

[2007-09 WLEA Contract](#)

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WLEA Article / Section	Title	Title Definition	Applicable Reference	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
			Ref. Code				
Article I 1/1/1-2	Scope of the agreement	Defines who is covered by the contract.	1			111.82	
Article II 2/1/1	Bargaining Unit	Union recognized as exclusive bargaining representative.	1			111.82	
2/1/2-2/1/4	Bargaining Unit	Listing of Classifications and Pay Ranges	1			111.82	
2/2/1-2/2/6	Dues Deduction	Monies deducted by the Employer for union membership.	2			111.845	
2/3/1-2/3/3	Bulletin Boards	Bulletin boards for use by the local Unions	3				
2/4/1-2/4/3	Personnel Transactions	Information provided to the union regarding employee job movements.	6			19.35	
2/5/1	Union Activity	BU employees shall not conduct any Union activity on State time.	2				
2/6/1-2/6/9	Union Conventions Classes, Conf.	Time off to attend union related functions.	3				
2/7/1 & 2/7/2	Printing of Agreement	Defines who is responsible to print union contract.	2				
2/8/1-2/8/2	Attendance at Local Union Meetings, etc.	Time off for union officials to attend union meetings.	2,3				
2/9/1-2/9/3	Telephone, Email And Fax Use	Existing technology may be used by local Union.	3				
2/10/1-2/10/3	Mail Service	Unions shall be allowed to use the mail system	3				
2/11/1	Visitations	Defines how/when Union Reps are admitted to the premises of the Employer during working hours.	2,3				
2/12/1	Executive Board of WLEA	WLEA will furnish OSER the names, etc of elected Exec. Board members.	2				
2/13/1-6	Loss of Benefits	Employees on LWOP continue to earn vacation and sick leave	2				
2/14/1-2/14/4	Local Union Orientation	Time allowed to address new employees	2,3				
Article III 3/1/1-2	Management Rights	Acknowledgement that management possesses the sole right to operate its agencies based on statute.	6			111.90	

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Article IV 4/1/1-4	Grievance Procedure Definition	A written complaint regarding a contractual provision.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/2/1-4	Pre-filing	A discussion before a grievance is filed.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/2/5	Step One	Agency rep meets with employee and union rep and responds to grievance.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/2/6	Step Two	Appealed to Appointing Authority if not settled.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/2/7	Step Three	Appealed to Arbitration	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/2/8-10	Time Limits	Procedure for designated time limits	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/3/1-6	Arbitration Panel Procedures	Explains how an arbitrator is selected, cost, process.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/4/1	Retroactivity	Restrictions on settlement awards and time limits of such.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/5/1	Exclusive procedure	This grievance procedure is the sole procedure for settling disputes.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/6/1-4	Number of Reps. and Jurisdictions	Designates jurisdiction, number of union reps.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/7/1	Union grievances	Right of the union to file a grievance	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/8/1-6	Processing grievances	Explains pay status, schedule, time to investigate.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/9/1-10	Discipline	Cites employee rights and all other discipline related guidelines.	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/10/1-2	Exclusion of Probationary Employees	Explains how probationary employees are treated regarding discipline.	4,6,7	ER-MRS 13	Section G	230.28	WHRH Ch. 116
4/11/1-3	Pay status of Arb. witnesses	Identifies how employees are paid when subpoenaed	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430
4/12/1 A&B	Special Arbitration Procedures	Expedited and Umpire arbitrations procedures are explained	3,4,5,6	ER 46	Section G	230.44	WHRH Ch. 430

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4/13/1-2	Concentrated Performance Evaluation	Contractual Provisions relative to CPE, PIP, CPPD	4,6,7	ER 45		230.28(2)	WHRH Ch. 460
Article V 5/1/1	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER18.01(3)f ER 18.02 (2)			
5/1/2	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
5/1/3	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
5/1/4	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
5/1/5	Seniority	Clarification of the provisions addressing seniority of employees, employee information, Troopers and Inspectors Only.	4	ER 18.02 (2)			
5/2/1	Seniority Information	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
Article VI 6/1/1-13	Hours of Work - Standard	Provisions in regard to work hours	6			103.02 230.35	
6/2/1-6/2/4	Overtime	Definitions, travel , FLSA issues all related to paying and eligibility of OT	5,7		Section A		WHRH Chapter 520
6/3/1-6/3/3	Compensatory Time	How comp time is scheduled and taken.	7				WHRH Chapter 520
6/4/1	Rest Periods	Addresses rest periods in BU's	2,3				
6/5/1	Meal Periods	Meal Periods provisions explained	2,3				
6/6/1,2	Call-Back Time	Provisions covering employees who report to work after being called back for duty or called in on the employee's day off	5		Section A		
6/7/1	Court Appearances	Off duty appearances by law enforcement officers	2,3				
6/8/1-7	Alt. Work Patterns	Language covering alternative work patterns, job sharing, flexible time, non-standard workweek.	4,6	ER 42		230.215	
Article VII 7/1/1-7/8/2	Transfers	Provisions covering the administration of filling vacancies internally and externally.	4,6	ER-MRS 15		230.29	

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Article VIII 8/1/1-3	Application of Layoff	Provisions recognizing employer's right to layoff employees, or reduce their hours of employment.	4,6,7	ER-MRS 22		230.34	WHRH Chapter 232 and Chapter 234
8/2/1-2	General Layoff Procedures	General rules for employees after receipt of layoff notice	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/3/1-3	Notice of layoff	Notification to the union and employees	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/4/1-2	Reduction in hours	Reduce work hours in lieu of layoff	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/5/1-3	EE options upon notification	Covers options given the employee after notified of layoff.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/6/1-4	Restoration	Administrative code definition and procedure.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/7/1	A reasonable offer	An offer of a job as it relates to restoration and reinstatement.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/8/1-2	Reinstatement	Administrative code definition and procedure	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/9/1	For informational purposes	Employees restored or reinstated may be placed on permissive probation at the discretion of the appointing authority.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/10/1	Agency statewide emp. Unit LO	Applies only to those employees in statewide employing units	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/11/1-2	Priority of Article VII/VIII	Terms set forth if more than one employee is eligible for a vacancy.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234

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8/12/1	Definition of Permanent Vacancy	For purposes of this Article, how a permanent vacancy is created	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/13/1-2	Relocation Expenses	Expenses payable re: layoff when transferring, demoting, or bumping	4,6,7	Ch. ER-MRS 22		230.34 20.917	WHRH Chs. 232 and 234
8/14/1-3	Layoff Benefits	HI coverages, conversion to cash., earning of sick leave and vacation	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/15/1-2	Layoff Assistance	Options granted to employee when At Risk or Notice of Layoff.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
Article IX 9/1/1-9/2/3	Health and Safety	Provisions related to training, tools, safety, first aid.	5		Section G		
9/3/1,2	Tools and Equipment	The Employer shall furnish tools required to carry out duties	3				
9/4/2	Transportation of Tools	The Employer agrees to provide transportation of tools.	3				
9/5/1	Protective Clothing	Provisions re: what the employer will provide	5		Section G		
9/6/1	Confidential Records	Only authorized employees of the Employer shall have access employee medical records.	2,3				
9/7/1	Medical Examination	Payment to employee if Employer requires exams	6			230.37 (2)	
9/8/1-9/8/2	Job-related Exposure to Disease	Provisions stating treatment for job related diseases, will be covered under Workers Comp.	6			230.36	
9/9/1	Motor Vehicles	State vehicles shall meet safety standards Vehicle use provisions.	2,3				
9/10/1	Foot Protection	Employer requirement for foot protection and reimbursement of such.	5		Section G		
9/11/1	Safety Inspection	Union official released without loss of pay for inspections.	2,3				
9/12/1-3	Joint Committee - Health and Safety	Provisions re: efforts to be made by the employer for H&S of employees and all related matters of H&S	2,3				

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9/13/1	Data Sheets	The Employer will request data sheets on hazardous materials.	3				
9/14/1-4	Computer Display Eye Examinations	Reimbursement for exams, break duration provisions.	2,3				
9/15/1-3	Safety Eyewear	Providing and purchasing of glasses for work related reasons.	5		Section G		
9/16/1	Weather Related Consideration	Provisions for employee health/safety, and foul weather gear.	2				
Article X 10/1/1-5	Discrimination	Provisions covering a discrimination/ harassment free environment.	1,6			111	
10/1/6,7	Harassment Free Work	Both parties agreement toward zero tolerance and proper notification.	1,6			111	
10/2/1-4	Union-Management Meetings	Provisions and agenda, location, pay status guidelines for such meetings.	2				
10/2/4	Chapter Agreements	Defines WLEA Local 2	2				
10/3/1	Union Management Meetings	Allows for meetings between the union and OSER.	2				
10/4/1	Local Negotiations	Defines topics for local negotiations.	2				
10/5/1,2	Notice of Promotional Exams	Provisions for posting and providing copies of such notices.	2,3				
10/6/1-3	Uniforms	Provisions for reimbursement, requirements of, description of uniforms.	5		Section G		
10/7/1-4	Damaged Personal Property	Reimbursement of and cost of repairing personal property.	5		Section G		
10/8/1-6	Work Rules	Establishment of work rules and their reasonableness.	1,3			111.90(2)	
10/9/1-6	Inclement weather	Inclement weather affects on tardy, absenteeism, leave requests.	6,7			230.35 (5) (c)	Chapter 736

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10/10/1-3	Commercial Drivers Licenses and School Bus Endorsements (CDL/SBE)	Involves cost and requirements, testing, reimbursement for CDL Licenses	5		Section G		
10/11/1-6	Training and Education	Job related educational activities are defined here, in addition to pay status.	4,6	ER 44		230.046	
10/11/7-8	Career Related Education	Covering procedure paying for education and time off.	3,5				
10/12/1-3	Personnel Files	Policy and procedure in regards to viewing of the P-File, notification to the employee, what should be removed from P-File.	7				Chapter 748 must be updated
10/13/1	Contracting Out	Speaks to the employers obligation for notification to the union and discussion when contracting is contemplated.	6			16.705	
10/14/1	Affirmative Action	Provisions covering AA programs, committees, union appointees to AA committees.	4	ER 43			
10/15/1	Blood Donations	Language covering releasing employees to donate blood	2,3				
10/16/1	Employing Unit Designations	Notification to union when there is a change in employing unit (link) Employing Unit Listing	2				
10/16/1	Employee Assistance	Contractual guidelines for EA. (link) Employee Assistance Link on OSER Website	2,3				
10/18/1	Child Care	(link) Employing Unit Listing	2,3				
10/19/1,2	Definition of Operational Need	The needs of the agency that are reasonably perceived by management as necessary for the performance of the agency's mission.	2,3				
Article XI	Wages	The Employer will provide the wage adjustments and/or lump sum wage payments to eligible employees as set forth in Article XII.	5		Section A	111.91(3)	
Article XII	Employee Benefits	Provisions covering Health Insurance contributions, level of benefits, premiums, applicable deductions.	4,5,6	ER18		111.91(3) 40.05(4)	

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12/2/1-3	Life Insurance	Provisions covering Life Insurance contributions, level of benefits, premiums, applicable deductions	6			40	
12/3/1	Dental Insurance	Provisions covering Dental Insurance contributions, level of benefits, premiums, applicable deductions	2				
12/4/1	Income Continuation	Agreement by the Employer to continue the income continuation program and administrative provisions of the program provided under Chapter 40, Wis. Stats.	6			40	
12/5/1-14	Sick Leave	The provisions of the agreement by the Employer to provide a sick leave plan are and the provisions of the plan are laid out.	4,6	ER. 18.03		230.35(2)	
12/5/15-18	Bereavement Time Off	Where death occurs in the immediate family of an employee, accrued sick leave may be used.	4	ER18			
12/6/1-17	Paid Annual Leave of Absence (Vacation)	The Employer agrees to provide employees with a formal paid annual leave of absence plan (vacation) as set forth.	4,6,7	ER18		230.35	WHRH 716
12/7/1-6	Leave for Promotional Exams	Provisions regarding the agreement to provide leaves of absence for promotional examinations during scheduled work hours.	4	ER18			
12/8/1-9	Leaves of Absence Without Pay	Provisions for the granting of LOA for reasons such as exams, interviews, education, dependent care, bereavement and court appearances.	4,7	ER18		230.35(2)	WHRH 740
12/9/1-9	Holidays	Holiday time off and pay provisions.	4,6	ER18		230.35	
12/10/1-9	Military Service	Addresses active duty and annual training	4	ER18			
12/11/1-3	Jury Duty and Witness Status	Pay and time off provisions regarding Jury Duty and Witness Status.	4	ER18			
12/12/1	Voting Time	Time off for voting when unable to do so during non-working hours.	4,6	ER18		230.35	
12/12/2	Election Officials Time Off on Election Day	Defines who is allowed off and how they are paid during public elections.	6			7.03	
12/13/1-5	Retirement	Provisions re: WRS and Chapter 40	6			111.91(3) 40.05(1)	

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12/14/1-3	Meals While on Duty	Employer will provide meals without charge to employees who are required to take meals in the performance of assigned duties.	5		Section G		
12/15/1	Hazardous Employment	Agreement Language states that 230.36 will continue. Contains expanded language for certain agency employees not specifically listed in s. 230.36	6			230.36	
12/15/2-9	Hazardous Employment Status	Speaks to application requirements under 230.36, timelines regarding claims and notification to the employee and union, light duty assignments.	6			230.36	
12/16/1-16	Travel and Lodging	Provisions for reimbursement for travel and lodging.	5		Section F		
12/17/1-4	Administration of Worker's Comp. Benefits	The Employer will comply with Chapter 102	4,6	ER 28		102	
12/18/1,2	Standby On Call	Provisions for paying standby/on call pay.	5		Section G		
12/19/1-3	Hostage Leave	Provisions covering exam/leave of absence when Employer determines employee was held hostage.	5		Section K		
12/20/1-12	Catastrophic Leave	Provision allowing employees to voluntarily donate leave time to another employee, conditionally.	6,7			230.35	ER 18.15
12/21/1	Employee Funded Reimbursement Account	Opportunity for bargaining unit employees to participate in the Employee-funded Reimbursement Account program as administered under the provisions of Chapter 40, Wis. Stats.	6			40.85	
12/22/1	Calls At Home	Provisions for paying employees when contacted at home.	4,7				WHRH Chapter 520
12/23/1	Critical Incidents	When the employer determines that an extraordinary event has occurred which has the potential for causing trauma to an employee(s), the appointing authority may initiate treatment.	3				
12/24/1	Specialized Disaster Relief Services	Provision regarding leaves of absence for employees participating in specialized disaster relief services.	6			230.35	

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Article XIII 13/1/1-4	No Strike or Lockout	Employees are prohibited from causing a work stoppage.	1,6			111.89	
13/2/1	Dispute Resolution	Process for settling disputes if a work stoppage arises.	2,3				
Article XIV 14/1/1	General	Obligation to bargain. Provisions covering the collective bargaining process.	2				
14/2/1	Partial Invalidity	If a part of the agreement is deemed invalid by law, this provision prevents the entire agreement from being invalid.	2				
14/3/1	Definition of Probationary Employee	An employee who is serving a probationary period as set defined in this section.	4,6	ER-MRS 13		230.28	
14/4/1	Definition of Appointing Authority	Person having final decision making authority in any agency.	6			230.03	
14/5/1	Definition of Seasonal Employment	Employment which normally permits attainment of permanent status in class through successive reinstatements.	4	ER-MRS 1.02			
Article XV 15/1/1	Termination of Agreement	Provision that covers the terms and conditions of this contract.	2				
15/2/1	Negotiations of Future Agreements	The parties agreement on a timetable for reaching a new agreement.	2				
NN#1	Native American Treaty Enforcement	Additional pay provisions for Troopers, Inspectors, and PCOs assigned to Native American Treaty Enforcement Duty.	2				
APP A-J	Pay Schedule		5		Comp Plan		

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