



April 23, 2020

**VIA CERTIFIED MAIL AND E-MAIL**

Adult & Dislocated Worker Programs  
Wisconsin Department of Workforce Development  
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Madison, WI 53707  
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Chytania Brown, Administrator  
Wisconsin Department of Workforce Development  
[dwdet@dwd.wisconsin.gov](mailto:dwdet@dwd.wisconsin.gov)

Re     Announcement of Planned Action

To Whom it May Concern:

As a result of the unforeseeable, dramatic downturn in business and significant decrease in revenues caused by the coronavirus natural disaster and the subsequently issued state and local order(s) requiring the cessation of certain businesses, there will be a mass layoff at the Metals USA Carbon Flat Rolled, Inc. facility located at 301 Industrial Drive, Horicon, WI 53032 between April 23, 2020 and May 15, 2020. We were unable to provide more notice of this action because these circumstances were not reasonably foreseeable until recently when the full impact of COVID-19 became clear. We are providing as much notice as is practicable under the circumstances and given the rapid pace at which this situation has developed. This mass layoff is expected to be temporary. The expected date of the first separation will be April 23, 2020.

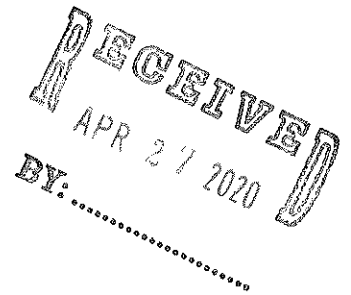
All 10 affected employees have been notified of their separation dates and that their separation from employment will be temporary. Those employees are expected to be separated from employment beginning on April 23, 2020 with all separations accomplished by May 15, 2020.

There will not be any bumping rights for affected employees—that is, employees will not be able to displace more junior employees out of their job positions as a result of this closure.

If you have any questions or want additional information concerning this matter, please contact Lynn J. Buzzell, Human Resources Manager, at 262-253-3820.

**Metals USA – Flat Roll**

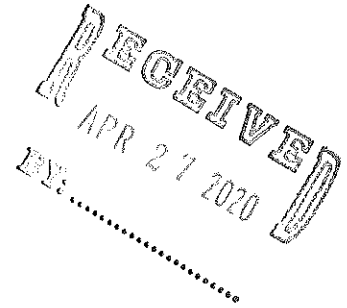
Regional Office: 3000 Shermer Road, Northbrook IL 60065. Telephone: (800) 777-9820



Sincerely,



Lynn J. Buzzell  
Human Resources Manager



cc: (Certified Mail and E-Mail)

The Honorable James Grigg, Mayor  
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Metals USA – Flat Roll

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