## MEMORANDUM

DATE: $\quad$ March 18, 2021
TO: Local Workforce Development Board Executive Directors
FROM: Steven Gustafson, Workforce Administrator, Bureau of Ohe-Stop and Program Support
SUBJECT: Rapid Response Program E-mail Protocol

To address Rapid Response program-specific inquiries in a more efficient and timely manner between the Department of Economic Opportunity (DEO), the LWDB, and other workforce partners, the Bureau of One-Stop and Program Support has created a Rapid Response e-mail Inbox. Effective immediately, please submit documents, questions, inquiries and comments related to Rapid Response activities, services, requirements, etc. to the Rapid Response e-mail address below.

| Program Area | Content | Email Address |
| :---: | :--- | :---: |
| State Rapid Response Program | Questions regarding Rapid <br> Response informational <br> sessions, requirements, <br> activities, services, and other <br> questions from local Rapid <br> Response coordinators and <br> workforce partners. | RapidResponse @deo.myflorida.com |

Please share this information with the appropriate staff. If you have any questions about the new e-mail protocol, please contact Christina Omran via email at Christina.Omran@deo.myflorida.com.

SKG/co
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An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

