	West Central Region Local Policy		
	Subject: Local Rapid Response Policy	**OWD Approval Date:** 8/28/25	**Board Approval Date:** 9/24/25
	Reference: OWD Policy 02-2025	**Revision:** 1	**Effective Date:** 9/24/25

Required Rapid Response Activities

According to 20 CFR 682.330, required rapid response activities include the following:

- Layoff aversion activities, if applicable.
- Immediate and onsite contact with affected employers, worker representatives, and local community representatives.
- Assessment and planning to address:
    - Layoff schedule
    - Reemployment prospects and
    - Available resources to meet the needs of the affected workers.
- Provide information and access to unemployment compensation benefits and programs, comprehensive one-stop system services, employment and training activities, including PELL Grants, GI Bill, workshops, mobile career centers, resource fairs, and job fairs to support reemployment efforts.
- Facilitate partnerships with LWDBs, chief elected officials, community leaders, and others to ensure a coordinated response.
- Provide emergency assistance to a customized layoff or for disaster relief.
- Develop systems and processes to identify and gather information for early warning about potential layoffs or opportunities for layoff aversion. This includes analyzing and acting on dislocation data and tracking outcome and performance data related to the Rapid Response activity.
- Develop and maintain partnerships with appropriate state agencies, employer groups, labor organizations, and other organizations to conduct strategic planning and address dislocations.
- If the employee's bargaining representative and management agrees voluntarily, Rapid Response staff will establish a labor committee known as the Transition Team.

Local Board Responsibilities

The Workforce Development Board of Western Missouri, Inc. (WDB) will lead Rapid Response activities involving dislocation events impacting forty-nine (49) or fewer full-time workers. The WDB will be responsible for coordinating with employers, impacted workers, Wagner Peyser staff in the Job Center, Division of Employment Security, and other organizations as necessary. The WDB must provide on-site worker and employer informational meetings as needed. Workers impacted by smaller layoffs may be provided informational packets.

The WDB must contact affected employers within twenty-four (24) hours of being informed of a potential layoff and inform the affected employer about services and must arrange an in-person meeting to plan the informational worker meetings. The WDB will collaborate with partners to ensure the meetings are provided in a timely manner.

Onsite worker meetings and other services will be coordinated with the employer and delivered based on the employer and worker need regardless of the time of day. All on-site worker meeting details and scheduling must be approved by the employer prior to holding the meeting.

All Rapid Response activities must be documented in the case management system. The WDB will submit a request to enter the event in the "Rapid Response Lookup Table" with the following information:

- Company Name
- Worksite Location
- Address
- Senatorial District
- House of Representative District
- Event Begin Date
- Event End Date
- Federal Reporting Number
- Event Type
- Event Classification
- Trade (TAA) Petition Status

The WDB and local area rapid response staff must record rapid response activity in the state's case management system within 48 business hours after an event is held.