

TRAINING AND EMPLOYMENT NOTICE	NO. 30-18
	DATE June 28, 2019

TO: STATE WORKFORCE AGENCIES
UNEMPLOYMENT INSURANCE DIRECTORS
UNEMPLOYMENT INSURANCE TAX STAFF

FROM: MOLLY E. CONWAY 
Acting Assistant Secretary

SUBJECT: Virtual Federal/State Unemployment Insurance (UI) Tax Summit

1. **Purpose.** To announce that the Employment and Training Administration (ETA) will host a Virtual Federal/State UI Tax Summit August 20 – 22, 2019.
2. **Action Requested.** ETA requests State Administrators to provide this information to all staff responsible for performing UI tax-related activities and allow staff to participate in the virtual conference.
3. **Summary and Background.**
 - a. Summary – ETA recognizes the need for training, technical assistance, and information focused on UI tax issues. To help address this need, ETA is hosting the Virtual UI Tax Summit, which will cover topics of interest to state staff performing UI tax-related activities.
 - b. Background – This virtual summit will provide a forum for ETA National and Regional Office UI tax staff to provide timely information and guidance to state UI tax staff. It will also provide a platform for states to share promising practices that create efficiencies and promote integrity in state UI tax operations.
4. **Conference Information.**
 - a. **Target Audience.** ETA strongly encourages state UI Tax Chiefs and Managers, UI Tax program specialists, Tax Performance System reviewers, and Tax Data Validation staff to register and participate in the Virtual UI Tax Summit.
 - b. **Dates and Times.** The Virtual UI Tax Summit will be held August 20 – 22, 2019, from 2:00 PM – 3:30 PM Eastern Time (ET) daily.
 - c. **How to Participate/Registration.** There is no costs to participate in the Virtual UI Tax Summit. ETA’s Regional Offices will send WebEx invitations to state UI tax staff.
 - d. **Topics.** The Virtual UI Tax Summit will provide an overview of employer liability and approaches to addressing ETA standards for determining and reporting employers

subject to state UI coverage provisions. It will also facilitate a discussion on strategies states use to perform audits and safeguards used to protect the integrity of audits. Finally, an interactive information exchange session will highlight state strategies to address worker misclassification. The schedule is outlined below.

Date	Topics
August 20, 2019	Employer Liability: Tax and Data Validation / Making Sense of this Census An overview of employer liability and approaches to addressing ETA standards for determining and reporting employers subject to state UI coverage provisions.
August 21, 2019	Field Audits: Moving from the Field to the Office A discussion on strategies states use to perform audits and safeguards used to protect the integrity of audits.
August 22, 2019	UI Tax Showcase: Doing Things My Way and Making It Look Good An interactive information exchange session that will highlight state strategies to address worker misclassification. Tentative Topics: Underground Economy Collection Strategies

5. **Inquiries.** Please direct inquiries to the appropriate ETA Regional Office.
6. **References.** Not Applicable.
7. **Attachment.** Not Applicable.