



GEORGIA DEPARTMENT OF LABOR

148 ANDREW YOUNG INTERNATIONAL BLVD., NE ♦ ATLANTA, GEORGIA 30303-1751

MARK BUTLER
COMMISSIONER

Rapid Response Employee Information Session Agenda **(Draft Example)**

- I. Greetings to Workers/Participants**
- II. Introduction of the Local Rapid Response Team**
- III. State the Purpose of the Session**
- IV. Presentations of Services/Resources**
 - A. Financial Benefits**
 - 1. Unemployment Insurance**
 - 2. Trade (If applicable)**
 - 3. USDOL – Protecting Retirement and Health Benefits**
 - B. Reemployment Services**
 - C. Educational Opportunities**
 - 1. WIOA**
 - 2. Technical/Colleges/Other Training Providers**
 - D. Community Resources**
 - E. Job Openings with Local Employers**
- V. Time for Questions and Answers**
- VI. Summary of Services/Resources**
- VII. Closing Session**