FY 2020

Mitchell E. Woodrum
Commissioner
LABOR, West Virginia Division of

AGENCY OVERVIEW

The Division of Labor protects the lives and health of West Virginians by:

Providing, without charge, safety consultations to employers to help them provide a safer workplace for their employees;

Enforcing child labor laws prohibiting working children from working hours that would interfere with school or health or working in hazardous areas;

Supervising the inspection of all boilers operating above a pressure of fifteen (15) pounds per square inch;

Enforcing state and federal construction and safety standards for manufactured homes;

Enforcing safety standards for amusement rides, amusement attractions, zip-line & canopy tours;

Enforcing the Elevator Safety Act of West Virginia;

Enforcing the overtime regulations for employers who work their employees over 40 hours in a workweek;

Administering the Parental Leave Act;


Enforcing state safety laws in areas where there are no federal standards; conducting an annual occupational injury and illness survey to identify the severity of risk associated with various kinds of employment;

The Division of Labor promotes prosperity for West Virginians by:

Ensuring a minimum hourly wage is paid to employees;

Securing wage bonds to protect employees’ wages and fringe benefits when involved in construction or the extraction and transportation of minerals, where the employer does not qualify for an exemption;

Licensing contractors, which require tax, unemployment and workers’ compensation registrations being verified;

Providing arbitration, mediation, and conciliation services when requested by both labor and management representatives;

Protecting employees and prospective employees against the use of polygraph examinations.

Verifying the legal employment status of workers in West Virginia.

Making sure every product bought or sold by weight or measure is labeled and properly offered for sale; that licensing and labeling requirements are met for bedding and upholstered furniture to assure sanitation; protection of consumers from deceptive practices and businesses from unfair competition through enforcing the laws governing closing - out sales, fire sales, and defunct business sales; cooperation with the United States Consumer Product Safety Commission to protect the public from hazardous products;
ORGANIZATION

The Division of Labor is organized into an administrative and four service sections. The specific service sections of the Division are: (1) Licensing, (2) Safety, (3) Wage and Hour and (4) Weights and Measures. The responsibilities of each section are mandated by statute with labor inspectors providing enforcement.

The Administration Section of the West Virginia Division of Labor manages accounts payable, accounts receivable, appropriations, budget, expenditure schedules, human resources, payroll, purchasing and other necessary support services. Major objectives of the Administration Section are to: improve the quality of supervision; improve quality and quantity of training; continue efforts to reduce expenditures by establishing and exercising better fiscal controls, policies and communication.

The Licensing section enforces the Contractor Licensing Act, Crane Operator Certification Act, Heating, Ventilating and Cooling Work Act, Manufactured Housing Construction and Safety Standards Act and the Supervision of Plumbing Work Act.

The Safety section provides safety consultation services through agreement with the Federal Occupational Safety and Health Administration, inspects and certifies all high pressure boilers, enforces the WV Occupational Safety and Health Act, which applies to public employees, provides for the safety inspection and examination of elevators, escalators and other lifting and lowering devices which run between fixed guides and rails in the state, licenses elevator mechanics and registers elevator apprentices and provides oversight and/or inspections of Amusement Rides and Amusement Attractions as well as Zipline and Canopy Tours in the state.

The Wage and Hour section enforces the Wage Payment and Collection Act, including its Wage Bonding provision, Minimum Wage and Maximum Hours Act, Equal Pay for Equal Work Act, Child Labor Act, Parental Leave Act, Industrial Homework Act, Jobs Act, Nurses Overtime and Patient Safety Act and verifies the Legal Employment Status of Workers.

The Weights and Measures section enforces the Weights and Measures Act, Bedding and Closing-Out and Defunct Business Sales Act.
PERFORMANCE MEASURES FY 2020

LICENSING

6,872 Contractor Licensing Inspections Conducted
418 Contractor Licensing Cease And Desist Orders Issued
234 Crane Operator Certification Inspections Conducted
11 Crane Operator Certification Notices Of Violation Issued
487 HVAC Technician Inspections Conducted
53 HVAC Technician Cease And Desist Orders Issued
33 Manufactured Housing Consumer Complaint Inspections
71 Manufactured Housing Letters Of Correction And Violations Issued
6 Manufactured Home Repairs Or Reimbursement Through Recovery Fund
320 Plumber Certification Inspections Conducted
29 Plumber Cease And Desist Orders Issued

SAFETY

Safety Unit - Consultation Program

138 Consultation Visits Were Conducted To Identify Safety/Health Hazards
6,175 Employees Affected
583 Serious Hazards Were Identified And Verified Corrected
59 Training Visits Were Conducted
403 Employees Were Trained
96.38% Consultations In Small Establishments
100.00% Consultations With Workers Consulted

Safety Unit— Occupational Safety and Health Program

17 Employee Safety Complaints Were Addressed

Boiler Unit

614 Boiler Inspections
592 Boilers Passing Safety Inspections
22 Boilers Rejected For Safety Violations
**Elevator Safety Unit**

- 4,012 Elevator Devices Inspected For Safety Requirements
- 3,588 Elevator Devices Passing Safety Inspections
- 107 Elevator 2 Year Mechanic Licenses Issued, Current Total Licensed 222
- 27 Apprentices Registered, Current Total Registered 126

**Amusement Rides Unit**

- 633 Rides/Attractions Inspected For Safety Requirements
- 633 Rides/Attractions Passing Safety Inspections
- 4 Temporary Cessation Of Operations Issued

**WAGE AND HOUR**

*Workload Indicators:*

- 89 New Wage Bonds Processed With 161 Releases And 135 Cancellations
- 4,267 Wage Bond Inspections
- 83 Wage Bond Cease And Desist Orders Served
- 716 Request For Assistance For Wage And Hour Compliance Issues Received
- 68 Child Labor Investigations Conducted. 57 Child Labor Violations
- 589 Work Permits And 336 Certificates Of Age Processed
- 357 Undocumented Worker Inspections Performed
- 203 Notices To Produce Records Served
- 502 Mine Permit Approvals Processed
- 6,375 Jobs Act Inspections And Record Reviews Performed, 20 Violations
- 8 Minimum Wage Inspections Performed. 1 Violation
- 27 Polygraph Examiner Licenses Renewed

*Effective Measures:*

- $1,768,689.74 New Wage Bonds Processed
- $5,894,527.19 Wage Bonds Released And/Or Cancelled.
- $434,876.58 Unpaid Wages And Fringe Benefits Collected For 485 Employees
## WEIGHTS AND MEASURES

<table>
<thead>
<tr>
<th>Count</th>
<th>Description</th>
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<tbody>
<tr>
<td>3880</td>
<td>Bedding Permits Processed.</td>
</tr>
<tr>
<td>30,630</td>
<td>Devices Tested - Inspections Of Commercial Measuring Devices To Insure Accurate Transaction In The Marketplace.</td>
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<tr>
<td>1,659</td>
<td>Requests For Assistance - Accommodated Request For Assistance From Businesses And Consumers Relating To Weights &amp; Measures</td>
</tr>
<tr>
<td>5,232</td>
<td>Standards Calibrations - Performed At The Weights &amp; Measures Laboratory To Ensure Traceability to NIST.</td>
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<tr>
<td>308</td>
<td>Pricing Scanners/Packages - Scanned To Ensure Accuracy Of Price Scanning Systems.</td>
</tr>
<tr>
<td>731</td>
<td>Packaged Commodities - Tested To Ensure Correct Net Weight And Labeling</td>
</tr>
<tr>
<td>8</td>
<td>Going-Out-of-Business - Licenses Issued and Sales Regulated</td>
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