

August 3, 2020

Via Certified Mail  
Email: [WIOATitleI@dwd.wisconsin.gov](mailto:WIOATitleI@dwd.wisconsin.gov)

The Wisconsin Department of  
Workforce Development  
P.O. Box 7972  
Madison, WI 53707

Via Certified Mail  
Email: [barlow@holmenwi.com](mailto:barlow@holmenwi.com)  
Fax: (608) 526-4357

Patrick Barlow  
City Council President  
421 S. Main Street  
P.O. Box 158  
Holmen, WI 54636

**RE: WARN Act Notice**  
**Northern Engraving Corporation (the "Company")**  
1400 Sand Lake Road  
Holmen, WI 54636

Dear Dislocated Worker Unit/Rapid Response Team and City Council President Barlow:

This letter constitutes notice under the Federal Worker Adjustment and Retraining Notification Act, 29 U.S.C. §201 et seq. ("WARN"), related U.S. Department of Labor regulations and Wisconsin's Business Closing and Mass Layoff law ("WBCMLL"), that as a direct result of unforeseeable business circumstances the Company will be implementing layoffs at the above facility. Separations related to these layoffs may occur as early as during a fourteen (14) day period beginning on July 31, 2020. These layoffs are expected to be permanent.

Union represented employees affected by these layoffs are represented by the Plastic Workers' Union. The schedule for separations of union represented employees is currently anticipated to be based on seniority and pursuant to the collective bargaining agreement ("CBA").

The job titles of the positions to be affected and the number of affected employees in each job classification appear in the list attached hereto. (Attachment A). Any bumping rights available under the CBA may affect the order of layoffs. By letter of this date, the chief elected official of the affected represented employees has been notified:

Mark A. Spano  
Servicing Director  
Plastic Workers' Union, Local 18  
245 Fencl Lane  
Hillside, Illinois 60162-2001

Carl Whaling  
Business Agent  
Central States Joint Board  
245 Fencl Lane  
Hillside, Illinois 60162-2001

Unrepresented employees who will be affected have also been notified by letter of this date.

Each employee will be given a description of their benefits and the Company will ensure that employees will be paid all earned wages and benefits through the separation date.

For further information please contact Paulette Taylor, Director of Human Resources, at [paulette.caylor@nbhx-trim.com](mailto:paulette.caylor@nbhx-trim.com) or (608) 377-3619.

Sincerely,



Paulette Taylor  
Director of Human Resources  
803 S. Black River Street, Sparta, WI 54656

## LIST OF AFFECTED POSITIONS