

**BLWI Associates LLC d/b/a Sheraton Milwaukee Brookfield Hotel**  
**375 S Moorland Road, Brookfield, WI 53005**

April 30, 2020

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

Department of Workforce Development  
201 E. Washington Ave  
P.O. Box 7946  
Madison, WI 53707

RE:     WARN NOTICE – Sheraton Milwaukee Brookfield Hotel

Dear Sir/Madam:

This notice is being provided to you on behalf of BLWI Associates LLC (the “Company”) pursuant to the Worker Adjustment and Retraining Notification Act of 1988 (“WARN”) to give you notice of the furlough of employees at the Sheraton Milwaukee Brookfield Hotel, 375 S Moorland Road, Brookfield, WI 53005 (the “Hotel”).

While we believe the furloughs to be temporary and may not trigger WARN Act notice requirements, we are providing the following information in an abundance of caution. Should any notice be required, notice was given as soon as possible given the unforeseen business circumstances, namely a dramatic reduction in room occupancy and business operation, due to the unprecedented COVID-19 pandemic (as declared by the World Health Organization). The COVID-19 pandemic has crippled the Company’s business causing notice to not be foreseeable at the time that notice would have been required to be given.

Approximately 101 employees have been temporarily furloughed on or about March 27, 2020 or during a 21-day period starting on that date. All affected employees have been notified of the layoff. Again, while we do not expect this furlough to exceed 6 months, we are issuing this notice out of an abundance of caution and due to the uncertainty at this time.

Attached is a list of the job positions and number of individuals who will be affected by the furlough. There are no bumping rights, and there is no union representation at the Hotel.

Should you have any questions, please contact me at (262) 364-1100.

Sincerely,



Molly Wilson, Assistant General Manager

Attachment

Cc:     Mayor Tom Barrett  
Via U.S. Mail: City Hall, Room 201, 200 E. Wells Street, Milwaukee, WI 53202

## INSERT JOB POSITIONS

## INSERT NUMBER OF AFFECTED EMPLOYEES

<u>Accounts Payable/Cashier</u>	<u>1</u>
<u>Assistant Executive Housekeeper</u>	<u>1</u>
<u>Banquet Bartender</u>	<u>3</u>
<u>Banquet Captain</u>	<u>1</u>
<u>Banquet Houseperson</u>	<u>3</u>
<u>Banquet Manager</u>	<u>1</u>
<u>Banquet Server</u>	<u>15</u>
<u>Banquet Set-up Supervisor</u>	<u>1</u>
<u>Bellman/Driver</u>	<u>3</u>
<u>Café Attendant</u>	<u>1</u>
<u>Catering Sales Manager</u>	<u>1</u>
<u>Club Lounge Attendant</u>	<u>2</u>
<u>Convention Services Manager</u>	<u>1</u>
<u>Director of Catering</u>	<u>1</u>
<u>Dishwasher</u>	<u>5</u>
<u>Executive Chef</u>	<u>1</u>
<u>Front Desk Agent</u>	<u>2</u>
<u>Front Desk Supervisor</u>	<u>1</u>
<u>Front Office Manager</u>	<u>1</u>
<u>General Maintenance</u>	<u>4</u>
<u>Host/Hostess</u>	<u>1</u>
<u>Housekeeping Houseperson</u>	<u>2</u>
<u>HR Coordinator</u>	<u>1</u>
<u>Laundry Attendant</u>	<u>1</u>
<u>MEPS Housekeeping Attendant</u>	<u>1</u>
<u>Night Audit</u>	<u>2</u>
<u>PBX Operator</u>	<u>3</u>
<u>Public Space Attendant</u>	<u>1</u>
<u>Reservations Rooms Coordinator</u>	<u>1</u>
<u>Restaurant Bartender</u>	<u>1</u>
<u>Restaurant Cook</u>	<u>4</u>
<u>Restaurant Supervisor</u>	<u>1</u>
<u>Room Attendants</u>	<u>16</u>
<u>Room Inspectors</u>	<u>4</u>
<u>Room Service Server</u>	<u>3</u>
<u>Sales Manager</u>	<u>2</u>
<u>Security Agent</u>	<u>2</u>
<u>Senior Sales Manager</u>	<u>1</u>
<u>Sous Chef</u>	<u>1</u>
<u>Waitstaff</u>	<u>4</u>