



**NORTH CAROLINA DEPARTMENT OF COMMERCE  
DIVISION OF WORKFORCE SOLUTIONS**

**DWS Policy Statement Number: PS 09-2015**

**Date: July 23, 2015**

**Subject: Mobile Unit's expanded no cost usage agreement and lowered fee-for-use schedule.**

**From:**

  
William H. Collins, Jr. Assistant Secretary of Workforce Solutions

**Purpose:** To provide guidance on the Mobile Unit's expanded no cost usage agreement and lowered fee-for-use schedule.

**Background:** The North Carolina Division of Workforce Solutions and the Northwest Piedmont Workforce Development Board have agreed on the Mobile Unit's expanded no cost usage and lowered fee-for-use schedule that applies to the Unit owned by either the Division or the Workforce Board. The Division has further entered into an agreement with the Board to provide Rapid Response, Business Connections and Community Resources to designated areas of the state with their respective Mobile Unit. Please see Attachment 1.

Rapid Response services are defined as activities that are necessary to establish comprehensive services from a general business announcement or a WARN notified layoff, downsizing, and/or business closure. Rapid Response services are also provided to workers displaced due to a natural disaster. Some career services provided at Rapid Response related events may include employee orientation sessions, job seeking skills workshops, job and community resource fairs, NCWorks online registration and humanitarian assistance to help survivors of a natural disaster. Rapid Response services that incorporate the use of a Mobile Unit that meets this definition will be provided at no cost to Workforce Development Boards.

Workforce Development Boards may use the Mobile Unit at no cost for Business Connections to assist new and existing industry with job recruitment, training, job retention and layoff aversion. This may include outreach, assistance with online employment applications, testing and screening, new employee orientation, on-the-job training or incumbent worker training.

Workforce Development Boards may use the Mobile Unit at no cost to provide Community Resources for dislocated workers that include returning military service members. Such services may include a job and community resource fair, health fair, Job Seeking Skills Workshops, NCWorks online registration and veteran services. Any Community Resources event that serves a population

other than dislocated workers will adhere to the lowered fee-for-use schedule as defined in Attachment 2. The fee-for-use schedule was lowered to encourage Workforce Boards to provide Community Resources and host urban or rural events for youth, unemployed or underemployed adults, homeless veterans, former offenders, economically disadvantaged or adults with significant barriers to employment.

- Action:** Workforce Development Boards interested in reserving the Mobile Unit are to submit an online request through the NC Mobile Unit website: [www.ncmjl.com](http://www.ncmjl.com)
- Effective Date:** Immediately
- Expiration:** Indefinite
- Contact:** Russell Doles
- Attachment(s):** Attachment 1 – Mobile Units Designated Areas  
Attachment 2 – Fee for Use Schedule

Rescinded

## Attachment 1 – Mobile Units Designated Areas

The Division of Workforce Solutions Mobile Unit will provide Rapid Response, Business Connections and Community Resources for dislocated workers that include returning military service members for the following designated areas:

- Triangle South
- Capital Area
- Cumberland County
- Lumber River
- Cape Fear
- Eastern Carolina
- Region Q
- Durham
- Kerr-Tar
- Turning Point
- Northeastern

The Northwest Piedmont Workforce Development Board Mobile Unit will provide Rapid Response, Business Connections and Community Resources for dislocated workers that include returning military service members for the following designated areas:

- Southwestern
- Mountain Area
- High Country
- Region C
- Centralina
- Charlotte/Mecklenburg
- Davidson County
- Greensboro/High Point/Guilford
- Western Piedmont
- Gaston County
- Regional Partnership
- Northwest Piedmont

## **Attachment 2 – Fee for Use Schedule**

Any Community Resources urban or rural event that serves a population other than dislocated workers such as youth, homeless veterans, unemployed or underemployed adults, former offenders, economically disadvantaged and other adults with significant barriers to employment will adhere to the following lowered fee-for-use schedule:

Full day event (4 hours or more) will be invoiced \$200.00 plus roundtrip mileage at the current IRS mileage reimbursement rate (\$0.575 per mile as of July 2015). If the IRS rate changes, the reimbursement rate will change accordingly.

One-half day event (less than 4 hours) will be invoiced \$100.00 plus roundtrip mileage at the current IRS mileage reimbursement rate (\$0.575 per mile as of July 2015). If the IRS rate changes, the reimbursement rate will change accordingly.

**Rescinded**