



Multi-State Minimum Wage Increases - Effective 01.01.12

December 7, 2011

Dear Client:

Effective January 1st 2012, the following states will increase minimum wage rates.

State	Minimum Wage Rates Increased	
	From	To
Arizona	\$7.35	\$7.65
California <i>(San Francisco Only)</i>	\$ 9.92	\$10.24
Colorado	\$7.36 (For Non-tipped Employees)	\$7.64
	\$4.34 (For Tipped Employees)	\$4.62
Florida	\$7.31	\$7.67
Montana	\$7.35	\$7.65
Ohio	\$7.40	\$7.70
Oregon	\$8.50	\$8.80
Vermont	\$ 8.15 (For Non-tipped Employees)	\$8.46
	\$ 3.95 (For Tipped Employees)	\$4.10
Washington	\$8.67	\$9.04

*Missouri: Minimum wage remains unchanged at \$7.25 per hour

Please Note: According to Fair Labor Standards Act (FLSA), when an employee is subject to both a Federal and State minimum wage, the employee is entitled to the *higher* minimum wage rate. Information related to increased minimum wage rates can be accessed on the Department of Labor’s (DOL) website: <http://www.dol.gov/whd/minwage/america.htm>, Federal Wage and Labor Law Institute (FWLLI) or through BNA – the Bureau of National Affairs, Inc. SCI also recommends viewing the DOL website to maintain compliance with state requirements for tipped employees: <http://www.dol.gov/whd/state/tipped.htm>. **The DOL will release the updated minimum wage tables approximately two to four weeks after the increases become effective in the respective states.**

Assistance from SCI/Response Requested

Please contact your assigned SCI Professional to discuss your options in preparation for higher wage adjustments. A written response is required to authorize the increase of pay rates in the affected states. Please complete the Payroll Personnel Record Change form located on Client

SCI Operations Centers

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www.scicompanies.com



Self-Service (CSS) → Reporting Services/Reports-On Demand → Forms → Payroll if you conduct business in a state that will experience wage increases in 2012.

To ensure continued compliance, SCI will make every effort to discuss your minimum wage rate with you prior to making any necessary changes to the pay rates for your Members. In the event that SCI does not receive your confirmation within two business days prior to the state and/or federal change, the Human Resource Information System (HRIS) will be updated with the appropriate minimum wage rates to coincide with the required dates for change.

State Posters

Take advantage of the convenient SCI poster order service to simplify the ordering process and comply with poster requirements. Contact your assigned SCI Professional for further information.

All content in this notice is based on current information and supersedes previous communications regarding this topic. If you have any questions or concerns, please contact your assigned SCI Professional.

Sincerely,

SCI Companies