

# Special Edition of the HRS e-newsletter – *The HRedge*

November 2007

## This edition's contents:

- HRS is WedNet and MRC authorized provider/consultant
- New I-9 form required as of this month – **Urgent** and Download included
- New and Improved [www.hrstndassociates.com](http://www.hrstndassociates.com)
- Did you comply with changes in PA minimum wage law?

Please feel free to talk to any of our consultants for clarification of any information provided and visit our website for details about HRS at [www.hrstndassociates.com](http://www.hrstndassociates.com)

## HRS is authorized training provider

HRS/TND Associates is authorized as a valid training provider by both the Manufacturers Resource Center and the Business Services Division of the Pennsylvania Career Link. We have recently become aware that certain local training organizations have been inaccurately representing themselves as the only authorized training provider through which a client may obtain Manufacturers' Resource Center WedNet funding. To correct this impression, we would like our clients to know that HRS/TND Associates is both capable of meeting a broad range of training needs, including supervisory training, which has been well received by both participants and employers, and that this training has been paid for, in part, or entirely, by available state funds. In addition, the organizations which administer the funding do not determine which training resources must be used; the client company may do that! In the case of WedNet funding, the MRC simply provides a client with the ability to choose from several contractors which possess the expertise they require.

HRS/TND Associates is the only local consultant represented by staff with significant and diverse human resource management experience, and predominantly certified staff with widely-recognized credentials through the Society of Human Resource Management. See our staff biographies on the Website at <http://www.hrstndassociates.com/stafflist.php>.

## New I-9 Released-Attention needed!

From SHRM we learn that on Wednesday, November 7, 2007, the USCIS released a revised Employment Eligibility Verification Form (I-9), which is now available for use. It is a federal requirement that US employers complete an I-9 form for all employees within the first three days of employment, and retain the form for one year after termination of employment or three years, whichever is longer. While employers may start using the form immediately, it will officially become effective when posted in the federal register at a later date. Download the revised I-9 at the home page of the HRS website at [www.hrstndassociates.com](http://www.hrstndassociates.com). A government handbook for employers is also on our website.

## **Check it out!!! [www.hrstndassociates.com](http://www.hrstndassociates.com) is all NEW!!!**

Our new site is reformatted and has more info than ever!! Find out about our staff, our services. We will be providing our clients with ID's and Passwords to access our Client Section of the site. Everyone can find links to important sites, issues of this newsletter, and more! Check it out and let us know what you think!!! Interested in obtaining client access? Go to the [Contact Us section](#) of our site and we will set you up!

## **Just in case you missed the change in minimum wage...**

**Pennsylvania Minimum Wage Increases-- Effective Date: July 1, 2007**

**Pennsylvania Minimum Wage increases to \$7.15 on July 1, 2007**

**Federal Minimum Wage increases to \$5.85 on July 24, 2007**

**Are you ready? Have you spoken to your Payroll Service? Most are not going to be making the increase for you. Avoid complications later by talking to them now.**

### **Two Minimum Wage Rates for PA Employers**

**For Employers with more than 10 employees the new minimum wage is **\$7.15 /hr.****

**For Employers with 10 or fewer employees the new minimum wage will be **\$6.65 /hr.** This lower rate will end July 1, 2008.**

**The minimum wage for tipped employees will remain a \$2.83**

**Act 112 of 2006 requires Pennsylvania to increase its minimum wage. For detailed information concerning this law, go to the "PA Labor and Industry Internet" website <http://www.dli.state.pa.us/> and do a keyword search "minimum wage".**

#### **Removal from mail list...**

**If you no longer wish to receive this newsletter, send an email to [hrguvs@hrstndassociates.com](mailto:hrguvs@hrstndassociates.com) and place "remove" in the subject line.**

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