

**From:** [Debra Hernandez](#)  
**To:** [DWD MB DET WIOA Title I](#)  
**Subject:** Lay off of employees for two weeks  
**Date:** Tuesday, November 17, 2020 6:38:52 AM  
**Attachments:** [image002.png](#)

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Hello,

I wanted to reach out to let DWD know that we are doing a temporary lay off of two weeks for all production employees. That lay off began 11-16-20 and they will return to work on 11-30-20. This is due to low orders and high inventory levels. We see orders are returning after that date and do not anticipate the need to do this on a regular basis. This affects a total of 18 people, with approximately 6 that have not gotten past their probationary period yet (60 days).

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