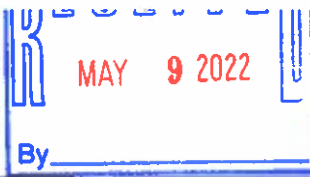




MPHI®



CENTRAL OFFICE

**NOTICE TO MICHIGAN WORKFORCE DEVELOPMENT AGENCY**

2436 WOODLAKE CIRCLE, SUITE 300

April 14, 2022

OKEMOS, MI 48864

PH: 517/324-8300 FX: 517/381-0260

1115 MASSACHUSETTS AVENUE, NW

Jimelle Howard, Manager  
Department of Labor and Economic Opportunity, Workforce Development

WASHINGTON, D.C. 20005

201 N. Washington Square

PH: 202/842-2022 FX: 202/842-2006

Lansing, MI 48913

Fax: 517-373-7794

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Email: [LEO-RapidREsponseCommunications@Michigan.gov](mailto:LEO-RapidREsponseCommunications@Michigan.gov)

**Re: Notice of Permanent Shutdown of Operating Unit at Michigan Public Health Institute**

To whom it may concern:

This letter is to inform you that, as of July 1, 2022 Michigan Public Health Institute (MPHI) will permanently eliminate the COVID Investigator and Contact Tracer (CICT) department at its single site location, located at 2436 Woodlake Circle Suite 300, Okemos, MI 48864.

These eliminations are the result of the State of Michigan Department of Health and Human Service's recent notification to MPHI that it will no longer require COVID investigators and contract tracing services as of July 1, 2022. Because job positions within the CICT department were communicated as temporary, MPHI does not believe that notice under the WARN Act is required. Nonetheless, in keeping in the spirit of the WARN Act, MPHI is providing this notice to you.

The Company will eliminate the CICT department on July 1, 2022. Attached is a list of the job title, and the number of employees affected within each job title.

The positions impacted are hourly positions. None of the employees are represented by a union. There are no bumping rights available.

For further information, please contact me at (517) 324-8309.

Sincerely,

Heather White

Chief Administrative Officer

<b>Title</b>	<b>Number of Employees</b>
Case Investigator	44
Contact Tracer	8
Program Assistant	3
Senior Case Investigator	7
Senior Contact Tracer	3
Unit Manager	2
	<hr/>
	67
	<hr/> <hr/>