

Classification and Compensation Needs Assessment

The issue(s) described below must link directly to one or more of the criteria and you must explain how the issue(s) you are trying to resolve meet the criteria. For more information and resources go to the [HR Professional Tools](#) webpage. Contact your assigned [State HR Classification & Compensation Team](#) for assistance.

Submit completed form to the State Human Resources Enterprise Classification, Compensation & HR Analytics Team at classandcomp@ofm.wa.gov by **September 15, 2019**.

Agency/HE Institution Department of X	Agency/HE HR Contact Name John Smith Phone 111-222-3333 Email John.Smith@DOX.wa.gov
Agency/HE Subject Matter Expert (Must be Non-Rep) Name Jill Jones Phone 444-555-6666 Email Jill.Jones@DOX.wa.gov	Agency/HE Budget Contact Name Mary Smith Phone XXX.XXX.XXXZ Email Mary.Smith@DOX.wa.gov
Select Criteria	
Select choice(s) below. Class Plan Maintenance <input type="checkbox"/> Compression <input type="checkbox"/> Higher Level Duties <input checked="" type="checkbox"/> Inversion <input type="checkbox"/> Inequities <input type="checkbox"/> Recruitment <input type="checkbox"/> Retention <input type="checkbox"/> For descriptions and examples go to Classification and Compensation Proposal Process 2021-23 .	
Class Title(s) – Complete a separate assessment for each Class Series	
Class Title(s) and Class Code(s) Fidget Maker (FM201) Positions represented by a Master Agreement? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes , list Master Agreement(s): Fidget Maker Union	
Describe the Issue(s)	
What is the issue(s) you are trying to resolve or business need(s) you are trying to meet? Be specific and descriptive. What services are provided and how they are being adversely affected? The Department of X is requesting updates to the Fidget Maker series to reflect changes in duties and responsibilities that have occurred since the series was last revised in 1989. The agency believes the decision-making authority and impact of error of positions in this class series have substantially increased over the past several years. This includes the most recent legislative change that came into effect July 1, 2003 that requires positions in this class to perform the calculation and application of “good” liberty time. Previously, this was performed by county widget worker local authority. Since this class was last reviewed in 1989, the Fidget Maker classes have become increasingly more complex and the level of accountability/risk in the decisions they are now required to make can lead to agency lawsuits, sanctions, litigations and more.	
What Efforts Have Been Made to Address the Issue(s)?	
Explain what you have tried and the results achieved (e.g. revised agency/HE work processes, organizational structures, or enhanced recruitment efforts). We are submitting this needs assessment as there have been multiple law changes that have increased the complexity of the work and the level of accountability and risk in the decision-making.	
What are the Proposed Changes?	
Describe the proposed classification(s) and salary changes. Provide specific examples.	
Level of Authority / Decision Making	
Due to recent changes in legislation, Fidget Maker staff now have full responsibility for calculating the liberty of widget workers (whether they remain in their current location), as well as determining the Department of Xcitement's jurisdiction in the community and the agency's authority to return the widget worker to another housing location. Previously the denial and/or loss of freedom were the responsibility of the Board of Widget Worker Liberty. Legislative changes and court decisions are extremely complex and multi-layered, involving one widget worker, a certain group of	

widget workers, or all active widget workers within the state. These often require an adjustment to the free-to-roam date calculations for widget workers. All of which are now determined by the FM staff.

Description of Higher Level Dues:

Performed by county widget worker liberty lawmakers	July 1, 2003, the calculation and application of widget worker liberty is the sole responsibility of the FM staff. FM staff have been given statutory authority to approve all widget worker restrictions.
Increased complexity and impact on decision making	Since 1989 – at least 50 widget worker lawmaker decisions have been added that affect multiple widget workers. This affects credit calculations that have already been determined, community relocation/placement supervision, concurrent vs. consecutive assignments, earned release credits. Some of these court decisions have a one-time impact; others apply to all widget workers; to include those on supervision or on special projects. Some are retroactive and others prospective.
New legislation/duties; Previously performed by the county widget worker liberty lawmakers	July 1, 2000 (Widget Worker Accountability Act) the Department of X took responsibility for sanctioning widget workers who were previously under the jurisdiction of the lawmakers. FM staff are responsible for ensuring any and all credits are correctly applied.

Level of Accountability / Impact of Error

The FM staff must know what RCWs and widget worker lawmaker decisions were in effect at the time of a sentencing or date of offense, and are required to make decisions regarding assignment enhancements, which were added in 1995. For every sentencing alternative, there is a revocation process. Fidget staff must also determine if the Department of X has jurisdiction of the case; and if/how credits are applied. New laws and widget worker liberty lawmaker decisions have changed the way credits are applied. Now, depending on the assignment type, eight (8) different credits may be applied in any combination, all of which are determined by the FM staff. In 2000, the Widget Worker Accountability Act was implemented by the Dooly Jobbers giving the Department of X responsibility for sanctioning widget workers who were previously under the jurisdiction of the widget worker lawmakers.

Previous	Current
New legislation/duties; didn't previously exist	<p>Sentencing enhancements have been added since 1995 (RCW X.XXX.XXX) that deepen the complexity and diversity of decision-making. For each enhancement type, FM staff must know the effective date, if the enhancement is to be served consecutively with all sentencing provisions, if it is consecutive with the underlying count only, if it raises the standard range for the specific count or if the enhancement is eligible for earned liberty time.</p> <p>For every sentencing alternative, there is a revocation process. FM staff must now determine if the widget worker lawmakers or the Department of X has jurisdiction of the case. Credits are applied differently for each option and records staff must determine and calculate the correct number of applied credits.</p>

Reporting Relationships / Supervision Required

Fidget Makers report to the FM Supervisor and independently perform FM technical tasks and sentencing structure duties within a FM office.

How Does the Proposal Resolve the Issue(s)?

Describe the service improvements you expect to see if this proposal is implemented.

Improvements have been made over the years of the updated legislation passed by the Widget Worker Liberty Lawmakers. Staff have been performing the work and should be properly compensated for the additional complexity and accountably required to do so in an effective, efficient and lawful manner.

What are the Impacts on Services?

Identify potential consequences if the issue(s) is not resolved. (e.g. impact on agency/HE priorities, service delivery, risk, or liability).

Liability and risk are a major safety factor for the work, responsibility and accountably of the FMs within the Department of X. The work is highly critical in entering correct calculations for those receiving a sentence on liberty restrictions, etc. If the Widget Worker is released earlier (or later) than required, this poses a risk and liability for the agency and the State.

An additional impact on the agency would be staff working out of class and therefore would potentially look for employment elsewhere. This would create a recruitment issue, as the skillset needed is very specific for the level of work and accountability.

Agency/HE Director or Designated Approving Authority Signature

Date
1/10/2019

Name/Title
Signature

Additional Resources:

- [Inequities Tool](#)
- [Recruitment Data Tool](#)
- [Recruitment Summary Template](#)
- [Higher-Level Duties Tool](#)