



*Sam Van Galder, Inc.*  
715 South Pearl Street  
Janesville, WI 53548

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April 22, 2020

**VIA EMAIL**  
[WIOATitleI@dwd.wisconsin.gov](mailto:WIOATitleI@dwd.wisconsin.gov)

State of Wisconsin  
Department of Workforce Development  
201 E. Washington Ave  
P.O. Box 7946  
Madison, WI 53707  
(608) 266-3131

**RE: Sam Van Galder, Inc.**  
**(Notice of Mass Layoffs Pursuant to WBCML and WARN Act)**

To Whom It May Concern:

This letter will serve as written notice pursuant to the Worker Adjustment and Retraining Notification Act (WARN), 29 U.S.C. §2101 et seq., and the Wisconsin's Business Closing and Mass Layoff (WBCML) (Wisconsin Statutes § 109.07 and Chapter DWD 279 of the Wisconsin Administrative Code), that Sam Van Galder, Inc. (Company"), located at 715 South Pearl Street, Janesville, WI 53548, has had to rapidly cease and/or substantially reduce its operations as a direct result of the COVID-19 pandemic. Specifically, public health concerns, government issued Stay at Home Orders, school closures, and other actions taken in order to help prevent or mitigate the effects of the COVID-19 pandemic have negatively impacted travel and overall business operations. These unforeseen business circumstances caused by the COVID-19 pandemic have forced the Company to implement a mass layoff without the ability to provide its employees advanced notice. The mass layoff was caused by COVID-19-related business circumstances that were not reasonably foreseeable at the time that notice would have been required under WARN and the WBCML.

The Company expects the layoffs to be temporary. However, due to the unprecedented nature of the pandemic, the Company cannot guarantee any timeline for recall. Employee layoffs commenced on March 14, 2020. Additional layoffs occurred on March 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 30, 31, April 3, 4 and 8<sup>th</sup>. No additional layoffs are anticipated at this time. A list of job titles of positions that have been affected, and the number of employees laid off in each job classification is enclosed on Exhibit A.

State of Wisconsin  
Department of Workforce Development  
Page 2

Bargaining unit employees who have been furloughed are represented by Teamsters Local Union No. 695. The chief elected union official is Business Agent Brian Troha, 1314 N. Stoughton Rd., Madison, WI 53714, (608) 244-6207.

None of the bargaining unit employees who have been furloughed are entitled to exercise displacement or bumping rights under the terms of the collective bargaining agreement between Sam Van Galder, Inc. and Teamsters Local Union No. 695. There are no "bumping" or displacement rights for affected non-union employees.

The information provided in this notice is based on the best information available to Sam Van Galder, Inc. as of the date of this notice. Additional information about this situation may be obtained by contacting:

Allen Fugate  
General Manager  
Sam Van Galder, Inc.  
715 South Pearl Street  
Janesville, WI 53548  
[Allen.Fugate@coachusa.com](mailto:Allen.Fugate@coachusa.com)  
1-608-752-5407 extension 160

Very truly yours,

By:   
Allen Fugate  
General Manager

Enclosure

**EXHIBIT A**  
**Sam Van Galder, Inc.**  
**List of Furloughed Employees By Job Title**

**Work location: 715 South Pearl Street, Janesville, WI 53548**

JOB TITLE	NUMBER OF AFFECTED EMPLOYEES
Motor Coach Driver	139
School Bus Driver	36
School Bus Manager	1
Washbay Associate	14
Washbay Manager	1
Washbay Supervisor	2
Ticket Agent	10
Ticket Agent / Luggage Loader	4
Dispatch Associate	6
Dispatch Supervisor	1
Operations Manager	1
Charter Outside Sales	3
Charter Specialist	2
Customer Service Representative	6
Payroll / Accounts Receivable	1
Shop Supervisor	1
Mechanic	10
Terminal Manager	2
Terminal Security	1
Safety Manager	1
Tour Planner	3
Tour Directors	6
Lead Trainer	1
Full Time Trainer	1
Clerk Associate	1
Parts Specialist	1
Accounts Payable Specialist	1
Director of Operations	1
Assistant Controller	1