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MAY 22 2020

BY: .....

May 20, 2020

State of Wisconsin  
Adult & Dislocated Workers Section  
201 East Washington Avenue  
Madison, WI 53707

Re: State and Federal WARN Act Notification of Permanent Layoffs

To Whom It May Concern:

Please be advised that this letter constitutes the notification required under the state and federal plant closing laws (WARN Acts) advising you that a permanent mass layoff will take place effective June 1, 2020 at the Company's facility located at 3402 Crocker Avenue in Sheboygan, Wisconsin.

If your job classification/title appears on the attached Exhibit A and you have received a copy of this letter, you are one of the employees who will be permanently laid off pursuant to this notification.

Wigwam Mills, Inc. will substantially curtail its manufacturing and administrative operations due to the sudden and unexpected consequences of the COVID-19 virus and the adverse impact the COVID virus has had on Wigwam's operations and sales.

As a result of this unforeseen development caused by COVID-19, Wigwam Mills, Inc. will be permanently laying off most of its Sheboygan based employees. This permanent layoff will affect approximately 121 of our total employment contingent of 142.

A list of all the effected job classifications/titles and their date of separation is attached as Exhibit A hereto.

The Company is unable to provide the otherwise required 60-day advance notice of these layoffs due to the sudden unexpected and unforeseen adverse circumstances caused by the COVID-19 virus.

This virus has dramatically impacted Wigwam Mills because most of the sales orders previously placed with Wigwam have been dramatically and suddenly curtailed resulting in a loss of business resulting in these permanent layoffs.

Certain employees are members of International Chemical Workers, Union Council of the UFCW 147T. In the labor contract which covers these employees, there are seniority and recall rights. The Company will honor the seniority and recall rights pursuant to the labor contract. The Company will continue operations but with a substantially reduced manufacturing and administrative operation in Sheboygan.



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Those employees who are employed performing bargaining unit work will continue to be covered under the terms and conditions of labor contract and will be placed pursuant to the seniority and recall rights in the contract. The name of the union representing these employees is International Chemical Workers Union Council of the UFCW Local 147T. The UFCW International Representative of the union is Nick Spencer. His address is as follows: Nick Spencer, 128 Fairview Drive, Plymouth, WI 53073.

The local Job Service Office of the State of Wisconsin DWD is located at 3620 Wilgus Avenue, Sheboygan, WI 53081. This DWD office may have information regarding resources available to assist employees in their search for training, employment and other support services.

This correspondence is being sent to the State of Wisconsin Dislocated Workers Unit, the County Executive for the County of Sheboygan, the Mayor for the City of Sheboygan, the Union representing certain manufacturing employees of the Company and all affected employees.

We will work with our employees to ensure a smooth transition.

I am the company official to contact regarding additional information, and I may be reached at the address and phone number listed below.

Sincerely,

Sharon Bruckschen  
Director of Human Resources  
3402 Crocker Avenue  
PO Box 0818  
Sheboygan, WI 53081  
(920) 783-1004  
SBruckschen@Wigwam.com

**EXHIBIT A**

<b>Job Classification/Title (*union position)</b>	<b>Number of Affected Employees</b>	<b>Effective Date of Permanent Layoff</b>
Accounts Payable Clerk	1	June 1, 2020
Custodian*	2	June 1, 2020
Customer Service Representative	3	June 1, 2020
Demand Planning Analyst	1	June 1, 2020
Distribution Center Operations Supervisor	1	June 1, 2020
Distribution Center Operator*	3	June 1, 2020
Finishing Operator*	34	June 1, 2020
Finishing Supervisor	1	June 1, 2020
Human Resources Generalist	1	June 1, 2020
Inventory Clerk*	1	June 1, 2020
Knitter*	14	June 1, 2020
Knitting Supervisor	1	June 1, 2020
Label Designer & IT Support	1	June 1, 2020
Manager of Accounting	1	June 1, 2020
Manager of Knitting & Raw Materials	1	June 1, 2020
Manager of Technical Processing	1	June 1, 2020
Master Production Scheduler	1	June 1, 2020
Materials Clerk*	1	June 1, 2020
Mechanic - Entry Level Knitting*	2	June 1, 2020
Mechanic - Journey Knitting*	5	June 1, 2020
Mechanic - Level 2 Knitting*	1	June 1, 2020
Mechanic - Level 3 Knitting*	1	June 1, 2020
Mechanic - Level 3 Maintenance*	1	June 1, 2020
Mechanic - Master Finishing*	1	June 1, 2020
Mechanic - Master Knitting*	9	June 1, 2020
Mechanic - Master Maintenance*	1	June 1, 2020
Mechanic - Level 4 Knitting*	2	June 1, 2020
Mechanized Material Handler*	3	June 1, 2020
Office Assistant/Receptionist	1	June 1, 2020
Outlet Store Manager	1	June 1, 2020
Part-Time Multi-Functional Operator	6	June 1, 2020
Plant Quality Coordinator	1	June 1, 2020
Plant Standards Analyst*	1	June 1, 2020
Postal Clerk*	1	June 1, 2020
Product Designer	1	June 1, 2020
Product Manager	2	June 1, 2020
Sales Coordinator	1	June 1, 2020
Systems Analyst/Programmer	1	June 1, 2020
Technical Process Operator*	2	June 1, 2020
Technical Services Coordinator	1	June 1, 2020
Toe Closer*	3	June 1, 2020
Utility Worker*	2	June 1, 2020
Work Distributor*	2	June 1, 2020
<b>TOTAL</b>	<b>121</b>	