

**NOTICE OF LAYOFF TO STATE DISLOCATED WORKERS UNIT PURSUANT TO
THE WORKER ADJUSTMENT AND RETRAINING NOTIFICATION (WARN) ACT**

November 7, 2016

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201 N. Washington Square
Lansing, MI 48913

WIA
WORKFORCE PROGRAMS

Dear Rapid Response Team and Your Local Government Chief Elected Officials:

This letter is being issued in accordance with the Worker Adjustment and Retraining Notification Act (WARN) in order to notify you that Experience Works, Inc. is experiencing a company reorganization resulting in mass layoffs at the following facilities located at The Michigan State Office, 4075 North Euclid Ave. Bay City, MI 48706, effective between 12/1/2016 and 1/30/2017. This will result in the layoff of 8 employees.

Experience Works is experiencing significant financial difficulties due to the financial constraint of temporary and inconsistent funding, and a structure that cost more than the budget. Experience Works was notified early on 10/20/2016 that our funding was cut by 90%. We informed all staff members verbally on a Town Hall conference call at 11:30am EST on the same day -10/20/2016. Additionally, an email was sent to all staff members the same day, 10/20/2016 as a follow up with the funding details. Notice is being provided as close as possible to 60 days, pursuant to the unforeseeable business circumstances exception in Section 639.5 of the Federal WARN Act. Given the financial and time constraints, as well as the significant decrease of manpower caused by the reorganization and mass layoff, Experience Works is unable to provide separate notices to local Chief Elected Officials. However, the attachment provided will show the cities where the employees reside.

At this time, Experience Works considers layoffs to be permanent. As part of the corporate reorganization, Experience Works will attempt to continue to secure financial support from various avenues. If these efforts are successful, some employees may be maintained or recalled to work. However, because the success of such efforts are entirely unknown at this time, no Experience Works employee who is being laid off should count on being recalled to employment with the Company.

Experience Works expects layoffs to begin around 12/15/2016 or later. The layoffs may come in stages, depending upon the need for workers during the company reorganization and the business need to maintain workers as the full impact of the business downturn and the resulting corporate reorganization becomes known. The company has established a Reduction in Force Policy and a

revised Severance Pay Plan to provide employees with further information regarding their employee benefits and to assist employees during this difficult time.

All affected employees have been notified of the reorganization and mass layoffs. Bumping rights do not exist, as Experience Works does not recognize strict seniority rights. Experience Works is not part of a union.

If you have further questions or need additional information, you may contact Cristal Kurtz or the Human Resources Department at Human_Resources@experienceworks.org or Kent Kahn, the Michigan State Manager at 989-414-1252 and Kent_kahn@experienceworks.org

Sincerely,



Cristal Kurtz
Director of Human Resources

Job Titles/Positions Affected	Residing City	# of Employees Affected
Emplymnt & Training Coordinator	Mount Pleasant	1
Emplymnt & Training Coordinator	Jackson	1
Emplymnt & Training Coordinator	Kimball	1
Director, Program Operations	Kawkawlin	1
Office Administration Manager	Bay City	1
Emplymnt & Training Coordinator	Traverse City	1
Emplymnt & Training Coordinator	Bay City	1
Emplymnt & Training Coordinator	Marquette	1