



Montana Department of LABOR & INDUSTRY

1
2 Division: Workforce Services Division
3 Category: Programs
4 Effective Date: 7/29/2016
5 Last Revised: 8/30/2018
6 Policy No.: 01-16

7 Reemployment Services and Eligibility 8 Assessment (RESEA) Policy

9 **Background:** In April 2014, Unemployment Insurance (UI) Program Letter No. 10-14 invited State Workforce
10 Agencies to submit funding proposals to continue or to implement a Reemployment and Eligibility Assessment (REA)
11 program. In March 2015, Unemployment Insurance (UI) Program Letter No. 13-15 invited State Workforce Agencies
12 to submit funding proposals and provided guidelines for the new UI Reemployment Services and Eligibility
13 Assessment (RESEA) program, REA's replacement. The Unemployment Insurance Division (UID) submitted a
14 proposal, developed by both UID and WSD, to USDOL and began operating a RESEA program in August of 2015.

15 The goal of this program is to provide customized services to claimants who are profiled as most likely to exhaust
16 benefits and transitioning veterans receiving Unemployment Compensation for Ex-service members (UCX). The intent
17 of RESEA is to provide claimants with information about and access to a wide array of reemployment resources and
18 training to support the claimants return to work; and refer claimants to career services as appropriate.

19 **Scope:** This policy applies to all Job Service RESEA agents conducting RESEA appointments, Job Service office
20 managers and supervisors, RESEA program manager, WSD fiscal officers and the RESEA monitoring team. This
21 policy coincides with UIPL No. 08-18 and is effective starting July 1, 2018.

22 Policy:

- 23 • Only individuals referred from UID may receive services through the RESEA program.
- 24 • UID will mail claimants a letter within 35 days of them filing for UI indicating the claimant has been selected
25 for RESEA and identifying the date, time and location of the initial appointment.
- 26 • A claimant may reschedule an RESEA appointment. The local office will reschedule appointments for
27 claimants.
- 28 • RESEA agents must complete the UI Availability training video and RESEA training video prior to conducting
29 RESEA appointments.
- 30 • The initial one-on-one appointment must be completed in person.
- 31 • The initial appointment shall include:
 - 32 ○ Claimant reporting to local Job Service or mutually agreeable site such as other office, library, or
33 school;
 - 34 ○ An UI eligibility assessment, including review of work search activities and referral to adjudication, as
35 appropriate, if an issue or potential issue(s) is identified;
 - 36 ○ Labor Market and career information that address the claimant's specific needs;
 - 37 ○ Registration in MontanaWorks;

- 1 ○ Orientation to services;
- 2 ○ Development or revision and implementation of an individual reemployment plan tailored to
- 3 claimant's needs. The plan should include the following approaches to support reemployment: work
- 4 search activities, accessing services through Job Service or self-service, and/or approved training to
- 5 which the claimant agrees; and alternatives such as separate workshops, on-line tools, etc.
- 6 ○ Referral to at least one reemployment service and/or referral to training if appropriate to the
- 7 individual's needs.
- 8 ● WSD RESEA agents must document all services and activities in MWorks within 48 hours, including
- 9 scheduling RESEA appointments, failure to attend, or completion of an RESEA.
- 10 ● WSD RESEA agents will not contact a no-show the same day the no-show occurred. MWorks will run a system
- 11 sweep at 6:00 each evening to capture the no-show appointments for referral to UID for adjudication.

12 Administrative Requirements:

- 13 ● MOU must be in place between UID and Job Service Operations outlining each party's responsibilities for
- 14 RESEA.
- 15 ● Feedback to and from both UID and Job Service to communicate claimant participation in reemployment
- 16 plan; UI eligibility issues; and no-show RESEA appointments.
- 17 ● Provide data and information for the submission of forms ETA 9128, ETA 9129, ETA 9128X and ETA 9129X
- 18 that must be completed by the 20th day of the second month following the end of the quarter.

19 Funding:

- 20 ● Administrative costs for the RESEA program are limited to 10 percent of the total grant award. All Central
- 21 Office costs must be charged against administration.
- 22 ● Local office operating costs shall be charged against program cost. WSD RESEA agents will charge time as
- 23 time worked.

24 Monitoring and Evaluation:

- 25 ● A formal monitoring and/or audit will be conducted by the Program Manager and/or designee(s).

26 References:

- 27 ● FY17 UI RESEA Grant [Unemployment Insurance Letter No. 3-17](#)
- 28 ● FY18 UI RESEA Grant [Unemployment Insurance Letter No. 8-18](#)