



April 9, 2020

The Wisconsin Department of Workforce Development
Dislocated Worker Unit
PO Box 7972
Madison, WI 53707
WIOATitleI@dwd.wisconsin.gov

RE: Notice of Business Furloughs

Dear Members of the Dislocated Worker Unit:

The COVID-19 pandemic continues to significantly impact our business at Server Products. Our orders have dropped to concerning levels. Although we have made some tough decisions already, related to furloughing our employees, unfortunately, we must take another step in that direction to help us manage the situation moving forward.

On March 30, 2020 we furloughed thirty-four employees. Thirty-two were production workers and two were office workers. On April 13, 2020 we will be furloughing nineteen additional employees. Eleven will be production workers and eight will be office workers. Our management staff is also taking a reduction in pay effective April 13, 2020.

Our business goal is get our employees back to work as soon as possible. We will be reviewing our business needs weekly and decisions will be made to determine the extent of the furlough. Employees will be recalled based on business needs.

If you need additional information, please contact Holly Adams, Human Resources Director, at 262-628-5636 or email at hadams@server-products.com.

Sincerely,

Holly Adams

Holly Adams, SPRH, SHRM-SCP
Human Resources Director