

STATE OF WISCONSIN

PERSONNEL COMMISSION

* * * * *

PATRICK POWERS,

Appellant,

v.

Administrator, DIVISION OF
PERSONNEL,

Respondent.

Case No. 80-270-PC

* * * * *

ORDER

This matter is before the Commission on consideration of a proposed decision and order. The Commission has considered the arguments and objections of the respondent and has consulted with the hearing examiner.

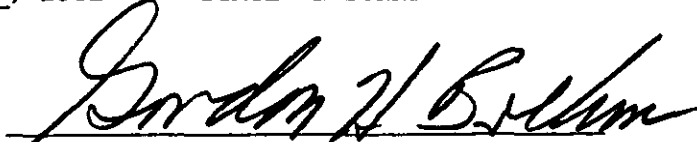
Finding of Fact #9 is amended by addition to conform to the record as follows:

"Mr. Powers' responsibilities, from approximately June, 1979, until June, 1980 (when he went from Systems and Evaluations to the Office of Information Systems), were primarily as project leader for a portion of the SSIS redesign project, the SSIS pilot program, and as one of the project leaders for the FIS project in the DCS (Respondent's Exhibit 11).

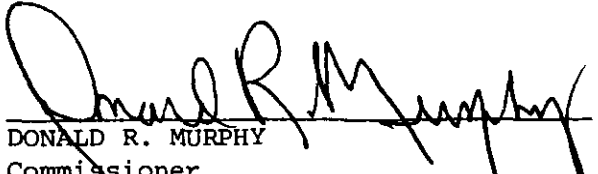
With the exception of the foregoing amendment, the remainder of the proposed and order, a copy of which is attached hereto and incorporated by reference as if fully set forth, is adopted by the Commission as its final disposition of this matter.

DATED: Sept. 23, 1981 STATE PERSONNEL COMMISSION

AJT:ers
PARTIES
Patrick Powers
RR 2, Box 534
Poynette, WI, 53955


GORDON H. BREHM
Chairperson

Charles Grapentine
P.O. Box 7855
Madison, WI, 53707


DONALD R. MURPHY
Commissioner

STATE OF WISCONSIN

PERSONNEL COMMISSION

* * * * *

PATRICK C. POWERS, *

Appellant, *

v. *

Administrator, DIVISION OF PERSONNEL, *

Respondent. *

Case No. 80-270-PC *

* * * * *

PROPOSED
DECISION
AND
ORDER

NATURE OF THE CASE

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

FINDINGS OF FACT

1. Appellant, Patrick C. Powers, has been at all relevant times an employe in the State classified civil service, with the classification of Research Analyst 5 (PR 8-05), with the State Department of Health and Social Services, Division of Community Services (DCS), Section of Systems and Evaluations.

2. On or about July 8, 1980, the State Division of Personnel denied appellant's request for reclassification of his position to Research Analyst 6 (PR 8-06).

3. Appellant entered employment with the State of Wisconsin in 1978 as a research analyst working with an information system within the Division of Community Services, the Social Services Information System (SSIS), which is the information reporting system used by county social services to report social services program information to DCS.

4. In the fall of 1979, Beth Trachtenberg, chief of the Systems and Evaluation Section of DCS, was assigned the project of undertaking a long-term assessment and redesign of the various information reporting systems operating in DCS. The overall information systems evaluation and redesign project for DCS was called the Community Services Information System (CSIS).

5. The CSIS redesign project included enhancement of the SSIS system, integrating of the changes with other information systems, and coordination of a pilot program for revised SSIS data entry function, including carrying out of the pilot and evaluation of the results.

6. Another major portion of the CSIS project was the coordination of efforts with the Division of Management Services to establish working connections between the client information systems in DCS and the fiscal information systems in the Division of Management Services, which operates most county agency fiscal reporting systems. One outcome of the project was to be a fiscal management information system (FIS) for DCS.

7. Appellant's first-line supervisor in May, 1979, when Beth Trachtenberg became section chief, was Allen Nettleton, then a Research Analyst 6, team leader for social services information systems.

8. When Ms. Trachtenberg became section chief, she worked directly with the appellant on a portion of his assignments and he reported directly to her rather than to Nettleton.

9. Mr. Powers' responsibilities, from approximately June, 1979, until June, 1980 (when he went from Systems and Evaluations to the Office of Information Systems), were primarily as project leader of the SSIS redesign project, the SSIS pilot program, and as one of project leaders for the FIS project in DCS (Respondent's Exhibit 11).

10. Mr. Nettleton remained Mr. Powers' supervisor for certain aspects of his position, which did not involve the SSIS and FIS program components of the CSIS project.

11. Mr. Powers was not a lead worker because he did not have permanently assigned supervisory responsibility for the work of subordinates.

12. Mr. Nettleton, at all times relevant to this appeal, was the person with overall responsibility for the operation of the social services information unit.

13. Ms. Trachtenberg did not always follow established lines of supervision in giving work assignments and in the process of supervising the work of subordinates.

14. Mr. Nettleton's position was reclassified to Research Analyst 7 effective April, 1980, based in large part on his position description which shows him as responsible for SSIS maintenance, monitoring, evaluation and coordination with other unit supervisors (Respondent's Exhibit 9).

15. If Nettleton's position had not been responsible for SSIS, it would not have been reclassified to Research Analyst 7, and the Research Analyst 6 classification would have been questionable.

16. Research Analyst 5 positions

"...carry responsibility for programs which are major aspects of the work unit. They have achieved the level of a 'senior analyst.' In addition to carrying responsibility for a major program of the unit, research analysts at this level frequently act as consultants in their specialty to members of the unit, line management, and others who may request their assistance. They have achieved an in-depth knowledge of a particular field and are viewed by others as 'experts' in this field. (Field is being used in a 'narrow' sense of the word. It would be better to describe a person who has developed an in-depth knowledge of a particular aspect of one of the subtitles described in

this position standard.) The methodology characteristic of studies conducted at this level frequently requires the modification and adaptation of a variety of procedures or the development of new methods of investigation of the particular subject being studied. Typically, important interpretations, forecasts and recommendations are based on these studies. The results, interpretations and recommendations made as a result of these studies are the research analyst's responsibility." (Respondent's Exhibit 4)

17. Research Analyst 6 position

"...is the first level in this series in which the incumbent reports directly to the administrator (or his deputy) who has overall responsibility of all activities in the organizational unit. These units normally have a variety of functions one of which is research and/or statistics. Employees in this class function as the head of a major subunit, administering a program, training and supervising subordinates, and establishing policies and procedures. In addition, employees in this class frequently conduct the most difficult studies in the unit. Studies are assigned to subordinates by giving them instructions on the general nature of the study, sources of information and providing consultation on the more difficult aspects of the work. Employees in this class are responsible for reviewing the work experience of the subordinate. In addition, employees in this class may function as assistants to the overall administrator on matters affecting aspects of the unit beyond the analyst's immediate area of responsibility." (Respondent's Exhibit 4)

18. Planning Analyst 4 position

"...is lead professional or specialist level professional planning work requiring skills from a variety of educational backgrounds which may be applied in one of three specific programs: Agency Planning, Local and Regional Planning, Statewide Comprehensive Planning.

AGENCY PLANNER

Employees in this class perform work characterized by responsibility for specialized planning studies of a policy nature. The employee independently carries out major studies and often supervises several lower level agency planners in the conduct of the study."

19. Management Information Specialist positions are

"...professional positions engaged in the analysis, development, and/or implementation of management information systems," and includes "positions which are performing data processing systems analysis, data processing applications or systems programming, office systems analysis, and/or other specialized data processing work...." (Respondent's Exhibit 6)

20. Management Information Specialists whose positions are specialized in the applications area may be in positions of systems analysts who are

"...responsible for conferring with users to identify user requirements; assisting users in determining system requirements; proposing solutions to the problems; preparing and presenting system approach, conceptual design, resource requirements, cost/benefit analysis and overall project schedule to management for approval; and making written and/or oral presentations to user groups. They may also be responsible for preparing the detailed system and sub-system design; defining computer program/procedure specifications; defining administrative procedures; insuring that the system is tested and debugged; overseeing and coordinating the data conversion efforts and the general system implementation; and training user agency personnel in the operation of the system."
(Respondent's Exhibit 6)

21. Progression through the Management Information Specialist series is from entry level to progression levels to the original objective level, which is determined by the area of specialization of the position. For positions in the systems analyst area of specialization, the MIS 3 level is a progression level performing work of more than routine nature under limited supervision. The MIS 4 level is the objective level for systems analyst and performs under a project leader most of the time (Respondent's Exhibit 6).

22. Appellant's position is not properly described by either the Management Information Specialist 3 or 4 classifications. The primary focus of his position is not data processing functions per se, but rather more program related functions related to the collection of information to be processed.

23. The difference between Planning Analyst and Research Analyst classifications is primarily between the focusses of the activities, even where the activities appear to be similar in nature. Both classifications may perform studies which include the collection and analysis of data, and planning and research.

24. The goal of a Planning Analyst 4 position described as agency planner is to carry out studies which result in planning related to long-range policy involving identification of public needs, establishment of program priorities and determination of future program outputs (Respondent's Exhibit 10).

25. The goal of a Research Analyst 5 or 6 position is to identify and specify relationships among a set of variables for the purpose of understanding or explaining a particular phenomenon (Respondent's Exhibit 10).

26. The appellant's duties involve primarily research functions rather than planning functions. The program planning functions related to the social services information systems are carried out by other positions.

27. Appellant's position is correctly classified at the Research Analyst 5 level for the period of time at issue in this case.

CONCLUSIONS OF LAW

1. The appeal is properly before the Commission pursuant to Section 230.44(1)(a), Wis. Stats.

2. The burden of persuasion is on the appellant to show by a preponderance of credible evidence that the decision of the administrator was incorrect.

3. The appellant has failed to carry his burden of persuasion.

4. The decision of the administrator to deny reclassification of appellant's position to Research Analyst 6 is correct.

5. Appellant's position is correctly classified as Research Analyst 5.

OPINION

The appellant's major argument against the decision to deny reclassification is that he was the lead worker in charge of the SSIS enhancement project, the SSIS pilot project, and the FIS design project for DCS. The record shows that he was the project leader, but had no officially designated supervisory responsibility and that his supervisor, Allen Nettleton, did have final accountability for the projects. The proposed classifications in the Planning Analyst series and the Management Information Specialist series are not appropriate for describing appellant's position. The Management Information Specialist series is not appropriate because that series contemplates assisting users of data processing services by determining data processing system requirements, designing data processing systems to meet user needs, and the like. Based on that description, the appellant's position would more properly be a user of the services provided by the MIS series. Similarly, the appellant's position operates on a consultant basis with positions whose functions are more involved in program planning activities which must be coordinated with the information systems appellant is called upon to design and implement. The distinction between planning and research is not the clearest one. The classification must be examined from the perspective of the greater portion of the duties of the position. In this case, the appellant's position is primarily a research position and is properly classified as such at the level of Research Analyst 5.

Powers v. DP
Case No. 80-270-PC
Page 8

ORDER

The decision of the administrator is affirmed and the appeal is
dismissed.

Dated _____, 1981

STATE PERSONNEL COMMISSION

Gordon H. Brehm
Chairperson

Charlotte M. Higbee
Commissioner

Donald R. Murphy
Commissioner

AR:mew

Parties:

Mr. Patrick C. Powers
RR 2, Box 534
Poynette, WI 53955

Mr. Charles Grapentine
Division of Personnel
149 E. Wilson St.
Madison, WI 53702