

August 2007

**Save the Date!!!****Improve Processes****Lean Boot Camp: Training a Lean Champion**

Georgia Tech Lean Courses  
October 2 - 5, Atlanta  
[www.dlpe.gatech.edu/lean](http://www.dlpe.gatech.edu/lean)

**Georgia Workforce Conference**

December 5 - 7, Savannah  
[www.dol.state.ga.us/gwc/](http://www.dol.state.ga.us/gwc/)

**Dropout Recovery: What Works**

September 28, 9:30 - 12:30  
The Forum, Rome, GA  
Terri Morgan ~ 706.295.6485

**Drug-Free Work Week**

The National Drug-Free Work Week will be held October 14-20. Links to ideas for activities to conduct during the week are located at <http://www.dol.gov/asp/>.

**Dictionary of Occupations**

The fifth edition of the **Service Contract Act (SCA) Directory of Occupations** was published in May. The directory includes a list of occupations most often included in SCA wage determinations and standardizes agency requests for wage determinations. It provides definitive guidance for contractors to determine how employees working under a contract should be classified and paid.

"Under SCA, contractors and subcontractors with federal service contracts over \$2,500 must pay their service workers no less than the wages and fringe benefits prevailing in the locality." The new edition is available at [www.dol.gov/esa/whd/contracts/sca.htm#guide](http://www.dol.gov/esa/whd/contracts/sca.htm#guide). Employers may also request a printed copy by writing to the Wage and Hour Division, Office of Wage Determinations, 200 Constitution Ave., NW, Washington, DC 20210.

**Local Employment Dynamics**

The U.S. Census Bureau and 45 state labor market information agencies have agreed to combine data to develop new information about local labor market conditions with no added burden to respondents. The **Quarterly Workforce Indicators** include employment, job creation, wages, and worker turnover. The data can be queried by state, county, metropolitan area, or workforce investment area and can include specific industries or top industries.

The industry information may then be selected for employment, growth in employment, growth in hiring, number of new hires, firm job changes, average monthly earnings for all workers, growth in average monthly earnings for all workers, and average monthly earnings for new hires. This tool provides business with greater variety and more current information than has been available to them in the past. Alabama, Georgia, and Tennessee are participating in the project.

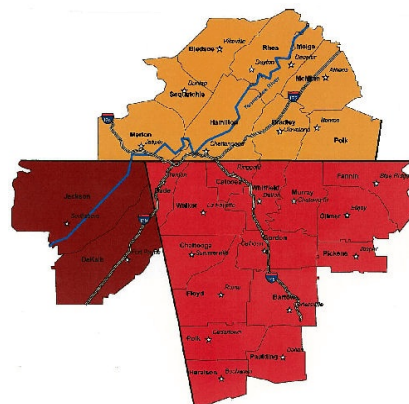
To query the data, go to [www.census.gov](http://www.census.gov), look under the *Business & Industry* category, and click *Local Employment Dynamics*. You will then have access to the data and other tools of interest to you.

**Updated Required Posters Available**

As a result of the new federal minimum wage for covered non-exempt employees, the Department of Labor has revised several **federal workplace posters**. The revised posters are: the Fair Labor Standards Act Minimum Wage and related posters for state & local government employees and agricultural employees. This poster is also available in Spanish. The Employee Rights for Workers with Disabilities/Special Minimum Wage poster has also been updated.

All posters are printable from the DOL Poster Web Page at [www.dol.gov/compliance/topics/posters.htm](http://www.dol.gov/compliance/topics/posters.htm). They may also be ordered free of charge at 1.888.972.7332.

*Winter is an etching, spring a watercolor, summer an oil painting, and autumn a mosaic of them all. - Stanley Horowitz.*



## New Immigration Rules Issued by DHS

A final rule establishing safe harbor procedures for employers who receive a Social Security Administration (SSA) mismatch letter or notice from the Department of Homeland Security (DHS) has been issued by DHS. The new rule will be effective September 14, 2007. Mismatch letters for 2007 W-2 tax returns will be distributed Spring 2008.

**Employers will be in violation of federal immigration laws if they ignore the mismatch letters and fail to take corrective action within 90 days.** Corrective actions include checking employee files for errors and confirming the employee information matches government records. The new rule will require workers whose mismatch problems cannot be resolved within 90 days to be terminated.

The DHS New Immigrations Rules can be accessed at [http://www.dhs.gov/xlibrary/assets/ice\\_safeharbor\\_no-match\\_finalrule\\_2007-08.pdf](http://www.dhs.gov/xlibrary/assets/ice_safeharbor_no-match_finalrule_2007-08.pdf).

## National Youth Safety Initiative

The **CareerSafe® Online Youth Safety Initiative** is offering youth an OSHA Course to enable them to enter the workforce with a safety certification equivalent to that obtained by adults. CareerSafe® is offering the OSHA 10-Hour General Industry and the OSHA 10-Hour Construction Industry training courses.

The two programs will both provide youth with an OSHA 10-Hour Wallet Card from the OSHA Training Institute (OTI). The cost per course is only \$18.00 per youth. For more information about the courses visit [www.careersafeonline.com](http://www.careersafeonline.com).

*A major stimulant to creative thinking is focused questions. There is something about a well-worded question that often penetrates to the heart of the matter and triggers new ideas and insights. --- Brian Tracy*

## Top State Workforce Training Programs

A June 2007 *Expansion Management* poll of eighty plus site location consultant ranked the top 10 state worksite training programs. **Alabama, Georgia, and Tennessee** were all selected for the top 10. Georgia was number 1, Alabama number 2, and Tennessee number 7.

Other states in the top 10 include Florida, South Carolina, Kentucky, North Carolina, Virginia, Maryland, and Texas. Each state operates their workforce training programs differently. The eligibility rules, cost per employee, funding restrictions and wage requirements all differ. The *Expansion Management* web site is available at [www.expansionmanagement.com](http://www.expansionmanagement.com).

## Pension Protection Act Civil Penalty Rules

The US Department of Labor published its final regulation for assessing civil penalties against plan administrators who fail to give employees notice of the right to sell company stock in their pension plan accounts. The final regulations were published in the August 10 issue of the Federal Register. The entire document can be viewed at <http://www.dol.gov/ebsa/regs/fedreg/final/2007015567.pdf>.

Unless significant adverse comments are received by September 10, **the regulation will be effective October 9, 2007.** Email comments may be sent to [e-ORI@dol.gov](mailto:e-ORI@dol.gov).

## IRS Newsletter for Small Businesses

The IRS now has a news service, **e-News for Small Business**, distributed every Wednesday. The newsletter will provide timely, useful tax information via email. To sign up for the free subscription go to <http://www.irs.gov/businesses/small/content/0,,id=154826,00.html> and enter your email address and submit.

## Dalton Business Services Resource Fair



Dalton Career Center Staff

On July 25, the Dalton Career Center held a most successful Business Services Resource Fair. Over 60 individuals attended two free Immigration workshops held in conjunction with the fair and over 100 people attended the Resource

Fair. Successful fairs have previously been held at Cartersville Career Center and Northwestern Technical College (sponsored also by the Fort Oglethorpe, LaFayette, and Rome Career Centers). This fall, additional Business Resource fairs will be held at the Blue Ridge and Cedartown Career Centers.

The Business Informer is a publication of the Tri-State Regional Workforce Alliance. For more information about the Alliance contact Gwen Dellinger, Northwest Georgia Workforce Development Director, Coosa Valley Regional Development Center, 706.295.6485; Mike Kennemer, Director Workforce Development, Northeast Alabama Community College 256.228.6001, or Wanza Lee, Director Workforce Development, Southeast Tennessee Development District, 423.266.5781. Suggestions or articles to contribute - contact Karen Howell, 706.277.7466 or [Vandy88@aol.com](mailto:Vandy88@aol.com).

An Equal Opportunity Program. Auxiliary aids and services available upon request. A publication of Coosa Valley RDC.