



August 14, 2020

**VIA UPS AND/OR ELECTRONIC MAIL**

Wisconsin Department of Workforce Development  
WIOATitleI@dwd.wisconsin.gov

Mayor Satya Rhodes-Conway  
210 Martin Luther King Jr. Blvd. #403  
Madison, WI 53703

Re: **COVID-19 Related Shutdown and Resulting Terminations**  
**Aramark at The Fluno Center 601 University Ave., Madison, WI 53715-1035**

To Whom It May Concern:

Due to the business impact of the recent COVID-19 pandemic, Aramark's location listed above is closed. Accordingly, this letter will serve as notice of the account closure in accordance with the federal Worker Adjustment and Retraining Notification Act, 29 U.S.C. § 2101 et seq. ("WARN"). The extended shutdown of this location was caused by COVID-19 related business circumstances that were not reasonably foreseeable at the time that WARN notice would have been required. The Fluno Center recently announced that it does not intend to reopen and will not need our services. We regret to inform you that all or most of the Aramark employees assigned to that client account will be or have been affected.

1. As a result of the closing described above, Aramark expects to terminate the employment of its employees at The Fluno Center as of August 31, 2020.
2. The specific job titles of our employees affected by this temporary closing, as well as the number of our employees in each job classification, are listed on the attachments to this notice.
3. There are no bumping rights applicable to these employees.
4. Our employees affected by this action are not represented by a union, but all affected employees have been notified of their layoff from employment.

If you have any questions or for further information, please call me at 602-331-5226.

Very truly yours,  
*Jordan Glazier*  
Jordan Glazier  
Vice President, Human Resources

## Affected Job Titles & Employee Count

Job Title	# of Employee in Role
Audio Visual Worker	1
Baker	1
Bartender	5
Catering Service Worker	1
Chef	1
Conference Worker	1
Cook	3
Custodial Services Lead Worker	1
Custodial Services Worker	2
Event Planning Coordinator	1
Food Service Supervisor	1
Front Desk Lead Worker	1
Front Desk Worker	11
General Utility Lead Worker	3
General Utility Worker	4
Housekeeper	5
Lead Cook	1
Lead Waiter/Waitress	3
Maintenance Worker	1
Sales Support Supervisor	1
Sous Chef	2
Waiter/Waitress	10