

Mass Workforce Issuance

Workforce Issuance No. 12-31

☐ Policy ☒ Information

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

cc: WIA State Partners

From: George Moriarty, Director
Department of Career Services

Date: June 13, 2012

Subject: **Distribution of Guide Cards for the Trade Adjustment Assistance Extension Act (TAAEA) of 2011**

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners about guide-cards that will be distributed to all career centers, outlining the changes in the law associated with the TAAEA of 2011.

Background: DCS' Trade Unit will distribute guide-cards to be used by One Stop Career Centers. These guide-cards highlight the important changes in the law for each benefit under the TAAEA of 2011.

Each One Stop Career Center will receive a supply of guide-cards. The Trade Unit will send additional cards upon request.

Action

Required: Please disseminate this information and assure that all appropriate staff members receive a set of guide-cards.

Inquiries: Questions related to the Trade Program should be directed Beth Goguen at bgoguen@detma.org or 617-626-6053.