PERSONNEL COMMISSION

DECISION

AND ORDER

STATE OF WISCONSIN

Secretary, DEPARTMENT OF HEALTH

& SOCIAL SERVICES and Administrator,
DIVISION OF PERSONNEL,

Respondent.

## NATURE OF THE CASE

This is an appeal of the denial of appellant's request for the reclassification of his position. A hearing was conducted by a hearing examiner appointed by the Commission.

## FINDINGS OF FACT

- 1. Appellant was, at all times relevant to this appeal, an employe of the State Department of Health and Social Services, Division of Corrections, Correctional Camp System and held the position of Officer 5 in the classified civil service.
- 2. Appellant was at all times relevant to this appeal, the supervisor of the University of Wisconsin Hospital Security Unit in which inpatient and outpatient prisoners receive medical care.
- 3. The patients in the Security Unit come from state correction facilities at Waupun, Fox Lake and eighteen other institutions including county institutions and the Mendota Mental Health Institution.
- 4. Appellant is ultimately responsible for the security of the unit even when security personnel from user institutions are present on the premises.

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- 5. Appellant has to coordinate the different rules and policies of the various user institutions while their wards are on hospital premises and has first-line supervision of visiting institution officers when they are in the hospital although he has no disciplinary authority over them.
- 6. Appellant supervises a permanent staff of seven officers, whose duties include responsibility for supervision of feeding of patients, and generally providing for their material needs, but does not include responsibility for body searches.
- 7. Appellant was responsible for approximately 2,400 outpatients' security in 1979, and for security of 337 inpatients in 1979. The average daily number of inpatients is six in the 12-bed inpatient ward. The average inpatient stay is 7.5 days.
- 8. Appellant's supervisor is the associate warden of the Correctional Camp System.
- 9. Appellant's position has a unique set of duties statewide which are not specified in either Officer 5 or Officer 6 classification descriptions.
- 10. Officer 5 positions may have total responsibility for security and care of inmates or be responsible only for designated shifts in certain institutions. The total responsibility position is described as being in a state forestry camp rather than in correctional institutions or hospitals. The description of Officer 5 does not specifically describe appellant's position very well but does describe positions with levels of responsibility and complexity comparable to appellant's position. (Respondent's Exhibit 1E)
- 11. Officer 6 positions have shift responsibility for more than one program area, operate in institutions with larger populations, long-term programs, larger staffs than Officer 5 positions. These positions also have total responsibility

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for an operation in which inmates are housed and fed, with no immediate supervision available. (Respondent's Exhibit 1F) Appellant does not work in the size of institution (permanent population size) contemplated by this classification, although he does have total responsibility for the operation of the Security Unit.

12. The size of appellant's place of work and the complexity of programs administered are better described at the Officer 5 level than at the Officer 6 level.

## OPINION

This case involves a position which is, by respondent's admission, not well described by any classification description. Nevertheless, the position must be classified, if not based on comparing specific tasks performed, then by evaluating relative size of institution and staff, complexity of programs involved, size of population served and other factors.

In appellant's case, the total final responsibility of his position for all shifts does not raise the classification to Officer 6 because of the limitation of size of work place, sized of population at any given time, and relatively small staff supervised, as well as limited nature of programs administered.

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## ORDER

The respondents denial of appellant's request for reclassification from Officer 5 to Officer 6 is affirmed and this appeal is dismissed.

Dated ,1981

STATE PERSONNEL COMMISSION

Gordon H. Brehm Chairperson

Donald R. Murphy Commissioner

AR:mgd

Parties

Mr. Thomas Bleich Hospital Security Unit D-4, RM 670 600 Highland Ave. Madison, WI 53706 Mr. Donald Percy Secy, DHSS 1 West Wilson St. Madison, WI 53702 Mr. Charles Grapentine Adm., DP 149 E. Wilson St. Madison, WI 53702