

MassWorkforce Issuance

100 DCS 20.102

☐ Policy ☒ Information

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

cc: WIOA State Partners

From: Alice Sweeney, Director
Department of Career Services

Robert Cunningham, Director
Department of Unemployment Assistance

Date: July 24, 2015

Subject: **Reemployment Services and Reemployment Eligibility Assessment Program (RESEA) 2015**

Purpose: To notify Local Boards, One-Stop Career Center Operators and other local workforce investment partners of the 2015 Reemployment Services and Eligibility Assessment (RESEA) local goals and allocations.

Please note, RESEA funding allows for all Career Center staff to provide reemployment services.

This is a nine month budget/project through December, 2015 (April 1, 2015 – December 31, 2015).

Background: The federal-state UI program provides an important core service in the comprehensive, integrated workforce system established under the Workforce Investment Act (WIA), which was recently revised by the Workforce Innovation and Opportunity Act (WIOA). Through the UI program, individuals who have lost employment through no fault of their own and have earned sufficient wage credits may receive UI benefits if they meet initial and continued UI eligibility requirements. DCS and DUA have been striving to address individual reemployment needs of UI claimants, and to prevent and detect UI improper

payments through the UI RESEA program since 2005. Both activities are high priorities for the Department's Employment and Training Administration (ETA).

The RESEA program has provided claimants entry to a full array of reemployment services available at American Job Centers (AJCs), and has helped to ensure that claimants comply with all UI eligibility requirements. Individuals filing UI claims are active job seekers who, through the state's RESEA program, are made aware of the wide variety of reemployment services that are available to them. They are referred to reemployment services appropriate for their individual needs.

DCS and DUA are in full support and share the national vision and framework for providing increased and improved Reemployment Services (RES) to our UI claimant customers. Therefore, DCS and DUA will continue to implement Massachusetts' program model for UI claimants that has always leveraged RES with Reemployment Eligibility Assessment (REA) components as part of the mandatory program requirements.

The 2015 RESEA grant allocations supplement allocations for Wagner-Peyser and WIOA (previous to July 1, 2014 referred to as WIA funds) and the transition into career center reemployment services. Please remember the goals include an initial and subsequent RESEA.

The total allocation is \$4,233,831.00. Local goals and funding allocations are outlined in Attachment A of this issuance. Please remember that these funds can only be used to provide career center reemployment services to RESEA customers.

These allocations reflect the following:

1. a hold harmless allocation of last years' allocation + a 3% increase (column 3) then,
2. a distribution of an additional \$1,090,675 distributed based on 2014 completion percentage (column 5).
3. Column 7 represents the total allocation per workforce area.
4. Column 8, Goals, align with the 2015-2016 allocations shown in column 7.
5. Column 9 reflects in the 13 areas with DCS staff charging to the grant, their 9 month, salary, fringe, AS&T and added 10% for overhead.
6. Column 10 is what is left available to contract to Partners. Clearly in some areas the 10% overhead in Column 9 may also need to be added to the contract amount.

In August 2015, DCS will look at performance against the goals and may make adjustments to the funding based on completion rates. This will ensure that funding and completions align throughout the grant and areas are supported for their efforts.

Policy: Local Boards must assure that the local One-Stop Career Centers will provide RESEA enrolled customers' access to a full array of Career Center services

including those RESEA mandatory services as outlined below. Local Boards and Career Centers must also ensure that the procedures outlined in the attached manual are adhered to as set forth. Compliance with the federal-state RESEA Program is an integral part of ensuring that job seekers adhere to the UI eligibility requirements. Policy and procedures for administering the UI RESEA Program must be adhered to in order to ensure integrity of the program. This includes the accurate and timely completion of data entry into MOSES for RESEA customers.

The Career Center Seminar (CCS) is the entry-point for all permanently separated claimants and as such is a required One-Stop career Center core service. All Career Centers and satellite offices will deliver the CCS presentation as described in WIA Policy 14-29 and any revisions to thereafter. It is important that a consistent statewide service be provided so that all claimants are treated equally as this could affect their unemployment benefits.

Required Career Center Seminar Services

Career Center staff will conduct the Career Center Seminar and provide the following services:

- Individual Needs Assessment/Job Search Inventory
- Develop a Career Action plan including work search activities, accessing services in the OSCCs and /or referral to training
- Register with JobQuest
- Introduction to Labor Market Information
- Introduction and referral to career center services
- Ensure UI claimants are informed that they must report to the OSCC for mandatory staff assorted services as part of the RESEA program

RESEA Services

Initial RESEA Review:

Career Center staff will meet one on one with RESEA customers to conduct an Initial RESEA Review and provide the following services:

- UI Eligibility Assessment
 - Verification of work search for each and every week benefits are claimed and completed Work Search Log
 - Customer is able, available and actively seeking work
- Review Individual Needs Assessment (INA) / Job Search Inventory
- Review and complete Career Action Plan (CAP)/Individual Reemployment Plan (IRP):
 - Complete goal action steps for each goal (mandatory and additional goals)
 - Set target dates for each goal
 - Sign-off on CAP/IRP
- Review Resume
- Explore Labor Market Information (LMI)
- Sign up for additional Career Center services
- Schedule subsequent RESEA Review

Subsequent RESEA Review:

Career Center staff will meet one on one with RESEA customers to conduct a subsequent RESEA Review to ensure all program requirements are met and provide ongoing reemployment services. The mandatory requirements that must be reviewed are:

- Review customer's completed work search log for each and every week the customer requested benefits
- Review and provide feedback on resume
- Review completed LMI exploration
- Confirm customer registered for JobQuest
- Register the customer for ongoing Career Center service

Action

Required: Please assure that all appropriate staff persons are knowledgeable of the content of this Policy Issuance and that they carry out related RESEA activity in a compliant manner.

Effective: Immediately

Inquiries: Please email all questions to PolicyQA@detma.org. Also, indicate Issuance number and description.

References: [USDOL Unemployment Insurance Program Letter No. 10-14, April 7, 2014](#)

Attachments: 2015 RESEA Goals and Allocations Chart