

# The Vermont Labor Market

Departments of Employment & Training / Labor & Industry

Vermont Department of

## Employment & Training

April  
2003

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<http://www.det.state.vt.us>

Labor & Industry section  
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## Commissioner's Message

### Apprentices Graduate!

The Vermont Department of Employment & Training (DET), in conjunction with Vermont Technical College (VTC), held its 2<sup>nd</sup> annual graduation celebration for more than 100 plumbing and electrical apprentices on the VTC campus on April 12<sup>th</sup>.

DET was honored to have Governor James Douglas address the graduates, their instructors, family members, and friends. Governor Douglas emphasized the importance of the plumbing and electrical trades in Vermont's economy and recognized the significant physical and mental demands required to complete the rigorous apprenticeship program.

Allan Rodgers, President of Vermont Technical College, and Anne Ginevan, the Commissioner of the Department of Employment & Training, also addressed the crowd of over 450 people. Mr. Rodgers welcomed the graduates, recognized

*(Continued on page 2)*

## The Edge

### Be a Featured Business

by Ken Horseman

**Director of Communications**  
Vermont Department of Economic Development

Is your business one of Vermont's best kept secrets? If so, it may be by design. But I'd guess different.

I'm asked all the time about cost-effective strategies to market products and services. There's no question that the wise expenditure of advertising and promotion dollars can go a long way to bringing customers to your door. However, I've always been a fan of Jay Conrad Levinson's so-called "guerrilla marketing" ideas that are not only less expensive but frequently end up getting better results.

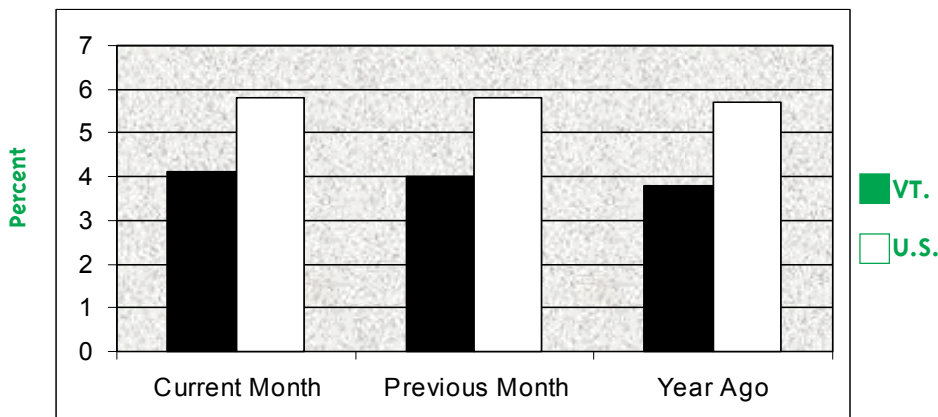
Here's one tailor-made for Vermont businesses: feature your business on the home page for Vermont's most-visited business portal website.

ThinkVermont.com is the Vermont Department of Economic Development's primary service delivery tool. It's a monster site with information and resources on every thing from business planning to workforce training. The site averages well over 100,000 hits and 3,500 unique visits weekly.

*(Continued on page 2)*

### Unemployment Rates Vermont and U.S.

March (SA) 2003 Rates  
VT 4.1% • U.S. 5.8%



## Commissioner's Message –

*(continued from front page)*

their efforts, and emphasized VTC's continuing commitment to workforce development. Ms. Ginevan thanked all of the partners involved in the program including: VTC, for providing curriculum development, oversight and administration; employers, who sponsor the program and provide valuable on-the-job training; site coordinators, who coordinate classes at the local technical centers; the Department of Labor & Industry, which provides information and technical assistance about licensing regulations; and the U.S. Department of Labor/Bureau of Apprenticeship Training, which also provides valuable technical assistance.

VTC awarded certificates to one hundred and fifteen students who completed the classroom-training portion of apprenticeship. In addition, DET awarded Apprenticeship Completion Certificates to 73 students who had completed the required 8000 hours of on-the-job training in addition to the 4 years of classroom training.

The Vermont Apprenticeship Program trains over 800 individuals each year in more than 30 trades. While plumbing and electrical programs account for over 75% of the program participants, apprentices are trained in other fields such as sheet-metal work, line maintenance, child care, carpentry, machining, tramway maintenance, heavy equipment operation, cement masonry, and information technology.

Apprenticeship is a method of training that combines on-the-job training with structured classroom training. Apprentices are paid according to a progressive wage scale set by each employer or sponsor of the program. At the end of the training, apprentices receive a certificate of completion that is nationally recognized. A certificate of completion of apprenticeship in the plumbing and electrical fields enables an individual to sit for the licensing exam in Vermont,

thus helping to alleviate the critical shortage of skilled workers in the trades.

If you are interested in finding out more about the Vermont Apprenticeship Program, please feel free to contact the Department of Employment & Training at 828-5082.



## The Edge - *(continued from front page)*

When you visit the homepage, you'll see a logo and headline for a Vermont business that wants to tell its story. For example, there's the classic American story of a poor immigrant coming to America and building a company and an industry.

George Barron Milne was born in 1857 in Aberdeen, a little granite quarrying town in Scotland. He became an apprentice granite cutter and by 1875 he was earning \$3 a month. By 1880 he had saved enough money to come to America to seek his fortune in the granite industry, and in 1883, at the age of 26, he came to Vermont and joined Rock of Ages. Over the next 30 years Milne rose from stone cutter to President and major shareholder of our company.

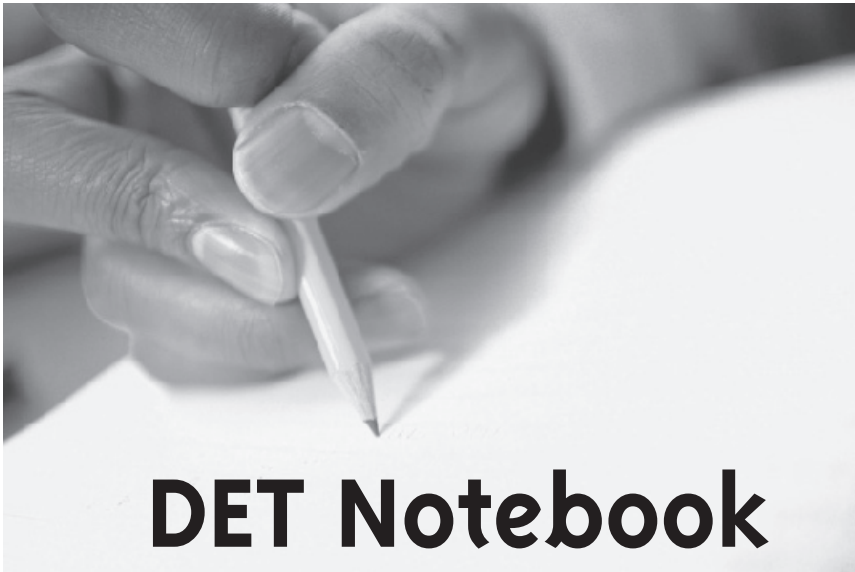
Today Rock of Ages is the largest quarry of granite in North America, and the world's largest manufacturer and retailer of granite memorials. Rock of Ages owns quarries, manufacturing plants and retail outlets in twenty U.S. states, and there are independently owned authorized Rock of Ages retailers in almost every other state. And they guarantee their products – forever. Makes sense, huh?

Then there's the Vermont company that makes flight simulators that train pilots to fly helicopters, transport aircraft, and jets, allowing the pilot to make critical decisions before engaging in the actual mission. Until Ascension Technology in Milton invented its patented laserBIRD precision motion tracker, previous technology projected a slightly fuzzy image. This distorted imagery made for an unreal training environment and caused motion sickness. Now, a realistic training image is guaranteed. This same technology is used in image-guided surgical procedures and biomedical instrument tracking, biomechanical measurement and robotic guidance.

Cut to the basement of Julie Parker's Waitsfield home in 1989 when she was working on artistic display holography – holograms. Bill Parker was busy running a related business. When someone asked him if he could make and supply light bending tools, Julie and Bill saw the light. Here was a business idea that could fill a very unique niche.

Borrowing a \$60,000 laser from a friend - the Parkers began to put the equipment they had together to create a shared endeavor. Today, Diffraction, Ltd. maintains a total of 14,000 square feet of research and development laboratories that are paralleled only by large universities and corporate centers. The facility has extensive capabilities in photomask design, mask product development and lithography systems integration. They are also able to test digital and analog circuits at high frequencies.

So, what's your story? Click on the "Interested in Being a Featured Business" link at <http://thinkvermont.com> and let us know. We're all ears.



# DET Notebook

## VetsFirst

Operation Iraqi Freedom illustrates the most recent example of the special bond which develops among troops engaged in battle. At enlistment, recruits were strangers to each other; at deployment, they become “family”, covering for each other while engaging adversity .

This bond often accompanies veterans' transition back to civilian life. Because of their shared, exclusive experiences while in the military, veterans frequently welcome the chance to associate with peers as they consider their next step. This team support often carries over into specific activities such as job hunting.

In consideration of this special camaraderie, the staff responsible for working with veteran job seekers at the Barre CRC - Crystal French, Local Veterans' Employment Representative, and Chris Stinchfield, Disabled Veterans' Outreach Program

Representative - designed “VetsFirst”, a combination job club/support group for veterans registered for job placement services in the office. The content of this weekly workshop is organized to accommodate the needs of both new and returning group members. At each Friday meeting, participants have the opportunity to review current job listings from the DET Web Page, plus selected job listings from other websites. In addition, Chris and Crystal review effective job search and interviewing techniques, labor market information, and tips on winning resumes. This approach assures continuity of information from week to week.

The first VetsFirst group began on January 24, 2003. Twelve Fridays later, the group has become increasingly self-directed. Crystal reports that, as expected, the group members have developed into a team and are sharing information and job leads with each other as the weeks progress. The synergy of this mutual support has em-

powered many team members to “land” more job interviews. In fact, the group is so comfortable in networking that one of the participants applied for a job formerly held by a colleague in the group and got hired!

Not only does group participation directly energize everyone's job search effort, it also allows the Vets staff to learn more about specific employment needs of each member. One veteran with an extensive work history in electronics experienced increasing difficulty in marketing these job skills in his labor market area. Relocation was not an option for him. Acknowledging the current soft demand for this occupational field, he worked with Chris to develop a new vocational goal and a plan of action to achieve it. Developing increased familiarity with specific employment needs of individual team members will also help Chris and Crystal to target and contact employers who might be interested in these jobseekers' skills.

As veterans of Operation Iraqi Freedom return stateside, we anticipate that VetsFirst will continue to serve as an effective resource for their transition to the civilian labor market.



# Economic Spotcheck

## Local Unemployment Rates *(Not Seasonally Adjusted)*

Town/City*	Mar. '03	Feb. '03	Mar. '02
Barre City	9.9	12.0	8.7
Barre Town	3.2	4.4	3.6
Bennington Town	6.2	7.0	6.2
Brattleboro Town	3.8	3.7	3.9
Burlington City	3.5	3.7	3.4
Colchester Town	3.3	3.3	3.3
Essex Town	2.9	3.4	2.7
Hartford Town	2.4	2.3	2.5
Middlebury Town	2.9	3.2	3.3
Milton Town	5.4	5.6	4.5
Montpelier City	2.6	2.7	2.5
Rutland City	3.4	3.5	3.8
St. Albans City	3.7	4.0	3.3
St. Johnsbury Town	8.6	8.8	8.1
So. Burlington City	2.6	3.0	2.4
Springfield Town	8.1	8.1	8.1

\*16 Largest Towns in Vermont

### U.S. CONSUMER PRICE INDEX Base Period (1982 - 1984 = 100)

	Mar. 2003	Feb. 2003	Mar. 2002
All Items Index	184.2	183.1	178.8
Annual Percent Change	3.0	3.0	1.5

*BRIEF EXPLANATION OF THE CPI - The Consumer Price Index (CPI) is a measure of the average change in prices over time of a fixed market basket of goods and services. It is based on prices of food, clothing, shelter, fuels, transportation fares, and other items that people buy for day to day living. The CPI shown above represents the U.S. city average for all urban consumers and is not seasonally adjusted.*

*There is no separate Consumer Price Index for Vermont or any area within the state.*

## Employment Trends

Total seasonally adjusted March employment gained slightly, adding just 400 from the previous month with 337,100 working Vermonters. This estimate includes all Vermont residents who worked, whether at wage and salary jobs, or as self-employed.

On a seasonally adjusted basis, the estimated number of nonfarm jobs dropped by 500 from the previous month to 301,300. Manufacturing continued its downward trend losing 300 jobs from February to March. The sometimes volatile Education & health services industry fell slightly dropping by 200 over the month. The remaining private sector industries held fairly steady over the month. Government, on the other hand, presented a slight increase, adding 200 in March. Temporary hires related to town meeting day and other irregular activities contributed to the gain.

The more detailed unadjusted estimates fell by 500 in March, with the largest decline in hotels & motels, which lost almost 1,000 jobs. This is fairly typical as several resorts & motels surrounding ski areas begin their seasonal lay-offs. Manufacturing took a slight dip, with all but computer & electrical equipment losing jobs. Health Care & social assistance contributed the largest gain in employment, adding 400 jobs.

Information and financial activities each added 100, providing a modest gain in March.

The preliminary March estimates reflect an annual increase of just under 1.0%. Once again the largest contributor to the loss was durable goods manufacturing, specifically, computer & electrical equipment. Health care & social assistance added the most jobs over the year contributing an additional 1,700.

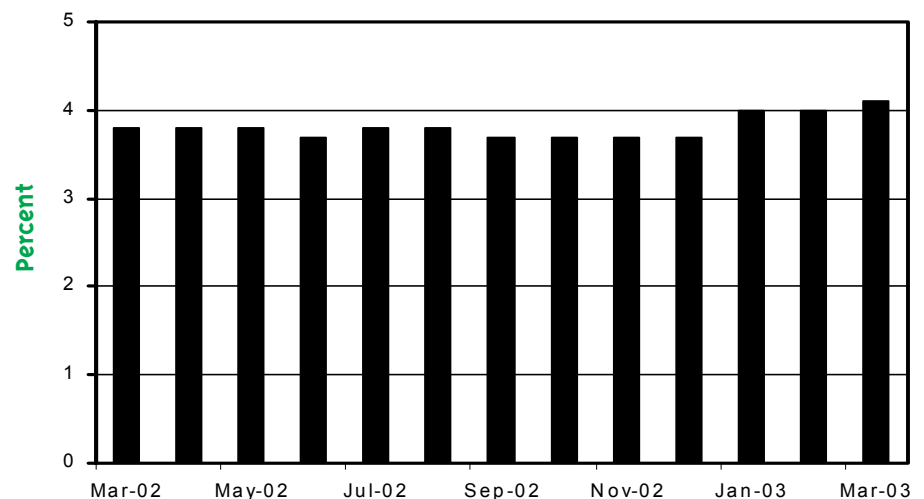
## Unemployment Trends

Vermont's seasonally adjusted March unemployment rate of 4.1 percent was up slightly from the revised February rate of 4.0, with an estimated 14,600 Vermonters unemployed during the month.

The comparable national unemployment rate was 5.8 percent for March, unchanged from February. Vermont continues to be well under the national rate.

The number of initial claims for Unemployment Insurance filed in March increased only slightly from the previous month. The largest increase in initials was in service industries. This may be reflecting the beginning of seasonal lay-offs within hotels & motels, particularly those surrounding ski areas.

## Vermont Seasonally Adjusted Unemployment Rate



# Labor Force Estimates *(Seasonally Adjusted)*

Vermont	Changes from:				
	Mar. '03	Feb. '03	Mar. '02	Feb. '03	Mar. '02
<b>TOTAL LABOR FORCE<sup>1</sup></b>	351,700	350,600	346,300	1,100	5,400
<b>TOTAL EMPLOYMENT</b>	337,100	336,700	333,000	400	4,100
<b>TOTAL UNEMPLOYMENT</b>	14,600	13,900	13,300	700	1,300
<b>RATE</b>	4.1	4.0	3.8	0.1	0.3

<sup>1</sup>Includes proprietors, professionals, and unpaid family workers.  
VCM Regression Methodology

## Labor Market Areas *(Not Seasonally Adjusted)*

	Mar. 2003	Feb. 2003	Mar. 2002		Mar. 2003	Feb. 2003	Mar. 2002
<b>BARRE-MONTPELIER</b>				<b>MORRISTOWN-STOWE</b>			
Labor Force	41,200	41,250	40,250	Labor Force	19,950	20,400	19,200
Unemployment	2,250	2,550	2,000	Unemployment	1,200	1,350	1,100
Rate	5.4	6.2	4.9	Rate	5.9	6.6	5.6
Employment	39,000	38,750	38,300	Employment	18,800	19,050	18,150
<b>BENNINGTON-MANCHESTER</b>				<b>NEWPORT</b>			
Labor Force	21,900	22,000	21,300	Labor Force	13,650	14,050	13,000
Unemployment	1,050	1,200	1,050	Unemployment	1,300	1,500	1,250
Rate	4.8	5.4	4.9	Rate	9.5	10.5	9.7
Employment	20,850	20,800	20,250	Employment	12,350	12,600	11,750
<b>BURLINGTON</b>				<b>RANDOLPH</b>			
Labor Force	105,250	104,100	105,450	Labor Force	6,550	6,500	6,250
Unemployment	3,800	4,050	3,350	Unemployment	350	400	250
Rate	3.6	3.9	3.2	Rate	5.3	5.8	3.9
Employment	101,450	100,050	102,100	Employment	6,200	6,100	6,000
<b>ENOSBURG</b>				<b>RUTLAND</b>			
Labor Force	10,900	11,300	10,250	Labor Force	30,700	30,400	31,250
Unemployment	900	950	800	Unemployment	1,600	1,650	1,400
Rate	8.1	8.5	8.0	Rate	5.2	5.5	4.5
Employment	10,050	10,350	9,400	Employment	29,100	28,750	29,850
<b>HARTFORD-LEBANON,VT-NH LMA (VT PORTION ONLY)</b>				<b>ST. JOHNSBURY</b>			
Labor Force	29,400	29,200	29,150	Labor Force	15,350	15,500	14,750
Unemployment	850	850	750	Unemployment	1,050	1,100	950
Rate	2.8	3.0	2.5	Rate	6.9	7.2	6.5
Employment	28,550	28,350	28,400	Employment	14,300	14,350	13,800
<b>KEENE-BRATTLEBORO,NH-VT LMA (ENTIRE AREA)</b>				<b>SPRINGFIELD</b>			
Labor Force	N/A	59,600	57,750	Labor Force	10,650	10,900	10,400
Unemployment	N/A	1,700	1,700	Unemployment	650	700	650
Rate	N/A	2.8	3.0	Rate	6.2	6.2	6.4
Employment	N/A	57,900	56,050	Employment	10,000	10,200	9,750
<b>MIDDLEBURY</b>				<b>STATEWIDE</b>			
Labor Force	20,750	20,750	19,750	Labor Force	350,750	350,650	345,250
Unemployment	950	1,050	850	Unemployment	16,650	18,050	15,150
Rate	4.6	5.0	4.4	Rate	4.7	5.1	4.4
Employment	19,800	19,700	18,850	Employment	334,150	332,600	330,100

Monthly estimates are preliminary and subject to revision.

Detail may not add to totals due to rounding.

## Vermont Seasonally Adjusted Nonfarm Employment in Thousands

BY NAICS	Prelim.	Revised	Revised	Changes From:	
	Mar. '03	Feb. '03	Mar. '02	Feb. '03	Mar. '02
<b>Total - All Industries</b>	<b>301.3</b>	<b>301.8</b>	<b>299.8</b>	<b>-0.5</b>	<b>1.5</b>
<b>Private Industries</b>	<b>249.3</b>	<b>250.0</b>	<b>249.2</b>	<b>-0.7</b>	<b>0.1</b>
Construction	15.2	15.3	15.1	-0.1	0.1
Manufacturing	38.7	39.0	41.7	-0.3	-3.0
Retail Trade *	40.3	40.4	40.2	-0.1	0.1
Professional & Business Services	20.6	20.6	19.8	0.0	0.8
Education & Health Services	49.8	50.0	49.5	-0.2	0.3
Leisure & Hospitality*	33.1	33.1	32.9	0.0	0.2
<b>Total Government</b>	<b>52.0</b>	<b>51.8</b>	<b>50.6</b>	<b>0.2</b>	<b>1.4</b>

\*These estimates are not endorsed by the U.S Bureau of Labor Statistics.

Note: Total - All Industries estimate is seasonally adjusted independently.

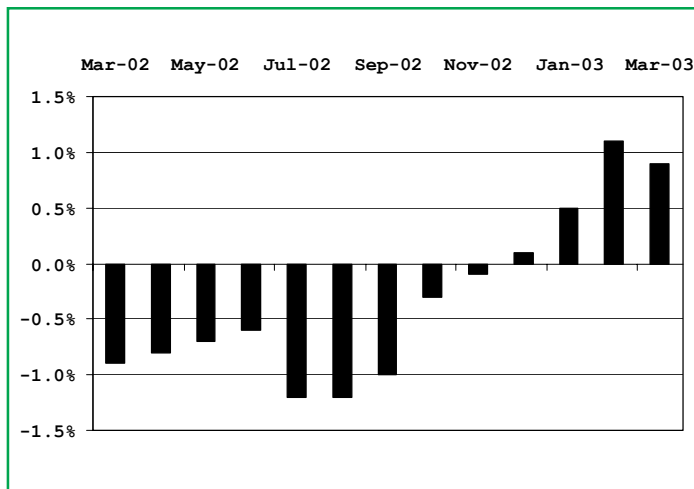
All seasonal adjustment performed with X12-ARIMA. Seasonal factors available from DET/LMI on request.

Produced by the Vermont Department of Employment and Training in cooperation with the U.S Bureau of Labor Statistics, unless otherwise noted.

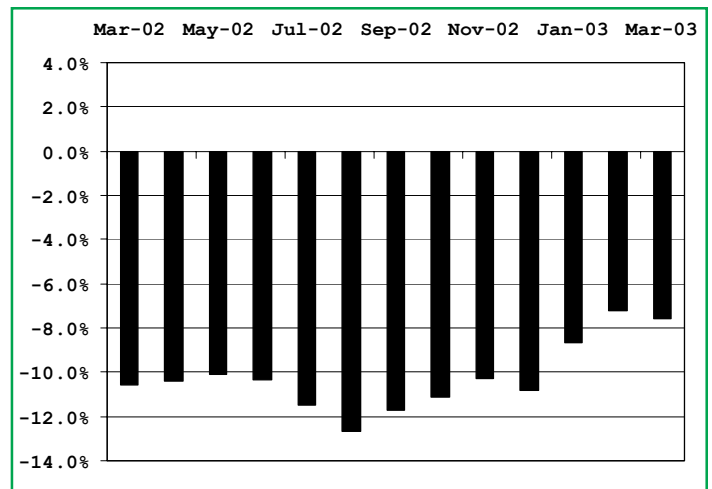
## Vermont Annual Job Growth

### Not Seasonally Adjusted Data

#### All Industries



#### Manufacturing



## Nonfarm Employment In Vermont *(Not Seasonally Adjusted)*

Compiled by the Department of Employment and Training in cooperation with the Bureau of Labor Statistics, U.S. Department of Labor

INDUSTRY BY NAICS	Prelim.	Revised	Revised	Changes From:	
	Mar. '03	Feb. '03	Mar. '02	Feb. '03	Mar. '02
<b>TOTAL NONFARM</b>	<b>302,000</b>	<b>302,500</b>	<b>299,350</b>	<b>-500</b>	<b>2,650</b>
<b>TOTAL PRIVATE</b>	<b>247,800</b>	<b>248,550</b>	<b>246,600</b>	<b>-750</b>	<b>1,200</b>
<b>GOODS PRODUCING</b>	<b>52,250</b>	<b>52,450</b>	<b>55,200</b>	<b>-200</b>	<b>-2,950</b>
MANUFACTURING	38,300	38,500	41,450	-200	-3,150
Durable Goods	27,450	27,550	30,150	-100	-2,700
Computer & Electrical Equipment Mfg.	10,350	10,200	11,450	150	-1,100
Fabricated Metal Product Mfg.	2,750	2,800	2,900	-50	-150
Machinery Mfg.	3,050	3,100	3,350	-50	-300
Transportation Equipment Mfg.	2,200	2,250	2,500	-50	-300
Furniture & Related Product Mfg.	2,400	2,450	2,850	-50	-450
Non-Durable Goods	10,850	10,950	11,300	-100	-450
Food Mfg.	3,800	3,900	4,000	-100	-200
CONSTRUCTION	13,000	13,050	12,800	-50	200
NATURAL RESOURCES & MINING	950	900	950	50	0
<b>SERVICE-PROVIDING</b>	<b>249,750</b>	<b>250,050</b>	<b>244,150</b>	<b>-300</b>	<b>5,600</b>
TRADE TRANSPORTATION AND UTILITIES	58,500	58,550	57,850	-50	650
Wholesale Trade	10,400	10,350	9,950	50	450
Retail Trade	39,450	39,500	39,300	-50	150
Food & Beverage Stores	9,850	9,650	9,800	200	50
General Merchandise Store	3,100	3,250	3,300	-150	-200
Transportation, Warehousing and Utilities	8,650	8,700	8,600	-50	50
Utilities	1,700	1,700	1,700	0	0
Transportation & Warehousing	6,950	7,000	6,900	-50	50
INFORMATION	6,700	6,600	6,750	100	-50
FINANCIAL ACTIVITIES	13,200	13,100	13,050	100	150
Finance & Insurance	10,150	10,100	10,100	50	50
Real Estate, Rental & Leasing	3,050	3,000	2,950	50	100
PROFESSIONAL AND BUSINESS SERVICES	20,100	20,000	19,300	100	800
Professional, Scientific and Technical	12,200	12,100	12,200	100	0
Administrative, Support and Waste	7,550	7,550	6,850	0	700
EDUCATIONAL AND HEALTH SERVICES	52,050	51,700	50,050	350	2,000
Educational Services	12,950	13,000	12,650	-50	300
College, Universities and Professional	7,200	7,300	7,000	-100	200
Health Care and Social Assistance	39,100	38,700	37,400	400	1,700
Ambulatory Health Care Services	15,200	15,150	14,750	50	450
Hospitals	10,350	10,200	9,900	150	450
Nursing and Residential Care Facilities	6,600	6,650	6,400	-50	200
LEISURE AND HOSPITALITY	34,850	35,900	34,600	-1,050	250
Arts, Entertainment and Recreation	2,900	2,900	3,050	0	-150
Accommodation and Food Services	31,950	33,000	31,550	-1,050	400
Accommodations	14,400	15,350	14,200	-950	200
Hotel & Motels	13,450	14,400	13,050	-950	400
Food Services and Drinking Places	17,550	17,650	17,350	-100	200
OTHER SERVICES	10,150	10,250	9,800	-100	350
<b>GOVERNMENT</b>	<b>54,200</b>	<b>53,950</b>	<b>52,750</b>	<b>250</b>	<b>1,450</b>
Federal Government	6,200	6,200	5,700	0	500
State Government Education	8,650	8,600	8,150	50	500
Local Government Education	23,450	23,500	23,300	-50	150
Other State Government	9,150	9,150	9,050	0	100
Other Local Government	6,750	6,500	6,550	250	200

## Nonfarm Employment By Area *(Not Seasonally Adjusted)*

Note: Monthly estimates are preliminary and subject to revision. See Annual Employment & Earnings for details. Benchmark 3/2002.

### Burlington

INDUSTRY BY NAICS	Preliminary	Revised	Revised	Changes From:	
	Mar. '03	Feb. '03	Mar. '02	Feb. '03	Mar. '02
<b>TOTAL NONFARM</b>	<b>106,850</b>	<b>106,350</b>	<b>107,000</b>	<b>500</b>	<b>-150</b>
<b>TOTAL PRIVATE</b>	<b>88,300</b>	<b>87,700</b>	<b>89,200</b>	<b>600</b>	<b>-900</b>
<b>GOODS PRODUCING</b>	<b>19,850</b>	<b>19,900</b>	<b>21,950</b>	<b>-50</b>	<b>-2,100</b>
MANUFACTURING	15,300	15,350	17,300	-50	-2,000
Durable Goods	11,700	11,750	13,550	-50	-1,850
Natural Resources and Mining	4,550	4,550	4,650	0	-100
<b>SERVICE PROVIDING</b>	<b>87,000</b>	<b>86,450</b>	<b>85,050</b>	<b>550</b>	<b>1,950</b>
TRADE, TRANSPORTATION AND UTILITIES	20,500	20,600	20,650	-100	-150
Wholesale Trade	3,700	3,650	3,600	50	100
Retail Trade	13,950	14,050	14,150	-100	-200
Transportation, Warehousing & Utilities	2,850	2,900	2,900	-50	-50
INFORMATION	3,200	3,050	3,150	150	50
FINANCIAL ACTIVITIES	5,350	5,200	5,300	150	50
PROFESSIONAL & BUSINESS SERVICES	9,950	9,750	9,100	200	850
Professional Scientific and Technical	6,550	6,350	6,150	200	400
EDUCATIONAL & HEALTH SERVICES	17,350	17,200	16,900	150	450
Health Care and Social Assistance	13,950	13,800	13,450	150	500
LEISURE AND HOSPITALITY	8,550	8,450	8,600	100	-50
Accommodation and Food Services	7,250	7,100	7,250	150	0
Food Services and Drinking Places	5,900	5,850	6,000	50	-100
OTHER SERVICES	3,550	3,550	3,550	0	0
<b>GOVERNMENT</b>	<b>18,550</b>	<b>18,650</b>	<b>17,800</b>	<b>-100</b>	<b>750</b>
Federal Government	2,950	3,000	2,450	-50	500
State Government Education	6,000	5,950	5,900	50	100
Local Government Education	5,900	6,050	6,000	-150	-100
Other State Government	1,500	1,500	1,550	0	-50
Other Local Government	2,200	2,150	1,900	50	300

### Barre-Montpelier

<b>TOTAL NONFARM</b>	<b>34,700</b>	<b>34,800</b>	<b>34,150</b>	<b>-100</b>	<b>550</b>
<b>TOTAL PRIVATE</b>	<b>26,000</b>	<b>26,100</b>	<b>25,600</b>	<b>-100</b>	<b>400</b>
<b>GOODS PRODUCING</b>	<b>4,350</b>	<b>4,350</b>	<b>4,500</b>	<b>0</b>	<b>-150</b>
Manufacturing	3,050	3,100	3,250	-50	-200
Natural Resources & Mining	1,300	1,250	1,250	50	50
<b>SERVICE-PROVIDING</b>	<b>30,350</b>	<b>30,450</b>	<b>29,650</b>	<b>-100</b>	<b>700</b>
TRADE, TRANSPORTATION AND UTILITIES	6,000	6,050	5,900	-50	100
Wholesale Trade	1,050	1,050	1,000	0	50
Retail Trade	4,150	4,200	4,100	-50	50
Transportation, Warehousing & Utilities	800	800	800	0	0
INFORMATION	700	700	700	0	0
FINANCIAL ACTIVITIES	2,850	2,850	2,650	0	200
PROFESSIONAL AND BUSINESS SERVICES	1,900	1,900	1,900	0	0
EDUCATIONAL & HEALTH SERVICES	5,500	5,450	5,250	50	250
Health Care and Social Assistance	3,800	3,750	3,700	50	100
LEISURE AND HOSPITALITY	3,300	3,400	3,300	-100	0
Accommodation and Food Services	2,650	2,650	2,950	0	-300
OTHER SERVICES	1,400	1,400	1,400	0	0
<b>GOVERNMENT</b>	<b>8,700</b>	<b>8,700</b>	<b>8,550</b>	<b>0</b>	<b>150</b>
Federal Government	350	350	350	0	0
State Government Education	300	300	300	0	0
Local Government Education	2,850	2,900	2,700	-50	150
Other State Government	4,500	4,500	4,550	0	-50
Other Local Government	700	650	650	50	50

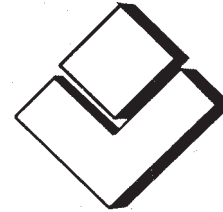
## Unemployment Insurance Program Summary

	March 2003	February 2003	March 2002	Percent Change From Last Month    Last Year	
UI Trust Fund	\$253,325,542	\$267,153,805	\$298,338,682	-5.2%	-15.1%
UI Reg. Benefit Payments*	\$13,056,579	\$11,057,413	\$9,706,519	18.1%	34.5%
UI Initial Claims	4,500	4,321	3,516	4.1%	28.0%
UI Weeks Claimed	56,989	47,842	49,429	19.1%	15.3%

*\*Includes benefit payments for reimbursable employers.*

## Average Hours and Earnings of Production and Nonsupervisory Workers

INDUSTRY BY NAICS	Average Weekly Earnings(\$)			Average Weekly Hours			Average Hourly Earnings(\$)		
	Mar. '03 Prelim.	Feb. '03 Revised	Mar. '02 Revised	Mar. '03 Prelim.	Feb. '02 Revised	Mar. '02 Revised	Mar. '03 Prelim.	Feb. '03 Revised	Mar. '02 Revised
<b>GOODS PRODUCING</b>	<b>581.72</b>	<b>581.33</b>	<b>582.25</b>	<b>39.6</b>	<b>39.6</b>	<b>40.1</b>	<b>14.69</b>	<b>14.68</b>	<b>14.52</b>
Natural Resources & Mining	429.35	427.67	418.30	31.5	31.4	31.1	13.63	13.62	13.45
Construction	599.04	597.12	601.33	39.0	38.9	39.2	15.36	15.35	15.34
Manufacturing	580.00	579.60	580.99	40.0	40.0	40.6	14.50	14.49	14.31
Durable Goods	602.36	600.47	602.70	40.4	40.3	41.0	14.91	14.90	14.70
Non-Durable Goods	515.04	514.65	512.08	38.9	38.9	39.3	13.24	13.23	13.03
<b>SERVICE PROVIDING</b>									
Wholesale Trade	622.57	621.13	622.62	34.8	34.7	34.9	17.89	17.90	17.84
Retail Trade	360.24	359.63	343.10	30.4	30.4	29.3	11.85	11.83	11.71
Health Care & Social Assist.	537.89	539.70	527.77	29.8	29.9	29.7	18.05	18.05	17.77
<b>BURLINGTON AREA</b>									
Manufacturing	569.26	571.16	583.89	37.6	37.7	38.9	15.14	15.15	15.01



## Commissioner's Message

As summer is quickly approaching, I would like to take this opportunity to discuss the issue of summer jobs for teenagers.

I held a variety of summer jobs during my teenage years. I stocked soda and sliced deli meat at a convenience store. I cleaned the windows and painted the guest house at National Life. I worked at a greenhouse and mowed lawns. My summer jobs not only provided me with a little extra cash, they also provided me with a glimpse of what the "real world" is like and taught me important lessons about responsibility and being part of a team.

Perhaps you are considering hiring a teenager to work for you or your business this summer. The following are some guidelines on the employment of minors that you should be aware of:

**14 and 15 year olds** may not work during school hours, before 7 AM, or after 7 PM (except from June 1 through Labor Day, when a child may be permitted to work until 9 PM). Special rules apply to child actors/performers and batboys/batgirls, who are allowed to work much later at night with proper consent. On school days, 14 and 15 year olds may not work more than 3 hours, and on non-school days they may not work over 8 hours. In total, a 14 or 15 year old may work no more than 18 hours per week in school weeks, and no more than 40 hours per week in non-school weeks. In no case may a 14 or 15-year-old work more than 6 days in a week during summer.

There is a broad range of permitted jobs for 14 and 15 year olds in retail, food service and gasoline service stations. For instance, they can perform office and clerical work, cashiering, selling, price marking, bagging and carrying orders, or dispensing gas and oil. They can run errands and make deliveries by foot, bicycle or public transportation. They can do cleanup work or maintenance of grounds, but are prohibited from operating power mowers or cutters. They can also assist in kitchen work, but may not prepare or clean meat, work in freezers, or operate food slicers, grinders or mixers. 14 and 15 year olds cannot work in any occupation found and declared to be hazardous, including (but not limited to) manufacturing, processing, and use of any power driven machinery.

*Important:* Employment Certificates are required if a child is under 16 years old and is employed during school hours in other than a duly approved educational or vocational course of study.

**16 and 17 year old** children may work in any occupation other than the seventeen that the U.S. Secretary of Labor has found to be hazardous. Hazardous occupations include:

1. Manufacturing or storing explosives.
2. Driving a motor vehicle and being an outside helper on a motor vehicle.
3. Coal mining.
4. Logging and sawmilling.
5. Power-driven wood-working machines.
6. Exposure to radioactive substances and to ionizing radiations.

7. Power-driven hoisting equipment.
8. Power-driven metal-forming, punching, and shearing machines.
9. Mining, other than coal mining.
10. Meat packing or processing (including power-driven meat slicing machines).
11. Power-driven bakery machines.
12. Power-driven paper-products machines.
13. Manufacturing brick, tile, and related products.
14. Power-driven circular saws, band saws, and guillotine shears.
15. Wrecking, demolition, and ship breaking operations.
16. Roofing operations.
17. Excavation operations.

There are no state or federal limitations on the hours of work performed by a sixteen or seventeen year old.

If you have questions, please contact the Wage and Hour division at the Department of Labor and Industry at 828-2157. If you point your web browser to the Wage and Hour section at [www.state.vt.labind](http://www.state.vt.labind) you will also find a link to state and federal child labor laws and regulations. Please be advised that the information above is being provided as a public service only, and the department strongly encourages employers to familiarize themselves with all state and federal employment laws and to seek professional legal advice when necessary.



## Labor & Industry

(continued from page 10)

### Employment Guidelines for Exempt Employees

Employers frequently request information concerning "exempt" or salaried employees. Employees who are properly classified as exempt under the Fair Labor Standards Act (FLSA) are not required to be paid overtime. This information sheet is intended to provide guidelines for employers to follow in classifying employees as exempt.

**Salaried Employees** Most exempt employees are "salaried" employees. They receive a set, predetermined salary each week (or bi-weekly). They must also receive their full salary for any workweek in which they perform any work, regardless of the number of days or hours worked.

**Non-Salaried Exempt Employees** The FLSA has identified outside sales employees and certain licensed or certified doctors, lawyers and teachers as exempt, without a salary requirement. In addition, certain computer professionals need not be paid a salary if they are paid on an hourly basis and at rate of at least \$27.63 per hour.

**Special Job Requirements for "Exempt" Classification** Exempt employees must meet certain tests regarding their job duties and responsibilities. There are four broad categories for exempt employees: 1) Executive; 2) Administrative; 3) Professional; and 4) Outside Sales. The special job requirements of each category are provided:

**1. Executive Exemption**  
*Applicable to employees who have management as their primary duty; who direct the work of two or more full-time employees; who have the authority to hire and fire or make recommendations regarding decisions affecting the employment status of others; who regularly exercise a high degree of independent judgment in their work; who receive a salary which meets the requirements of the exemption; and who do not*

*devote more than 20% of their time to non-management functions (40% in retail and service establishments).*

**2. Administrative Exemption**  
*Applicable to employees who perform office or non-manual work which is directly related to the management policies or general business operations of their employer or their employer's customers, or perform such functions in the administration of an educational establishment; who regularly exercise discretion and judgment in their work; who either assist a proprietor or executive, perform specialized or technical work, or execute special assignments; who receive a salary which meets the requirements of the exemption; and who do not devote more than 20% of their time to work other than that described above (40% in retail and service establishments).*

**3. Professional Exemption**  
*Applicable to employees who perform work requiring advanced knowledge and education, work in an artistic field which is original and creative, work as a teacher, or work as a computer system analyst, programmer, software engineer, or similarly skilled worker in the computer software field; who regularly exercise discretion and judgment; who perform work which is intellectual and varied in character, the accomplishment of which cannot be standardized as to time; who receive a salary which meets the requirements of the exemption (except doctors, lawyers, teachers and certain computer occupations); and who do not devote more than 20% of their time to work other than that described above.*

**4. Outside Sales Exemption**  
*Applicable to employees who engage in making sales or obtaining orders away from their employer's place of business and who do not devote more than 20% of the hours worked by non-exempt employees of the employer to work other than the making of such sales.*

#### Typical Problems

*Here are some frequent errors or misconceptions employers make with regard to exempt employees:*

§ Docking salaried, exempt employees for time missed from work due to sickness or illness.

§ Paying an exempt employee something less than their full salary payment each week.

§ Classifying an employee as exempt who performs routine production duties that seem related to general business operations but which have no bearing on setting of management policies.

§ Classifying employees as professional exempt when their job is not professional in nature or when they have a degree they hold which is not applicable.

§ When an employer confuses acquired job skills with the exercise of independent judgment and discretion, thus improperly classifying the employee as exempt.

§ Classifying an employee as exempt without regard to the employees work duties or the percentage of time spent in exempt duties.

**Misclassification** In the event an employer improperly classifies an employee as exempt they may either:

1. Reclassify the employee as non-exempt; or

2. Assign new job duties or responsibilities and/or adhere to pay guidelines that support exempt status. An employer who improperly classifies an employee as exempt may be subject to civil suit and a potential damage award including lost wages, interest, fines, penalties and attorneys' fees.

**Additional wage and hour information is available on the Vermont Wage & Hour website at <http://www.state.vt.us/labind/wagehr.htm> or on the Federal Wage & Hour website at <http://www.wagehour.dol.gov>**

Portions of this article were reprinted from the Department of Labor Fact Sheet #17: Exemption for Executive, Administrative, Professional, & Outside Sales Employees Under the Fair Labor Standards Act (FLSA).



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# Announcement

## **OCCUPATIONAL WAGE SURVEY**

The occupational employment and wage survey will continue in mid-May when approximately 900 Vermont employers will receive a large white window envelope containing a questionnaire for the May 2003 panel. The Occupational Employment Statistics (OES) program is conducted in cooperation with the U.S. Department of Labor, Bureau of Labor Statistics, throughout the country. The results provide comparable wage and employment data by occupation that employers and workers can use to help assess pay levels. We always appreciate the time and effort of the employers who respond to our surveys. The latest results are available on our web page at [www.vtLmi.info/occupation.cfm](http://www.vtLmi.info/occupation.cfm).