

*Working Together
for Vermont*

<http://www.labor.vermont.gov>

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Commissioners' Message

Patricia A. McDonald, VDOL Commissioner

After the devastation of Hurricane Katrina, some individuals and families have relocated to the state of Vermont. Many state and local organizations have played vital roles in helping these folks regain a sense of normalcy and start anew here in the Green Mountains.

I was pleased to hear of the success one such family had when they moved up from Mississippi. This family of five came to the Rutland area to start over and rebuild their lives. Many local and state for-profit, non-profit and governmental organizations pitched in to assist this family in securing housing, receiving assistance, placing the children into school, as well as helping the father find good employment. With some special assistance (and some cutting of red tape) the father was even able to obtain good quality, rugged outdoor clothing needed to work in the cold climate of Vermont.

I am happy to report that this family is happily settled and, thanks to many very wonderful people and the organizations they work for, is off to a good start after having lost almost all that they had.

I am sure that there are many such stories here in Vermont and across the US. However, I cannot help but feel proud of how well and how hard the citizens of Vermont work to be there to support those nestled here in our Green Mountain State. I must admit that it is nice to know that this department could be counted as one of those that assisted this family their time of need.

One of the greatest strengths this state has is its people, and I know that the employees here at the Department of Labor are very aware of this. It is important to our department to help workers and businesses, jobseekers and employers become successful and continue to prosper.

One of the ways in which we have seen individuals succeed has been with the success of our Vermont Job Link website, an Internet based system that will help match qualified claimants with job orders placed on line by employers. (www.vermontjoblink.com) This site serves both employers seeking workers and workers seeking jobs. At the time of this printing there are over 4075 resumes posted and 1431 jobs listed.

This site offers a free service to both employers and job seekers and has successfully resulted in many employers hiring qualified workers and many job seekers finding satisfying employment.

Mr. Lafe Dutton of the Vermont Chamber of Commerce wrote to us regarding our website. In giving us feedback on his experience in posting a job, Mr. Dutton wrote, "Very clear instructions, easy to navigate fields, super programming job with the pre-filled fields so I didn't have to enter the same data repeatedly: commercial sites should be this good. It's faster and easier to post a job here than it is to email an ad to the papers and be charged hundreds of dollars. It's great, and rare, to see the public sector be more professional than the corporate sector." In later correspondence he mentioned that he felt he had received

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The Edge

Construction Workers Needed

The construction season is gradually slowing down, however the need for skilled construction workers is not. Finding good workers was difficult this past summer, and as our workforce ages the need will only increase. In 2005, Northern New England Trades Women began a new program for incarcerated women. The Modular Home Construction Project provides year-round training in finish and frame carpentry, electrical wiring, plumbing, weatherization and roofing for women. The finished homes will be installed as affordable housing units in Vermont communities.

Northern New England Trades Women (NNETW) has provided a variety of non-traditional job training opportunities for women over the years and its reputation for quality is recognized by employers throughout the state. The Modular Home Construction Project was designed to prepare incarcerated women in fields that pay a living wage, thus lessening the likelihood of recidivism. Because the training involves developing both frame and finish construction skills, it provides access to a wide range of trades positions. Additionally, soft skills instruction, which includes work habit and communication skills, math, time and stress management, as well as interviewing and resume writing

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Commissioner's Message –

(continued from front page)

applications from many strong candidates through Vermont Job Link and ended up hiring one of those applicants.

Because of the success of this website, the Vermont Department of Labor has implemented a new service to help match unemployment insurance claimants with job openings. Individuals who file a claim for unemployment benefits and do not have a return to work date with an employer are required to complete a registration process with Vermont Job Link.

Vermont Job Link is a great way to match individuals who are between jobs with employers who want to hire them. Making the connection between those who are unemployed and those who are looking for employees has been an important goal of the Department of Labor and we are excited about the successes this program will bring.

If you are a job seeker, a career changer, or an employer, please visit the Vermont Job Link- www.vermontjoblink.com. It is a valuable tool available to assist you in your employment needs.

Patricia A. McDonald

Contact VDOL

If your address has changed or to discontinue your subscription, please email: sredpath@labor.state.vt.us

The Edge - *(continued from front page)*

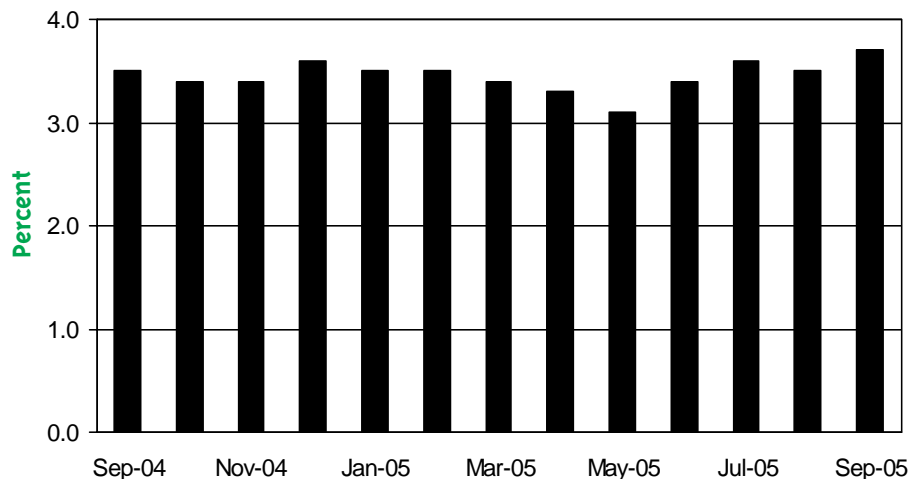
are included. Working as a team over a period of time enhances problem-solving and teamwork. The women coming out of this program are prepared for a job in construction with not only the technical skills, but also the experience of working on a crew. The finished product is a 1,000 square foot home, two of which will be produced each year.

Other programs offered to incarcerated women include Step Up for Women which is offered at Dale, Chittenden and Windsor facilities. Step Up is a nine-week program consisting of three main components: trades instruction, physical conditioning, and Women's Resources, a job readiness component. Step IT Up focuses on information technology training that will lead directly to jobs and that is accessible to those with limited exposure to computer technology. Auto CAD is a five-week, ten-session introduction to AutoCAD skills. It includes creating architectural floor plans and elevations using coordinate grid entry, ASME dimensioning standards as well as editing drawings and plotting scale. Painting instruction includes worksite safety and paint chemistry, choosing paint, mixing and choosing colors, surface cleaning and preparation, preventing paint problems, using spray equipment and using alternate wall coverings. Coming this spring will be another Set It Up course introducing participants to concrete pouring, finishing, and testing for a total of 94 training hours at Griswold's Williston facility.

To find out more about NNETW, go to their website at: www.nnetw.org

Employers thinking about next year's construction season, or ongoing projects can list their jobs with NNETW by e-mailing Katherine Stamper at: kstamper@nnetw.org.

Vermont Seasonally Adjusted Unemployment Rate



Vermont Unemployment Estimates Statewide *(Seasonally Adjusted)*

	Sept. '05	Aug. '05	Sept. '04	Changes from:	
				Aug. '05	Sept. '04
TOTAL LABOR FORCE¹	355,700	352,400	353,500	3,300	2,200
EMPLOYED	342,600	340,300	341,100	2,300	1,500
UNEMPLOYED	13,100	12,200	12,400	900	700
RATE (%)	3.7	3.5	3.5	0.2	0.2

¹Includes proprietors, professionals, and unpaid family workers.

Labor Market Areas By Residence *(Not Seasonally Adjusted)*

AREA	Total Labor Force	Number Employed	Number Unemployed	Sept-05 Rate (%)	Aug-05 Rate (%)	Sept-04 Rate (%)
Barre-Montpelier	25,600	24,600	1,000	3.9	3.4	3.5
Bennington	12,900	12,450	450	3.7	3.0	3.4
Bradford	5,300	5,150	150	2.7	2.7	3.0
Brattleboro	24,500	23,750	800	3.3	2.9	3.1
Burlington-South Burlington	114,450	110,700	3,750	3.3	2.8	2.8
Hartford	19,150	18,750	400	2.0	1.9	2.1
Manchester	12,400	12,000	400	3.2	2.5	3.4
Middlebury	18,450	17,850	600	3.2	2.7	3.0
Morristown-Stowe	20,250	19,650	600	3.0	2.5	3.0
Newport	14,300	13,800	500	3.5	3.2	3.3
Randolph	8,600	8,300	300	3.3	3.1	3.2
Rutland	28,500	27,500	1,000	3.5	3.2	3.3
Springfield	11,950	11,450	450	3.9	3.3	3.6
St. Johnsbury	15,350	14,900	450	2.9	2.8	2.7
Swanton-Enosburg	14,150	13,650	500	3.7	3.4	3.9
Warren-Waitsfield	4,200	4,050	100	2.8	2.3	2.1
Woodstock	3,800	3,750	100	2.3	2.1	2.2
Vermont Total	356,150	344,500	11,650	3.3	2.8	3.0

AREAS FROM ADJOINING STATES INCLUDING VERMONT TOWNS *(Not Seasonally Adjusted)*

Colebrook, NH-VT	3,900	3,750	150	3.5	3.5	1.8
Lebanon, NH-VT	45,750	44,650	1,100	2.4	2.1	1.3
Littleton, NH-VT	15,050	14,550	500	3.3	2.9	2.1
North Adams, MA-VT	17,050	16,250	800	4.6	4.0	4.5

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. Sept. '05	Revised Aug. '05	Revised Sept. '04	Changes From:	
				Aug. '05	Sept. '04
Total - All Industries	309.5	308.8	304.1	0.7	5.4
Private Industries	256.0	256.0	251.3	0.0	4.7
Construction	17.6	17.7	16.7	-0.1	0.9
Manufacturing	37.6	37.4	37.4	0.2	0.2
Retail Trade *	40.4	40.4	40.1	0.0	0.3
Professional & Business Services	22.1	22.1	21.3	0.0	0.8
Private Ed. Services*	12.7	12.4	12.4	0.3	0.3
Health Care & Social Assistance*	42.1	42.1	41.3	0.0	0.8
Leisure & Hospitality*	33.4	33.5	33.2	-0.1	0.2
Total Government	53.5	52.8	52.8	0.7	0.7

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

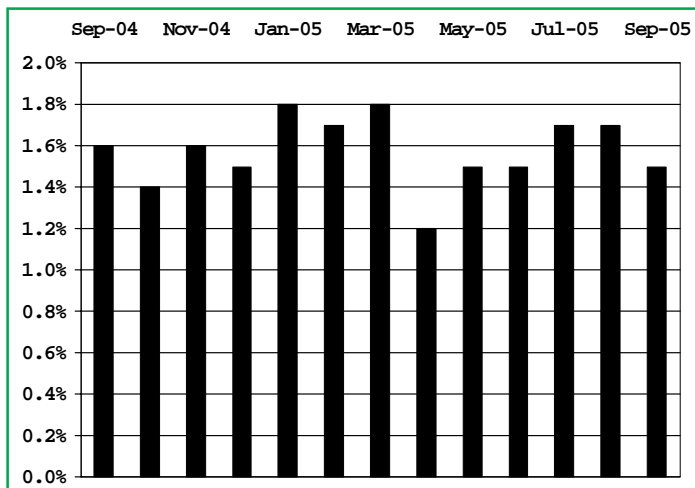
Note: Total - All Industries estimate is seasonally adjusted independently.

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

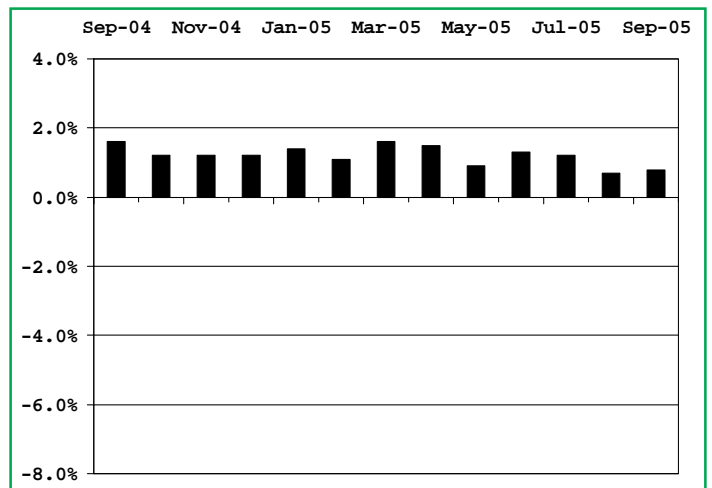
Produced by the Vermont Department of Labor in cooperation with the U.S Bureau of Labor Statistics, unless otherwise noted.

Vermont Annual Job Growth Not Seasonally Adjusted Data

All Industries



Manufacturing



Nonfarm Employment In Vermont *(Not Seasonally Adjusted)*

Compiled by the Vermont Department of Labor in cooperation with the Bureau of Labor Statistics, U.S. Department of Labor

INDUSTRY BY NAICS	Prelim. Sept. '05	Revised Aug. '05	Revised Sept. '04	Changes From:	
				Aug. '05	Sept. '04
TOTAL NONFARM	310,750	303,500	306,200	7,250	4,550
TOTAL PRIVATE	257,100	259,950	252,750	-2,850	4,350
GOODS PRODUCING	57,750	58,450	56,300	-700	1,450
MANUFACTURING	37,600	37,750	37,300	-150	300
Durable Goods	26,850	27,000	26,650	-150	200
Computer & Electrical Equipment Mfg.	9,400	9,400	9,200	0	200
Fabricated Metal Products Mfg.	2,950	3,050	2,800	-100	150
Machinery Mfg.	3,050	3,050	3,050	0	0
Transportation Equipment Mfg.	2,400	2,400	2,400	0	0
Furniture & Related Product Mfg.	2,000	2,050	2,100	-50	-100
Non-Durable Goods	10,750	10,750	10,650	0	100
Food Mfg.	3,850	3,800	3,850	50	0
CONSTRUCTION	19,050	19,550	18,000	-500	1,050
NATURAL RESOURCES & MINING	1,100	1,150	1,000	-50	100
SERVICE-PROVIDING	253,000	245,050	249,900	7,950	3,100
TRADE, TRANSPORTATION AND UTILITIES	58,950	59,400	58,450	-450	500
Wholesale Trade	10,200	10,300	10,000	-100	200
Retail Trade	40,100	40,700	39,800	-600	300
Food & Beverage Stores	9,500	9,650	9,250	-150	250
General Merchandise Store	3,050	3,000	2,900	50	150
Transportation, Warehousing and Utilities	8,650	8,400	8,650	250	0
Utilities	1,750	1,750	1,700	0	50
Transportation & Warehousing	6,900	6,650	6,950	250	-50
INFORMATION	6,200	6,200	6,200	0	0
FINANCIAL ACTIVITIES	13,600	13,850	13,300	-250	300
Finance & Insurance	10,200	10,350	9,950	-150	250
Real Estate, Rental & Leasing	3,400	3,500	3,350	-100	50
PROFESSIONAL AND BUSINESS SERVICES	22,350	22,700	21,600	-350	750
Professional, Scientific and Technical	12,800	13,100	12,550	-300	250
Administrative, Support and Waste	9,250	9,400	8,800	-150	450
EDUCATIONAL AND HEALTH SERVICES	54,900	53,450	53,750	1,450	1,150
Educational Services	12,900	11,150	12,600	1,750	300
College, Universities and Professional	6,450	6,100	6,550	350	-100
Health Care and Social Assistance	42,000	42,300	41,150	-300	850
Ambulatory Health Care Services	16,600	16,550	16,000	50	600
Hospitals	10,550	10,550	10,650	0	-100
Nursing and Residential Care Facilities	6,750	6,850	6,650	-100	100
LEISURE AND HOSPITALITY	33,200	35,550	33,050	-2,350	150
Arts, Entertainment and Recreation	4,450	4,700	4,400	-250	50
Accommodation and Food Services	28,750	30,850	28,650	-2,100	100
Accommodations	9,700	11,300	9,500	-1,600	200
Hotel & Motels	8,300	8,950	8,150	-650	150
Food Services and Drinking Places	19,050	19,550	19,150	-500	-100
OTHER SERVICES	10,150	10,350	10,100	-200	50
GOVERNMENT	53,650	43,550	53,450	10,100	200
Federal Government	6,350	6,350	6,250	0	100
State Government Education	7,900	6,050	8,050	1,850	-150
Local Government Education	22,750	13,700	22,650	9,050	100
Other State Government	9,700	9,850	9,500	-150	200
Other Local Government	6,950	7,600	7,000	-650	-50



First Reports of Injury

Filing Does Not Create Liability – Provides Clarity

Many employers are reluctant to file Workers' Compensation First Reports of Injury, particularly on minor or disputed injuries. Some employers are unaware that the law requires filing First Reports even for relatively "minor" claims. The filing of a First Report (Form 1) does **not** create liability or imply acceptance of a claim and may actually benefit the employer by providing accurate information in a timely manner. For these reasons, it is important

Prompt reporting means prompt attention and intervention.

for employers to know their reporting obligations and to know how timely filing of first reports can benefit them.

The Vermont Department of Labor receives approximately 22,000 first reports of injury each year. Of these, only 1/3 are workers' compensation claims that require the department's action and intervention. The remainder often involve relatively minor injuries (e.g. the claim involved no medical care or only one medical visit and no lost time). Here are some first report of injury filing guidelines for employers to follow:

When to file a first report:

The law requires that every employer must record and report all work injuries that require either:

- 1) medical attendance; or
- 2) one day absence from work or more. This means that anytime an injured worker requires any medical attention, even if it is only one office visit or care by a company doctor or nurse, a first report must be filed.

What is an injury:

An injury is any harmful work-related change in the body. It may occur instantaneously such as in a fall or it may occur gradually, over time, such as with a repetitive motion. Since 1999, an injury also includes any occupational disease.

Notice of injury:

The employer or its workers' compensation insurance carrier is required to file a first report with the workers' compensation division within 72 hours of receiving notice or knowledge of an injury. This means that even if the injury happened sometime in the past, *as soon* as the employer learns of the injury, or the employees claim that they were injured, the employer must report it. If the employer disputes the facts surrounding the injury, or the relationship between the injury and the employment, the employer is still obligated to file the first report and notify their workers' compensation insurance carrier of the injury.

Filing First Report does *not* create liability:

Filing a First Report is mandatory for employers; it is not evidence establishing a work injury, or an admission that a work injury occurred. Workers' compensation law places the burden of proving

that a compensable work injury occurred on the employee. The First Report contains information that may enter into a dispute over compensability, but the employee remains responsible for presenting sufficient competent evidence verifying the character and extent of the injury and disability, as well as the causal connection between the injury and the employment.

Filing provides accurate and timely information:

The filing of the First Report is mandatory but the employer/carrier is free to supply *additional* evidence or information concerning the injury and its relation to work. Many disputes arise over whether or not an injury occurred out of and in the course of work. The employer should provide any relevant information concerning an injury to the workers' compensation insurance carrier, along with the First Report. The insurance carrier should investigate and seek out any additional information concerning a claimed injury relevant to denying or adjusting the claim.

Employees need education to report injuries:

Employees should report injuries but many do not know to do this. Employers need to educate employees about reporting all work injuries. Employers should have a clear reporting procedure and a designated person to receive the reports. First Reports of Injury (Form 1's) should always be available for filing. Form 1's are available on our website at <http://www.labor.vermont.gov/sections/wcsafety/wc/forms/Form01.pdf>.

Prompt reporting means prompt attention and intervention:

All work injuries and claims deserve prompt attention. Timely medical attention can provide important medical care when it is necessary and may limit the amount or cost of medical care necessary. Prompt reporting also allows the carrier full opportunity for prompt investigation and prompt adjusting. Prompt notice increases the likelihood that both parties have timely, accurate information; it makes identifying and locating witnesses, evidence, and other information relevant to the claim much easier.

Filing a First Report of Injury is a mandatory paper chore but the practical steps involved ensure early intervention and can ultimately help employers.





DEPARTMENT OF LABOR

P.O. Box 488 • Montpelier, VT 05601-0488

Official Business

Penalty for Private Use \$300

*** * * CHILD LABOR LAWS * * ***

**To find out about
Vermont's Child Labor Laws,
go to:**

<http://www.labor.vermont.gov/sections/uiwages/wage/childlabor/>

Equal Opportunity is the Law - The State of Vermont is an Equal Opportunity/Affirmative Action Employer. Applications from women, individuals with disabilities, and people from diverse cultural backgrounds are encouraged. Auxiliary aids and services are available upon request to individuals with disabilities. 711 (TTY/Relay Service) or 802-828-4203 TDD (Vermont Department of Labor).