



Disaster Relief Temporary Employment (DRTE) Agreement

Workforce Solutions
3101 W. US HWY 83
McAllen, TX 78501
(956) 928-5000

This document contains vital information about requirements, rights, determinations, and/or responsibilities for accessing workforce system services. Language services, including the interpretation/translation of this document, are available free of charge upon request.

Este documento contiene información importante sobre los requisitos, los derechos, las determinaciones y las responsabilidades del acceso a los servicios del sistema de la fuerza laboral. Hay disponibles servicios de idioma, incluida la interpretación y la traducción de documentos, sin ningún costo y a solicitud.

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EQUAL OPPORTUNITY IS THE LAW
Lower Rio Grande Valley Workforce Development Board
dba Workforce Solutions is an equal opportunity employer/program and
auxiliary aids and services are available upon request to include individuals with disabilities. TTY/TDD via
RELAY Texas service at 711 or (TDD) 1-800-735-2989/1-800-735-2988 (voice).

Dear Employer:

Welcome and thank you for your participation in the Disaster Relief Temporary Employment (DRTE) Project!

We appreciate that you have agreed to be part of this important project and we acknowledge the potential that this partnership promises to build within our community.

We are hopeful that this partnership will be a lasting one. A member of our staff will be acting as a point person to answer any questions or address any concerns that you might have regarding our customers.

We are confident that this partnership will be a positive and rewarding experience for everyone involved. Thank you for supporting your community and please do not hesitate to contact your us should you have any questions or need any assistance.

Sincerely,

Workforce Solutions Lower Rio Grande Valley
Business Solutions Representative

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**Workforce Solutions
Disaster Relief Temporary Employment (DRTE)**

I. Parties to the Agreement

Workforce Solutions
3101 W. US HWY 83
McAllen, TX 78704
(956) 928-5000

Contact Person: Erika Reyna

Project Employer:

Business Name: Hidalgo County
Address: 2818 S. Business Hwy 281
Edinburg, TX 78541
Phone: (956) 318-2660

Workforce Solutions Point Person Name:

Worksite Supervisor's Name:

Effective date of agreement:

This agreement is made between **Workforce Solutions authorized agent, and Hidalgo County** hereafter referred to as "Disaster Relief Temporary Employment (DRTE) site," for participation in the National Dislocated Worker Grant Program.

II. Purpose of the Program

The purpose of this program is to provide an implementation framework for the National Dislocated Worker Grant (DWG) program. DWGs are time-limited funding assistance in response to major economic dislocations or other events that cause significant impact on states and local areas that exceed the capacity of existing formula funds and other relevant resources to address.

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The program serves young adults ages 16 and over. Wages are paid by Workforce Solutions (except as stated under VIII.1). The DRTE site is not required to retain the customer upon completion of the program, but employment opportunities are encouraged.

III. DRTE Site Conditions and Requirements

The following responsibilities are made a part of this agreement:

1. DRTE site's assigned supervisor(s) must go through a supervisor's orientation and/or initial meeting to discuss the overall expectations and restrictions of the project.
2. Submit a written job description / expected performance for the type of position requested (will become part of the agreement).
3. Provide supervision, safety training, supplies and equipment to perform the work.
4. Accurately report work hours using the Payroll Timesheet or confirm hours via the online system.
5. Contact Workforce Solutions contact person when/if customer problems occur.
6. A DRTE site:
 - a. May not displace a current employee to replace with a DRTE customer (including partial displacement such as reduction in the hours or overtime work, wages or employer benefits).
 - b. May not assign customers to perform work that:
 - i. Engaged in political patronage, lobbying or other political activities;
 - ii. Are of a religious or anti-religious organization; or
 - iii. Partake in any tasks not allowed under Child Labor laws.
 - c. Must comply with the Non-Traditional Employment Act of 1991.
 - d. May not compromise existing contracts for services or collective bargaining agreements, and the DRTE customer may not be inconsistent with the terms of any collective bargaining agreement without the written concurrence of the labor organization.
 - e. Shall not use a customer to fill a job opening:
 - i. Where another individual is on layoff from the same or substantially equivalent job, or
 - ii. When the DRTE site has terminated the employment of any regular employee or otherwise reduced its workforce with the intention of filling the vacancy created by utilizing the DRTE.
 - f. No DRTE site supervisor or employee will allow the placement of a member of his/her immediate family under his/her supervision that create a situation of

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- nepotism. The customer cannot be related to the employer or any person who works for the employer in an administrative capacity. Immediate family members may include: wife, husband, mother, father, brother, sister, son, daughter, in-laws, aunt, uncle, cousin, nephew, niece, step-parent or step-child.
- g. May not create jobs for customers in a promotional line that will infringe in any way upon the promotional opportunities of currently employed individuals.
 - h. A DRTE employment customer will not be denied training or other job opportunities and benefits because of race, color, sex, national origin, disability, political affiliation or beliefs or age.
 - i. Shall comply with the Americans with Disabilities Act (ADA) and the Drug Free Work Place Act.
 - j. A DRTE customer shall not participate in activities that occur in a casino or other gambling establishments, aquarium, zoo, golf course or swimming pool.
 - k. Pursuant to Texas Government Code §2264.051, a business that applies to receive a public subsidy from a state agency shall certify that the business, or a branch, division, or department of the business does not and will not knowingly employ an undocumented worker as defined in Texas Government Code, §2264.001(4).
 - i. The authorized representative of the entity making the offer or application herein understands and certifies that:
 - 1. the following indicated statement is true and correct;
 - 2. making a false statement is a material breach of contract and grounds for contract cancellation; and
 - 3. if, after receiving a public subsidy, the entity is convicted of a violation under 8 United States Code §1324a(f) (relating to the unlawful employment of undocumented workers) the entity shall repay the amount of the public subsidy with interest, at the rate provided under the contract issued pursuant to this offer or application, within 120 days of receiving the notice of violation.

Failure to comply with the above requirements may result in repayment of any allocated funds by work experience site within 120 days of discovery of violation.

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IV. Workforce Solutions Responsibilities

Workforce Solutions will:

1. Provide group or individual orientation and/or initial meeting to discuss the overall expectations and restrictions of the project to DRTE site's assigned supervisor(s), prior to the assignment of a customer.
2. Provide customer compensation for hours worked (refer to section IX of this agreement)
3. Provide coverage under Texas Liability Insurance
4. Assign a single point of contact to this agreement for questions / concerns.

V. Termination of Customer

Customer(s) must adhere to the DRTE site's personnel policies. A DRTE site can request that a customer be terminated, for just cause, at any time. Workforce Solutions is available at all times should problems arise and will attempt to resolve the problem to the work the DRTE site's satisfaction.

VI. Accidents (Liability Insurance)

Workforce Solutions covers the customer's worker's liability insurance in the event an accident occurs on the DRTE site. In case of an accident, the DRTE site must ensure medical services are rendered immediately and notify emergency contact personnel. DRTE site must also notify Workforce Solutions and Unique HR Risk Management Department at (800) 824-8367 within 24 hours of any accident. After hours or on weekends, call (361) 877-3357.

VII. Customer Evaluations

Workforce Solutions and the DRTE site supervisor remain in contact and discuss customer's performance during the length of time the customer is enrolled in the program. Communication both positive and negative is an expectation of the project.

VIII. Monitoring Activities

Workforce Solutions will monitor the DRTE site for:

1. Procedure and/ or controls to record and maintain accurate time and attendance records.
2. Completed evaluations.
3. General work conditions (safety, sanitary, etc.)

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4. Supervisor to customer ratio (if applicable) and the availability of ongoing supervision.
5. Status of work site as an equal opportunity employer and compliance with the ADA.

IX. Customer Compensation

1. Workforce Solutions does not pay overtime and Holiday hours for customers.
2. Customers will be compensated in accordance with the Fair Labor Standards Act.

X. Other

All forms incorporated herein by reference shall be construed as part of this agreement. Workforce Solutions reserve the right to remove customers from the DRTE if any EEOC violations occur.

XI. Termination of Agreement

This agreement is in effect, when the signature of duly authorized representatives of the DRTE site and the Workforce Solutions Career Centers are affixed and shall be in force until terminated in writing by either party.

Richard Cortez, County Judge DRTE Site Authorized Representative	Signature	Date
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Print Name & Title Workforce Solutions Authorized Representative	Signature	Date
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