

Via Email

Jimelle Blakley
Administrative Manager
State of Michigan, Rapid Response Team
201 N. Washington Sq., 5th Floor Lansing, Michigan 48913

Re: WARN Notification

Dear Ms. Blakley,

This correspondence will serve to provide the State of Michigan WIOA notice of unplanned temporary layoffs for the below noted employees of Jacobsen/Daniels Enterprise, Inc. to the Worker Adjustment and Retraining Notification Act (WARN Act), and applicable definitions of "Employment loss" together with "unforeseeable business circumstance" [but not "natural disaster"] contained in the Subsections 639.3 and 639.9(b) of the Code of Federal Regulations, Jacobsen | Daniels appears to be able to provide notice of less than 60 days for a lay off. However, we believe it prudent to inform you that due to the current economic environment causing a downturn in client services we are laying off the following employees located in Ypsilanti, Michigan.

First Name	Last Name	Title	Temporary Layoff Date
		Accounting Manager	3/20/2020
		Human Resources Coordinator	3/20/2020
		Staff Accountant	3/23/2020
		CADD Technician	3/20/2020
		Analyst - Facilities Specialist	3/20/2020

Each affected employee's final date of employment is contained in the spreadsheet above. This is a temporary layoff until further notice.

If you have any questions or concerns regarding this separation of employment, you may contact me by phone at (248) 730-6300 or email at carnita.hunt@jacbosendaniels.com

Kind Regards,



Carnita Hunt
Jacobsen | Daniels
Human Resources Director