

TRAINING AND EMPLOYMENT NOTICE	NO. 1-09
	DATE July 1, 2009

TO: STATE WORKFORCE AGENCIES

FROM: CHERYL ATKINSON *Cheryl Atkinson*
 Administrator
 Office of Workforce Security

SUBJECT: Federal-State Unemployment Compensation Legislative Seminars

1. Purpose. To announce and solicit nominations for two sessions of the Federal-State Unemployment Compensation (UC) Legislative Seminar.

2. Background. In recent years, the Division of Legislation within the Office of Workforce Security has conducted legislative training seminars on Federal law requirements for UC programs and the Federal legislative review process. Given continued requests for this training we are scheduling two sessions for October 19-23, 2009, and December 7-11, 2009, in Washington, DC. The sessions are similar to those held in 2007.

3. Content. The seminars will provide an overview of specific Federal law requirements for tax credit and administrative grant certification, as well as other specific Federal law provisions that affect state UC programs. The seminars are intended to improve states' understanding of the Federal legislative review process and improve communications between state agencies and the Department of Labor. The agenda includes recent changes in Federal UC law and a review of pending Federal legislation. The seminars will also provide specific information about the changes to the UI program made by the UI Modernization Act and requirements for states to receive modernization incentive payments.

This training is designed for state agency personnel who work directly on state UC legislation or conformity and compliance issues, and who have a familiarity with Federal requirements. It may be necessary to limit the number of attendees from each state and Regional Office. It is strongly recommended that, in nominating participants, states and Regional Offices review the attached proposed agenda and select individuals who would derive the most benefit from the seminar. Individuals such as the Agency Administrator, UC Director, legislative liaisons, legal counsel, or state legislative staff are the most likely candidates for this training.

4. Logistics. The seminars will be held in the Frances Perkins Building, U.S. Department of Labor, 200 Constitution Ave., N.W., Washington, D.C., 20210. Seminars will begin at 1:00 on Monday and end at noon on Friday.

A block of rooms has been reserved at the St. Gregory Hotel, at the Federal government per diem

rate (currently \$233.00, subject to change), for both the October and December seminars. We have asked the hotel to extend the Federal government rate to participants who would like to stay in Washington either before or after the seminar if space is available. Participants will be responsible for making their own reservations and will be responsible for all travel and per diem costs. Further information about accommodations and local events will be provided at a later date. **Because we anticipate receiving more nominations than we can accommodate, and may not be able to accommodate participants' first choice for which session to attend, reservations should not be made until participants have been notified that they have been selected to participate in the seminars.**

5. Action Required. States wishing to send staff to the seminars should review the proposed agenda and have nominees complete the attached form indicating their responsibility in creating or reviewing UC legislation or in assuring conformity and compliance with Federal law. Please make sure that nominees provide complete answers to all questions as this will help us determine which nominees will be accepted for the training if there are more nominees than space available. Once participants are confirmed, we will send them further information about the seminar and request that they make the appropriate travel and lodging arrangements.

Nomination forms should be received by August 14, 2009. We will attempt to accommodate any nominations received after that date if space is available.

Nomination forms should be sent to Pam Mertens, by e-mail at mertens.patricia@dol.gov or by fax to 202-693-2874.

6. Inquiries. Please direct questions concerning the seminars to Robert Johnston at 202-693-3005. Questions concerning nominations should be directed to Pam Mertens at 202-693-3182.

7. Attachments. Draft Agenda
Participation Nomination Form



**FEDERAL-STATE
UI LEGISLATIVE SEMINAR AGENDA
DRAFT**

- Welcome/Introductions/Seminar Objectives
- Status of Federal Legislation and Other Initiatives
- History of the Federal-State UI Program
- The Federal Conformity/Compliance Process
- Coverage Requirements
- Federal System of Tax Credits
- Experience Rating Requirements
 - "Uniform Method"
 - Types of Systems
 - Methods of Charging
 - Noncharging
 - New Employers
 - Reimbursement
- Benefit Standards
 - EB
 - Between Terms
 - A&A
 - Others
- UI Modernization Requirements

- Immediate Deposit/Withdrawal Standard
 - Cash Management
 - Permissible Withdrawals
 - Permissible Deductions
 - Relation to Eligibility
 - Reed Act and UI Modernization Fund Uses
- Title XII Advances to State Unemployment Funds
- Administrative Requirements
 - Methods of Administration
 - Java
- Confidentiality/Required Disclosure
- Appeals
- Close

PARTICIPATION NOMINATION FORM

Name: _____

Job Title: _____

Mailing Address: _____

Phone Number: _____

E-Mail: _____

Session Preference: **October** **December** **Either**

Briefly describe your role in creating or reviewing UI legislation or in assuring conformity/compliance with federal law:

Do you have any suggestions or specific topics that are not on the agenda which you would like to see addressed?

Have you attended one of our seminars in the past? If so, when?
