

Northeast Wisconsin Job Center's Employer News Letter

Green Bay Job Center's 2011 Fall Job Fair

Provided excellent opportunities for Employers & Job Seekers

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**We're Working to Keep
 Wisconsin Working**

Fifty employers and agencies participated in this year's Green Bay Job Center's Eight Annual Job Fair held at the historic Riverside Ballroom with nearly 1,600 job seekers attending to obtain information and apply for jobs.

opportunities and as well as the processes to get hired at their companies.

Wisconsin Job Centers and DWD regularly sponsor and/or participate in job fairs and special recruitment events.



Job fairs offer job applicants the opportunity not only to apply, but to find out about area companies, their career opportunities and application procedures. The ability to connect and network with company representatives provided area job hunters the chance to talk directly to representatives from area companies on possible employment and career opportunities available to them. Staff from the Job Center also provided on the spot technical assistance to job seekers by providing help with resumes, career information, etc. Job Seekers were also referred to additional services available at their local job center or by other service providers to help in their job hunt.

So Far DWD has helped organize 189 job fairs and recruitment events in Wisconsin with nearly 1,400 employers and over 24,000 Wisconsinites attending. Employers interested in attending job fairs sponsored by DWD can find more information on future job fairs at:

<http://www.wisconsinjobcenter.org/jobfairs/>.

Wisconsin Department of Workforce Development provides employers access to list their job openings **at no cost** at

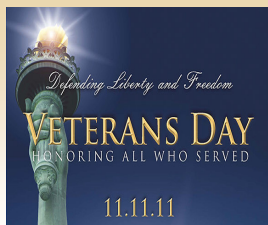
www.JobCenterofWisconsin.com.

Feedback from several of the attendees indicated they were happy to have the chance to talk to various area employers about their career opportunities. As noted by one job seeker, "It was nice to be able to talk directly to a live person and not just do an on-line application or just drop off a resume."

In addition, Wisconsin Job Centers regularly sponsor or promote on-site recruiting by businesses in their areas to help connect job seekers with current openings. If your company is interested in conducting a recruitment event at the Job Center, please call for details. In Green Bay, call 920-448-6780 and ask about scheduling on-site interviews for your company.

**To find your nearest Wisconsin Job Center,
 Please visit the Wisconsin Job Center Directory at:**

<http://www.wisconsinjobcenter.org/directory/>



EMPLOYERS: 9 Ways to Earn Income Tax Credits for Your Company

The Work Opportunity Tax Credit (WOTC): An Employer-Friendly Benefit for Hiring Job Seekers Most in Need of Employment

The "Small Business and Work Opportunity Tax Act of 2007" reauthorized and extended the Work Opportunity Tax Credit (WOTC) through December 31, 2011. The Work Opportunity Tax Credit (WOTC) is a federal income tax credit designed to help people gain on-the-job experience and acquire better employment. The WOTC program offers federal tax credits to employers as an incentive to hire people in several specific target groups.

WOTC applies only to new employees. The new employee must belong to one of the following nine target groups:

TANF Recipients: a member of a family who has received or is receiving Temporary Assistance to Needy Families (TANF) or Aid to Families with Dependent Children (AFDC) or a successor program. Employee must have received benefits for at least 9 of the last 18 months ending on the hiring date.

Veterans: a veteran AND a member of a family that has received food stamps for at least 3 months in the last 15 months ending on the hiring date. **Disabled Veterans:** a veteran who is entitled to compensation for a service-connected disability and has a hiring date not more than one year after discharge or release from active duty, or has been unemployed for a period or periods totaling at least six months during the one-year period ending on the date of hire.

Ex-Felons: convicted of a felony or released from prison for a felony within one year of the date of hire.

Designated Community Residents: an 18-39 year-old resident of a federally designated Enterprise Community (Northwoods Nijjii – Lac du Flambeau, Mole Lake and Menominee Indian Reservations) or Renewal Community (Milwaukee). Credit is only for wages earned while the youth resides in the Enterprise or Renewal Community.

Vocational Rehabilitation Referrals: has a disability serious enough to be a barrier to employment AND is referred to an employer upon completion of or while receiving rehabilitation services under a State rehabilitation plan or a program approved by the Department of Veterans Affairs. Services must have been received no longer than 2 years before the Hire Date.

Summer Youth: a 16-17 year old resident of a federally designated Enterprise Community or Renewal Community. Credit is only for wages earned for up to 90 days between May 1 and September 15 AND while the youth resides in the Enterprise or Renewal Community.

Food Stamp Recipients: 18-39 years old AND a member of a family that has received food stamps for the last 6 months or received food stamps for at least 3 of the last 5 months, but is no longer eligible to receive them.

Supplemental Security Income (SSI) Recipients: an individual who received SSI benefits for any month within the last 60 days ending on the hire date.

Long-term Family Assistance Recipients (LTFA): an individual may be certified as an LTFA recipient if he/she is a member of a family that:

- Received TANF payments for at least 18 consecutive months ending on the hiring date or;
- Received such family assistance for a total of at least 18 months (whether or not consecutive) after August 5, 1997 if the individual is hired within two years after the date that the 18 month total is reached or;
- Stopped being eligible for assistance after August 5, 1997 due to federal or state law limits and the individual is hired not more than two years after such eligibility for assistance ends.
- Disconnected Youth

How does an employer apply for the credits?

1. Complete **BOTH SIDES** of the [IRS Form 8850](#), "Work Opportunity Credit Pre-Screening Notice and Certification Request". The job applicant should complete the front side, and the employer or representative must complete the back side of the form on or before the job offer date.

The 8850 form must be complete in every detail.

Note: This document must be mailed to the WOTC Office at the DWD address below within 28 days of the job start date or the application will be denied (no exceptions).

The IRS requires original signatures, therefore, no faxes or photocopies of the forms are allowed. ([IRS Form 8850](#))

2. Complete the [ETA Form 9061](#) (Individual Characteristics form) if the job applicant does not have a completed ETA Form 9062 from a service provider. Client service providers may provide job applicants with ETA Form 9062, "Conditional Certification" identifying them as a member of a WOTC target group.

Job applicants would then give this form to the potential employer to complete their portion of the form.

- Employer/Representatives using Form ETA 9061 **must** staple reasonable eligibility documentation of a target group to this form, or provide reasonable audit trail information in response No. 19 on the form. ([ETA Form 9061](#))

When Conditional Certification form [ETA 9062](#) is used, the state or delegated agency representative providing service to the target group applicant must sign it. Employee would then provide this signed form to the employer. **With the agency signature, no other documentation is required.**([ETA Form 9062](#))

For More Info—Go to:

<http://dwd.wisconsin.gov/jobservice/taxcredit/wotc.htm>

Veterans Hiring Toolkit

Designed to help employers in recruiting, hiring and retain Veteran Employees

Interested in developing or enhancing a Veterans hiring initiative for your company but don't know where to begin?

The America's Heroes at Work Veterans Hiring Toolkit provides the information and resources you need to recruit, hire and retain qualified Veteran employees. The U.S. Department of Labor recognizes that employers can sometimes find it difficult to navigate the plethora of Veterans hiring resources available to them. So, this Toolkit was developed to simplify the process and put valuable resources at your fingertips. It serves to pinpoint helpful tools and outline some important steps to take when designing a Veterans hiring initiative that works for your particular business.

Recognizing that each employer is unique, this guide allows you to select from promising practices and other resources that employers are using to successfully welcome talented and skilled Veterans into their companies. Whether you are looking to create a plan from scratch or retool existing efforts, we encourage you to reference this guide and design an initiative that works for you.

Filled with useful information on hiring Veterans, this Toolkit has been designed to assist and educate employers who want to include Veterans and wounded warriors in their recruitment and hiring initiatives. Featuring a straightforward six-step process, it pinpoints helpful tools and outlines important steps to take when designing a Veterans hiring initiative.

It offers a Step-by-Step Toolkit for Employers in designing and setting up their own hiring initiative to recruit, hire and retain Veterans in their workforce.

Step 1: Design a Strategy for your Veterans Hiring Program

Step 2: Create a Welcoming and Educated workplace for Veterans

Step 3: Actively recruit Veterans, Wounded Warrior and Military Spouses

Step 4: Hire Qualified Veterans and learn to Accommodate Wounded Warriors

Step 5: Promote an Inclusive Workplace to Retain your Veteran Employees

Step 6: Keep Helpful Tools and Resources at your Fingertips

For more information on hiring and retaining Veterans—visit

<http://www.americasheroesatwork.gov/>

Designed for employers and the workforce development system this website offers you links to information and tools to help returning Service Members and Veterans succeed in the workplace.



Hiring Our Heroes-Green Bay Veteran's Hiring Fair

Area Employers and Organizations work to help area Veterans

The Green Bay and Fox Valley Veterans Services Staff provided workshops on resumes, interviewing techniques and other invaluable job preparedness tools to help area Veterans and their spouses at the 2011 **Hiring Our Heroes-Green Bay Veteran's Hiring Fair** on October 8, 2011, at the Lambeau Field Atrium. Over 300 area Veterans had opportunity to meet with employers and connect with variety of Veteran Service Organizations and service providers. The Hiring our Heroes program was launched in March 2011 as part of a year long partnership to improve public-private sector coordination, where Veterans and their families are returning every day. These job fairs are designed to help match Veterans talent and skills with career opportunities with local employers in the private and public sectors. This event was sponsored by the U.S. Chamber of Commerce, Department of Veteran's Employment and Training Services (DOL VETS), Green Bay Area Chamber of Commerce and Wisconsin Public Television and the local Chamber of Commerce.

This and similar events are part of the ongoing effort to spur the hiring and employment of veterans. Today's Veteran's diverse

training provides skills not found in the general population. Returning service members bring unique abilities and experience to the civilian workforce and valued talents that employers are seeking including: proven leadership skills, being technology savvy, mission focused, team players, having a strong work ethic focused on what it takes to be successful in their job. They are used to being challenged, demonstrating initiative, thinking quickly on their feet and providing every effort to accomplish their work goals. Veteran's know what it means to do "an honest day's work."

For more information on hiring Veterans in Northeast Wisconsin, Contact :

Michael Mack, Local Veteran's Service Representative at the Green Bay Job Center at 920-448-6776

or by email at: Michael.Mack@dwd.wisconsin.gov

Consumer Price Index

Consumer Price Index - All Urban Consumers (CPI-U) *

National (U.S. City Average) 1982-1984 = 100			% Change	Class B/C - Midwest States (1996/1997 = 100)			% Change	Class D - Midwest States (1982-1984 = 100)			% Change
U.S. City Average	Sep-11	Aug-11	Sep-10	Size 50,000-1,500,000	Sep-11	Aug-11	Sep-10	Size Less than 50,000	Sep-11	Aug-11	Sep-10
All Items	226.9	226.5	3.9%	All Items	139.5	139.5	3.9%	All Items	213.6	213.0	4.1%
Food & Beverage	230.4	229.5	4.5%	Food & Beverage	143.2	142.8	4.6%	Food & Beverage	227.3	226.2	4.9%
Housing	220.5	220.5	1.8%	Housing	128.7	128.6	1.7%	Housing	195.9	196.0	0.9%
Apparel	125.3	121.6	3.5%	Apparel	87.0	84.7	4.7%	Apparel	129.6	116.9	7.8%
Transportation	215.2	216.1	11.8%	Transportation	158.4	159.2	11.4%	Transportation	196.1	197.1	13.2%
Gasoline (All Types)	309.0	311.3	33.3%	Gasoline (All Types)	329.9	332.8	32.0%	Gasoline (All Types)	275.2	276.6	31.5%
Medical Care	401.6	400.9	2.8%	Medical Care	175.6	175.7	3.7%	Medical Care	379.8	377.6	2.5%
Energy	250.5	251.7	19.3%	Energy	245.0	245.9	19.0%	Energy	223.3	223.4	20.8%

Source: U.S. Department of Labor, Bureau of Labor Statistics *Not Seasonally Adjusted

Labor Force Update

Green Bay MSA (Brown, Kewaunee, & Oconto counties)	September-11	August-11	September-10	Change from one month ago August 2011	Change from one year ago September 2010
Civilian Labor Force	170,901	172,423	172,238	-1,522	-1,337
Employed	159,459	160,419	160,717	-960	-1,258
Unemployed	11,442	12,004	11,521	-562	-79
Unemployment Rate %	6.7%	7.0%	6.7%	-0.3	0.0
Total Nonfarm (NFWS) ***	165,700	165,100	166,500	600	-800
Goods Producing	35,200	35,900	34,900	-700	300
Service Producing	130,500	129,200	131,600	1,300	-1,100
Constr., Mining & Nat. Resources	6,400	6,600	6,800	-200	-400
Manufacturing	28,800	29,300	28,100	-500	700
Trade	22,700	22,800	22,900	-100	-200
Transportation & Utilities	7,500	7,300	7,700	200	-200
Financial Activities	11,700	11,700	12,000	0	-300
Education & Health Services	23,600	23,200	23,100	400	500
Leisure & Hospitality	15,500	15,800	15,800	-300	-300
Info., Prof & Bus. Svcs., & Other Svcs.	28,900	28,600	29,000	300	-100
Total Government	20,600	19,800	21,100	800	-500
Federal	1,200	1,200	1,200	0	0
State	1,900	1,900	2,200	0	-300
Local	17,500	16,700	17,700	800	-200

*** Includes employment with employers located in area. Estimates are not seasonally adjusted.

Current month estimates are preliminary. Totals may not add due to rounding. Calculations based on unrounded numbers.

All monthly estimates are subject to annual revisions.

Source: Wisconsin Department of Workforce Development, Bureau of Workforce Training, LAUS, CES

Job Center Job Order Stats:

Snapshot in time - Active Job Orders and resumes on JobCenterOfWisconsin.com as of —October 27, 2011

Statewide 33,825 Job Openings on JCW (JobCenterOfWisconsin)

Resumes/Applications on JCW 28,748 Resumes

New Job orders listed on JobCenterOfWisconsin.com (Does not include uploads to JobCenterOfWisconsin.com from JobCentral.com)

	August 2011		September 2011	
State Wide	7,530 Job Orders	15,889 Job Openings	7,338 Job Orders	13,733 Job Openings
Bay Area (10 Counties)	1,251 Job Orders	2,599 Job Openings	1,118 Job Orders	2,335 Job Openings
Fox Valley (7 Counties)	1,091 Job Orders	2,931 Job Openings	1,027 Job Orders	2,065 Job Openings

Notification of Employee Rights under the National Labor Relations Act

The National Labor Relations Board has issued a Final Rule that will require employers to notify employees of their rights under the National Labor Relations Act as of January 31, 2012.

Private-sector employers (including labor organizations) whose workplaces fall under the National Labor Relations Act will be required to post the employee rights notice where other workplace notices are typically posted. Also, employers who customarily post notices to employees regarding personnel rules or policies on an internet or intranet site will be required to post the Board's notice on those sites. Copies of the notice will be available from the Agency's regional offices, and it is also available for a free download from the NLRB website (<http://www.nlr.gov/poster>).

The notice, which is similar to one required by the U.S. Department of Labor for Federal Contractors, states that employees have the right to act together to improve wages and working conditions, to form, join and assist a union, to bargain collectively with their employer, and to refrain from any of these activities. It provides examples of unlawful employer and union conduct and instructs employees how to contact the NLRB with questions or complaints.

A fact Sheet with further information about the rule is available at : <https://www.nlr.gov/node/1526>

Questions and Answers:

Does my company have to post the notice?

The posting requirement applies to all private-sector employers (including labor unions) subject to the National Labor Relations Act, which excludes agricultural, railroad and airline employers. In response to comments received after the proposed rule was announced, the Board has agreed to exempt the U.S. Postal Service for the time being because of that organization's unique rules under the Act.

There is no union in my workplace; will I still have to post the notice?

Yes. Because NLRA rights apply to union and non-union workplaces, all employers subject to the Board's jurisdiction (aside from the USPS) will be required to post the notice.

I am a federal contractor. Will I have to post the notice?

The Board's notice posting rule will apply to federal contractors who already are required by the Department of Labor to post a similar notice of employee rights. {See Executive Order 13496: Notification of Employee rights under Federal Labor Laws at <http://www.dol.gov/olms/regs/compliance/EO13496.htm>} A contractor will be regarded as complying with the Board's notice posting rule if it posts the Department of Labor's notice. Employers must also post the notice on an Intranet or an Internet site if personnel rules and policies are customarily posted there.

I operate a small business. Will I have to post the Board's notice?

The rule applies to all employers subject to the Board's jurisdiction, other than the U.S. Postal Service. The Board has chosen not to assert its jurisdiction over very small employers whose annual volume of business is not large enough to have a more than a slight effect on interstate commerce. The jurisdictional standards are summarized in the rule.

How will I get the notice?

The Board will provide copies of the notice on request at no cost to the employer beginning on or before November 1, 2011. These can be obtained by contacting the NLRB regional offices. Employers can also download the notice from the Board's website and print it out in color or black-and-white on one 11-by-17-inch paper or two 8-by-11-inch papers taped together. Translated versions will be available, and must be posted at workplaces where at least 20% of employees are not proficient in English. Finally, employers can satisfy the rule by purchasing and posting a set of workplace posters from a commercial supplier.

* The National Labor Relations Act covers most private-sector employers. Excluded from coverage under the NLRA are public-sector employees, agricultural and domestic workers, independent contractors, workers employed by a parent or spouse, employees of air and rail carriers covered by the Railway Labor Act, and supervisors (although supervisors that have been discriminated against for refusing to violate the NLRA may be covered).

DWD launches updated Website with updated look, simpler menus, quicker access



DWD launched a new public website at <http://dwd.wisconsin.gov>, in June. The site provides job seekers and employers with quick and easy access to information they need, plus other features to improve overall communication and strengthen job creation efforts.

For those who visit the site on a regular basis, the changes are obvious. In addition to a new look complete with new agency logo, the website is designed to provide easier access to the many services and programs provided by the departments within DWD.

Secretary Baumbach indicated that, when he arrived to lead DWD operations, a top priority was getting information to the public in a faster and more complete way, which prompted the web redesign. The project was completed in-house by a team of DWD employees from across DWD's six divisions. As part of the redesign, DWD surveyed staff along with job seekers, employers and other visitors to the public website.

"A greater social media presence and real-time information updates will help us connect more with job seekers, employers and others involved in workforce development," Secretary Baumbach said. "We want to do a better job of bringing information to the public, and we believe these new tools will do just that."

In the process of re-design, website language was simplified. Site navigation was improved by helping customers self-select to view relevant information for their particular needs. New sections of the website were developed and geared to businesses, individuals and other large groupings.

In addition to maintaining a link to the [Facebook page](http://www.JobCenterofWisconsin.com) for www.JobCenterofWisconsin.com, DWD's new website also features a Twitter feed and a news ticker alerting visitors and customers to the latest developments involving DWD programs and services.

Visitors should check out the Workforce Social Network widget on the new [DWD homepage](http://dwd.wisconsin.gov) and check out DWD's expanded list of partners' pages here: http://dwd.wisconsin.gov/dwd/workforce_social_network.htm. If you or your organization would like your social media pages listed on the site, please contact DWD Communications Director John Dipko.

DWD will be contacting businesses, education and training partners, and other organizations to seek comments and additions to the website. For example, DWD will be seeking images of Wisconsin at work or training that can be featured on the agency's website.

US Labor Department launches economic and employment statistics app Smartphone users gain mobile access to latest labor data and news

WASHINGTON — The most up-to-date employment data and economic news releases from the U.S. Department of Labor's Bureau of Labor Statistics and its Employment and Training Administration now can be viewed using a new mobile application.

The free app displays real-time updates to the unemployment rate, Unemployment Insurance initial claims, the Consumer Price Index, payroll employment, average hourly earnings, the Producer Price Index, the Employment Cost Index, productivity, the U.S. Import Price Index and the U.S. Export Price Index as they are published each week, month or quarter. News releases providing context for the data are also available through the app and

can be viewed within a mobile browser or as PDF documents.

"We know that people around the world are interested in labor statistics," said Secretary of Labor Hilda L. Solis. "The Labor Department is continuously exploring how to share important information using the fastest, simplest, most wide-reaching means available, and this app allows us to increase the accessibility of our statistical data."

The new app is currently available for the iPhone and iPod Touch as well as Android phones. The Labor Department is working to develop versions for BlackBerry and iPad devices. Visit <http://m.dol.gov/apps/> to download this and other mobile apps.