Supervisory and Management Engineering and Related Classifications
4.17 CPA Add-On for Professional Confidential, Supervisory or Management Fiscal Classifications
4.18 Certified General Appraiser Add-On
4.19 Supplemental Pay Program for Managers and Supervisors of Revenue Field Auditor and Related Classifications
4.20 Overtime Compensation and/or Supplemental Pay for Project Employees
4.21 Supplemental Pay Program for Power Plant Supervisors and Power Plant Superintendents

4.22 Supplemental Pay for Firearms Requirement at the Department of Military Affairs
4.23 Supplemental Pay for AALAS Certification
4.24 Supplemental Pay for ~~AALAS Certification~~Veterinary Technician Supervisors
4.25 Supplemental Pay for Accredited and Certified Insurance Examiner Designations
~~4.25~~4.26 Supplemental Pay for Add-On Pilot Programs

5.00 Benefit Provisions

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6.00 Labor Management Cooperation Related Pilot Programs

INTRODUCTION

Pursuant to s. 230.12(1)(a)3., Wis. Stats., provisions governing salary transactions for nonrepresented classified employees are contained in this Compensation Plan. Pay provisions currently contained in this Section (Section A) of the Plan include General Wage Adjustments; Annualized General Wage Adjustments; Relocation Incentive Awards; Progression Adjustment for Certain Nonrepresented Classifications; Pay on Survey Regrade; Supplemental Pay and Overtime Compensation.

Certain other compensation provisions, such as those relating to employer payments toward health insurance and retirement contributions, are contained in the Plan pursuant to s. 40.05, Wis. Stats.

1.00 Coverage

The provisions of this Section (Section A) apply to **all project employees and all permanent employees** in the classified service who are not covered by a collective bargaining agreement:

(a) A **"permanent employee"** is a person who is an employee as a result of an appointment to a position in which permanent status can be attained, whether or not the employee has attained permanent status.

(b) A **"project employee"** is a person who is an employee as a result of an appointment to a project position under conditions of employment which do not provide for attainment of permanent status. All project employees in the classified service are covered by this Plan.

2.00 Base Pay Adjustments and Lump Sum Awards for Fiscal Years ~~2005-06~~2007-2008and ~~2006-07~~2008-2009

2.01 General Wage Adjustment (GWA)

(1) Effective Dates. The GWAs will be effective~~ July 24, 2005~~ (first day of the pay period following JCOER approval), in FY~~ 2005-06~~ 2007-2008; and~~June~~

~~25, 2006 and April 1, 2007~~ July 6, 2008 and April 12, 2009, in FY~~2006-07~~ 2008-2009.

(2) Eligibility. All employees who are in pay status on the effective date are eligible to receive a GWA except the following:

(a) Employees whose job performances were rated below satisfactory as a result of formal performance evaluations conducted in the 12-month period ending ~~June 25, 2005~~ June 23, 2007, for FY ~~2005-06~~2007-2008 and ending ~~June 24, 2006~~ July 5, 2008, for FY~~2006-07~~ 2008-2009.

(b) Supervisors who have not completed formal performance evaluations on all subordinate employees, for whom performance evaluations are required, within the 12-month period ending ~~June 25, 2005~~ June 23, 2007, for FY ~~2005-06~~2007-2008 and ending ~~June 24, 2006~~ July 5, 2008, for FY~~2006-07~~2008-2009.

> **NOTE:** Extenuating circumstances may exist (e.g., leaves of absences) that would allow a supervisor to receive a GWA even though the required performance evaluations were not completed within the mandated time frames. Contact OSER, Division of Compensation and Labor Relations for further assistance.

(c) Any employee paid at or above the pay range maximum (or the new pay range maximum, if a new pay range maximum takes effect on the same date as GWA distribution). An employee who is not eligible to receive a GWA solely because his or her base pay is at or above the pay range maximum --or new pay range maximum, if applicable-- may qualify for an Annualized GWA Payment under 2.02 of this Section (Section A).

(d) Classified Legal-related (refer to Section C of this Plan).

(e) Crafts Worker-related employees (i.e., Project Craft Workers, Crafts Worker Supervisors, Shop Supervisors, and the Crafts Operation Manager-UW-Milwaukee - - refer to ~~Section A,~~ 4.08 of this ~~Plan~~ Section (Section A)).

(f) Trainees eligible for scheduled trainee increases (refer to Section E, 1.04 of this Plan).

(g) Any employee who retired or died between June 24, 2007 and the effective date of the 2007-2008 GWA shall be eligible for the 2007-2008 GWA and associated lump sum payments.

(3) Amount.

~~(a) GWAs for Employees other than Senior Managers.~~ All eligible employees will receive a GWA of 2.0% on ~~July 24, 2005,~~ (first day of the pay period following JCOER approval), 2.0% on ~~June 25, 2006 and 2.25% on April 1, 2007~~ July 6, 2008 and 1.0% on April 12, 2009. These increases are subject to the following restrictions:

~~1.~~(a) An employee's new base pay after application of the GWA must not exceed the pay range maximum, ~~(or the new pay range maximum if a new pay range maximum takes effect on the same date as GWA distribution)~~. Use the new 50-11 pay range maximum for employees in the Nursing Supervisor and Nurse Practitioner-Management classifications. (Refer to Annualized GWA Payment provisions under 2.02 of this Section.)

~~2.~~(b) No employee may, during any fiscal year, receive a total cumulative adjustment (GWA) exceeding a total of 10% of the employee's base pay at the beginning of the fiscal year, immediately prior to GWA distribution.

NOTE: The classifications Nursing Supervisor and Nurse Practitioner-Mgmt will be reassigned to pay range 50-11 effective (first day of the pay period following JCOER approval). Notwithstanding Section I, 4.01 of this Plan, resulting reallocations will occur **after** the implementation of the 2007-2008 GWA and pay schedules.

~~(b)GWAs for Senior Managers. All eligible employees will receive a GWA of 2.0% on July 24, 2005, 2.0% on June 25, 2006, and 2.25% on April 1, 2007. These increases are subject to the following restrictions:~~

~~1. An employee's new base pay after application of the GWA must not exceed the pay range maximum (or the new pay range maximum if a new pay range maximum takes effect on the same date as GWA distribution). (Refer to Annualized GWA Payment provisions under 2.02 of this Section.)~~

~~2. No employee may, during any fiscal year, receive a total cumulative adjustment (GWA) exceeding a total of 10% of the employee's base pay at the beginning of the fiscal year, immediately prior to GWA distribution.~~

(4) Ineligibility Due to Performance. Any employee who is not eligible to receive a GWA because of job performance must receive a written notice that states the extent to which the employee's performance has not met management's

expectations. This notice must also include recommendations for improvement.

(5) Grievances. If an employee is dissatisfied with the evaluation methodology and results used by an agency to determine any GWA, the employee may file a grievance under s. 230.12(5)(e), Wis. Stats. The decision of the appointing authority is final and may not be appealed to the Employment Relations Commission under ss. 230.44 or 230.45(1)(c), Wis. Stats. Agencies will submit a copy of each grievance filed and the written decision of the appointing authority to the OSER Director within 14 days of the decision.

2.02 Annualized GWA Payment

~~(1) Annualized GWA Payments for Employees other than Senior Managers.~~:

~~(a)~~(1)Granting Date. Annualized GWA Payments will be granted as soon as administratively feasible after the effective date of the GWA provided under 2.01 of this Section (Section A).

~~(b)~~(2)Eligibility. Any employee, including any employee who retired or died between June 24, 2007 and the effective date of the GWA, will receive an Annualized GWA Payment if either of the conditions described under ~~1.~~(a) or ~~2.~~(b) below, apply:

~~1.~~(a) The employee was not eligible to receive a GWA solely because his or her base pay was at or above the pay range maximum (or new pay range maximum, if a new pay range maximum takes effect on the same date as GWA distribution).

~~2.~~(b) The employee did not receive the full GWA amount because of the pay range maximum limitation.

(~~c~~3) Amount. The amount of the Annualized GWA Payment is subject to the limitations under ~~1.~~(a) and ~~2.~~(b), below:

~~1.~~(a) For employees who qualify for an Annualized GWA Payment because of the condition described under ~~(b) 1.~~(2)(a) above: The hourly amount used in calculating an Annualized GWA Payment will equal the full GWA amount (i.e., 2.0% on ~~July 24, 2005,~~ (first day of the pay period following JCOER approval), 2.0% on ~~June 25, 2006, and 2.25% on April 1, 2007~~ July 6, 2008 and 1.0% on April 12, 2009).

~~2.~~(b) For employees who qualify for an Annualized GWA Payment because of the condition described under (2)(b) ~~2.~~ above: The hourly amount used in calculating an Annualized GWA Payment will equal the difference between the full amount (i.e., 2.0% on ~~July 24, 2005,~~ (first day of the pay period following JCOER approval), 2.0% on ~~June 25, 2006 and 2.25% on April 1, 2007~~ July 6, 2008, and 1.0% on April 12, 2009) and the partial

GWA amount the employee actually received.

~~(2) Annualized GWA Payments for Senior Managers.~~

~~(a)Granting Date. Annualized GWA Payments will be granted as soon as administratively feasible after the effective date of the GWA provided under 2.01 of this Section (Section A).~~

~~(b) Eligibility. Any employee will receive an Annualized GWA Payment if either of the conditions described under 1. or 2. below, apply:~~

~~1. The employee was not eligible to receive a GWA solely because his or her base pay was at or above the pay range maximum (or new pay range maximum, if a new pay range maximum takes effect on the same date as GWA distribution).~~

~~2. The employee did not receive the full GWA amount because of the pay range maximum limitation.~~

~~(c) Amount. The amount of the Annualized GWA Payment is subject to the limitations under 1. and 2. below:~~

~~1. For employees who qualify for Annualized GWA Payment because of the condition described under (b)1. above: The hourly amount used in calculating an Annualized GWA Payment will equal the full GWA amount (i.e., 2.0% on July 24, 2005, 2.0% on June 25, 2006, and 2.25% on April 1, 2007).~~

~~2. For employees who qualify for an Annualized GWA Payment because of the condition described under (b)2. above: The hourly amount used in calculating an Annualized GWA Payment will equal the difference between the full amount (i.e., 2.0% on July 24, 2005, 2.0% on June 25, 2006, and 2.25% on April 1, 2007) and the partial GWA amount the employee actually received.~~

(~~3~~4) Calculating Annualized GWA Payments. Annualized GWA Payments will be calculated by multiplying the hourly amount determined to be appropriate for the employee in accordance with ~~(1)(c) or (2)(c)~~ (3) above, by 2088 for ~~July 24, 2005 and June 25, 2006, and by 480 for April 1, 2007~~ (first day of the pay period following JCOER approval) and July 6, 2008, and by 480 for April 12, 2009. Annualized GWA Payments provided to permanent part-time or seasonal employees will be prorated on the basis of budgeted percentage of Full-Time Equivalency (FTE) on the GWA distribution date.

(~~4~~5) Annualized GWA Payments for Employees on Approved Unpaid Leaves of Absence. Any employee who is on an approved unpaid leave of absence as of

the effective date of the GWA and who qualifies for an Annualized GWA Payment, will receive an Annualized GWA Payment, subject to the following restrictions:

(a) The employee must return from the leave of absence to pay status by ~~June 23, 2007~~ July 4, 2009, and the employee's restoration right must be derived from a position covered by the GWA provisions of this Section (Section A) or Section C of this Plan.

(b) The employee will not receive an Annualized GWA Payment until he or she has returned to pay status.

(c) ~~For Employees other than Senior Managers.~~ The hourly amount used in the calculation of any Annualized GWA Payment will equal the amount determined under ~~(1)(c)~~ (3), above.

~~(d) For Senior Managers. The hourly amount used in the calculation of any Annualized GWA Payment will equal the amount determined under (2)(c) above.~~

2.03 Lump Sum Payments Provided to Compensate for the Delay of the FY ~~2005-06~~ 2007-2008 GWA

The same employees who are excluded from the GWA and Annualized GWA under 2.01 and 2.02 of this Section (Section A) are also excluded from these lump sum payment provisions.

(1) Granting Date. Lump sum payments will be granted as soon as administratively feasible after ~~the July 24, 2005~~ (first day of the pay period following JCOER approval).

(2) Eligibility. Any employee, including any employee who retired or died between June 24, 2007 and the effective date of the GWA, who received a FY ~~2005-06~~ 2007-2008 GWA under 2.01 of this Section (Section A) is also eligible to receive a lump sum payment if the employee is in pay status during the period ~~June 26, 2005~~ June 24, 2007 through ~~July 23, 2005~~ (the day prior to the first day of the pay period following JCOER approval).

(3) Amount.

(a) The amount of an employee's lump sum payment will be equal to the hourly base pay increase granted to the employee as a FY ~~2005-2006~~ 2007-2008 GWA multiplied by the number of hours in pay status during the period from ~~June 26, 2005~~ June 24, 2007 through ~~July 23, 2005~~ (the day prior to the first day of the pay period following JCOER approval).

(b) This payment is not the equivalent of a retroactive adjustment. Intervening pay and benefit transactions effective ~~June 26, 2005~~ June 24, 2007 through ~~July 23, 2005~~ (the day prior to the first day of the pay

period following JCOER approval) will not be reconstructed.

(4) Lump Sum Payments for Employees on Approved Leave of Absence. Any employee who is on an approved unpaid leave of absence as of ~~July 24, 2005~~ (first day of the pay period following JCOER approval), and who is granted a FY ~~2005-06~~2007-2008 GWA upon restoration, will also receive a lump sum payment if the employee had any hours in pay status during the period ~~June 26, 2005~~ June 24, 2007 through ~~July 23, 2005~~ (the day prior to the first day of the pay period following JCOER approval), subject to the following:

(a) The employee must return from the leave to pay status by ~~June 23, 2007~~ July 4, 2009, and the employee's restoration right must be derived from a position covered by provisions of this Section (Section A).

(b) The employee will not receive a lump sum payment until returning to pay status.

2.04 Relocation Incentive Awards

(~~a~~1) Effective Dates and Amounts. Noncumulative Relocation Incentive Awards may, at the discretion of the appointing authority, be granted to employees who relocate, pursuant to s. 20.917(1)(a) and (b)., Wis. Stats., as a result of promotion or transfer. Noncumulative Relocation Incentive Awards will be granted in the form of one time payments in any whole dollar increment up to an amount equal to 125% of the monthly minimum specified in the applicable Compensation Plan for the pay range to which the employee's new position classification is assigned. The award must be approved at the time of appointment. The appointment letter will specify the amount of the award and indicate that approval is contingent upon reimbursement for his or her moving expenses. The award may be paid at any time within three months after the employee has received such reimbursement.

(~~b~~2) Eligibility. Permanent employees covered by this Section (Section A) who meet the eligibility criteria for moving expense reimbursement under s. 20.917(1)(a) and (b), Wis. Stats., are eligible for Relocation Incentive Awards provided the employing agency has written criteria approved by OSER, Division of Compensation and Labor Relations. These criteria must ensure that relocation incentive awards will be distributed in a uniform manner throughout the agency or employing unit.

(~~c~~3) Funding. These awards are funded from each agency's salary line appropriation.

2.05 Progression Adjustment for Certain Nonrepresented Classifications

(1) Eligibility. All permanent and project employees in positions allocated to classifications specified in (2) below, will be eligible for a base-building progression adjustment, except as follows:

(a) An employee whose base pay rate is equal to or greater than the appropriate threshold stated in (2) below.

(b) An employee who has received an unsatisfactory performance evaluation within six (6) months prior to the granting date. The denial of a progression adjustment based upon unsatisfactory performance is not grievable under s. 230.12(5)(c), Wis. Stats. Employees must be notified of the unsatisfactory performance in writing, and will receive a new performance evaluation within six (6) months, or prior to the next scheduled progression adjustment date, whichever is sooner. The written notification(s) will include:

1) Details of each occurrence of unsatisfactory performance;

2) Identification of goals and expectations stated in terms that are measurable and which specify how expectations are to be accomplished; and

3) Upon satisfactory completion of the goals and expectations, the supervisor will provide the employee with written notification of satisfactory performance.

(c) An employee who has already received two (2) progression adjustments in any position(s) under 2.05 of this Section (Section A).

(d) An employee who has previously received the maximum number of possible progression adjustments for the employee's classification, taking into account progression adjustments received while in any position(s) under this or any similar progression adjustment system provided by collective bargaining agreements. For the purpose of this eligibility, "any similar progression adjustment system" shall be defined as any progression system that provides one or two time annual per hour rate adjustments (i.e., not providing specific pay rates, except for a maximum adjustment rate).

(2) Amount.

(a) An eligible employee in a position allocated to one of the following classifications will receive a progression adjustment of $1.20 per hour on the granting date, subject to the **pay range 81-03 minimum**.

1) Accountant-Confidential
2) Equal Opportunity Program Specialist
3) Executive Equal Opportunity Specialist
4) Executive Human Resources Specialist
5) Human Resources Specialist
6) IS Support Technician-Confidential
7) IS Professional-Confidential

(b) An eligible employee in a position allocated to one of the following classifications will receive **a one-time progression adjustment** of $1.20 per hour on the granting date, subject to the **pay range 81-03 minimum**.

1) Budget and Policy Analyst-Agency
2) Budget and Policy Analyst-Division
3) Employee Benefit Plan Policy Advisor-Entry
4) Ethics Specialist
5) Institution Human Resources Director
6) UW Human Resources Manager

(c) An eligible employee in a position allocated to Payroll and Benefit Specialist-Confidential will receive a progression adjustment of $1.00 per hour on the granting date, subject to the **pay range 81-04 minimum**.

~~(d)An eligible employee in a position allocated to Executive Budget & Finance Program Specialist will receive **a one-time progression adjustment** of $1.00 per hour on the granting date, subject to the **pay range 81-04 minimum.**~~

~~(e)~~(d) The individual increase limit provided in s. 230.12(5)(d), Wis. Stats., does not apply to progression adjustments granted pursuant to provisions of 2.05 of this Section (Section A).

~~(f)~~(e) An employee may not, for any reason, receive more than two (2) progression adjustments under 2.05 of this Section (Section A).

(3) Granting Date.

(a) Progression adjustments for eligible employees will be awarded based on the employee's State service seniority date. Seniority dates will be adjusted (for progression adjustment purposes only) for absence from employment of more than one hundred and seventy four (174) work hours during the period between seniority dates, approved leaves of absence, layoff, and resignation. Adjustment of seniority for the aforementioned reasons may be waived at the discretion of the appointing authority.

(b) Progression adjustments will be effective on the first day of the pay period following the employee's seniority date. If the employee's seniority date occurs on the first day of a pay period, the progression

adjustment will be effective on that date.

(c) An employee who is ineligible for the progression adjustment due to unsatisfactory performance will receive the progression adjustment effective the first day of the pay period following the employee's receipt of the written satisfactory performance evaluation. An employee will not be allowed to receive more than one progression adjustment on a granting date due to such a delay.

2.06 Discretionary Compensation Adjustment (DCA)

Discretionary Compensation Adjustments (DCAs) shall be granted in accordance with Section J of this Plan.

3.00 Pay on Regrade

3.01 Individual Position Reallocation or Reclassification

Pursuant to s. 230.09(2)(f), Wis. Stats., the pay rate of an incumbent who is regraded as a result of position reallocation or reclassification will be adjusted as provided in this Section (Section A), and Sections E and I of this Plan. This supersedes s. ER 29.03 (3), Wis. Adm. Code.

3.02 Compensation and/or Classification Surveys

The OSER Director may, without prior approval of the Joint Committee on Employment Relations (JCOER), establish provisions for determining the pay rate of a regraded employee whose position is reallocated as a result of a compensation survey and/or a classification survey under s. 230.09(2)(b), Wis. Stats., if such provisions are necessary to avoid the creation of pay anomalies. **The OSER Director may also, for surveys, waive the increase of 8.0% of the new pay range minimum for regrades due to reallocations to a higher classification or series level, provided in Sections E and I of this Plan.** This authority is subject to the following:

(1) The pay on regrade for survey reallocations involving only nonrepresented employees is authorized only for regrade as a result of position reallocation to the same, counterpart or higher pay range and will not exceed 8.0% of the new pay range minimum, subject to the maximum of the new pay range.

(2) The pay on regrade authorized by 3.02 of this Section (Section A) will not exceed the greater of the following:

(a) the amount negotiated pursuant to s. 111.91, Wis. Stats., for similarly situated represented employees in the same occupational group who are covered by the same compensation and/or classification survey; or

(b) 8.0% of the applicable pay range minimum.

(3) The cost of any adjustments provided under (1) above, may be supplemented under s. 20.928, Wis. Stats., as appropriate, with respect to funding source.

(4) The individual increase limit provided in s. 230.12(5)(d), Wis. Stats., does not apply to base pay adjustments granted pursuant to 3.02 of this Section (Section A).

3.03 Surveys with Different Implementation Dates

The provisions of 3.02 of this Section (Section A) will apply to situations where surveys of an occupational group are conducted in stages requiring different implementation dates. Any pay adjustments resulting from such application of the provisions of 3.02 shall be granted on the effective date of full survey implementation.

3.04 Intervening Adjustments

The intervening Compensation Plan adjustments pursuant to 3.02 of this Section (Section A) may be included in determining pay on reinstatement and pay on restoration.

4.00 Overtime, Supplemental, and Holiday Pay

4.01 Definitions

(1) **Base pay rate.** The official hourly rate excludes any overtime or supplemental pay. Base pay rate is limited to the pay range maximum; base pay rate plus any supplemental pay received is not limited to the pay range maximum.

(2) **Exempt.** Exempt from the overtime provisions of the Fair Labor Standards Act (FLSA).

(3) **Night hours.** Work hours between the hours of 6:00 p.m. and 6:00 a.m.

(4) **Nonexempt**. Subject to the overtime provisions of the FLSA.

(5) **Nonstandard work period**. A regularly recurring period of 336 hours in the form of 14 consecutive 24-hour periods which begins on a day of the week and time established by the appointing authority. Employees assigned a nonstandard work period are those employees who work a fixed schedule of more than 40 hours one week and less than 40 hours the next week.

(6) **Overtime hours**. For employees assigned a standard workweek, work hours in excess of 40 in a standard workweek. For employees assigned a nonstandard work period, work hours in excess of 80 hours in a nonstandard work period. Each position is considered separately in determining the number of work hours for employees occupying more than one position. (This definition applies only to employees who are exempt from the overtime

provisions of the FLSA. Refer to Chapter 520 of the Wisconsin Human Resources Handbook for the definition of overtime as provided by the FLSA for nonexempt employees.)

(7) **Premium rate**. The straight rate plus .5 times the regular rate paid the employee.

(8) **Regular rate**. The average hourly rate actually paid the employee as straight time pay for all hours worked in the workweek or work period, including all remuneration for employment paid to, or on behalf of, the employee, except any payments specifically excluded from the calculation of the regular rate under the FLSA and related federal regulations.

(9) **Responsibility hours**. Work hours between the hours of ~~7:00~~ 5:00 p.m. and 7:00 a.m.

(10) **Standard workweek**. A regularly recurring period of 168 hours in the form of 7 consecutive 24-hour periods which begins on a day of the week and time established by the appointing authority.

(11) **Supplemental pay**. Pay in addition to the base rate for circumstances not reflected in the base pay rate or pay range. Such circumstances are identified below under 4.05 - 4.10, 4.12 - 4.19, and 4.21 ~~and 4.22~~ – 4.26.

(12) **Weekend hours**. Work hours on Saturday and Sunday.

(13) **Work hours**. Work time as directed by the appointing authority during which an employee must be on duty and/or at a prescribed place of work. In determining overtime hours for nonexempt employees, work hours means hours worked as defined in Chapter 520 of the Wisconsin Human Resources Handbook.

4.02 General Policy

(1) Usage.
Overtime and supplemental pay is to be held to a minimum consistent with the needs of the service. It is the responsibility of each agency to utilize other available alternatives before assigning employees to work hours that will require such pay.

(2) Records. All cash overtime and supplemental pay will be separately recorded on payroll and will cease to be payable when no longer applicable.

(3) Application during Absences or Termination.

(a) Absences~~:~~. Overtime or supplemental pay, identified under 4.03, 4.04, 4.05, 4.06, 4.07, 4.09, 4.10, and 4.11 below, will not be paid to an employee absent or on leave with pay (vacation, sick leave, military

leave, etc.) during the period in which the employee would otherwise be scheduled to work.

(b) Termination~~:~~. Supplemental pay, identified under 4.08, 4.12 - 4.19, and 4.21 ~~and 4.22~~ – 4.26 below, will be included in computing lump sum payments for leave credit balances upon termination. It will **not** be included for computing cash payments for employees selecting the cash option for the fifth week of annual leave (reference s. ER 18.02(5)(b)3., Wis. Adm. Code).

(4) Salaried Employees.

Employees who meet the duty and discretion test for exemption from the overtime provisions of the FLSA as professional, administrative, or executive employees must be paid on a "salary basis" as defined in the federal regulations and explained in Chapter 520 of the Wisconsin Human Resources Handbook. Exceptions to the requirement to be paid on a salary basis may be granted by the Administrator, Division of Compensation and Labor Relations.

NOTE: Refer to 4.20 of this Section (Section A) for overtime and supplemental pay for project employees; Section B, ~~3.07~~ 3.08 of this Plan for overtime and supplemental pay for unclassified employees; and Section D, 4.00 of this Plan for overtime and supplemental pay provisions for limited term employees (LTEs).

4.03 Overtime for Permanent Employees

Employees are categorized as exempt or nonexempt in accordance with FLSA. Refer to the most current "Alphabetical Listing of Classifications" for the normal categorization of employees by "class title." Unless an exception applies, for purposes of this Section (Section A), employees in titles designated as exempt (E) will be treated as exempt and employees in titles designated as nonexempt (N) or mixed (M) will be treated as nonexempt. Refer to Chapter 520 of the Wisconsin Human Resources Handbook for an explanation of exempt and nonexempt status under the FLSA. Refer to Chapter 520 of the Wisconsin Human Resources Handbook for information on exceptions to the normal FLSA categorization of employees by classification title.

(1) Overtime for Nonexempt Employees.

Overtime pay for employees who are nonexempt from the overtime provisions of the FLSA will be in accordance with those provisions and related federal regulations. Categorizing employees as exempt or nonexempt will be in accordance with the FLSA. In general, categorization is based on each employee's employment situation with an agency, regardless of the number of positions occupied by the employee in the agency. For employees functioning in an executive, administrative, or professional capacity, categorization cannot be based on the functions performed for the agency in any single workweek or work period. Temporary assignments of short duration will not normally

affect the exempt or nonexempt status of employees. Refer to Chapter 520 of the Wisconsin Human Resources Handbook for specific information on the overtime provisions and record keeping requirements for nonexempt employees under the FLSA.

(2) Overtime for Exempt Employees.

(a) The overtime pay status of permanent employees who are exempt from the overtime provisions of the FLSA will be determined in accordance with the following table. The table shows the overtime pay status of employee groups broken down by Data Processing (DP) Unit Code (i.e., collective bargaining code).

OVERTIME PAY STATUS TABLE FOR EXEMPT EMPLOYEES

Employee Group or Unit	DP Unit Code	Overtime Pay Status
GROUP 1		
Confidential (Nonprofessional)	(97)	Up to the premium rate or up to Time off at 1-1/2 times the # of overtime hours. (Permissive) See additional provisions for 'Limited Circumstances When Supervisors Must Receive Overtime Compensation,' 4.03(2)(b)2. of this Section (Section A).
Supv./Conf. (Nonprofessional)	(96)	
Supervisory (Nonprofessional)	(16)	
Supv./Conf. (Professional)	(98)	
Supervisory (Professional)	(17)	
GROUP 2		
Professional Confidential*	(99)	Up to the straight rate or time off for the # of overtime hours. (Permissive)
Staff & Management	(18)	
Patient Treatment	(10)	
Exec & Management	(19)	

*NOTE: **This table applies only to employees who are exempt from the overtime provisions of the FLSA.** See Chapter 520 of Wisconsin Human Resources Handbook for record keeping requirements pertaining to exempt employees under the FLSA.

(b) Provisions for Permanent Salaried Employees.

1. General Policy Regarding Payment for Overtime Worked by Salaried Employees.

The salaries paid to employees included in the Overtime Pay Status Table are generally intended to compensate for the total responsibilities of the position regardless of the number of hours worked. However, circumstances may exist where time off or cash payment for overtime hours is appropriate. Time off or cash payment authorized may be granted to exempt employees at the discretion of the appointing authority except where additional compensation is required. (See Limited Circumstances When Supervisors Must Receive Overtime Compensation, 4.03(2)(b)2. of this Section.)
The following factors will be used by agencies as a basis to establish practices for additional compensation for overtime hours:

a. The number of additional hours of scheduled work required by the employer on a frequent and recurring basis (i.e., if only a few overtime hours are worked on an occasional basis, additional compensation should not normally be granted).

b. The standards or expectations of the occupational area (i.e., in some occupations it is customary to work overtime hours without additional payment).

c. The status of additional compensation for overtime hours paid to subordinates or comparable employees (i.e., the employee is supervising staff earning additional compensation for overtime hours, or the employee is working under similar conditions with employees comparable to employees in the category who are earning additional compensation for overtime hours).

2. Limited Circumstances When Supervisors Must Receive Overtime Compensation.

If **all** of the following conditions apply to a supervisor included in Group 1 of the 'Overtime Pay Status Table for Exempt Employees' (see previous page), the supervisor must be paid overtime compensation in accordance with 3. below:

a. The supervisor's position is assigned to pay range 81-04 or a counterpart pay range in a different schedule or lower; or, the supervisor's position is allocated to one of the following classifications: Engineering Specialist Supervisor or Engineering Specialist-Transportation Supervisor;

b. The supervisor is directed to work hours in addition to his/her normal work hours and such additional work hours result in overtime hours;

c. The purpose of the additional work hours is to supervise employees who also are directed to work additional hours;

d. The additional work hours of the employees supervised generate overtime compensation for that workweek or work period; and

e. The additional work hours of both the supervisor and employees supervised are generated by the same cause or situation.

3. Calculating Overtime Compensation When Supervisors Must Receive Overtime Compensation Under the Limited Circumstances Set Forth in 2., Above.

a. Employees in professional supervisory (DP Unit Code 17) and professional confidential/supervisory (DP Unit Code 98) positions will be compensated on an hour-for-hour basis at no less than their regular rate of compensation in cash or equivalent time off.

b. Employees in nonprofessional supervisory (DP Unit Code 16) and nonprofessional confidential/supervisory (DP Unit Code 96) positions will be compensated at the premium rate or granted time off at the number of overtime hours multiplied by 1.5.

(c) General Administrative Provisions.

1. Appointing authorities will have discretion to approve scheduled use of time off earned in lieu of cash payment for overtime hours.

2. Time off earned in lieu of cash payment for overtime hours which cannot be scheduled by the appointing authority within 12 months after the end of the calendar year in which the time is earned will be paid in cash at the employee's current regular rate times the unused time off hours earned.

3. Payment of overtime will be in addition to the premium rate paid for holiday work incurred during the established workweek or work period.

4.04 Overtime During a Declared Emergency

During a declared emergency under ss. 20.922(2) and 20.901 (1)(b), Wis. Stats., employees who are not required to respond to declared emergencies as part of their broader job responsibilities may be temporarily assigned to perform duties which

are not normally performed or which are not described in the employee's position description. When such assignments result in overtime hours which are directly attributable to the declared emergency, the employee will receive the premium rate or will be credited with compensatory time off at the rate of 1.5 hours for each overtime hour worked. For more information, refer to Chapter 520 of the Wisconsin Human Resources Handbook.

4.05 Night Differential for Permanent Employees

(1) Eligibility.

Subject to (2) below, all permanent classified employees are eligible except for employees whose positions are classified as Director of Nursing, Health Services Nursing Coordinator, Nursing Administrator, Nursing Practitioner-Management, and Nursing Supervisor.

NOTE: For provisions relating to supplementary pay for project employees see 4.20 of this Section (Section A).

(2) General Administrative Provisions.

(a) The payment of Night Differential is mandatory for all qualifying work hours of employees who are paid on an hourly rather than a salary basis.

(b) The payment of Night Differential is at the discretion of the appointing authority for all qualifying work hours of employees who are paid on a salary basis.

(3) Rate.

(a) Forty-five cents ($0.45) per hour for all night hours worked (i.e., work hours between the hours of 6:00 p.m. and 6:00 a.m.).

(b) Work hours are defined as work time as directed by the appointing authority during which an employee must be on duty and/or at a prescribed place of work. In determining overtime hours for nonexempt employees, work hours means hours as defined in Chapter 520 of the Wisconsin Human Resources Handbook.

4.06 Weekend Differential for Permanent Employees

(1) Eligibility.

Subject to (2) below, all permanent classified employees are eligible.

NOTE: For provisions related to supplementary pay for project employees see 4.20 of this Section (Section A).

(2) General Administrative Provisions.

(a) The payment of Weekend Differential is mandatory for all qualifying work hours of employees who are paid on an hourly rather than a salary basis.

(b) The payment of Weekend Differential is at the discretion of the appointing authority for all qualifying work hours of employees who are paid on a salary basis.

(3) Rate.

(a) Sixty cents ($0.60) per hour for all weekend work hours (i.e., work hours on Saturday and Sunday).

(b) Work hours are defined as work time as directed by the appointing authority during which an employee must be on duty and/or at a prescribed place of work. In determining overtime hours for nonexempt employees, work hours means hours as defined in Chapter 520 of the Wisconsin Human Resources Handbook.

4.07 Responsibility Differential for Permanent Positions in Certain Nursing Related Classifications

(1) Eligibility. Subject to (2) below, all permanent classified employees whose positions are classified as Director of Nursing, Health Services Nursing Coordinator, Nursing Administrator, Nursing Practitioner-Management, and Nursing Supervisor are eligible.

NOTE: Employees whose positions are classified as Director of Nursing, Health Services Nursing Coordinator, Nursing Administrator, Nursing Practitioner-Management, and Nursing Supervisor are not eligible for the Night Differential provided under 4.05 of this Section (Section A).

NOTE: For provisions related to supplementary pay for project employees see 4.20 of this Section (Section A).

(2) General Administrative Provisions.

(a) The payment of Responsibility Differential is mandatory for all qualifying work hours of employees who are paid on an hourly rather than a salary basis.

(b) The payment of Responsibility Differential is at the discretion of the appointing authority for all qualifying work hours of employees who are paid on a salary basis.

(3) Rate.

(a) One dollar and forty cents ($1.40) per hour for all responsibility hours (work hours between ~~7:00 p.m.~~ 5:00 p.m. and 7:00 a.m.~~; between 5:00 p.m.~~).

(b) Work hours are defined as work time as directed by the appointing authority during which an employee must be on duty and/or at a prescribed place of work.~~ In determining overtime hours for nonexempt employees, work hours means hours as defined in Section 516.060 of the Wisconsin Human Resources Handbook.~~

4.08 Crafts Worker Supervisor, Shop Supervisor, and Crafts Operations Manager-UW-Milwaukee Add-On

(1) Crafts Worker Supervisors will be paid one dollar ($1.00) per hour more than the adjusted state rate for the highest paid Craft supervised, or one dollar ($1.00) per hour more than the adjusted state rate for the craft in which they have journeyman status, whichever is greater.

(2) Shop Supervisors will be paid one dollar and fifty cents ($1.50) per hour more than the pay rate established in accordance with (1) above, for the highest paid Crafts Worker Supervisor supervised, or one dollar and fifty cents ($1.50) per hour more than the adjusted state rate for the craft in which they have journeyman status, whichever is greater.

(3) Crafts Operations Manager, UW Milwaukee will be paid the greater of the following rates:

(a) Two dollars ($2.00) per hour more than the greater of the pay rates established in accordance with (1) or (2) above, for the highest paid Crafts Worker Supervisor or Shop Supervisor supervised, or

(b) Two dollars ($2.00) per hour more than the adjusted state rate for the craft in which they have journeyman status.

NOTE: The supervisory add-ons provided under 4.08 above, will always be based on the adjusted state rate for the 84/100 hours of annual leave established in accordance with the building trade crafts collective bargaining agreement. The applicable adjusted state prevailing rate is considered to be the base pay rate for pay administration purposes.

4.09 Standby Pay

~~(1) Effective prior to April 30, 2006:~~

~~When the appointing authority requires that an employee be available for work and be able to report to work in less than one hour, the appointing authority may grant standby pay at the rate of $2.25 for each hour in standby status. Standby pay will be mandatory for nonprofessional confidential employees.~~

~~(2) Effective April 30, 2006:~~

When the appointing authority requires that an employee be available for work and be able to report to work in less than one hour, the appointing authority may grant standby pay for each hour in standby status at the rate of $2.25 per hour or at the rate a represented employee is paid if on standby to perform the same duties. Standby pay is mandatory for nonprofessional confidential employees at a rate of at least $2.25 for each hour in standby status.

Supervisors may be granted standby pay pursuant to the above paragraph or at the same rate as any subordinate who is on standby at the same time.

4.10 Call-Back/Call-In Pay

The appointing authority may guarantee a minimum of two hours pay when an emergency situation exists and an employee is called back for duty or called in on the employee's day off. The guaranteed minimum of two hours pay will be mandatory for:

(1) Nonprofessional confidential employees; and

(2) Supervisory employees when call-back/call-in work hours plus other work hours cause the employee to receive mandatory overtime pay under 4.03(2)(b)2 of this Section (Section A).

4.11 Holiday Premium

Compensatory time off or payment at the premium rate will be granted for holiday work hours as provided in s. 230.35 (4)(b), Wis. Stats.

4.12 Supplemental Pay for Psychologist~~s Add-On~~

(1) Subject to the eligibility requirements of (3) below, the amount provided as the minimum in the table below will be added to the base pay of an employee whose position has been allocated to one of the following classifications: Psychologist Supervisor; Psychologist Supervisor Management; Psychologist Manager and Psychologist Chief.

(2) An additional amount, up to the maximum shown in the table below, may also be granted. The appointing authority has the sole discretion to approve,

modify or deny the additional add-on amount based on external market conditions affecting the recruitment and retention of employees with doctorates in the psychology subspecialty required by the position. Such amounts may differ by geographic area and by subspecialty. Differences in add-on amounts may **not** be based on differences in the level of managerial or supervisory functions performed. These differences are reflected in the base pay range assignment of the classification. Pursuant to s. 230.12(1)(c), Wis. Stats., supplemental pay may not be granted for circumstances reflected by the base pay rate or range.

(3) In order to be eligible for the add-on, the employee must possess a recognized Doctorate in Psychology or a related field such as Behavioral Disabilities. Employees who possess an equivalent to a Doctorate, as evidenced by licensure by the Psychology Examining Board, will also be eligible.

(4) The Psychologist add-on will be effective at the beginning of the first pay period following receipt by the appointing authority of proof of such Doctorate or licensure.

PSYCHOLOGIST ADD-ON		
~~July 24, 2005~~ (first day of the pay period following JCOER approval) – ~~June 24, 2006~~July 5, 2008	~~June 25, 2006 – March 31, 2007~~July 6, 2008 – April 11, 2009	~~April 1, 2007 – June 23, 2007~~April 12, 2009 – July 4, 2009
$3.~~24~~70 - mandatory minimum $~~4.47~~5.12 – maximum*	$3.~~31~~78 – mandatory minimum $~~4.56~~5.23 – maximum*	$3.~~35~~82 – mandatory minimum $~~4.61~~5.29 – maximum*

*Any amount above the mandatory minimum, subject to this maximum, is granted at the discretion of the appointing authority.

4.13 Supplemental Pay for Attorney Supervisory and Managerial Positions

(1) This supplemental pay provision applies to Attorney positions allocated to Supervisory, Confidential/Supervisory or Management classifications who supervise one or more permanent Attorney positions.

(2) The actual responsibility add-on amount paid to an employee may be any amount up to the maximum rate. The maximum rate allowable will not exceed **$2.75 per hour**.

(3) The appointing authority has the discretion to grant or adjust supplemental pay subject to the maximum allowable amounts based on their analysis of the organizational structure, internal and external relationships, size of staff supervised and any other reasonable criteria deemed appropriate. The department will immediately discontinue the add-on when the Attorney is no longer employed in a position allocated to a supervisory or managerial classification. Failure to do so will result in a salary overpayment that must be recovered by the appointing authority.

4.14 Supplemental Pay for Teacher Supervisors, ~~and~~ Education Directors, and Juvenile Education Directors ~~Add-On~~

(1) An add-on amount may be paid to supplement the base pay of an employee whose position is allocated to the Teacher Supervisor, ~~or~~ Education Director, or Juvenile Education Director classification, based on credits earned from an accredited college or university over and above those needed for basic certification as a teacher or education director, as provided in the schedule below.

(2) In order to be eligible for the add-on, the appointing authority must make a determination that the additional credits on which the add-on is based are relevant to the duties and responsibilities of the position. The appointing authority will have the discretion to determine the relevance of the credits.

(3) If granted, the add-on will be effective at the beginning of the first pay period following receipt by the appointing authority of proof that the relevant credits were earned.

(4) If the incumbent moves from the position for which an add-on amount has been determined to be appropriate to a position not allocated to one of these classifications, the add-on shall cease. If the incumbent moves to another position allocated to one of these classifications, the appointing authority shall re-evaluate the additional credits beyond those needed for basic certification and establish which are relevant to the new position. It is on these credits that any add-on to be applied will be based.

TEACHER SUPERVISOR, ~~AND~~ EDUCATION DIRECTOR AND JUVENILE EDUCATION DIRECTOR SUPPLEMENTAL PAY AMOUNTS									
HOURLY ADD-ON AMOUNTS									
~~July 24, 2005 – April 29, 2006~~	~~$0.85~~	~~$1.10~~	~~$1.35~~	~~$1.60~~	~~$1.85~~	~~$2.10~~	~~$2.35~~	~~$2.60~~	~~$2.85~~
~~April 30, 2006 – June 23, 2007~~	$0.97	$1.22	$1.47	$1.72	$1.97	$2.22	$2.47	$2.72	$2.97
NUMBER OF CREDITS BEYOND BACHELOR'S/MASTER'S DEGREE									
Bachelor's Degree plus:	6	12	18	24	30	36	42	48	54
Master's Degree plus:	-	-	-	-	0	6	12	18	24

The above add-on amounts apply only to classifications eligible for the supplemental pay add-on. ~~Employees in pay status on April 30, 2006, shall receive a lump sum payment equal to $0.12 multiplied by the number of hours in which an eligible employee received this add-on from June 12, 2005 through April 29, 2006. This lump sum payment shall be paid as soon as administratively feasible.~~

4.15 Supplemental Pay for Dentists, Physicians, and Psychiatrists

Permanent and project employees whose positions require the possession of a license to practice medicine pursuant to s. 448.05, Wis. Stats., are covered by all of the provisions of 4.15 of this Section (Section A). These positions are classified as Physician Supervisor, Physician Management, Psychiatrist Supervisor, or Psychiatrist Management. Permanent and project employees in positions classified as Dentist Supervisor or Dentist Management are covered by part (2) of 4.15 only.

(1) Supplemental Pay for Board Certification and Board Certification Eligibility.

Subject to (a) through (e) below, the appointing authority has the authority to determine supplemental pay in accordance with the schedule of supplemental pay amounts provided under (f) below, for Board Certification eligibility or Board Certification.

(a) Board Certification Eligibility. An employee in a position for which the appointing authority requires Board Certification and who has been certified by the appropriate Medical Specialty Board as having achieved the required Board Certification eligibility may be granted supplemental pay up to the amount shown in the table below, at the discretion of the appointing authority. No credit will be given for ~~board certification~~ Board Certification eligibility in a specialty not directly related to the employee's position, as determined by the appointing authority.

(b) Board Certification. An employee in a position for which the appointing authority requires Board Certification and who has been certified by the appropriate Medical Specialty Board for the required certification may be granted supplemental pay within the range provided in the table below. No credit will be given for Board Certification in a specialty not directly related to the employee's position, as determined by the appointing authority.

(c) Supplemental pay may only be granted upon receipt of written evidence of Board Certification eligibility or Board Certification. All supplemental pay adjustments will be effective at the beginning of the pay period following the determination by the appointing authority that the employee has presented sufficient evidence of the Board Certification eligibility or Board Certification required for the position. Supplemental pay will be discontinued by the appointing authority whenever the Physician or Psychiatrist is no longer employed in a position for which the appointing authority requires the Board Certification.

(d) Any employee who was already receiving supplemental pay for Board Certification on November 26, 1995, in an amount that was greater than fifteen percent (15%) of the minimum of the pay range that took effect

on November 26, 1995, will retain at least that amount while in the position the employee occupied on that date.

(e) Employees eligible for supplemental pay are limited to one supplemental pay amount to reflect either Board Certification Eligibility or Board Certification. There will be no pyramiding of supplemental pay provided in accordance with these provisions (Section A, 4.15(1) of this Plan).

(f) Schedule of Supplemental Pay Amounts for Board Certification and Board Certification Eligibility.

Schedule of Supplemental Pay Amounts for Board Certification And Board Certification Eligibility		
Pay Range (Classification)	~~July 24, 2005~~ (first day of the pay period following JCOER approval)– ~~June 24, 2006~~July 5, 2008	
	Board Certification Eligibility	Board Certification
Pay Range 50-51 (Physician Supv.) (Physician Mgt.)	NTE - $~~5.99~~6.39/hr.	$~~8.98~~9.57 - $~~17.96~~19.12/hr.
Pay Range 50-52 (Psychiatrist Supv.) (Psychiatrist Mgt.)	NTE – $~~6.53~~6.96/hr.	$~~9.80~~10.43 - $~~19.59~~20.85/hr.
Pay Range (Classification)	~~June 25, 2006 – March 31, 2007~~July 6, 2008 – April 11, 2009	
	Board Certification Eligibility	Board Certification
Pay Range 50-51 (Physician Supv.) (Physician Mgt.)	NTE $~~6.11~~6.52/hr.	$~~9.16~~9.77 - $~~18.32~~19.51/hr.
Pay Range 50-52 (Psychiatrist Supv.) (Psychiatrist Mgt.)	NTE - $~~6.67~~7.10/hr	$~~10.00~~10.64 – ~~19.99~~21.27/hr.
Pay Range (Classification)	~~April 1, 2007 – June 23, 2007~~April 12, 2009 – July 4, 2009	
	Board Certification Eligibility	Board Certification
Pay Range 50-51 (Physician Supv.) (Physician Mgt.)	NTE - $6.~~18~~59/hr.	$9.~~26~~87 - $~~18.51~~19.71/hr.
Pay Range 50-52 (Psychiatrist Supv.) (Psychiatrist Mgt.)	NTE – $~~6.74~~7.18/hr.	$10.75~~10~~ - $~~20.19~~21.49/hr.

(2) Supervisory/Management Responsibility.

Because of the variety of existing and potential future positions assigned supervisory or management responsibility, supplemental pay will be based upon such factors as organizational status, structure of the work environment, program scope and complexity, decision-making authority, policy-setting authority or any other reasonable factors. The added supplemental pay will relate to either of the two categories listed in the table below.

Schedule of Supplemental Pay Amounts for Supervisory and Management Responsibility

Pay Range (Classification)	~~July 24, 2005~~ (first day of the pay period following JCOER approval)– ~~June 24, 2006~~July 5, 2008	
	Supervisory	Management
Pay Range 50-50 (Dentist Supv.) (Dentist Mgt.)	NTE - $~~4.90~~5.22/hr.	NTE - $~~14.55~~15.49/hr.
Pay Range 50-51 (Physician Supv.) (Physician Mgt.)	NTE - $~~5.99~~6.39/hr.	NTE - $~~17.96~~19.12/hr.
Pay Range 50-52 (Psychiatrist Supv.) (Psychiatrist Mgt.)	NTE – $~~6.53~~6.96/hr.	NTE - $~~19.59~~20.85/hr.

Pay Range (Classification)	~~June 25, 2006 – March 31, 2007~~July 6, 2008 – April 11, 2009	
	Supervisory	Management
Pay Range 50-50 (Dentist Supv.) (Dentist Mgt.)	NTE - $~~5.00~~5.33/hr.	NTE - $~~14.85~~15.80/hr.
Pay Range 50-51 (Physician Supv.) (Physician Mgt.)	NTE - $~~6.11~~6.52/hr.	NTE - $~~18.32~~19.51/hr.
Pay Range 50-52 (Psychiatrist Supv.) (Psychiatrist Mgt.)	NTE – $~~6.67~~7.10/hr	NTE - $~~19.99~~21.27/hr.

Pay Range (Classification)	~~April 1, 2007 – June 23, 2007~~April 12, 2009 - July 4, 2009	
	Supervisory	Management
Pay Range 50-50 (Dentist Supv.) (Dentist Mgt.)	NTE - $5.~~05~~39/hr.	NTE - $15.~~00~~96/hr.
Pay Range 50-51 (Physician Supv.) (Physician Mgt.)	NTE - $6.~~18~~59/hr.	NTE - $~~18.51~~19.71/hr.
Pay Range 50-52 (Psychiatrist Supv.) (Psychiatrist Mgt.)	NTE – $~~6.74~~7.18/hr	NTE - $~~20.19~~21.49/hr.

(b) Supplemental pay for supervisory/management responsibility may be granted, increased, or reduced based upon changes in assigned responsibilities. This type of change is not considered a promotion or demotion and, therefore, within range base pay increases will not be granted.

(c) Effective Dates.

All supplemental pay adjustments will be effective at the beginning of the pay period following the determination by the appointing authority that such adjustments are warranted in accordance with this Section (Section A). The department will discontinue supplemental pay whenever the employee is not employed in a position requiring supervisory or management responsibility.

(3) Medical Officer of the Day Pay.

Physicians or Psychiatrists assigned as Medical Officer of the Day are responsible for all aspects of the institution's medical program on weekends and from 4:30 p.m. to 7:45 a.m. on weekdays. During these time frames, the Medical Officer of the Day is assigned both on-site responsibilities (e.g., doing rounds, making medical judgments on admissions, responding to general ward problems, etc.) and off-site responsibilities (e.g., discussing changed status of patients, prescribing treatment and medications, renewing medical orders, responding to general ward problems, etc.). Compensation for Medical Officer of the Day off-site or on-site standby duties may, upon approval of the OSER Director, be set at a rate not to exceed the usual and customary fee for such service as reflected by appropriate pay policies in the health treatment industry.

4.16 Supplemental Pay for Supervisory and Management Engineering ~~&~~ and Related Classifications

(1) An add-on amount of $0.30 per hour may be paid to supplement the base pay of an employee whose position is allocated to one of the nonrepresented management or supervisory engineering and related classifications based upon the employee's possession of ~~a Designer of Engineering Systems permit, or~~ a license or registration as a ~~Land Surveyor, Professional Geologist,~~ Professional Hydrologist, Professional Soil Scientist, Petroleum Operations Engineer, or Wisconsin Registered Interior Designer~~, or Landscape Architect~~.

(2) An add-on amount of $0.30 per hour may be paid to supplement the base pay of an employee whose position is allocated to the Construction Coordinator Supervisor based on the employee's possession of an Asbestos Supervisor certification from the Wisconsin Department of Health & Family Services.

(3) An add-on of $0.50 per hour may be paid to supplement the base pay of an employee whose position is allocated to one of the nonrepresented management or supervisory engineering and related classifications based upon the employee's possession of ~~a Professional Engineer license or an Architect registration. Effective June 25, 2006, the $0.30 per hour add-on is increased to $0.50 per hour for~~ a Designer of Engineering Systems permit and for licenses as a Land Surveyor, Professional Geologist and Landscape Architect.

(4) ~~Effective June 25, 2006, the $0.50 per hour add-on for~~ An add-on of $1.00 per hour may be paid to supplement the base pay of an employee whose position is allocated to one of the nonrepresented management or supervisory engineering and related classifications based upon the employee's possession of a Professional Engineer license or an Architect registration~~ is increased to $1.00 per hour~~.

(~~2~~5) To be eligible for ~~this~~ one of these add-ons, the employee must occupy a position allocated to one of the nonrepresented supervisory or managerial engineering and related classifications and hold a current license or registration from the Department of Regulation and Licensing as a Professional Engineer, Registered Architect, Landscape Architect, Land Surveyor, Professional Hydrologist, Professional Soil Scientist, Petroleum Operations Engineer, Professional Geologist, or Interior Designer, or hold a permit as a Designer of Engineering Systems, or be a Construction Coordinator Supervisor and hold an Asbestos Supervisor certification from the Wisconsin Department of Health & Family Services.

(~~3~~6) The appointing authority will have the discretion to determine the relevance of the registration or permit to the position held and to authorize the hourly add-on. If granted, the add-on will be effective at the beginning of the first pay period following receipt by the appointing authority of proof that the registration or permit has been obtained and is currently held.

(4~~7~~) If the incumbent moves from the position for which an add-on has been approved by the appointing authority to a position not allocated to one of the authorized classifications, the add-on will cease. If the incumbent moves to another position allocated to one of the authorized classifications, the appointing authority of the new position has the discretion to determine whether the add-on will be continued in the new position. If an employee receiving an add-on ceases to hold a current registration or permit as the result of expiration or revocation, the add-on will cease effective at the beginning of the first pay period following the expiration or revocation date.

4.17 Certified Public Accountant (CPA) Add-On for Professional Confidential, Supervisory, or Management Fiscal Classifications

(1) CPA Add-On (Pre-Certification). An add-on amount of twenty-five cents ($0.25) per hour may be paid to supplement the base pay of an eligible employee whose position is allocated to one of the nonrepresented professional confidential, supervisory, or management fiscal classifications based upon the employee's successful completion of the Certified Public Accountant (CPA) examination and possession of the CPA "Notification of Grades." To be eligible for the add-on, all three of the following criteria must be met:

(a) The employee must be in a position that is allocated to one of the following nonrepresented professional confidential, supervisory, or management fiscal classifications: Accountant, Auditor, Financial Program Supervisor, Financial Officer, Financial Manager, Financial Management Supervisor, or agency-specific professional fiscal classification;

(b) The employee must successfully complete the CPA examination and possess the CPA "Notification of Grades" from the Department of Regulation and Licensing or another state; **and,**

(c) The CPA-related knowledge must be relevant to the position's assigned duties and responsibilities.

(2) CPA Add-On (Post-Certification). Upon earning the CPA certification, an additional add-on amount of twenty-five cents ($0.25) per hour may be granted to an employee to bring the employee's total add-on amount up to fifty cents ($0.50) per hour. To be eligible for this additional add-on amount, all three of the following criteria must be met:

(a) Except as indicated in (3) below, the ~~The~~ employee must be in a position that is allocated to one of the following nonrepresented professional confidential, supervisory, or management fiscal classifications: Accountant, Auditor, Financial Program Supervisor, Financial Officer, Financial Manager, Financial Management Supervisor, or agency-specific professional fiscal classification;

(b) The employee must possess a current certificate from the Department of Regulation and Licensing or another state as a Certified Public Accountant; **and,**

(c) The CPA-related knowledge must be relevant to the position's assigned duties and responsibilities.

(3) ~~OSER will establish and maintain the list of professional and professional supervisory classifications that qualify for either type of CPA add-on.~~On a case-by-case basis, an appointing authority may request OSER's approval of CPA add-on eligibility for positions not allocated to the nonrepresented classifications identified in 4.17(2)(a).

(4) The appointing authority will have the discretion to determine the relevance of the successful completion of the CPA examination or CPA certification to the position held and to authorize the hourly add-on.

(5) If an add-on is granted, it will take effect at the beginning of the first pay period following the appointing authority's receipt of proof that the CPA examination has been successfully completed or proof that the CPA certification has been obtained and is currently held.

(6) If the incumbent moves from the position for which an add-on has been approved by the appointing authority to a position not allocated to one of the authorized classifications, the add-on will cease. If the incumbent moves to another position allocated to one of the authorized classifications, the appointing authority of the new position has the discretion to determine whether the add-on will be continued in the new position, based on the criteria noted above. If an employee receiving an add-on ceases to hold a current certification as the result of expiration or revocation of such certification, the add-on will cease effective at the beginning of the first pay period following the expiration or revocation date.

4.18 Certified General Appraiser Add-On

An add-on amount of thirty cents ($0.30) per hour may be paid to supplement the base pay of an eligible employee in a position of which the primary responsibility is property assessment or real estate appraisal, based on the employee's possession of a current certification as a Certified General Appraiser from the Department of Regulation and Licensing.

(1) To be eligible for the add-on, the following conditions must be met:

(a) The employee must be in a position of which the primary responsibility is property assessment or real estate appraisal~~.~~;

(b) The employee must possess a current certification as a Certified General Appraiser from the Department of Regulation and Licensing; and~~,~~

(c) The General Appraiser Certification must be relevant to the position's assigned duties and responsibilities.

(2) OSER will establish and maintain the list of classifications that qualify for the General Appraiser Certification Add-On.

(3) The appointing authority will have the discretion to determine the relevance of the certification to the position held and to authorize the hourly add-on.

(4) If an add-on is granted to an employee, it will take effect at the beginning of the first pay period following the appointing authority's receipt of proof that the certification has been obtained and is currently held.

(5) If the incumbent moves from the position for which an add-on has been approved by the appointing authority to a position not allocated to one of the authorized classifications, the add-on will cease. If the incumbent moves to another position allocated to one of the authorized classifications, the appointing authority of the new position has the discretion to determine whether the add-on will be continued in the new position, based on the criteria noted above. If an employee receiving an add-on ceases to hold a current certification as the result of expiration or revocation of such certification, the add-on will cease effective at the beginning of the first pay period following the expiration or revocation date.

4.19 Supplemental Pay Program for Managers and Supervisors of Revenue Field Auditor and Related Classifications

(1) The Department of Revenue (DOR) may develop a supplemental pay program for managers and supervisors comparable to that which was negotiated for their subordinates in Revenue Field Auditor and related positions. This supplemental pay program would apply to employees in positions allocated to the following classifications: Revenue Administrative Officer 2; Revenue Administrative Manager; Administrator, Division of Income, Sales and Excise Tax; and other revenue field auditor-related supervisory or managerial classifications with responsibility for directing positions performing or reviewing revenue field audits.

(2) The appointing authority will have the discretion to grant or adjust add-ons, subject to the maximum allowable amount, based on criteria developed by the appointing authority. Such criteria must be approved by the OSER Director prior to the granting of any add-ons under these provisions.

(3) Differences in add-on amounts may not be based on differences in the level of managerial or supervisory functions performed. These differences are reflected in the base pay range assignments of the classifications. Pursuant to s. 230.12(1)(c), Wis. Stats., supplemental pay may not be granted for circumstances reflected by the base pay rate or range.

(4) Any add-on granted to an employee will take effect at the beginning of the first pay period following the appointing authority's approval of the add-on.

(5) Any add-on will be immediately discontinued by DOR when the employee is no longer employed in the position for which the add-on was approved.

4.20 Overtime Compensation and/or Supplemental Pay for Project Employees

Except as provided in 4.04 (Overtime During a Declared Emergency) of this Section (Section A), project employees must receive the same overtime compensation and/or supplemental pay as permanent employees in the same class. Each position is considered separately in determining the number of work hours for employees occupying more than one position unless the FLSA requires that the work hours be considered jointly.

NOTE: See Section E, 2.00 and Section I, 4.04 of this Plan for provisions relating to pay upon appointment to project positions.

4.21 Supplemental Pay Program for Power Plant Supervisors, Power Plant Managers, and Power Plant Superintendents

(1) Agencies or universities that have power plant facilities may develop a supplemental pay program comparable to that negotiated for their subordinates in Power Plant Operator and Power Plant Assistant positions. This supplemental pay program would apply to employees in positions allocated to the Power Plant Supervisor, Power Plant Manager, and the Power Plant Superintendent classifications at power plant facilities for which an add-on has been negotiated.

(2) The appointing authority will have the discretion to grant or adjust add-ons, subject to the maximum allowable amount negotiated for the subordinates at the facility, based on criteria developed by the appointing authority. Differences in add-on amounts may not be based on differences in the level of managerial or supervisory functions performed. These differences are reflected in the base pay range assignments of the classifications. Pursuant to s. 230.12(1)(c), Wis. Stats., supplemental pay may not be granted for circumstances reflected by the base pay rate or range.

(3) Any add-on granted to an employee will take effect at the beginning of the first pay period following the appointing authority's approval of the add-on.

(4) The agency or university will immediately discontinue any add-on when the employee is no longer employed in the position for which the add-on was approved.

4.22 Supplemental Pay for Firearms Requirement at the Department of Military Affairs

~~Effective July 23, 2006, n~~Nonrepresented employees in the Department of Military Affairs who are qualified and regularly required to carry a firearm during the performance of security duties shall receive an add-on of $2.00 per hour. For

purposes of this provision, a firearm is defined as a pistol and/or rifle. The add-on will immediately cease if the employee is no longer qualified or regularly required to carry a firearm, or leaves the Department of Military Affairs.

4.23 Supplemental Pay for AALAS Certification

~~Effective July 23, 2006, e~~Employees at the University of Wisconsin-Madison who are in positions allocated to the classifications Laboratory Technical Support Supervisor and UW Agricultural Supervisor shall receive an add-on of $1.00 per hour for any applicable AALAS certification. Employees with multiple certifications will receive no more than $1.00 per hour. Any add-on will be immediately discontinued when the employee is no longer employed in the position for which the add-on was approved.

4.24 Supplemental Pay for Veterinary Technician Supervisors

(1) ~~Effective July 23, 2006, e~~Employees at the University of Wisconsin-Madison who are in positions allocated to the classification Veterinary Technician Supervisor shall receive an add-on of $1.00 per hour if certified as a specialist for any of the following areas: Academy of Veterinary Emergency and Critical Care Technicians; Academy of Veterinary Dental Technicians; or Academy of Veterinary Technician Anesthetists.

(2) ~~Effective July 23, 2006, e~~Employees at the University of Wisconsin-Madison who are in positions allocated to the classification Veterinary Technician Supervisor shall receive an add-on of $1.00 per hour for all hours worked between the hours of 6:00 p.m. and 6:00 a.m., and an add-on of $1.00 per hour for all hours worked between 12:01 a.m. on Saturday and 12:00 p.m. on Sunday. These add-ons are in addition to any shift differential or weekend differential received.

(3) Any add-on provided in (1) and (2), above, will be immediately discontinued when the employee is no longer employed as a Veterinary Technician Supervisor.

4.25 Supplemental Pay for Accredited and Certified Insurance Examiner Designations

Employees at the Office of the Commissioner of Insurance who are in positions allocated to the classifications of Insurance Examiner Chief or Insurance Financial Examiner Chief shall receive an add-on of $0.25 per hour based on the employee's designation of Accredited Insurance Examiner or Accredited Financial Examiner, respectively, after successfully meeting the requirements of an accredited program. Upon earning a Certified Insurance Examiner or Certified Financial Examiner designation appropriate for the employee's classification, an additional $0.25 per hour will be added, bringing the total add-on amount to $0.50 per hour. The add-on shall be effective the first day of the pay period following receipt of proof of such

accreditation or certification. The employee shall no longer receive the add-on if the employee is no longer in a position allocated to one of the specified classifications or if the employee no longer meets the continuing education requirements of the designation.

~~4.25~~4.26 Supplemental Pay for Add-On Pilot Programs

(1) An agency may develop a supplemental pay program for managers and supervisors comparable to any add-on pilot program for their subordinates during the life of any collective bargaining agreement. This supplemental pay program would apply to employees in positions allocated to supervisory or managerial classifications with responsibility for directing positions receiving an add-on.

(2) The appointing authority will have the discretion to grant or adjust add-ons, subject to the maximum allowable amount, based on criteria developed by the appointing authority. Such criteria must be approved by the OSER Director prior to the granting of any add-ons under these provisions.

(3) Differences in add-on amounts may not be based on differences in the level of managerial or supervisory functions performed. These differences are reflected in the base pay range assignments of the classifications. Pursuant to s. 230.12(1)(c), Wis. Stats., supplemental pay may not be granted for circumstances reflected by the base pay rate or range.

(4) Any add-on granted to an employee will take effect at the beginning of the first pay period following the appointing authority's approval of the add-on.

(5) Any add-on will be immediately discontinued when the employee is no longer employed in the position for which the add-on was approved.

5.00 Benefit Provisions

5.01 Health Insurance Premiums

As provided under s. 40.05(4)(ag), Wis. Stats., and this Plan, the state will pay health insurance premiums for its insured employees who are currently employed:

(1) For insured part-time employees, including those in project positions as defined in s. 230.27(1), Wis. Stats., who are appointed to work less than 1044 hours per year, the state will pay 50% of the total monthly premium.

(2) Employee contributions toward health insurance premiums shall be based on the specific tier to which their qualifying plan is assigned for employees appointed to work 1044 hours or more. Employee contributions under this three-tier approach shall be as follows:

~~2006 Contributions~~

	~~Employee Monthly Contribution~~	
	~~Single~~	~~Family~~
~~Tier 1~~	~~$22.00~~	~~$55.00~~
~~Tier 2~~	~~$50.00~~	~~$125.00~~
~~Tier 3~~	~~$100.00~~	~~$250.00~~

~~2007~~ 2008 Contributions

	Employee Monthly Contribution	
	Single	**Family**
Tier 1	$27.00	$68.00
Tier 2	$60.00	$150.00
Tier 3	$143.00	$358.00

2009 Contributions

	Employee Monthly Contribution	
	Single	Family
Tier 1	$31.00	$78.00
Tier 2	$69.00	$173.00
Tier 3	$164.00	$412.00

Qualifying health insurance plans, and the tier to which each will be assigned, will be determined in accordance with standards established by the Group Insurance Board.

(3) Pursuant to s. 230.12(1)(b), Wis. Stats., the pay system in place for nonrepresented crafts employees is based upon the pay system for represented crafts employees as established in the collective bargaining agreement between the State and the designated representative of the building trade crafts bargaining unit. Therefore, nonrepresented crafts employees, i.e., Crafts Worker Supervisors, Shop Supervisors, the Crafts Operation Manager, UW-Milwaukee, and employees in project positions allocated to a crafts classification who choose to carry health insurance, are required to pay the entire monthly health insurance premium in the same manner as that provided for represented crafts employees under the terms of the applicable collective bargaining agreement.
The administrative means by which the monthly premium payments are paid will be established in a manner similar to that established for premium

payment by represented employees and that does not cause undue hardship on affected employees.

NOTE: See 4.08 of this Section (Section A) for the pay provisions relating to nonrepresented crafts employees.

5.02 Retirement Contributions

(1) As provided under s. 40.05(1)(b), Wis. Stats., and this ~~plan~~Plan, the state payment for employee retirement contributions will equal 5% of the earnings for creditable service of each participating employee.

(2) The State will pay the 1.0% benefit adjustment contribution required by s. 40.05(2m), Wis. Stats.

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

Administrative procedures of this schedule are developed and implemented in accordance with the directives issued by the OSER Director.

6.00 Labor-Management Cooperation Related Pilot Programs

An agency may develop a pilot program for nonrepresented employees comparable to a pilot program for represented employees established under Labor-Management Cooperation (LMC), subject to the following conditions:

(1) The pilot program would apply only to employees in positions that have a direct relationship to the represented employees (e.g., supervisor of represented employees) working under an LMC pilot program, and/or work under the same conditions that resulted in the LMC pilot program. The appointing authority will determine which nonrepresented employees may be covered by this pilot program, and must receive approval from the OSER of both the program and nonrepresented employees to be covered.

(2) Implementation of any provisions of the pilot program will not use criteria based on differences in the level of functions performed, pay rate or pay range unless such criteria is used in the LMC pilot program.

(3) The effective date of the program will be the beginning of the first pay period following OSER approval, or the effective date of the LMC pilot program, whichever is later.

(4) Participation in the pilot program will cease immediately if an employee is no longer employed in a position for which the pilot program was created.

(5) The pilot program will not be extended beyond the end date of the LMC pilot program without OSER approval.