

# The Vermont Labor Market

Departments of Employment & Training / Labor & Industry

Vermont Department of

## Employment & Training

August 2003

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

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## Commissioner's Message

### Reorganization of the Jobs and Training Division

As many of you are aware, the Department of Employment and Training is facing a budget shortfall that has resulted in a reorganization of the largest division within the department, the Jobs and Training division. The decision to reorganize was in fact driven by two equally compelling factors, the first being a need to improve performance in delivering program services, and secondly, the need to accomplish this while reducing operating costs by approximately two million dollars during the current fiscal year.

The challenge to achieve both goals concurrently required creation of a new model to define how services will be delivered to our customers statewide. Recognizing that personnel costs are the department's greatest expense, it was crucial that it be a model that could function with reduced staffing levels, while allowing us to maintain the twelve Career Resource Centers (CRCs) that ensure convenient statewide access. The model we have developed emphasizes efficiency and proficiency, and to the greatest extent possible, retains the staff who provide direct services to both job seekers and employers.

*(Continued on page 2)*

## The Edge

### Communicating with People with Disabilities

Diversity in the workplace is not just about ethnic composition. Great strides have been made in providing employment opportunities for persons with disabilities and in improving access. However, progress is still needed in communication and interaction with people with disabilities.

The following are suggestions from the Office of Disability Employment Policy for ways to improve communication in or out of the workplace.

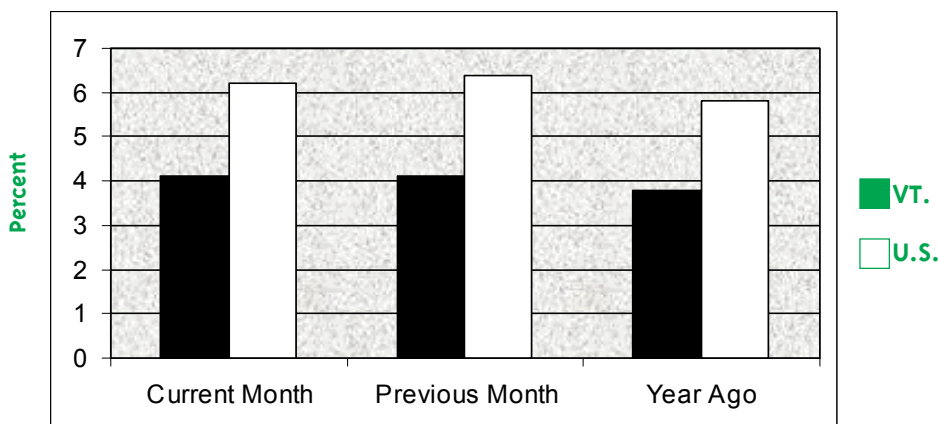
### Tips for communicating with individuals who are blind or visually impaired:

- Speak to the individual when you approach him or her.
- State clearly who you are; speak in a normal tone of voice.
- When conversing in a group, remember to identify yourself and the person to whom you are speaking.
- Never touch or distract a service dog without first asking the owner.
- Tell the individual when you are leaving.

*(Continued on page 2)*

### Unemployment Rates Vermont and U.S.

July (SA) 2003 Rates  
VT 4.1% • U.S. 6.2%



## Commissioner's Message –

*(continued from front page)*

Prior to reorganization, there was a manager in each CRC, as well as supervisors in our larger offices. CRC staff, under the supervision of their local manager, were expected to be “generalists”, with a working knowledge of the broad range of programs, services and resources offered through our department. As a result of this broad responsibility, a great deal of staff time was devoted to maintaining accurate and current information about many diverse programs. Staff were expected to deliver both core employment services, as well as specialized services identified with programs such as Registered Apprenticeship and the Workforce Investment Act. When specialized services were delivered on an infrequent basis, staff couldn't achieve an optimum level of proficiency.

Under the new model, staff functions will be defined as either “core services” or “specialty program services”. Core services will include basic job referral, placement, employer services, UI claimant re-employment services, and services to Veterans. Most core services will be available at all sites on a walk-in basis, while some, such as career counseling will be offered by appointment. The number of managers has been reduced to six, with each manager supervising delivery of core services in two offices within their “region”. The additional supervisory positions have been eliminated. As workloads fluctuate, some flexibility regarding core staff assignments will be required, and assignments will be coordinated by the regional manager.

Specialty program staff will provide services to disadvantaged youth and adults, to dislocated workers and to individuals in the Registered Apprenticeship Program, and will be specifically assigned to one program. Specialty program services will be administered by the respective program administrator in the central office. These program services will be offered

continuously at busier locations, and by appointment at remaining locations. As with core services staff, specialty program staff, while assigned to one CRC, will float as needed within their region.

We are confident that individual work assignments will better correlate with the special interests and talents of our staff, and that staffing flexibility within a region will accommodate fluctuations in demand for services. We are also confident that a well-planned implementation of this model will maximize efficiency, and achieve a high level of staff proficiency, ultimately resulting in even better service for our customers.

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

- Do not attempt to lead the individual without first asking; allow the person to hold your arm and control her or his own movements.
- Be descriptive when giving directions; verbally give the person information that is visually obvious to individuals who can see. For example, if you are approaching steps, mention how many steps.

### **Tips for communicating with individuals who are deaf or hard of hearing:**

- Gain the person's attention before starting a conversation (i.e. tap the person gently on the shoulder or arm).
- Look directly at the individual, face the light, speak clearly in a normal tone of voice, and keep your hands away from your face. Use short, simple sentences. Avoid smoking or chewing gum.
- If the individual uses a sign language interpreter, speak directly to the person, not the interpreter.
- If you telephone an individual who is hard of hearing, let the phone ring longer than usual. Speak clearly and be prepared to repeat the reason for the call and who you are.
- If you do not have a Text Telephone (TTY), dial 711 to reach the national telecommunications relay service, which facilitates the call between you and an individual who uses a TTY.

### **Tips for communicating with individuals with mobility impairments:**

- If possible, put yourself at the wheelchair user's eye level.
- Do not lean on a wheelchair or any other assistive device.
- Never patronize people who use wheelchairs by patting them on the head or shoulder.
- Do not assume the individual wants to be pushed—ask first.
- Offer assistance if the individual appears to be having difficulty opening a door.
- If you telephone the individual, allow the phone to ring longer than usual to allow extra time for the person to reach the phone.

### **Remember:**

- Relax.
- Treat the individual with dignity, respect and courtesy.
- Listen to the individual
- Offer assistance, but do not insist or be offended if your offer is not accepted.

For more information go to [www.dol.gov/odep](http://www.dol.gov/odep)

# DET's Career Resource Centers



◆ denotes managing office

# Economic Spotcheck

## Local Unemployment Rates (Not Seasonally Adjusted)

Town/City*	July '03	June '03	July '02
Barre City	7.3	6.5	6.9
Barre Town	2.4	2.3	3.3
Bennington Town	5.4	4.9	6.0
Brattleboro Town	4.4	4.0	3.3
Burlington City	3.7	3.8	3.2
Colchester Town	3.3	3.0	2.7
Essex Town	2.8	2.6	2.5
Hartford Town	1.6	1.5	1.7
Middlebury Town	2.4	2.2	2.1
Milton Town	4.6	3.8	3.7
Montpelier City	1.9	2.1	2.1
Rutland City	3.6	3.6	3.5
St. Albans City	2.0	2.2	2.7
St. Johnsbury Town	4.6	5.2	5.5
So. Burlington City	2.4	2.6	2.0
Springfield Town	6.7	7.2	7.6

\*16 Largest Towns in Vermont

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

	July 2003	June 2003	July 2002
All Items Index	183.9	183.7	180.1
Annual Percent Change	2.1	2.1	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 July employment gained slightly, up 1,200 from the previous month with 340,000 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 was down, losing 900 from the revised June estimate, to 304,000. Government was the largest contributor to the overall loss, dropping by 300. The majority of the loss in government was tied into schools, which experienced a slightly higher seasonal loss at the end of the academic year. Retail trade, on the other hand, positioned itself for a healthy gain of 900 in July as seasonal activities surged, having had a direct effect on many retailers. Also, associated with the high summer season is leisure & hospitality, which experienced a rather healthy gain itself, adding 300.

The more detailed unadjusted estimates fell by almost 6,300. Like the seasonally adjusted estimate, much of the decline came from government, particularly education as the school year ended. Transportation & warehousing produced a bit more of a loss than in past years, with a drop of 300. Some of the loss can be attributed to the end of the school year as well. Accommodations picked up an additional 1,250 in July as the height of the summer tourist season approached, necessitating seasonal hires. Retail trade also pushed

upward, adding 500. Construction also added about 800, as many projects were in full swing.

The preliminary July estimates reflect an annual increase of just over 1.5%. The change in private sector employment is still modest and not significantly different from zero (statistically). Health care & social assistance added the most jobs over the year contributing additional 1,250 jobs. Manufacturing lost almost 2,200 jobs over the year, partially off-setting the gain. Leading the way within manufacturing was computer & electrical equipment, which was down almost 1,000 compared to last year.

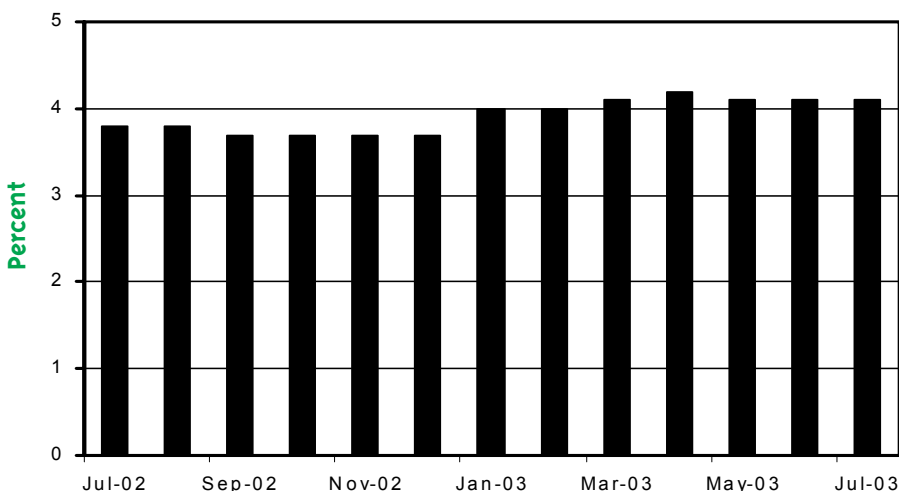
## Unemployment Trends

Vermont's seasonally adjusted July unemployment rate of 4.1 percent was unchanged from the revised June rate, with an estimated 14,600 Vermonters unemployed during the month. However, the July rate was up three tenths of a percent from a year ago July.

The comparable national unemployment rate was 6.2 percent for July, down two tenths from the revised June rate. Vermont continues to be well under the national rate.

The number of initial claims for Unemployment Insurance filed in July decreased significantly from the previous month. Large decreases in claims were found in areas of manufacturing and select service industries. Both of which may be reflecting seasonal patterns.

## Vermont Seasonally Adjusted Unemployment Rate



# Labor Force Estimates *(Seasonally Adjusted)*

Vermont	July '03	June '03	July '02	Changes from:	
				June '03	July '02
<b>TOTAL LABOR FORCE<sup>1</sup></b>	354,600	353,200	349,200	1,400	5,400
<b>TOTAL EMPLOYMENT</b>	340,000	338,800	336,000	1,200	4,000
<b>TOTAL UNEMPLOYMENT</b>	14,600	14,500	13,200	100	1,400
<b>RATE</b>	4.1	4.1	3.8	0.0	0.3

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

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

	July 2003	June 2003	July 2002		July 2003	June 2003	July 2002
<b>BARRE-MONTPELIER</b>				<b>MORRISTOWN-STOWE</b>			
Labor Force	42,200	42,200	41,050	Labor Force	19,800	19,650	19,050
Unemployment	1,650	1,550	1,600	Unemployment	750	850	650
Rate	3.9	3.7	3.8	Rate	3.9	4.2	3.4
Employment	40,550	40,600	39,500	Employment	19,050	18,850	18,400
<b>BENNINGTON-MANCHESTER</b>				<b>NEWPORT</b>			
Labor Force	22,450	22,400	21,800	Labor Force	13,600	13,700	13,000
Unemployment	950	900	900	Unemployment	750	750	750
Rate	4.3	4.1	4.1	Rate	5.7	5.5	5.6
Employment	21,500	21,500	20,900	Employment	12,850	12,950	12,250
<b>BURLINGTON</b>				<b>RANDOLPH</b>			
Labor Force	108,900	107,000	108,500	Labor Force	6,350	6,600	6,200
Unemployment	3,450	3,250	3,000	Unemployment	250	250	300
Rate	3.2	3.1	2.8	Rate	4.1	3.8	4.5
Employment	105,450	103,750	105,500	Employment	6,100	6,350	5,950
<b>ENOSBURG</b>				<b>RUTLAND</b>			
Labor Force	11,600	12,350	11,050	Labor Force	30,350	30,050	30,650
Unemployment	550	550	500	Unemployment	1,600	1,600	1,300
Rate	4.7	4.3	4.6	Rate	5.3	5.3	4.2
Employment	11,050	11,800	10,500	Employment	28,750	28,450	29,350
<b>HARTFORD-LEBANON,VT-NH LMA (VT PORTION ONLY)</b>				<b>ST. JOHNSBURY</b>			
Labor Force	29,900	30,900	31,050	Labor Force	15,450	15,650	15,000
Unemployment	550	550	550	Unemployment	650	750	700
Rate	1.9	1.7	1.7	Rate	4.3	4.7	4.8
Employment	29,350	30,350	30,500	Employment	14,800	14,900	14,300
<b>KEENE-BRATTLEBORO,NH-VT LMA (ENTIRE AREA)</b>				<b>SPRINGFIELD</b>			
Labor Force	61,100	58,400	58,600	Labor Force	9,700	9,850	9,450
Unemployment	1,850	1,850	1,650	Unemployment	600	600	600
Rate	3.0	3.1	2.8	Rate	6.0	6.2	6.1
Employment	59,250	56,550	56,950	Employment	9,100	9,250	8,850
<b>MIDDLEBURY</b>				<b>STATEWIDE</b>			
Labor Force	22,050	22,150	21,100	Labor Force	357,800	356,850	352,600
Unemployment	700	650	600	Unemployment	13,400	13,100	12,100
Rate	3.2	2.9	2.9	Rate	3.7	3.7	3.4
Employment	21,300	21,500	20,500	Employment	344,400	343,750	340,550

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:	
	July '03	June '03	July '02	June '03	July '02
<b>Total - All Industries</b>	<b>304.0</b>	<b>304.9</b>	<b>299.0</b>	<b>-0.9</b>	<b>5.0</b>
<b>Private Industries</b>	<b>252.0</b>	<b>252.6</b>	<b>248.4</b>	<b>-0.6</b>	<b>3.6</b>
Construction	15.1	14.8	14.5	0.3	0.6
Manufacturing	38.4	38.5	40.5	-0.1	-2.1
Retail Trade *	41.4	40.5	40.3	0.9	1.1
Professional & Business Services	21.2	21.0	20.2	0.2	1.0
Education & Health Services	53.4	53.4	50.4	0.0	3.0
Leisure & Hospitality*	34.2	33.9	32.9	0.3	1.3
<b>Total Government</b>	<b>52.0</b>	<b>52.3</b>	<b>50.6</b>	<b>-0.3</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.

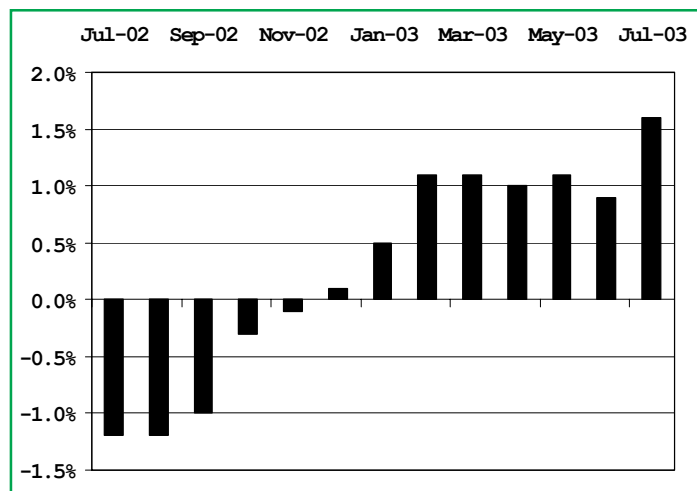
All seasonal adjustment performed with X12-ARIMA. Seasonal factors available from DET/LMI on request.

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

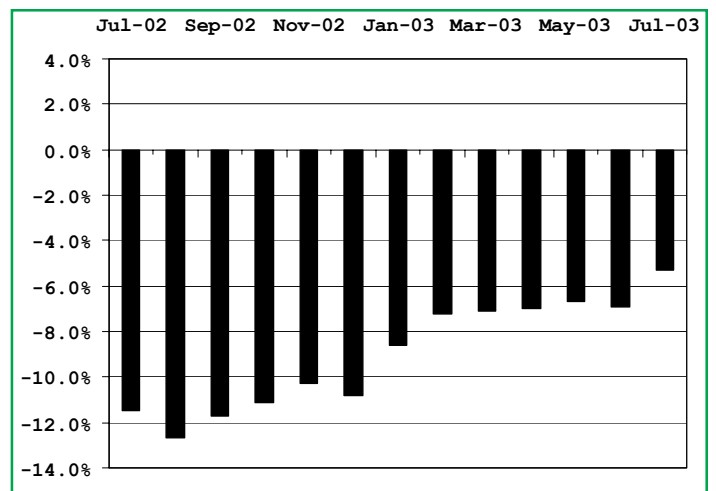
## Vermont Annual Job Growth

### 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:	
	July '03	June '03	July '02	June '03	July '02
<b>TOTAL NONFARM</b>	<b>298,650</b>	<b>304,900</b>	<b>294,000</b>	<b>-6,250</b>	<b>4,650</b>
<b>TOTAL PRIVATE</b>	<b>255,600</b>	<b>253,200</b>	<b>252,050</b>	<b>2,400</b>	<b>3,550</b>
<b>GOODS PRODUCING</b>	<b>56,400</b>	<b>55,750</b>	<b>58,050</b>	<b>650</b>	<b>-1,650</b>
MANUFACTURING	38,600	38,700	40,750	-100	-2,150
Durable Goods	27,500	27,800	29,500	-300	-2,000
Computer & Electrical Equipment Mfg.	10,350	10,350	11,300	0	-950
Fabricated Metal Product Mfg.	2,650	2,700	2,850	-50	-200
Machinery Mfg.	3,050	3,050	3,200	0	-150
Transportation Equipment Mfg.	2,400	2,350	2,250	50	150
Furniture & Related Product Mfg.	2,500	2,550	2,650	-50	-150
Non-Durable Goods	11,100	10,900	11,250	200	-150
Food Mfg.	3,950	3,850	3,950	100	0
CONSTRUCTION	16,600	15,850	16,250	750	350
NATURAL RESOURCES & MINING	1,200	1,200	1,050	0	150
<b>SERVICE-PROVIDING</b>	<b>242,250</b>	<b>249,150</b>	<b>235,950</b>	<b>-6,900</b>	<b>6,300</b>
TRADE TRANSPORTATION AND UTILITIES	60,400	60,300	59,050	100	1,350
Wholesale Trade	10,650	10,750	10,050	-100	600
Retail Trade	41,100	40,600	40,550	500	550
Food & Beverage Stores	10,350	10,250	10,100	100	250
General Merchandise Store	3,400	3,500	3,450	-100	-50
Transportation, Warehousing and Utilities	8,650	8,950	8,450	-300	200
Utilities	1,750	1,700	1,750	50	0
Transportation & Warehousing	6,900	7,250	6,700	-350	200
INFORMATION	6,750	6,900	6,750	-150	0
FINANCIAL ACTIVITIES	13,500	13,350	13,450	150	50
Finance & Insurance	10,300	10,200	10,200	100	100
Real Estate, Rental & Leasing	3,200	3,150	3,250	50	-50
PROFESSIONAL AND BUSINESS SERVICES	21,250	21,300	20,750	-50	500
Professional, Scientific and Technical	12,450	12,600	12,400	-150	50
Administrative, Support and Waste	8,600	8,700	8,050	-100	550
EDUCATIONAL AND HEALTH SERVICES	51,050	51,250	49,450	-200	1,600
Educational Services	11,450	11,750	11,100	-300	350
College, Universities and Professional	6,300	6,250	6,250	50	50
Health Care and Social Assistance	39,600	39,500	38,350	100	1,250
Ambulatory Health Care Services	15,600	15,500	15,100	100	500
Hospitals	10,350	10,350	10,100	0	250
Nursing and Residential Care Facilities	6,750	6,750	6,500	0	250
LEISURE AND HOSPITALITY	35,550	33,800	34,100	1,750	1,450
Arts, Entertainment and Recreation	4,800	4,450	4,500	350	300
Accommodation and Food Services	30,750	29,350	29,600	1,400	1,150
Accommodations	11,600	10,350	10,900	1,250	700
Hotel & Motels	9,200	8,350	8,950	850	250
Food Services and Drinking Places	19,150	19,000	18,700	150	450
OTHER SERVICES	10,700	10,550	10,450	150	250
<b>GOVERNMENT</b>	<b>43,050</b>	<b>51,700</b>	<b>41,950</b>	<b>-8,650</b>	<b>1,100</b>
Federal Government	6,350	6,350	5,900	0	450
State Government Education	6,000	6,000	5,700	0	300
Local Government Education	13,750	22,750	13,500	-9,000	250
Other State Government	9,300	9,250	9,350	50	-50
Other Local Government	7,650	7,350	7,500	300	150

## 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:	
	July '03	June '03	July '02	June '03	July '02
<b>TOTAL NONFARM</b>	<b>107,650</b>	<b>108,450</b>	<b>106,900</b>	<b>(800)</b>	<b>750</b>
<b>TOTAL PRIVATE</b>	<b>92,200</b>	<b>91,650</b>	<b>92,200</b>	<b>550</b>	<b>0</b>
<b>GOODS PRODUCING</b>	<b>20,850</b>	<b>20,550</b>	<b>22,350</b>	<b>300</b>	<b>(1,500)</b>
MANUFACTURING	15,500	15,400	17,150	100	(1,650)
Durable Goods	12,250	12,150	13,450	100	(1,200)
Natural Resources and Mining	5,350	5,150	5,200	200	150
<b>SERVICE PROVIDING</b>	<b>86,800</b>	<b>87,900</b>	<b>84,550</b>	<b>(1,100)</b>	<b>2,250</b>
TRADE, TRANSPORTATION AND UTILITIES	21,400	21,350	21,250	50	150
Wholesale Trade	3,650	3,700	3,650	(50)	0
Retail Trade	14,750	14,600	14,500	150	250
Transportation, Warehousing & Utilities	3,000	3,050	3,100	(50)	(100)
INFORMATION	3,250	3,200	3,150	50	100
FINANCIAL ACTIVITIES	5,550	5,550	5,450	0	100
PROFESSIONAL & BUSINESS SERVICES	10,500	10,450	9,600	50	900
Professional Scientific and Technical	6,850	6,800	6,350	50	500
EDUCATIONAL & HEALTH SERVICES	17,100	17,100	16,850	0	250
Health Care and Social Assistance	13,900	13,900	13,900	0	0
LEISURE AND HOSPITALITY	9,800	9,750	9,850	50	(50)
Accommodation and Food Services	8,000	8,000	7,800	0	200
Food Services and Drinking Places	6,450	6,500	6,400	(50)	50
OTHER SERVICES	3,750	3,700	3,700	50	50
GOVERNMENT	15,450	16,800	14,700	(1,350)	750
Federal Government	2,950	2,950	2,550	0	400
State Government Education	4,250	4,300	4,250	(50)	0
Local Government Education	4,100	5,750	3,950	(1,650)	150
Other State Government	1,650	1,500	1,600	150	50
Other Local Government	2,500	2,300	2,350	200	150

### Barre-Montpelier

<b>TOTAL NONFARM</b>	<b>34,900</b>	<b>35,850</b>	<b>33,800</b>	<b>-950</b>	<b>1100</b>
<b>TOTAL PRIVATE</b>	<b>27,200</b>	<b>26,950</b>	<b>25,950</b>	<b>250</b>	<b>1250</b>
<b>GOODS PRODUCING</b>	<b>4,800</b>	<b>4,750</b>	<b>4,900</b>	<b>50</b>	<b>-100</b>
Manufacturing	3,100	3,100	3,150	0	-50
Natural Resources & Mining	1,700	1,650	1,750	50	-50
<b>SERVICE-PROVIDING</b>	<b>30,100</b>	<b>31,100</b>	<b>28,900</b>	<b>-1000</b>	<b>1200</b>
TRADE, TRANSPORTATION AND UTILITIES	6,250	6,350	5,950	-100	300
Wholesale Trade	1,050	1,050	1,000	0	50
Retail Trade	4,400	4,450	4,200	-50	200
Transportation, Warehousing & Utilities	800	850	750	-50	50
INFORMATION	700	700	700	0	0
FINANCIAL ACTIVITIES	2,950	2,950	2,850	0	100
PROFESSIONAL AND BUSINESS SERVICES	2,150	2,100	2,000	50	150
EDUCATIONAL & HEALTH SERVICES	5,550	5,500	5,200	50	350
Health Care and Social Assistance	3,900	3,900	3,700	0	200
LEISURE AND HOSPITALITY	3,250	3,100	2,900	150	350
Accommodation and Food Services	2,850	2,700	2,550	150	300
OTHER SERVICES	1,550	1,500	1,450	50	100
GOVERNMENT	7,700	8,900	7,850	-1200	-150
Federal Government	350	350	350	0	0
State Government Education	300	300	300	0	0
Local Government Education	1,750	3,000	1,750	-1250	0
Other State Government	4,550	4,550	4,700	0	-150
Other Local Government	750	700	750	50	0

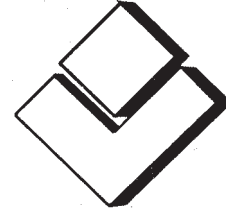
## Unemployment Insurance Program Summary

	July 2003	June 2003	July 2002	Percent Change From	
				Last Month	Last Year
UI Trust Fund	\$258,925,968	\$255,466,751	\$304,190,595	1.4%	-14.9%
UI Reg. Benefit Payments *	\$6,209,549	\$7,946,146	\$7,722,056	-21.9%	-19.6%
UI Initial Claims	2,891	4,453	3,225	-35.1%	-10.4%
UI Weeks Claimed	30,338	37,935	32,917	-20.0%	-7.8%

*\*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(\$)		
	July '03 Prelim.	June '03 Revised	July '02 Revised	July '03 Prelim.	June '02 Revised	July '02 Revised	July '03 Prelim.	June '03 Revised	July '02 Revised
<b>GOODS PRODUCING</b>	<b>593.48</b>	<b>595.63</b>	<b>588.13</b>	<b>40.1</b>	<b>40.3</b>	<b>40.2</b>	<b>14.80</b>	<b>14.78</b>	<b>14.63</b>
Natural Resources & Mining	464.07	462.36	456.91	33.8	33.7	33.4	13.73	13.72	13.68
Construction	635.82	633.86	641.18	41.1	41.0	41.5	15.47	15.46	15.45
Manufacturing	580.15	584.51	570.97	39.9	40.2	39.9	14.54	14.54	14.31
Durable Goods	602.49	606.56	591.60	40.3	40.6	40.3	14.95	14.94	14.68
Non-Durable Goods	514.32	517.92	505.51	38.7	39.0	38.5	13.29	13.28	13.13
<b>SERVICE PROVIDING</b>									
Wholesale Trade	636.87	629.34	648.28	35.5	35.1	36.4	17.94	17.93	17.81
Retail Trade	366.83	365.33	360.51	30.8	30.7	30.5	11.91	11.90	11.82
Health Care & Social Assist.	540.89	540.59	528.35	29.9	29.9	29.5	18.09	18.08	17.91
<b>BURLINGTON AREA</b>									
Manufacturing	569.63	573.80	572.26	37.5	37.8	38.1	15.19	15.18	15.02



## Commissioner's Message

### A Culture of Preparedness

In last month's issue of the DET newsletter we discussed the importance of creating a "culture of safety" in your workplace. We encouraged employers to commit themselves to improving their health and safety records by working with employees to address existing and potential hazards. Doing so improves morale, improves productivity, and has the potential of decreasing the amount you pay for workers' compensation insurance.

While a "culture of safety" will help address your day-to-day operations and hopefully minimize or eliminate job-related injuries, it is also imperative that employers develop a "culture of preparedness" for emergencies.

The National Safety Council ([www.nsc.org](http://www.nsc.org)) recently announced a partnership with the Department of Homeland Security through which the NSC will help to raise public awareness about what to do in case of an emergency. They will focus on individual and community preparedness and health issues. In short, they will help educate all of us on what to do when disaster strikes.

Employers have a responsibility to create a culture of preparedness in their workplace. "Our nation is already on a heightened alert for emergencies that might be caused by hostile acts," according to NSC president Alan McMillan. "We must ensure that we each know how to respond in the event of any kind of emergency. Anticipating emergencies and planning a response can greatly lessen the extent of injuries and deaths."

Every business should have an emergency response plan. Make sure that your employees are familiar with that plan and know what to do when an emergency occurs. Your employees, in turn, should assist visitors and customers during the emergency, and if necessary should help those individuals evacuate the premises. Perhaps among your employees you have volunteer firefighters or individuals with first aid training who can play a key role, both in developing the plan and implementing that plan during an actual emergency.

While it is impossible to develop an emergency response plan that is all-inclusive and takes into account every possible emergency that might occur, the NSC does encourage employers to include the following:

1. Clear, written policies designating the individuals or departments responsible for making decisions, monitoring response and recovering back to normal operations.
2. Names of those within your company who should be notified in various types of emergencies.

3. Specific instructions for shutting down equipment and production processes, especially a procedure for those employees responsible for shutting down critical operations prior to evacuation.
4. Evacuation procedures, which should include a designated meeting place outside and a process for ensuring everyone made it out safely (a "head count").
5. Training, practice and equipment requirements for those employees responsible for evacuation control, rescue operations, medical duties, hazardous response, fire fighting, and other responses specific to your workplace.
6. Preferred means of reporting fires and other emergencies to the appropriate authorities.

Anticipating an emergency is not a pleasant task, but it is a necessary task. While we shudder at the thought of a devastating fire, another terrorist attack, or even another widespread power outage, we all must be prepared in case they do occur.

Credit for these emergency preparedness tips goes to the National Safety Council. I encourage everyone – employers and employees alike – to spend some time on the NSC's website ([www.nsc.org](http://www.nsc.org)), where you will find a tremendous amount of information on safety in the workplace and safety at home.

(continued on page 11)

## Labor & Industry

(continued from page 10)

### New Child Labor Rules

The Vermont legislature amended the child labor laws in 1991 requiring adoption of rules consistent with federal regulations. The new rules are based upon 29 C.F.R. Part 570. The new rules apply to all Vermont employers. Federal application and interpretation of child labor regulations guides the interpretation and application of the Vermont's Child Labor Rules.

Vermont child labor regulations are promulgated in order to protect children from work in harmful and dangerous occupations. Child labor refers to work performed by youth under age 18. These guidelines primarily limit or restrict child labor in hazardous employment. An overview of the new rules follows:

**Hazardous work prohibited.** The rules prohibit child labor in hazardous employment and identify specific hazardous jobs as follows:

- 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

**Additional restrictions for 15 and under** The rules establish time and job restrictions for youth age 15 and under. Time restrictions during the school year are 3 hours/day and 18 hours/week. When school is out of session time restrictions are 8 hours/day and 40 hours/week. Work hours may run between 7 a.m. and 7 p.m. (extended to 9 p.m. from June 1 – Labor Day). Additionally, youth aged 15 and under are prohibited from employment in the following:

- *Baking*
- *Loading or unloading goods on off trucks*
- *Boiler or engine rooms*
- *Freezers or meat coolers*
- *Building repair or maintenance*
- *Operating deli meat slicers or grinders*
- *Window washing; on scaffolding*
- *Warehouse work*
- *Power driven mower, cutter*
- *Motor vehicle repair*

**Minimum age is 14 years.** The general rule is that children under the age of 14 are not permitted to work. There are, however, a few limited exceptions allowing for employment under the age of 14 including:

- Agricultural employment outside of school hours
- Newspaper delivery
- Actors or performers in motion pictures, theater, radio or television productions
- Employment by a parent (except for hazardous employment)

**Child Labor Certificate Requirements** A child under age 16 may not be employed beyond the time frames or exceptions established by the rules,

*unless the commissioner issues a certificate approving of such employment.*

**Agricultural employment.** The rules provide specific guidelines for child labor in agriculture and all branches of farming. Some highlights from these rules follow:

- **16-and 17 year-olds** may perform any agricultural job for unlimited hours.
- **15-year-olds and under** may perform non-hazardous agricultural work
- **15-year-olds prohibited** from performing agricultural work in the following:
  - operating or riding on a tractor
  - operating a bus, truck or automobile transporting passengers
  - operating or assisting to operate a corn picker, combine, hay mower, hay baler, forage harvester, feed grinder, conveyor or unloading mechanism, power post-hole digger, trencher or earthmoving equipment, fork lift or power saw.
  - working in a yard, pen or stall with a bull, boar, stud horse, sow with suckling pigs or cow with newborn calf.
  - felling, bucking, skidding, loading or unloading timber over 6 inches in diameter
  - working from a ladder or scaffold at a height over 20 feet.

**A complete listing of child labor regulations and hazardous job restrictions is available on the Federal Department of Labor website at <http://www.dol.gov/esa/regs/compliance/whd/hrg.htm#9>.**

**Additional Vermont Wage & Hour information is available on the Vermont Wage & Hour Program website at <http://www.state.vt.us/labind/wagehr.htm> or by calling the Wage & Hour division at (802) 828-0267.**



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