

Vermont Department of Labor (VDOL)

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THE SECOND QUARTER 2016 C101 REPORT FILING WINDOW IS NOW OPEN THE DUE DATE IS JULY 31, 2016

Timely Filing – Please be sure to file your Quarterly Report by the prescribed due date listed above to avoid a \$100.00 late filing penalty.

Electronic Payment – To ensure payments are received timely by VDOL, employers are encouraged to utilize an electronic payment method. Choosing to pay electronically is another way to prevent interest charges from accruing on your account due to a late-arriving payment. To process an electronic payment, you will need to provide your Bank Account Number and Routing Number.

Online Filing Password – If you have forgotten your Vermont Internet Tax & Wage System (VITWS) password, please consider utilizing the “Reset Password” feature located on the quarterly reporting sign-on page. This feature will require you to remember the original security question and answer you provided. If you are unable to remember the required information, please contact the VDOL Employer Services Unit at 802-828-4344.

Please remember as the Quarterly filing due date approaches, our call volume increases and it may be difficult to reach a staff person immediately. If you are prompted to leave a message, please be sure to leave your Name, Employer Number, and the best daytime contact number where you can be reached. A VDOL staff member will return your call.

New Hire Reporting – Reports of a New Hire must be filed within 10 days of the first day work is performed, as well as if the employee was previously employed by the employer, but has been separated from such prior employment for at least 60 consecutive days and has now been rehired.

Vermont Department of Labor’s Services for Vermont Businesses

The Vermont Department of Labor offers customized recruitment and hiring services through our 12 local Career Resource / American Job Centers. Recruitment and hiring services can include finding and referring qualified candidates through our Job Center Specialists and our Vermont Job Link job registration system; advising for successful marketing and recruitment strategies; hosting hiring events or conducting job fairs, and other services, which can be particularly helpful for new or expanding businesses. Let the VDOL Career Resource Centers help you find the best qualified candidates for your current workforce needs. A list of the VDOL Career Resource / American Job Centers can be found at: <http://labor.vermont.gov/workforce-development/career-resource-centers/>

Post a Job through the Vermont Department of Labor

The VDOL Career Resource Center is ready and able to assist you in posting your job openings on *Vermont JobLink*, our on-line job matching and workplace information system. Whether you are looking for the perfect candidate to fill your open positions or searching for helpful information, the Vermont Department of Labor’s Career Resource Center is the place for you to begin your search. Our staff can assist you in:

- Writing job descriptions that result in positive job matches
- Referring only qualified candidates to your job openings
- Explaining federal and state programs and services that benefit Vermont employers such as Workforce Education & Training Funds, Workforce Innovation and Opportunity Programs, On-the-Job Training subsidies, Apprenticeships (pre-apprenticeship and registered apprenticeship), Work Opportunity Tax Credits, and other benefits of working with your VDOL staff members.
- All of the services of the Vermont Department of Labor are provided at no charge to the employer or the job seeker or program participants.

Notes of Interest to Employers

Vermont's Paid Sick Time Legislation:

This past legislative session, the legislature passed Paid Sick Leave. The legislative summary can be found at: <http://legislature.vermont.gov/assets/Documents/2016/Docs/ACTS/ACT069/ACT069%20As%20Enacted.pdf>

In short summary, effective January 1, 2017, most Vermont employers will be required to provide paid sick time to eligible employees and track their employees' hours for purposes of accruing Paid Sick Time.

Employers with 5 or fewer employees have a one-year delay in implementation and do not need to provide the benefit or track accrued hours until January 1, 2018. The Vermont Department of Labor and Agency of Commerce are tasked with assisting small employers with information and guidance on implementing this law.

"Employee" is defined as a person who is employed for an average of 18 hours or more per week during a year. The law excludes from the paid sick leave benefit several categories of workers. See exclusions outlined in the bill:

<http://legislature.vermont.gov/assets/Documents/2016/Docs/ACTS/ACT069/ACT069%20As%20Enacted.pdf>

Accrual of time will be at the rate of 1 hour of paid sick time for every 52 hours of work. While eligible employees will start accruing paid sick time in 2017, employers do not have to allow the use of paid sick days until January 1, 2018; (January 1, 2019 for employers with 5 or fewer employees). Employees will be entitled to 24 hours of paid sick time use in 2018, and up to 40 hours in 2019.

The Vermont Department of Labor has been assigned the responsibility to implement the law and to adjudicate disputes. The Department is working on Administrative Rules in order to implement the law. The notice of proposed rule will be posted by the State and available on our website as soon as we have finished the proposal. We will welcome the input of all interested persons and organizations!

VDOL Encourages Internships and Apprenticeships as Key Step to Grow the Vermont Workforce

VDOL staff members talk every day with employers who are concerned about their ability to recruit new workers to fill their openings. As the workforce in Vermont - and nationally - is aging, there is intense competition for qualified workers. One of the most successful strategies for developing your own "pipeline" of workers is to participate in internship and apprenticeship programs. According to the National Association of Colleges and Employers' Survey: •67.7% of 2007-08 interns were offered fulltime positions; 83.6% of these offers were accepted; 35.3% of employers' full-time, entry-level college hires came from an internship. Apprenticeship programs are also a major benefit to employers and workers alike, and there is significant funding from the federal government coming to Vermont to fund apprenticeships and related instruction. For more info on how to get involved, call the Department (for internships call 828-4156; for apprenticeships call 828-5250)

Department Hires New Unemployment Insurance and Wage Director

The VDOL is pleased to announce the appointment of Cameron Wood to the role of VDOL Unemployment Insurance and Wage Division Director. Cameron is an attorney, and most recently worked for the Vermont Legislative Counsel Office. During the "off session", Cameron had worked on a USDOL grant for the implementation of the newly revised Workforce Innovation and Opportunity Act, assisting the Vermont State Workforce Development Board, the Department of Labor and its various divisions, the Department of Economic Services, the Agency of Education, Division of Vocational Rehabilitation, and the Division for the Blind and Visually Impaired, to comply with the 1100+ pages of federal regulations and submit Vermont's Unified State Plan. According to Labor Commissioner Annie Noonan, "Cameron became Vermont's subject-matter-expert on the WIOA law, and helped us to coordinate our WIOA implementation and communicate with key stakeholders, resulting in Vermont's compliance with all deadlines and measures". Cameron is being ably assisted in his training and transition to the new role by former UI Director Tracy Phillips who is continuing a lead role in the Department's UI Modernization Project and federally-mandated consortium with Idaho and Iowa.

VDOL is also pleased to welcome Lynn Choquette to the UI Division, as head of the Program Integrity Unit. Lynn comes to the VDOL from the Department of Human Resources where she was working on the new HRIS system, among other duties. Lynn brings with her 18 years of experience working for the State of Vermont, 14 of which were with the Department of Human Resources.