



October 4, 2021

VIA EMAIL & REGULAR MAIL

Ms. Amy Pechacek  
Secretary-designee  
Department of Workforce Development  
201 E. Washington Ave  
P.O. Box 7946  
Madison, WI 53707

Mr. John L. Swisher  
President  
125 Depot Street  
P.O. 238  
Johnson Creek WI 53038

Dear Ms. Pechacek and Mr. Swisher:

We are writing to inform you that we will have a mass layoff at the Valero Services, Inc. facility located at W5289 Valero Way, Johnson Creek, Wisconsin 53038. The planned workforce reduction is due to the continued idling of this facility and is expected to be indefinite, unless and until market conditions significantly improve, and is expected to impact 61 out of 68 employees employed at the facility.

All affected employees are expected to be separated from employment between Friday, October 15, 2021 and Monday, December 6, 2021. Please see the attached list for all the positions and the number of individuals in each position who will be affected by the planned workforce reduction. There are no bumping rights. The affected employees are not represented by a union.

If you have any questions or want additional information concerning this matter, contact Bob Abbott, Director of Renewables HR, at 605-213-0268.

Sincerely,

A handwritten signature in blue ink that reads 'Martin Parrish'.

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Martin Parrish  
SVP Alternative Energy & Project Development

attachment

**Affected Jefferson Employees:**

<b>Position</b>
Accounting Associate
Grains Procurement Rep
I&E Technician
I&E Technician
Interim Plant Manager
Lead Maintenance Technician
Lead Production Specialist
Maintenance Planner/Scheduler
Maintenance Technician
Maintenance Technician
Maintenance Technician
Maintenance Technician
Manager Grains Procurement
Manager Maintenance
Manager Production
Manager QA/QC Lab
Materials Coordinator
Office Coordinator
Plant Analysis Accountant
Plant Controller
Plant Engineer
Process Coordinator



Shipping & Receiving Operator
Senior Plant Engineer
Senior Process Engineer
Senior Process Operator
Supervisor Shift
Supervisor Shift
Supervisor Shift
Supervisor Shipping & Receiving
Supply Chain Execution Analyst