

# Rapid Response—Lay-Off Facilitation

## What is Rapid Response?

Rapid Response services provide support for workers and employers facing lay-offs to make the transition smoother for both. Once an employer determines that a lay-off of any size is necessary, the employer would contact Kansas WorkforceONE to schedule a Rapid Response Employee meeting.

Conducting the meeting prior to the separation date allows workers time to consider their options before the actual layoff date. During the meeting, the team will explain pertinent information to the employees who are facing the prospect of unemployment. In addition each impacted employee will receive a Rapid Response packet.

## How long do the meetings last and when would the meetings be scheduled?

The meetings last approximately one hour depending on the size of the group and the number of questions. The Rapid Response team will conduct multiple meetings if necessary and at times when it is most convenient for the employer and employees.

## What if we don't have time to conduct a meeting?

Kansas WorkforceONE will mail packets to either the employer for distribution or directly to the impacted employees.

## How many employees need to be affected to qualify for Rapid Response services?

Kansas WorkforceONE is dedicated to providing Rapid Response services to employers who are facing lay-offs of any size.

## Who is on the Rapid Response Team?

- Rapid Response Coordinator
- Local Workforce Innovation and Opportunity Act (WIOA) Employment Specialist
- Local KANSASWORKS Workforce Center Staff
- Kansas Unemployment Insurance Representative

## What information is provided in the packets?

- Local Resource Sheet
- Dislocated Worker WIOA Program Overview—resources for training and other services designed to assist in their employment search.
- Workforce Center Resource Sheet
- One-Stop brochures
- Job Search Workbook
- Pocket Resume
- Pension and Health Care Coverage Booklet
- Unemployment Insurance Question and Answer booklet
- Healthwave Brochure
- Prairie Foods Information
- Additional Information for local areas (i.e. partner information, schools, etc.)

## What additional services are available through Rapid Response?

- Guidance in obtaining funding assistance to avert lay-offs
- Training funds may be available to train employees who would be laid off without a skill upgrade
- Holding customized workshops on coping with job loss, resume writing, and interview skills
- Conducting special Job Fairs.



To inquire about Rapid Response Services  
please call or email:

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Kansas WorkforceONE is committed to nondiscrimination on the basis of disability in all counties, services and activities. Accommodations will be provided upon request. For more information, call Kansas WorkforceONE at 785-493-8018 TTY 1-800-766-3777.