



Workforce Issuance

100 DCS 13.114

☐ Policy ☒ Information

To: Chief Elected Officials
MassHire Workforce Board Chairs
MassHire Workforce Board Directors
Title I Administrators
MassHire Career Center Directors
Title I Fiscal Officers
MDCS Operations Managers

cc: WIOA State Partners

From: Alice Sweeney, Director
MassHire Department of Career Services

Date: April 8, 2020

Subject: RESEA and TAA Electronic Fillable Forms Available

Purpose: To notify MassHire Workforce Boards, MassHire Career Center Operators and other workforce partners that MDCS has created electronic RESEA and TAA forms, some of which are fillable, for use in working with customers remotely.

This is the same MWF Issuance as #23-103 under the RESEA category

Background: In these uncertain times, we are providing additional resources for staff to continue working with customers remotely. The documents are in electronic, fillable format to assist career center staff with convenient access to all documents required for the CCS, Initial and RESEA Reviews, as well as the necessary TAA documents required for assisting TAA customers.

These documents are located at the following links:

RESEA Forms: <https://www.mass.gov/service-details/remote-resea-documents>

RESEA Website: <https://www.mass.gov/massworkforce-resources>

Trade Forms: <https://www.mass.gov/service-details/trade-fillable-electronic-forms>

An equal opportunity employer/program.

Auxiliary aids and services are available upon request to individuals with disabilities.

TDD/TTY 1-800-439-2370 - Voice 1-800-439-0183

Trade Website: <https://www.mass.gov/trade-adjustment-assistance-taa>

Action

Requested: Please assure that all MassHire Career Center staff are familiar with the location of the RESEA and TAA documents when working with customers remotely.

Inquires: Questions related to the RESEA and TAA electronic documents should be directed to Kim Leonard at kim.m.leonard@detma.org for RESEA or Maynor Acevedo at maynor.acevedo@detma.org for Trade.

Effective: Immediately