



COUNTY OF DANE

DEPARTMENT OF ADMINISTRATION
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GREG BROCKMEYER
Director of Administration

Date: March 5, 2024

To: Employee Group #2634
Tammy Haynes Sauk
Jacob Hanifl

From: Greg Brockmeyer
Director of Administration

Subject: Step 3 Grievance Decision – Step Increase Grievance, Jacob Hanifl

I am denying the request to hear a Step 3 Grievance with respect to Jacob's recent reclassification. While the Social Worker's Employee Benefit Handbook discusses the salary schedule upon a promotion, it is silent on how to perform a wage calculation upon a promotion. Further, Dane County Ordinance 18.23 (3) describes the calculation of approved reclassifications and reallocations. Since the Employee's complaint is ultimately with respect to the calculation made under the Ordinance, there is no matter under the employee benefit handbook for the employee to raise a grievance.

Additionally, I have reviewed Employee Relations' work and found it to be accurate. The calculation of an employee's step in the new pay range under the Ordinance does not review the Employee's current longevity credits or whether the Employee has an impending merit step. Rather, the language of ordinance says, "he or she shall be placed in the step in the new salary range that is nearest, but not less than, one step above the salary of the employee prior to the reclassification or reallocation." In this case, Jacob was at Step 18-2 \$33.86 and was reclassified to salary range 20. One step above, *prior to reallocation or reclassification*, was 18-3 at \$36.62. Range 20 begins at \$36.62 and so Jacob was placed at that step.

Further, the employee's complaint raises concerns that if the employee's request is not approved, the County would be creating an inequity in the wage schedule. On the contrary, if the employee's request were granted, then the County would be creating a substantial inequity within the wage schedule. For more than 20 years, all reclassifications and reallocations have followed the calculation provided under ordinance. To change that past practice now, would present a substantial inequity to all previously approved reclassification and reallocations.

If you have any questions, you may contact me at 608-266-4519.

Sincerely,

Greg Brockmeyer
Director of Administration

cc: Martha Stacker
Astra Iheukumere
Nick Bubb
Neil Rainford