



STATE REQUIRED SURVEYS OF DISLOCATED WORKERS POLICY

EDD Revision Date: 6/15/05

WDB Review Date: 3/22/07; 12/17/15, 12/15/16

EXECUTIVE SUMMARY:

Purpose:

This document establishes the Workforce Development Board of Madera County's policy on conducting surveys of workers affected by significant layoff events that necessitate the deployment of Rapid Response services.

Scope:

Employment Development Department State directive WIAD04-22 requires that Local Workforce Development Areas (local areas) and other recipients of Dislocated Worker 25 Percent Rapid Response funds conduct worker surveys of all individuals impacted by a significant lay-off in their service area.

Effective Date:

This policy was effective on the date of publication of State Directive WIAD04-22 on June 5, 2005, and will remain in effect pending receipt of revised State guidance under the Workforce Innovation and Opportunity Act (WIOA).

REFERENCES:

- EDD Directive WIAD04-22
- WIA Directive WIA05-18, Dislocated Worker 25 Percent Funding Policy (June 14, 2006)

STATE-IMPOSED REQUIREMENTS:

This policy consists entirely of State imposed requirements.

FILING INSTRUCTIONS:

This policy will remain in effect pending the issuance of revised or updated state guidance under WIOA.

BACKGROUND:

A requirement to conduct the surveys described in the “Purpose” statement, above, was established by State administrative action in 2003 and communicated to the workforce development community via WIA Directive WIAD03-3, Applications for Rapid Response Funding for PY (Program Year) 2003-04, which is now inactive. This policy permanently communicates this requirement, pending updated State guidance.

POLICY AND PROCEDURES:

Pursuant to a State administrative decision, recipients of Dislocated Worker 25 Percent Rapid Response funds must conduct worker surveys in respect to every significant layoff event that necessitates on-site Rapid Response in their service areas. The term “significant layoff event” is defined by the Workforce Development Board of Madera County as “any event that results in the temporary or permanent reduction in workforce either by department or total company, but not necessarily resulting in permanent closure, including all events that have been reported pursuant to the WARN (Worker Adjustment and Retraining Notification) Act”.

The surveys will be conducted at the Rapid Response orientation(s). At a minimum, the surveys will determine:

- The number of affected workers who have expressed an interest in receiving WIOA funded services;
- The kinds of services for which the affected workers have expressed an interest; and
- The number of affected workers who are not interested in WIOA funded services and why.

Attached is the Workforce Development Board of Madera County’s Dislocated Worker Survey.

Documentation of each survey will be maintained on file at the Madera County Workforce Investment Corporation office, together with a statement of the program action that was taken as a result of the findings of the survey. The number of workers who have completed a survey will be reported on the Rapid Response Required Activities On-Site Visit Form.

The cost of such surveys will be charged to the formula portion of the Rapid Response funding that has been awarded.

ACTION:

The locally designated Rapid Response Coordinator will be responsible for the collection and maintenance of the required survey data. The Rapid Response Coordinator will communicate the requirements of the policy to all appropriate program staff in the local area.

INQUIRIES:

If you have questions, please contact the Rapid Response Coordinator at (559) 662-4500.