



Division of Business Management  
Bureau of Human Resource Services  
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August 26, 2009

Dear :

On August 17, 2009, the Office of State Employment Relations (OSER) notified the President of the State Engineering Association (SEA), of impending layoffs or other personnel actions involving members of the SEA bargaining unit across all agencies. The notification of this action was necessary due to the recently enacted biennial budget bill which deleted funds from all agency budgets in the dollar equivalent of eight furlough days in each of the next two fiscal years.

There are currently 14 other bargaining units that have signed a Memo of Understanding (MOU) with OSER agreeing to furlough implementation. Due to the lack of a MOU between SEA and OSER on furlough implementation, which in many instances provides flexibility in requesting furlough days, the Department of Transportation must take action to decrease expenditures by the equivalent of these budget reductions. As a result, the department will be implementing temporary layoffs of less than 21 consecutive calendar days for all employees represented by SEA in accordance with 8/1/1/A of the SEA labor agreement.

The specific number of days for the temporary layoff for each employee will be determined by the value of days on temporary layoff, as well as the potential liability of unemployment compensation. In addition, the temporary layoffs will be implemented with loss of benefits (ie, sick leave, vacation and retirement earnings).

The Bureau of Human Resource Services (BHRS) will be working with department management to develop and implement temporary layoff plans for all employees represented by SEA to account for the required budget actions. Due to operational needs, temporary layoffs will vary in start date for employees. In addition, management will revisit and may need to cancel already approved annual leave time for employees during the fiscal year in order to maintain operational needs during temporary layoffs.

Employees will be notified by their supervisor when their temporary layoff will occur. The notification will provide employees with the dates of the temporary layoff and other rules and rights associated with serving a temporary layoff. We anticipate temporary layoffs to begin no earlier than mid-October 2009.

It is unfortunate we must take this action and understand the burden this will place on you. These are difficult economic times and all department employees are being impacted by the budget reductions. We appreciate your patience during the next several weeks as details related to the temporary layoff process are determined.

Sincerely,

A handwritten signature in black ink that reads "Randy T. Sarver".

Randy T. Sarver  
Human Resources Program Officer