

*Working Together  
for Vermont*

<http://www.labor.vermont.gov>  
**P.O. Box 488 • Montpelier, VT 05601-0488**

## Commissioner's Message

*Patricia Moulton Powden, Commissioner*

In June of 2007 the Vermont Department of Labor announced the receipt of state funding for a variety of 'Next Generation Initiative' programs. These programs are designed to help train the next generation of the Vermont workforce. During the course of the year, we funded approximately \$1.5 million in Workforce Education and Training programs, over \$800,000 in Internship programs, over \$400,000 in Career Exploration programs for secondary students, and another \$400,000 in Alternative and Intensive Vocational/Academic programs for at-risk students. The legislature once again appropriated funds for the department to grant in FY '09 addressing the same needs. This is an excellent opportunity for employers seeking trained workers to collaborate with education and training providers to meet their workforce needs. The text that follows explains the criteria we will be using to fund the various programs referenced in the Next Generation Initiative. Please contact your regional Department of Labor office listed at the end of the article for more information and visit our website: <http://www.labor.vermont.gov/Default.aspx?tabid=1540> for criteria and application information. **NOTE: First deadline for Internship applications is: July 11, 2008!**

### Workforce Development Programs

Introduction: The 2008 Legislature appropriated additional funding through the Vermont Department of Labor (VDOL) for several workforce development programs that are described in more detail below. While the programs have distinct features, they share a common purpose: to increase career opportunities for workers and strengthen career awareness for students about to enter the workforce in Vermont, and to increase the number of workers with skills that meet the needs of Vermont employers.

Funds will be available July 1, 2008. The schedule and process for awarding funds are included in the individual program information that is posted separately, by program. Links to each program are provided below.

**No applications or proposals will be accepted prior to July 1st.**

**Purpose:** Workforce Development Programs through VDOL promote the creation and retention of high quality jobs and the growth of a highly skilled workforce, by funding occupational skills training, employment experiences and career awareness activities for adults and students, and other specialized training activities that lead to employment with new and existing businesses.

**Goals:** Workforce Development Programs have two primary goals: 1) to train or re-train workers who are unemployed, underemployed, or at risk

of losing their jobs; 2) to increase the retention of Vermont secondary and post-secondary students, by providing internships and other employment experiences that will establish a bridge between school and careers in Vermont.

#### **Information on How to Apply:**

Potential applicants should carefully review the general program descriptions below to determine which program best fits their needs. Please refer to the detailed program description (links provided) for application instructions, as well as timetables or other guidelines that must be followed. If you have questions about where your request "fits", you may contact one of the VDOL representatives for guidance.

Please note: For programs anticipating a multi-year request, please describe the timeline for funding and your plan to sustain the program beyond Act 46 funding.

#### **Programs:**

**1. WORKFORCE EDUCATION & TRAINING FUND (WETF)** provides grants under two categories, Training and Internships.

a. **Training:** Grants in this category support training that will improve the skills of Vermont workers who are unemployed, under-employed, or at risk of becoming unemployed. Eligible applicants include employers, and public or private training providers in collaboration with employers. Activities under this program must include occupational training/education. Extra weight will be given to projects that train for new or vacant jobs, but projects may also

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# Commissioner's Message -

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train current workers for greater job security or for upgrades. All projects must:

- Have clear employer involvement and lead directly to new or "upgraded" employment after training is completed. Upgraded employment means that workers will receive pay increases over and above routine wage adjustments, as a direct result of training.
- Lead to jobs paying at least 200% of current minimum wage, or 150% with benefits totaling 200%. If wages will not meet these criteria, please contact your local VDOL representative to discuss possible exceptions.
- Demonstrate matching contributions. Match may include cash or in-kind contributions **from sources other than** Vermont Training Program, Workforce Investment Act, or other public sources. *Preference will be given to projects that demonstrate matching contributions that equal or exceed the WETF request.*
- Articulate clear goals in terms of number of workers trained for new jobs, or incumbent workers who will receive pay increases; demonstrate accountable, measurable results.
- Not duplicate or supplant existing training programs.
- Agree to provide the Social Security Numbers of all individuals trained under the project, for required reporting purposes.

Applications will be accepted on a quarterly basis that is described in detail in the WETF Training Grant

## Contact VDOL

If your address has changed or to discontinue your subscription, please email: [sally.redpath@state.vt.us](mailto:sally.redpath@state.vt.us)

description available at the link below.

Applications that request more than \$75,000 must demonstrate that their program will have a multi-region or statewide impact, and/or result in the creation of a significant number of new jobs.

**Please note:** WETF cannot fund planning activities or training for self-employment, nor can it fund individuals seeking financial assistance for their own education or training.

Application instructions and detailed information about WETF Training grants are available at: [www.labor.vermont.gov](http://www.labor.vermont.gov). Click on "Grant Information" in the left pane and then "Workforce Education Training Fund (WETF) Grant Introduction".

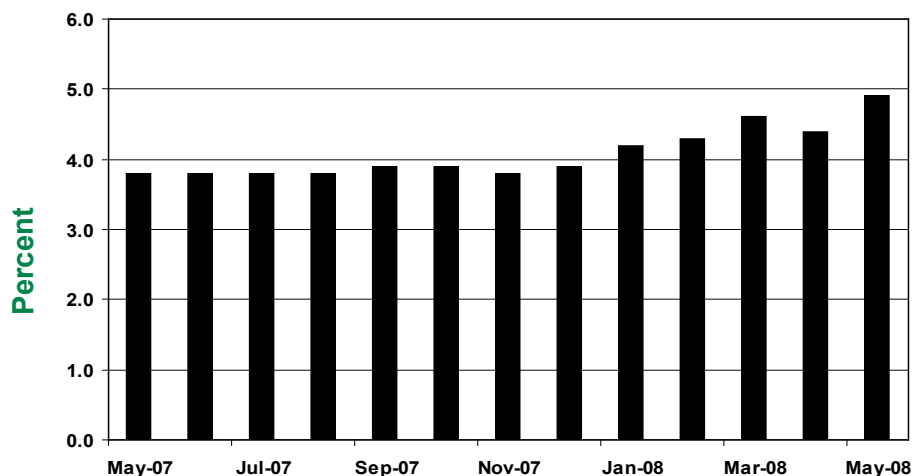
*For more information, please contact Carol Blake at (802) 828-5083; [carol.blake@state.vt.us](mailto:carol.blake@state.vt.us); Greg Voorheis at (802) 4343; [greg.voorheis@state.vt.us](mailto:greg.voorheis@state.vt.us); Sally Redpath at (802) 828-4394; [Sally.redpath@state.vt.us](mailto:Sally.redpath@state.vt.us)*

**b. Internships:** Grants in this category support work-based learning opportunities with Vermont employers. Eligible applicants include public and private entities that match Vermont employers with students from public and private secondary and post-secondary schools, regional technical centers and the Community High School of Vermont. Eligible interns are Vermont residents who are students at colleges, public or private high schools, regional technical centers, or Community High School of Vermont. Interns may, or may not receive academic credit or financial remuneration. All projects should:

- Demonstrate a link to the state's economic development needs goals.
- Create real workplace expectations and consequences.
- Provide an opportunity for interns to learn skills, attitudes and behaviors necessary to succeed in the workplace.
- Create links to employers that increase the likelihood that interns will continue to work and live in Vermont following graduation.
- Promote employer involvement with secondary and post-secondary students.

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## Vermont Seasonally Adjusted Unemployment Rate



## Vermont Unemployment Estimates Statewide *(Seasonally Adjusted)*

	May '08	Apr. '08	May '07	Changes from:	
				Apr. '08	May '07
<b>TOTAL LABOR FORCE<sup>1</sup></b>	352,300	352,200	354,200	100	-1,900
<b>EMPLOYED</b>	335,200	336,500	340,600	-1,300	-5,400
<b>UNEMPLOYED</b>	17,100	15,700	13,600	1,400	3,500
<b>RATE (%)</b>	4.9	4.4	3.8	0.5	1.1

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

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

AREA	Total Labor Force	Number Employed	Number Unemployed	May-08 Rate (%)	Apr.-08 Rate (%)	May-07 Rate (%)
Barre-Montpelier	28,150	26,800	1,300	4.7	5.5	3.6
Bennington	12,700	12,150	550	4.1	4.8	3.3
Bradford	4,700	4,450	250	5.0	6.0	3.4
Brattleboro	23,500	22,100	1,200	5.2	4.9	4.1
Burlington-South Burlington	111,400	107,050	4,350	3.9	4.1	3.0
Hartford	19,100	18,550	550	2.8	3.5	2.2
Manchester	11,700	11,150	600	5.1	5.6	4.0
Middlebury	18,100	17,350	750	4.1	4.8	3.1
Morristown-Stowe	19,500	18,500	1,000	5.1	6.7	4.1
Newport	13,650	12,800	850	6.4	8.3	5.2
Randolph	8,950	8,450	500	5.5	5.4	4.0
Rutland	28,300	26,550	1,750	6.2	5.6	4.7
Springfield	11,600	11,000	550	4.9	4.9	4.3
St. Johnsbury	14,700	14,000	700	4.8	5.7	3.6
Swanton-Enosburg	14,050	13,400	650	4.8	6.6	3.8
Warren-Waitsfield	3,600	3,500	150	3.6	4.0	3.2
Woodstock	3,550	3,400	100	3.4	4.0	2.5
<b>Vermont Total</b>	<b>349,250</b>	<b>333,250</b>	<b>16,000</b>	<b>4.6</b>	<b>5.0</b>	<b>3.5</b>

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

Colebrook, NH-VT	3,550	3,350	200	5.7	7.7	5.8
Lebanon, NH-VT	46,150	44,950	1,200	2.6	3.0	2.3
Littleton, NH-VT	14,650	13,950	700	4.7	4.9	3.8
North Adams, MA-VT	17,050	16,150	900	5.4	4.9	5.3

Monthly estimates are preliminary and subject to revision. Detail may not add to totals due to rounding.

# Vermont Seasonally Adjusted Nonfarm Employment in Thousands

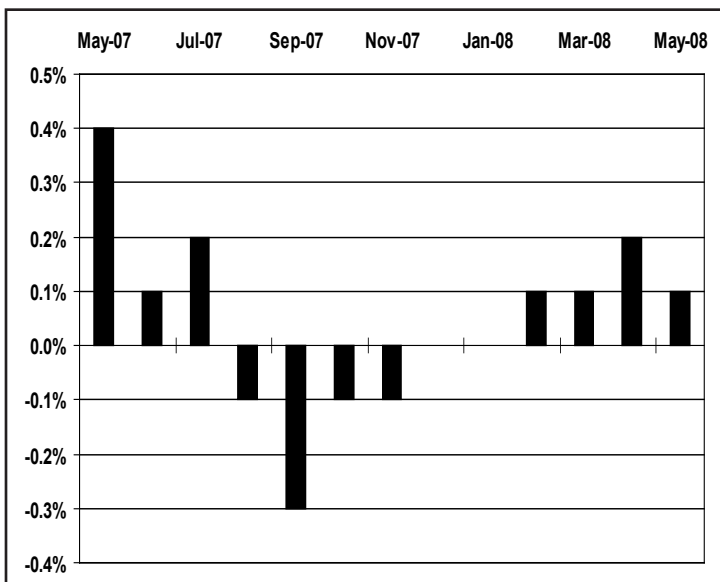
BY NAICS	Prelim.	Revised	Revised	Changes From:	
	May '08	Apr. '08	May '07	Apr. '08	May '07
<b>Total - All Industries</b>	<b>308.4</b>	<b>307.2</b>	<b>308.4</b>	<b>1.2</b>	<b>0.0</b>
<b>Private Industries</b>	<b>253.5</b>	<b>253.0</b>	<b>253.7</b>	<b>0.5</b>	<b>-0.2</b>
Construction	16.6	15.7	17.2	0.9	-0.6
Manufacturing	35.6	35.7	36.0	-0.1	-0.4
Durable Goods	25.9	26.0	26.2	-0.1	-0.3
Non-Durable Goods	9.7	9.7	9.8	0.0	-0.1
Trade, Transportation & Utilities	58.6	58.4	59.0	0.2	-0.4
Retail Trade	39.6	39.6	40.0	0.0	-0.4
Trans., Warehousing & Utilities	8.6	8.6	8.7	0.0	-0.1
Financial Activities	13.1	13.3	13.2	-0.2	-0.1
Professional & Business Services	22.7	22.4	22.4	0.3	0.3
Professional., Scientific & Technical	13.3	13.4	13.3	-0.1	0.0
Administrative Support & Waste	9.0	8.8	8.8	0.2	0.2
Education & Health Services	57.5	57.5	56.5	0.0	1.0
Private Ed. Services	12.4	12.5	12.7	-0.1	-0.3
Health Care & Social Assistance	45.1	45.0	43.8	0.1	1.3
Leisure & Hospitality	32.7	33.3	32.9	-0.6	-0.2
Arts, Entertainment & Recreation	4.0	4.0	4.0	0.0	0.0
Accommodation & Food Services	28.7	29.3	28.9	-0.6	-0.2
Other Services	9.8	9.8	9.9	0.0	-0.1
<b>Total Government</b>	<b>54.9</b>	<b>54.2</b>	<b>54.7</b>	<b>0.7</b>	<b>0.2</b>
State Government	18.8	18.4	18.8	0.4	0.0
Local Government	30.0	29.9	30.0	0.1	0.0

Total - All Industries estimate is seasonally adjusted independently. All seasonal adjustment performed with X12-ARIMA. Seasonal factors available from VDOL/LMI on request.

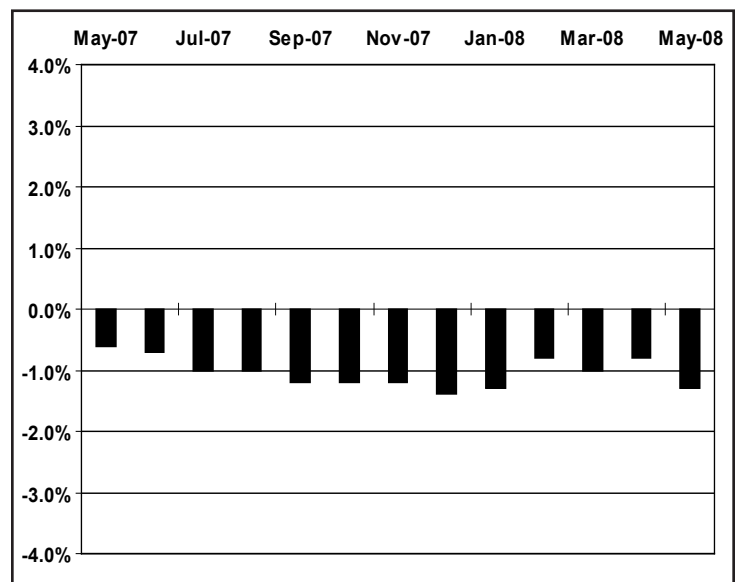
Produced by the Vermont Department of Labor in cooperation with the U.S Bureau of Labor Statistics, unless otherwise noted.

## 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.	Revised	Revised	Changes From:	
	May '08	Apr. '08	May '07	Apr. '08	May '07
<b>TOTAL NONFARM</b>	<b>308,300</b>	<b>303,800</b>	<b>308,050</b>	<b>4,500</b>	<b>250</b>
<b>TOTAL PRIVATE</b>	<b>251,200</b>	<b>247,300</b>	<b>251,050</b>	<b>3,900</b>	<b>150</b>
<b>GOODS PRODUCING</b>	<b>53,550</b>	<b>51,000</b>	<b>54,600</b>	<b>2,550</b>	<b>-1,050</b>
MANUFACTURING	35,550	35,450	36,000	100	-450
Durable Goods	25,950	25,850	26,250	100	-300
Computer & Electrical Equipment Mfg.	9,500	9,450	9,500	50	0
Fabricated Metal Products Mfg.	3,000	3,000	2,950	0	50
Non-Durable Goods	9,600	9,600	9,750	0	-150
Food Mfg.	3,700	3,700	3,650	0	50
CONSTRUCTION	17,050	14,650	17,700	2,400	-650
NATURAL RESOURCES & MINING	950	900	900	50	50
<b>SERVICE-PROVIDING</b>	<b>254,750</b>	<b>252,800</b>	<b>253,450</b>	<b>1,950</b>	<b>1,300</b>
TRADE, TRANSPORTATION AND UTILITIES	58,350	57,450	58,650	900	-300
Wholesale Trade	10,250	10,250	10,300	0	-50
Retail Trade	39,450	38,750	39,650	700	-200
Food & Beverage Stores	9,450	9,300	9,500	150	-50
General Merchandise Store	2,850	2,850	2,800	0	50
Transportation, Warehousing and Utilities	8,650	8,450	8,700	200	-50
Utilities	1,700	1,700	1,750	0	-50
Transportation & Warehousing	6,950	6,750	6,950	200	0
INFORMATION	5,950	5,950	5,900	0	50
FINANCIAL ACTIVITIES	13,050	13,100	13,150	-50	-100
Finance & Insurance	9,750	9,850	9,850	-100	-100
Real Estate, Rental & Leasing	3,300	3,250	3,300	50	0
PROFESSIONAL AND BUSINESS SERVICES	22,750	22,250	22,600	500	150
Professional, Scientific and Technical	13,250	13,350	13,200	-100	50
Administrative, Support and Waste	9,200	8,550	9,050	650	150
EDUCATIONAL AND HEALTH SERVICES	57,750	57,850	56,500	-100	1,250
Educational Services	12,750	13,050	12,700	-300	50
College, Universities and Professional	7,200	7,400	7,050	-200	150
Health Care and Social Assistance	45,000	44,800	43,800	200	1,200
Ambulatory Health Care Services	16,000	16,000	15,650	0	350
Hospitals	12,000	12,050	11,600	-50	400
Nursing and Residential Care Facilities	6,850	6,850	6,800	0	50
LEISURE AND HOSPITALITY	29,950	29,950	29,800	0	150
Arts, Entertainment and Recreation	4,050	3,350	4,050	700	0
Accommodation and Food Services	25,900	26,600	25,750	-700	150
Accommodations	7,950	9,100	7,850	-1,150	100
Hotel & Motels	7,100	8,300	6,950	-1,200	150
Food Services and Drinking Places	17,950	17,500	17,900	450	50
OTHER SERVICES	9,850	9,750	9,850	100	0
<b>GOVERNMENT</b>	<b>57,100</b>	<b>56,500</b>	<b>57,000</b>	<b>600</b>	<b>100</b>
Federal Government	5,900	5,900	5,850	0	50
State Government Education	8,600	9,000	8,550	-400	50
Local Government Education	25,450	24,850	25,450	600	0
Other State Government	10,100	9,900	10,050	200	50
Other Local Government	7,050	6,850	7,100	200	-50

NOTE: DATA COMPILED IN COOPERATION WITH THE U.S. BUREAU OF LABOR STATISTICS. ESTIMATES ARE PRELIMINARY AND SUBJECT TO REVISION. SEE ANNUAL SUMMARY FOR DETAILS.



## WORKERS' COMPENSATION

The Vermont Department of Labor in its Workers' Compensation and Safety Division offer a Business Assistance Program, Project WorkSAFE. This On-Site Consultation Service offers free and confidential advice to small and medium-sized businesses in Vermont. This safety and health consultation program is completely separate from the VOSHA inspection effort. In addition, no citations are issued or penalties proposed. The service is delivered by Vermont state employees using well-trained professional staff. Most consultations take place on-site, though limited services away from the worksite are available. Employers can find out about potential hazards at their worksites and improve their occupational safety and health management systems. This also includes noise monitoring, air quality testing typically for industrial chemicals and training services. It's confidential, too. Your name, your firm's name and any information you provide about your workplace, plus any unsafe or unhealthful working conditions that the consultant uncovers, will not be reported routinely to the OSHA inspection staff.

Your only obligation will be to commit yourself to correcting serious job safety and health hazards -- a commitment which you are expected to make prior to the actual visit and carry out in a timely manner. Knowledge of your workplace hazards and ways to eliminate them can only improve your own operations and the management of your firm. You will get professional advice and assistance on the correction of workplace hazards and benefit from on-site training and assistance provided by the consultant to you and your employees. The consultant can help you establish or strengthen an employee safety and health program, making safety and health activities routine considerations rather than crisis-oriented responses. Because consultation is a voluntary activity, you must request it.

In Vermont, employers may participate in the OSHA Consultation SHARP (Safety and Health Achievement Recognition Program). This program provides incentives and support to smaller, high-hazard employers to develop, implement and continuously improve effective safety and health programs at their worksite(s). The program recognizes employers who have demonstrated exemplary achievements in workplace safety and health by receiving a comprehensive safety and health consultation visit, correcting all workplace safety and health hazards, adopting and implementing effective safety and health management systems and agreeing to request further consultative visits if major changes in working conditions or processes occur that may introduce new hazards. Employers meeting these specific program requirements may be exempt from general scheduled VOSHA inspections for one year. The Safety and Health Achievement Recognition Program (SHARP) nationally

recognizes small employers who operate an exemplary safety and health management system. Acceptance into SHARP is an achievement of status that will single you out among your business peers as a model for worksite safety and health. Upon receiving SHARP recognition, your worksite will be exempt from programmed inspections during the period that your SHARP certification is valid. After requesting a consultation visit that involves a complete hazard identification survey, employers MUST:

- Involve employees in the consultation process;
- Correct all hazards identified by the consultant;
- Implement and maintain a safety and health management system that, at a minimum, addresses OSHA's 1989 Safety and Health Program Management Guidelines;
- Lower your company's Days Away, Restricted or Transferred (DART) rate and Total Recordable Case (TRC) rate below the national average; and
- Agree to notify your state Consultation Project Office prior to making any changes in the working conditions or introducing new hazards into the workplace.

After you satisfy all SHARP requirements, the Consultation Project Manager will recommend your worksite for final SHARP approval and certification. The State

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of Vermont and OSHA/VOSHA will formally recognize your worksite at a SHARP awards ceremony.

When you are initially certified as a SHARP site, you will be granted an exemption up to 2 years. After your initial certification, you may request SHARP renewal for up to 3 years.

The WorkSAFE program also offers outreach and training on its own and with several partnerships with the Vermont Small Business Development Center, The Vermont Safety and Health Council, and Green Mountain Coffee Roasters Foundation. WorkSAFE also works with many business associations and groups and numerous state agencies and departments to facilitate a common approach to Worker Health and Safety.

## Commissioner's Message - (continued)

*For more information, please contact Sally Redpath at (802) 828-4394; [sally.redpath@state.vt.us](mailto:sally.redpath@state.vt.us); or Greg Voorheis at (802) 828- 4343; [greg.voorheis@state.vt.us](mailto:greg.voorheis@state.vt.us)*

**2. CAREER AND ALTERNATIVE WORKFORCE EDUCATION** provides grants under two categories, Career Exploration and Alternative Workforce Education. Both categories promote outcomes leading to employment or continued education of youth at risk, out-of-school youth, and youth at risk of remaining unemployed.

**a. Career Exploration:** Grants in this category support career exploration projects for students in grades 7 through 12. Eligible applicants are regional technical centers, comprehensive high schools and other programs that increase career awareness and expose students to a variety of career options.

**b. Alternative Workforce Education:** Grants in this category support alternative and intensive vocational/academic programs that enable secondary students to benefit from vocational education while earning necessary credits toward graduation. Eligible applicants include regional technical centers, comprehensive high schools, the Community High School of Vermont, and non-profit organizations designated by the Workforce Development Council.

All projects in the above categories should:

- Create a continuum of education, training and work experience that increases career awareness, exposes students to an array of technical careers, assists students in making well-informed decisions about careers and education, and creates relationships with Vermont employers that increase the likelihood of students establishing a career in Vermont.
- Provide opportunities for businesses to become more involved with Vermont schools, students and curriculum, in order to strengthen the school's role in preparing students to live and work in Vermont.
- Articulate clear goals, and demonstrate accountable, measurable results.
- Not duplicate or supplant other comparable existing programs.

**Please Note:** Program descriptions provided above are intended to guide applicants in selecting the workforce development program that best matches their proposed project. The descriptions are not all inclusive, and meeting the basic criteria cannot guarantee that a project will be funded.

## Contact List for WETF Training Grant Applications

**Barre, Morrisville, White River**

**David Lahr, Regional Manager**  
(802) 476-2603  
Sheldon Esch (802) 476-2622

**Burlington, St. Albans, Middlebury**

**John Vowles, Regional Manager**  
(802) 652-0325  
Melanie Langevin (802) 652-0368  
John Young (802) 652-0307

**Rutland, Bennington**

**Larry Sudlow, Regional Manager**  
(802) 786-8805  
Donna Nobrega (802) 786-5846  
Steve Engle (802) 447-2857  
Wendy Morse (802) 447-2871

**St. Johnsbury, Newport**

**Jane Fortin, Regional Manager**  
(802) 748-3036  
Cindy Robillard (802) 748-6275  
Neil Morrissette (802) 748-6682

**Springfield, Brattleboro**

**Bob Herbst, Regional Manager**  
(802) 885-1423  
Tawny Staskunas (802) 885-1426



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## Choices and Consequences

**We all make choices – every day. And every choice will have a consequence. Every workplace will be affected by these choices and consequences.**

**Employers and workers already know that:**

- **Attitude Determines Behavior**
- **Behavior Determines Choices Made**
- **Choices Made Determines Driving Habits**
- **Driving Habits Determines Traffic Safety**
- **Traffic Safety Determines Consequences**

**But, do they know that a Consequence is the Price of a Choice Made?**