

BOB RILEY
GOVERNOR



STATE OF ALABAMA

DR. MATTHEW HUGHES
DIRECTOR

MEMORANDUM #2009-FLDSVC-012

DATE: January 13, 2009

TO: Area Managers, Cathy Hulsey, and Sydney Raine

FROM: Mrs. Susan (Miller) Norman
Associate Director of Field Services

RE: Rapid Response

In December, the Governor's Office of Workforce Development in its role of coordinating overall Workforce Development, including Rapid Response services, set up a workshop to evaluate capacity and processes for Rapid Response Events. Participants included representatives from the Rapid Response Unit/ADECA, Department of Industrial Relations (Employment Services, Unemployment Insurance, and Trade Act Coordinators), and Area Managers of the Alabama Career Centers. The session was facilitated by the Associate Director of Field Services of the Governor's Office of Workforce Development.

The evaluation determined that although we have an exceptional system at the state level, inconsistent assistance was provided at the local level through the Alabama Career Centers and the local Community College. A plan was developed to ensure and clarify the roll of the local Career Center. Additionally, each Community College has been asked to identify a person that will be responsible to attend the Rapid Response Events in the community college(s) serving the area being impacted by the dislocation. Attached is the Community College Rapid Response contact list.

In response to the evaluation the following procedure was adopted:

- Rapid Response staff (Allen Friday and Ricky Jordan) will send meeting information to the four Career Center Area Managers.
- The Area Manager will notify the appropriate local Career Center of the scheduled meeting.
- The local Career Center will designate appropriate staff to attend the meeting(s) and present information concerning available services.
- The Area Manager will be responsible for contacting the designated Community College representative to insure their attendance. Amy Brabham will be included on all notifications.
- Follow-up services will be provided by the team representing the local Career Center and the Community College.

With the increase in industry downsizing activity, these changes have had an immediate and positive impact. Career Centers are receiving additional resources to provide information on high demand occupations, training options, and financial aid support.

SN/mew

Attachments

c: Matthew Hughes
Mickey Hutto
Steve Walkley
Robert Brantley
Amy Brabham
Allen Friday
Ricky Jordan