

# Rapid Response Keeps the Heart of Texas Working.

*If your business is facing layoffs or plant closures, Workforce Solutions for the Heart of Texas can help your business and employees make a smoother transition into the future. Our Rapid Response team will visit your company at your convenience and provide services at no cost to you.*

## **What You Can Expect as an Employer**

- \* Confidentiality concerning your business decisions.
- \* Better worker morale and productivity during the transition.
- \* On-site assistance.
- \* Coordination with outplacement services that you may provide.
- \* Services designed according to your company needs.

## **Services for Workers May Include**

- \* Information about all state and federal services available to help them find new jobs.
- \* Professional help with job searches including Interview Classes and Resume Preparation.
- \* Financial Planning and Stress Management workshops.
- \* Use of computers, telephones and fax machines for their job search.
- \* Customized Job Fairs.
- \* Services provided at no cost.

## **Call your Rapid Response Team to help keep the Heart of Texas Working**

### **Heart of Texas Rapid Response Coordinator**

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## **Initial On-Site Meeting**

The Rapid Response Team will meet with management and the labor union (if applicable) to discuss a plan for Early Intervention services. The agenda will include topics such as:

- \* Types of services offered.
- \* Dates and location of services to the workers.
- \* The method in which workers are to be seen for services (i.e. shifts, production schedules, etc. must be addressed).

## **Meeting with Workers**

An orientation group meeting with the affected workers will be held, during which:

- \* General information is given about the various programs and services offered.
- \* Unemployment Insurance Benefits information is provided.
- \* Workers are informed of the dates and times of seminars and workshops.



*Rapid Response is often associated with large reductions in staff. However, Workforce Solutions is happy to provide useful services for smaller groups as well.*

### **The Trade Adjustment Act (TAA)**

The Trade Adjustment Act (TAA) provides additional services in some cases when jobs are lost due to competition from foreign trade or production shifts to outside the United States. Your organization, the Rapid Response Team, or the workers themselves can file a trade petition. The United States Department of Labor determines if the situation meets the requirements. If the petition is certified, your employees become eligible for additional benefits, including relocation assistance at no cost to you. Ask about TAA or visit [www.doleta.gov/tradeact](http://www.doleta.gov/tradeact)

### **Mass Claim**

With a Mass Claim, your company files the Unemployment claim with a list of affected workers. The Unemployment Insurance (UI) Office provides a spreadsheet for this purpose. This is an alternative to each worker filing individually while you respond to each verification request in turn. Filing a mass claim may reduce your paperwork and help the first payments arrive about a week sooner.

### **Shared Work Program**

The Shared Work program is a layoff aversion strategy available to Texas Employers. Employees work shorter hours instead of being laid off and are compensated for lost work time with partial unemployment benefits. This gives your company increased retention capability.

### **Hiring Phases**

The Rapid Response Team can assist you during hiring phases with information about skilled workers seeking employment in your area. Some downsizing companies request an on-site job fair as part of their outplacement services.

### **Worker Adjustment and Retraining Notification**

The Worker Adjustment and Retraining Notification (WARN) is an advanced guide for large plant closings and massive layoffs. WARN offers protection to workers, their families, and their communities by requiring employers to provide notice 60 days in advance of covered plant closings and covered mass layoffs. This notice must be provided to either affected workers or representatives (e.g., a labor union), to the State Dislocated Worker Unit, and to the appropriate unit of local government.

In general, employers are covered by WARN if they have 100 or more employees, not counting employees who have worked less than 6 months in the last 12 months and not counting employees who work an average of less than 20 hours per week. Private, for profit employers and private, non-profit employers are covered, as are public and quasi-public entities.

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