

# U.S. Department of Labor

Employment and Training Administration  
Sam Nunn Atlanta Federal Center  
Room 6M12 - 61 Forsyth Street, S.W.  
Atlanta, Georgia 30303



July 25, 2003

REGION 3 SWA ISSUANCE NO. 03-14

SUBJECT: Federal-State Unemployment Compensation Seminars

1. Purpose. To announce the upcoming Federal-State Unemployment Compensation (UC) Legislative Seminars that will be held September 15-19, 2003, and November 3-7, 2003, in Washington, D.C., and to request nominations for seminar participants.
2. Background. In recent years, the Division of Legislation within the Office of Workforce Security has conducted legislative training seminars on the federal law requirements for UC programs and the federal legislative review process. As the response by State agencies to the training has been very favorable, we are scheduling two basic training sessions this fall.

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. We hope to improve the States' understanding of the federal legislative review process and improve communications between State agencies and the Department of Labor. Time has also been included in the agenda to review the status of pending federal legislation and to discuss State-proposed legislation. This training is designed for State agency personnel who work directly on State UC legislation or administering conformity/compliance and have a limited familiarity with federal requirements. The sessions are similar to those last held in 2001.

Depending on the response, it may be necessary to limit the number of attendees from each State. We will, however, attempt to accommodate as many participants as possible. It is strongly recommended that, in nominating participants, States review the attached agenda and select individuals whose attendance would most benefit both the agency and the individual. Individuals such as Agency Administrators, UC Directors, legislative liaisons, legal counsels, or State legislative staff are the most likely candidates for this training.

3. Training Location and Time. The seminars will be held in Room C-5310 of the Frances Perkins Building, U.S. Department of Labor, 200 Constitution Ave., N.W., Washington, D.C., 20210. Seminars will begin at 1:00 p.m. on Monday and end at 12 Noon on Friday.



4. Hotel Accommodations. A block of rooms has been reserved for each seminar at the One Washington Circle Hotel. Participants will be responsible for confirming reservations 30 days prior to arrival at the hotel. The cost of the rooms is \$150 plus tax (14.5%) per night, which is the federal government rate. The hotel has agreed to offer this rate to participants who would like to extend their stay in Washington either prior to or after the seminar. Arrangements for extended stays will be left up to the participants. Further information about accommodations and local events will be provided to each participant at a later date.

5. Action. Nominees for participation are asked to complete the attached nomination form indicating their responsibility in creating or reviewing UC legislation or in assuring conformity/compliance with federal law. This will make it possible for us to determine which nominees will be accepted for the training if there are more nominees than space available. Once participants are confirmed, further information concerning the seminar will be sent directly to them.

Completed nomination forms should be faxed to Stephen Dean by July 30, 2003, at 404-562-2153. You are also encouraged to submit court cases, bills, proposed legislation or questions which you would like to have addressed during the seminars at least 15 days prior to the seminar.

6. Inquiries. Please direct questions concerning the seminars to Stephen Dean or Ann Thomas at 404-562-2122.

7. Expiration Date. November 30, 2003.

*Helen N. Parker*  
HELEN N. PARKER  
Regional Administrator

Attachments: Federal-State UI Legislative Seminar Draft  
Agenda and Participation Nomination Form

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

**FIRST DAY**

- **Registration**
- **Welcome/Introductions/Seminar Objectives**
- **Status of Federal Legislation and Other Initiatives**
- **History of the Federal-State UI Program**
- **The Federal Conformity/Compliance Process**

**SECOND DAY**

- **Federal System of Tax Credits**
- **Coverage Requirements**
- **Experience Rating Requirements**
  - **“Uniform Method”**
  - **Types of Systems**
  - **Methods of Charging**
  - **Noncharging**
  - **New Employers**
  - **Reimbursement**
- **Benefit Standards**

### **THIRD DAY**

- **Benefit Standards (Continued)**
- **Immediate Deposit/Withdrawal Standard**
  - **Cash Management**
  - **Permissible Withdrawals**
  - **Permissible Deductions**
  - **Relation to Eligibility**
  - **Reed Act**

### **FOURTH DAY**

- **Immediate Deposit/Withdrawal Standard (Continued)**
- **Administrative Requirements**
  - **Methods of Administration**
  - **Java**
- **Confidentiality/Required Disclosure**

### **FIFTH DAY**

- **Appeals**
- **Group Discussion of Issues Brought by Participants**
- **Close**

**PARTICIPATION NOMINATION FORM**

**Name:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Session Preference:** **September** \_\_\_\_\_ **November** \_\_\_\_\_ **Either** \_\_\_\_\_

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

Do you have any specific court cases, bills, or proposed legislation which you would like to see addressed?

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?