

GDOL LWDA & Partner Training – RR WARN Notice Receipt – Sequence of Events & Staff Roles (May 2019)

Rapid Response Event/Activity	Description	Parties Involved
WARN/Notice Receipt – Notification to Leadership <i>(Normally Email)</i>	<p><i>WS/RR Staff Has the Lead</i></p> <p>To alert TCSG (Grantor) and GDOL leadership.</p>	<ul style="list-style-type: none"> ▪ TCSG Leadership Designee * ▪ WS Leadership Designee * ▪ UI/RO Leadership Designee * ▪ BSU Leadership Designee(s) * ▪ Trade Designee * ▪ UI/Mass_Separations Designee * ▪ WS RR Designee(s) *
Pre-Employer Meeting <i>(Normally Conference Call)</i>	<p><i>WS/RR Staff Has the Lead</i></p> <p>To prepare for a subsequent Employer meeting, gather any known information about the company, strategize service delivery to follow, etc.</p>	<ul style="list-style-type: none"> ▪ UI/RO CC Manager/Designee(s) * ▪ BSU Regional Coordinator (and LH) * ▪ Trade Designee * ▪ Local WIOA Designee(s) * ▪ WS Rapid Response Coordinator * ▪ Local TCSG, Econ. Dev., etc. Partner *
Employer Meeting <i>(Normally at Employer Location)</i>	<p><i>WS/RR Staff Has the Lead</i></p> <p>To describe services available for the employer and employees, plan a subsequent Employee Information Session(s), discuss the reasons for the layoff/closure and explore possible impacts on other establishments.</p>	<ul style="list-style-type: none"> ▪ UI/RO CC Manager/Designee(s) * ▪ BSU Regional Coordinator (and LH) * ▪ Trade Designee * ▪ Local WIOA Designee(s) * ▪ WS Rapid Response Coordinator * ▪ Local TCSG, Econ. Dev., etc. Partner *
Employee Information Session <i>(Normally at Employer Location)</i>	<p><i>WS/RR Staff Has the Lead Scheduling the session(s)</i></p> <p><i>Local Staff Lead On-Site Activities</i></p> <p>To describe UI Claims, reemployment, retraining and other services available.</p>	<ul style="list-style-type: none"> ▪ Local RO CC Designees * ▪ Partner WIOA Designee(s) * ▪ Trade (if appropriate) * ▪ BSU Regional Coordinator/BSR * ▪ Local TCSG, Econ. Dev., etc. Partner * ▪ USDOL Employee Benefits Designee * ▪ WS Rapid Response Coordinator *
Employee Job Fair (Optional – Part of Service Delivery) <i>(Sometime at Employer Location or close by)</i>	<p><i>WS/RR Staff Has the Lead Scheduling the session(s)</i></p> <p><i>BSU & Local Staff Lead On-Site Activities</i></p> <p>To avail labor exchange services to impacted employees and interested hiring employers.</p>	<ul style="list-style-type: none"> ▪ Local RO CC Designees * ▪ BSU RC/BSR Designees * ▪ WS Rapid Response Coordinator/Designee * ▪ Partner WIOA Designee(s) * ▪ Local TCSG, Econ. Dev., etc. Partner *
Employee Transition Ctr (Optional – Part of Service Delivery) <i>(Normally at Employer Location)</i>	<p><i>WS/RR Staff Has the Lead Planning, in Coordination with Local CC Staff Who Lead On-Site Activities</i></p> <p>To provide reemployment services on-site.</p>	<ul style="list-style-type: none"> ▪ Local RO CC Designees * ▪ Partner WIOA Designee(s) *
Service Delivery <i>(Normally at GDOL Career Center w/Offsite Services at WIOA and Other Partner Locations)</i>	<p><i>Local CC Staff Has the Lead in Service Delivery</i></p> <p>Deliver UI Claims, reemployment, retraining, etc., services as customized.</p>	<ul style="list-style-type: none"> ▪ Local RO CC Designees * ▪ BSU RC/BSR Designees * ▪ Partner WIOA Designee(s) *

* = Required ** = Optional as need dictates