

## **SUPPORT & RESOURCES FOR LAID OFF EMPLOYEES**

The following information is designed to assist employees that have been laid off. There are various reasons why employees can be laid off from budget reductions to reorganizations or lack of work, etc. It is our hope that individuals impacted by a layoff understand that the decision is not personal, it is a necessary business decision.

There is a lot of very useful information available for employees that are laid off on the HRS and various community websites. We encourage employees to explore and review these websites and offer HRS services in addressing questions about benefits and job search support. Please call HRS if you have any questions at 426-1616.

### **Additional Employee Information**

- Blue Cross of Idaho: <http://www.bcidaho.com/>
- Dept of Labor Resources – Adult & Dislocated Worker Training: <http://labor.idaho.gov/dnn/Home/tabid/517/Default.aspx>
- Dept of Labor Resources - Job Search: <http://labor.idaho.gov/dnn/Default.aspx?tabid=661>
- Dept of Labor Resources – Services for Laid-Off Workers: <http://labor.idaho.gov/dnn/Default.aspx?tabid=690>
- Dept of Labor Resources – Unemployment Insurance Benefits: <http://labor.idaho.gov/dnn/Default.aspx?tabid=681>
- EAP Benefits (State Policy 5 free visits per each employee) [www.guidanceresources.com](http://www.guidanceresources.com)
- HRS Benefit Services <http://hrs.boisestate.edu/benefits/>
- HRS Benefit Vendor: <http://hrs.boisestate.edu/benefits/>
- Office of Group Insurance <http://ogi.idaho.gov/>
- PERSI website: <http://www.persi.idaho.gov/>
- Passport Lifestyle Discounts for BSU employees: <http://passportlifestyle.com/>
- State Division of Human Resources website: <http://dhr.idaho.gov/>
- TIAA website: <http://www.tiaa.org>

**Paid Time for Interviews:** Individuals identified for layoffs can be granted paid time off or work time for interviews with other state agencies. Departments are encouraged to be generous in granting leave for employees to seek other state jobs. This creates a win-win situation; employees find other opportunities and agencies avoid layoff costs.

### **Community Resources and Support and Book Resources**

- Self-Rescue Manual (Boise School District): <http://www.selfrescuemanual.com/>
- Debt Reduction Services: [www.debtredutionservices.org](http://www.debtredutionservices.org)
- The Idaho State Library maintains a website where you can find books, publication, etc on career searching and career development. You may also call for information at 208-334-2150 and ask for Circulation. [www.lili.org](http://www.lili.org)
- “How to Interview Like a Pro: Forty-Three Rules for Getting Your Next Job” by Mary Greenwood, iUniverse, 2010
- “What’s Your Type of Career? Find Your Perfect Career by Using Your Personality Type” by Donna Dunning, Nicholas Brealey Publishing, 2010
- “Reinvention: How to Make the Rest of Your Life the Best of Your Life” by Brian Tracy, AMACOM, 2009
- “Work with Passion: How to Do What You Love for a Living” by Nancy Anderson, New World Library, 2004
- “What Color is Your Parachute? 2012: A Practical Manual for Job-Hunters and Career-Changers” by Richard N. Bolles, Ten Speed Press, 2012

### **Employee Assistance Program**

It may be helpful to talk with a counselor about issues or changes that are affecting you personally and/or your family. The Employee Assistance Program (EAP) provides five (5) free counseling sessions per fiscal year (July 1 – June 30) with ComPsych Guidance Resources for you and your eligible dependents.

#### They provide counseling for:

Job related issues  
Depression  
Stress  
Marriage and family issues  
Child or adolescent problems  
Alcohol and drug abuse concerns

#### **Contact EAP:**

1-877-427-2327 for pre-authorization

[www.guidanceresources.com](http://www.guidanceresources.com)

Company ID: SOIEAP

If you need additional information in accessing this benefit, do not hesitate to call an Employee Relations or Benefit Representative in Human Resource Services at 426-1616.