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Job Service Bozeman
121 N Willson St.
Bozeman, MT 59715

Phone: (406) 582-9200
Fax: (406) 582-9210
Email: BozemanJSC@mt.gov

www.bozemanjobs.mt.gov



JOB SERVICE BOZEMAN NEWS

Job Service Employers' Committee Monthly Newsletter

Why Leading Companies Put People at the Center of Their Business

From U.S. Department of Labor Blog.

There's been a lot of talk recently about the role and responsibilities of businesses in today's society. It's a topic the president spoke about during his most recent State of the Union address, and something Secretary Perez is passionate about. It's not a new concept. Just ask Henry Ford.

At the Department of Labor, we believe that the best companies view their employees as an asset to help the business thrive, not as a cost to be mitigated. We spend a lot of time talking to business leaders who invest in their workforce, as well as thought leaders who have shown in their research that in the long term, companies have a competitive advantage when they approach the well-being of their workforce as a key consideration in their business strategy.

Danny Meyer has been a leader in this area, first as the founder of Shake Shack and now at Union Square Hospitality Group. So we were excited to work with Danny and his team recently to help identify the common threads for business leaders working to build high-road jobs.

Over two days this summer, 15 companies and organizations came together to share what works, what they want to change, and the bumps they see – even along the high-road – in business culture, government and academia. The companies represented hospitality, retail, manufacturing, health care, consulting and more, including well-known brands like Union Square Hospitality Group, The Container Store, PwC, KIND Snacks, Shake Shack, Root Inc., Boloco and others. They are all at different points in their journey, but what was exciting was their shared interest in participating in this exploration and learning from one another. [Read more...](#)



Secretary Tom Perez with Shake Shack CEO Randy Garutti at the F Street NW location in Washington, D.C.

“What if we could demonstrate that being values-driven and empowering workers does not come at the expense of profit, but rather can drive growth?”



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What is the 'Real' Unemployment Rate?

By Heidi Shierholz, U.S. DOL Chief Economist

At the Department of Labor we regularly get questions about what the “real” unemployment rate is. Another way to state these questions might be “What is the measure that truly captures the state of job opportunities?” The answer, it turns out, is there isn’t just one. There is no way to capture the state of something as complex as the U.S. labor market with one number. That is why the department’s Bureau of Labor Statistics publishes a huge array of measures, which together provide a comprehensive picture of the state of job opportunities.

The “official” unemployment rate is the most well-known. BLS defines a worker as unemployed if they are jobless but actively seeking work. The official unemployment rate is the number of workers who are unemployed divided by the number of workers who are either employed or unemployed. At its peak in the aftermath of the Great Recession, the official unemployment rate reached 10 percent; as of August 2016, it is now down to 4.9.

[Read More...](#)



Non-Seasonally Adjusted Unemployment Rate September 2016:

Nation *4.9%
Montana *4.3%
Gallatin County *2.4%

Gallatin County:
Unemployment Rate: 2.3%

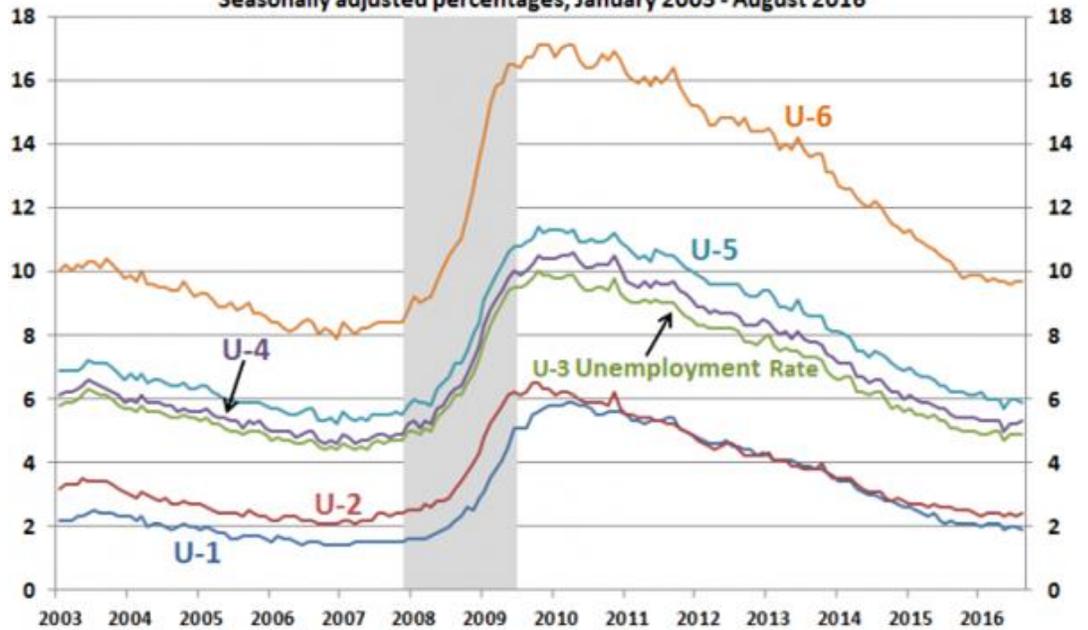
Total Labor Force: 63,487

Total Unemployed: 1,444

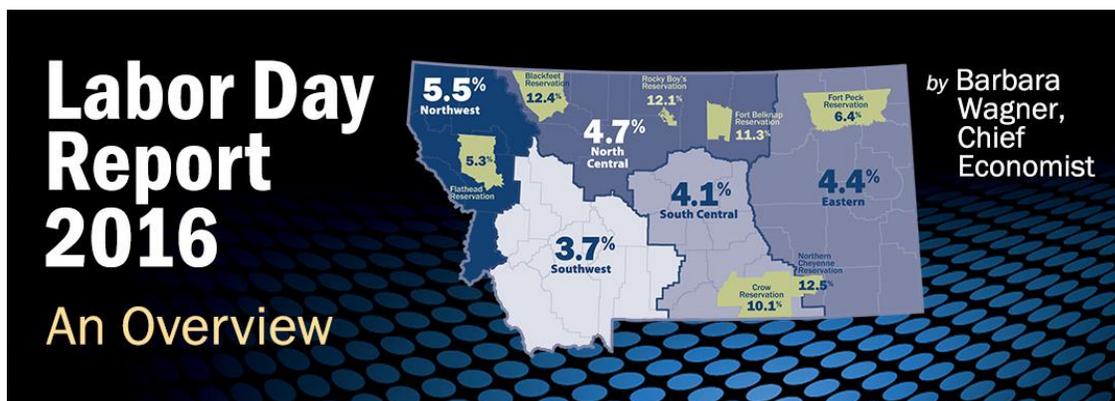
Source: Local Area Unemployment Statistics
www.lmi.mt.gov

As of October 1st, the Job Service Bozeman Center has 1,082 jobs posted across all industries.

Alternative measures of labor underutilization
Seasonally adjusted percentages, January 2003 - August 2016



Note: Shaded area represents recession as determined by the National Bureau of Economic Research. Source: BLS [Current Population Survey](#).



September Issue of Montana Economy At A Glance: [Click here to View Montana Economy at a Glance.](#)



This month's featured article: [Labor Day Report 2016: An Overview](#)

Montana's economy had an exceptional year in 2015, according to this year's Labor Day Report. Each year, the Montana Department of Labor & Industry produces a Labor Day Report to provide information on the status and trends in the Montana economy. The report covers all industries and all regions of the state (including reservations), and includes multiple indicators to provide a comprehensive understanding of economic progress for the year. In addition to being an annual update, the report also provides background information for media and policy makers on the size of Montana's industries, composition of the labor force, and other information throughout the year. This overview summarizes the high points of the 2016 Labor Day Report. [Read More](#)

EEOC Releases New Online Resource Center for Small Businesses

9-27-16, U.S. Equal Employment Opportunity Commission

Provides User-Friendly Information on Federal Anti-Discrimination Laws, Tips for Small Businesses and Videos on Frequently Asked Compliance Questions

WASHINGTON - The U.S. Equal Employment Opportunity Commission (EEOC) released today a new online resource center designed to help small business owners comply with the laws enforced by EEOC.

The Small Business Resource Center (SBRC), located on EEOC's public website at <https://www.eeoc.gov/employers/smallbusiness/>, provides a user-friendly one-stop source for information on federal employment anti-discrimination laws.



The Resource Center was designed for the busy small business owner who needs information both quickly and in a format that is easy to understand. In addition to providing general information on EEOC's laws and ways in which EEOC can assist small businesses, there are also answers to frequently asked questions, guidance in making employment decisions and tips for small businesses on a variety of potential workplace discrimination issues.

EEOC is also launching the first in a series of short videos for small business owners on frequently asked compliance questions. The videos feature EEOC employees from across the country addressing topics, such as responding to an EEOC discrimination charge, and many helpful strategies for small businesses to follow when they start the hiring process.

<https://www.eeoc.gov/eeoc/newsroom/release/9-27-16.cfm>

*One-Stop Shop
of Resources
Tailored Just for
Small
Businesses*

New I-9 Form

The newest version of the Form I-9 will be made available by Nov. 22, 2016. U.S. Citizenship and Immigration Services (USCIS)

<https://www.uscis.gov/i-9-central/whats-new>

Employers may continue using the current version of Form I-9 with a revision date of 03/08/2013 until Jan. 21, 2017. After Jan. 21, all previous versions of the Form I-9 will be invalid.

The White House Office of Management and Budget approved the latest revisions to the Form I-9 on Aug. 25, 2016, clearing the way for the form to be released.

The new Form I-9 will have an expiration date of Aug. 31, 2019.

For complete information, visit: <https://www.uscis.gov/i-9-central>

Wage and Hour Division

Fact Sheet: Final Rule to Implement Executive Order 13706, Establishing Paid Sick Leave for Federal Contractors



The Department of Labor has announced that on September 30, 2016, it will publish a final rule to implement Executive Order 13706, Establishing Paid Sick Leave for Federal Contractors. Executive Order 13706 was signed by President Barack Obama on September 7, 2015, and requires parties that enter into covered contracts with the Federal Government to provide covered employees with up to 7 days of paid sick leave annually, including paid leave allowing for family care. The final rule describes the categories of contracts and employees covered by the Executive Order; the rules and restrictions regarding the accrual and use of paid sick leave; the obligations of contracting agencies, the Department of Labor, and covered Federal contractors under the Order; and the remedies and enforcement procedures to implement the Order's requirements.

Read on: <https://www.dol.gov/whd/govcontracts/eo13706/PaidLeaveFS.htm>

MT 2017 Minimum Wage Determination for State Minimum Wage

(Current) \$8.05 – (Effective 1/1/2017) \$8.15

The minimum wage is subject to a cost-of-living adjustment based on the Consumer Price Index no later than September 30th of each year. Montana's minimum wage is to be the greater of the federal or current state minimum wage. New wage is a result of the cost-of-living adjustment based on the increase in the consumer price index from last August 2015.

<http://erd.dli.mt.gov/labor-standards/wage-and-hour-payment-act/state-minimum-wage>

Checklist For Overtime Analysis

To meet the Dec. 1, 2016, deadline for the new federal overtime rule, HR professionals must lay the groundwork now. To do that, experts suggest taking the following steps:

- **Identify** currently exempt employees who earn less than the new annual threshold of \$47,476.
- **Estimate** how much overtime those employees currently work.
- **Analyze** your budget to help assess your compensation options.
- **Review** job descriptions for exempt positions to verify that the duties are accurately listed.
- **Ensure** that employees in the same roles aren't classified differently, because that could prompt discrimination claims.
- **Develop** a communications plan for those moving from exempt to nonexempt status to minimize negative impact on morale.
- **Consider** placing restrictions on overtime and explore ways to track nonexempt workers' hours.
- **Determine** whether changes are needed in other policies such as telecommuting and mobile device usage to curtail overtime and working off-the-clock.

FLSA Overtime Calculator Advisor U.S. Department of Labor

The Fair Labor Standards Act (FLSA) Overtime Calculator Advisor provides employers and employees with the information they need to understand Federal overtime requirements.

<http://webapps.dol.gov/elaws/otcalculator.htm>

Begin FLSA Overtime Calculator Advisor Now

Montana Small Business Development Centers How to Sell Online Guide

Did you know the SBDC creates digital resources for your business to thrive? We have added new content to our website to grow your success - mtsbdc@mt.gov

Are you an existing business thinking about selling online, or are you a start-up thinking about e-commerce sites and solutions? Any business looking to move into the online selling realm can use this guide to get started. Everything from site comparisons, to selling on social media, to taxes, and more, are covered!

WHAT IS MANUFACTURING DAY?

Manufacturing DaySM is a celebration of modern manufacturing meant to inspire the next generation of manufacturers. Although Manufacturing Day officially occurs on the first Friday in October—this year is Oct 7, 2016—any day can be a Manufacturing Day.

Companies and community organizations should plan their events on the date that works best for them and their community. Any day of the year can be Manufacturing Day. All events should be registered on this site no matter what date they are scheduled. Only registered event hosts have access to all of the free event planning and execution resources created by the national co-producers. <http://www.mfgday.com/>

There are 31 MFG DAY events planned in Montana in 2016
<http://www.mfgday.com/events?country=US&state=MT#filter>



Business Workshops for October & November



Job Service Bozeman Workshop Series is provided at no cost to Employers and Business Owners.

All workshops are scheduled *Noon to 1:00 p.m. at Job Service*

October 12, 2016 - Progressive Discipline & Wrongful Discharge; Job Service Bozeman

Presented by Rende Mackay; MT Department of Labor and Industry's Human Resource Director

What is the Montana Wrongful Discharge from Employment Act and what do you need to know? What is "good cause" for terminating an employee? Do you know how to comply with the Act and safely terminate an employee?

October 25, 2016 - FLSA Overtime Changes and How It Affects You; Belgrade Chamber of Commerce

Presented By Theresa Sroczyk; Compliance Specialist for Montana Department of Labor & Industry Employment Relations Division

An overview of the changes to the Overtime Exemptions for Executive, Administrative, and Professional employees.

November 10, 2016 - Work Opportunity Tax Credit (WOTC); Job Service Bozeman

Presented By Christy Robbins; Program Manager for the Department of Labor & Industry Workforce Services Division

Employers who hire new employees from one of the approved target groups may be eligible for this tax break.





121 North Willson
Bozeman, MT 59715

October 12, 2016; Noon to 1:00 p.m. at Job Service

PROGRESSIVE DISCIPLINE AND WRONGFUL DISCHARGE

PRESENTED BY *RENDE MACKAY*

State of Montana Department of Labor & Industry Human Resource Director

What is the Montana Wrongful Discharge from Employment Act and what do you need to know?

What is "good cause" for terminating an employee?

Do you know how to comply with the Act and safely terminate an employee?

Come learn how progressive discipline and a formal grievance procedure can provide employers protection under the act. The Montana Wrongful Discharge from Employment Act contains specific requirements for employers who decide to terminate an employee. If not done properly, the employer may be guilty of wrongful discharge and the employee may be awarded lost wages. Attend this session to learn how to protect your business when it comes to terminating employees in Montana.

About the Presenter:

Rende currently serves as the MT Department of Labor and Industry's Human Resource Director. She has over 18 years of human resource management experience in the public, private and non-profit sectors. She has worked in all areas of human resources including generalist, labor relations specialist, training, benefits, and senior leadership roles. Rende received her Bachelors of Human Services from the College of Great Falls and her Professional of Human Resources (PHR) certification through the national Human Resource Certification Institute.

Rende also believes in giving back to her community and is very active on several non-profit boards. She has served on both the local Society of Human Resource Management (SHRM) chapter as well as the Montana State Council SHRM. In addition, she has been President of the Premiere Dance Company Board of Directors and served on the Elkhorn Credit Union board. When Rende is not working or volunteering her time, she enjoys such pastimes as water skiing, wake surfing, pottery, horseback riding, and taking in the arts and entertainment offered in the Helena community. She is married to her husband of 25 years and they have one daughter who is a nursing student at Montana State University.

To Register, contact Nancy at 582-9234 or Susan at 582-9223.





The FLSA Overtime Changes and How it Affects You

PRESENTED BY THERESA SROCZYK; COMPLIANCE SPECIALIST FOR MONTANA
DEPARTMENT OF LABOR & INDUSTRY EMPLOYMENT RELATIONS DIVISION

October 25, 2016; 3pm to 5pm
Belgrade Chamber of Commerce
10 East Main Street

To Register, contact
Nancy at 582-9234
or
Susan at 582-9223.

The Wage and Hour Unit of the Montana Department of Labor and Industry will present an overview of the changes to the *Overtime Exemptions* for Executive, Administrative, and Professional employees.

The presentation will also address how it applies to existing Montana *Overtime Laws*.

About the Presenter:

Theresa Sroczyk is a Wage & Hour Compliance Specialist with the Montana Department of Labor and Industry. She grew up in Montana and entered the Air Force upon graduation from college. She retired after 20 years and came back to Montana. She has been in her present position with the State of Montana seven years.



121 North Willson
Bozeman, MT 59715

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Work Opportunity Tax Credit

BUSINESS WORKSHOP PRESENTED BY CHRISTY ROBBINS

Program Manager for the Department of Labor & Industry Workforce Services Division

Date: November 10, 2016, Time: Noon to 1:00 p.m.

Employers who hire new employees from one of the approved target groups may be eligible for this tax break.

The Work Opportunity Tax Credit (WOTC) program reduces an employer's cost of doing business and requires minimal paperwork. The success and growth of this program depends on a strong public and private sector partnership to help those most in need find and retain jobs and gain on-the-job skills and experience. WOTC benefits employers and increases economic growth and productivity. Use of the program has substantially increased in recent years as Congress has expanded the target groups' and increased certain credits.

The majority of employers aren't aware the program exists and others are reluctant to apply. When applying for certification the employer needs to submit an IRS Form 8850 and an ETA 9061. These forms must be completed on or before the job is offered to the potential employee and submitted to the Department of Labor & Industry, WOTC Unit, 1327 Lockey; Helena, MT. 59601, within 28 days of the employee's start date.

For more information about the program, attend this free workshop at the Job Service Bozeman. To Register:

Call Sue at 582-9223 or E-Mail: shanken@mt.gov.

Or call Nancy at 582-9234 or E-Mail: naxtell@mt.gov

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About the Presenter:

Christy Robbins is a Program Manager for the Department of Labor's Workforce Services Division. She's been employed department for 25 years starting out the first 10 years with the Unemployment Insurance Division and the last 15 as the Work Opportunity Tax Credit Program Manager. As the program manager she reviews, investigates and evaluates certification requests to determine employer eligibility along with providing state and national training to interested organizations.



Montana Department of
LABOR & INDUSTRY

Up to
\$9,600 / 

With a tax credit of up to \$9,600 per employee, you can't afford gaps in screening or documentation.