



Area 20/21
Hocking - Fairfield
Pickaway - Ross - Vinton

Rapid Response Policy

The Workforce Innovation and Opportunity Act hold's states responsible for the provisions of rapid response services. Ohio's Rapid Response program requirements shall ensure both workers and employers have expedient access to services when facing real or potential downsizing or plant closures.

An "event" is defined as any situation in which workers are informed they are at risk of layoff. This may occur through the media, individual notices, issuance of a Worker Adjustment and Retraining Notification (WARN), or plant/facility closure. The classification of an event is without regard to the number of individuals potentially impacted.

Area 20/21 has agreed to be a part of the Rapid Response service delivery system. The following array of Rapid Response services are available, as needed, for local employers and impacted workers:

- Preliminary steps upon notification of potential event (notification, research, strategy, plan development)
- Initial employer meeting
- Worker orientation sessions
- Worker needs surveys
- Labor Management Committees or Transition Committees
- Peer Counseling
- Transition Centers
- Job/Career/Education Fairs
- Workshops including job search, resume, interviewing, computer classes, remedial education

More services are available and can be found in the WIOA regulations, CFR 665.310.

Procedure for Rapid Response includes

1. Notification: Upon identification of an event with the One-Stop system, a lead will be chosen (Regional Rapid Response Manager or local Rapid Response Coordinator). The lead becomes responsible for informing all stakeholders at the state and local level within 24 hours. The lead will initiate the contact with the employer.

2. **Research:** Immediate sharing of information among stakeholders is a critical first step when notification of an event occurs. This step will assist in providing a knowledgeable and professional impression when making the initial contact with the employer. Available opportunities for layoff aversion activities may be explored during this step with Ohio Department of Development representatives and other appropriate stakeholders.
3. **Initial Contact:** Opportunity for the informed primary point of contact to make initial contact with the employer about the possible dislocation and Rapid Response services available to the employer and employees.
4. **Strategy Meeting:** From data gathered during the initial contact with the employer, the primary point of contact assembles the State/local team of service delivery partners to develop a strategy in preparation of the upcoming initial meeting.
5. **Initial Meeting:** A small team will present a standard agenda and marketing of Rapid Response services based on the strategy meeting. Outcomes may include the creation of a Labor/Management Committee (LMC) and/or an approved plan of activities to serve the employees potentially being dislocated.
6. **LMC:** Representatives from Labor and Management meet to determine the Rapid Response services which will best assist the impacted workers. Worker surveys or other means may be used to ensure a comprehensive plan is developed.
7. **Approved Plan:** This will outline the services determined to best assist the impacted workers. If a LMC is recommended, the approved plan will be an outcome of that effort.
8. **Worker Orientation:** An open forum for impacted workers to become informed of the array of Rapid Response services available to them.
9. **Additional Services:** Components of an approved plan may contain additional activities such as transition centers or career fairs to better assist the impacted workers.
10. **Training:** Rapid Response funding addresses immediate needs and short-term training. The One-Stop will be the connection for workers to obtain long-term training and/or other services via the WIA Dislocated Worker Program.

Ohio Rapid Event Data (OhioRED.gov) has been created as a tracking system for rapid response information. OhioRED.gov records all of the information significant to the dislocation event from the initial contact with the employer through the worker orientation sessions for the impacted workers.

Three forms have been developed to track the information for this system.

- ODJFS Initial Rapid Response Contact Report (JFS 01810)
- ODJFS Rapid Response Characteristics Worksheet (JFS 1811)
- ODJFS Post-Initial Meeting Rapid Response Report (JFS 01812)

Initial data for each dislocation event must be entered into OhioRED.gov within 24 hours of contact with the employer.

SCOTI mini-registration is another tracking system which requires all individual workers who attend a worker orientation session to be entered. An event code assigned at the point of data entry into OhioRED will be entered into SCOTI in order to track individual workers accessing services from each event. Although data elements are minimal for workers at this level of service, it is the beginning of a log of services which can then be used to ensure a smooth transition to WIA program enrollment, should additional services be needed. This data will assist in tracking workers from specific events and can be used to justify need for additional Rapid Response funds and potential National Emergency Grant funds, as well as provide the State with data needed to assess the impact of Rapid Response services throughout the state.

Worker data must be entered into SCOTI within (5) working days of the worker orientation session(s).

Expedited access to needed services is essential for impacted workers who are eligible for enrollment into local WIOA formula-funded programs. All Rapid Response services that individuals have received prior to determination of WIOA eligibility shall be considered when developing a service strategy in order to eliminate duplication of services and engage the worker in program services.

Eligible workers served in the Rapid Response program must be enrolled in the local formula funded dislocated worker program when staff-assisted services are needed. Workers receiving non-registered services and/or are participating in group activities (i.e. workshops, information sessions, etc) are not required for enrollment into the local dislocated worker program. As with all other individuals enrolled in the local dislocated worker (DW) program, all WIOA DW program eligibility requirements must be met and documented appropriately, following WIATL 27, Source Documentation Guide to WIOA Eligibility.