



June 5, 2023

VIA OVERNIGHT MAIL

RECEIVED
JUN 06 2023

BY:

Bureau of Workforce Training, Program Administration Section
Department of Workforce Development
201 East Washington Avenue
Madison, WI 53707

Re: Medford –Employment Loss Event

Dear Sir or Madam:

On behalf of Phillips-Medisize, LLC (“Phillips”) and pursuant to the regulations of the Worker Adjustment and Retraining Notification Act (20 CFR Section 639.7), this letter serves as official notification to you, as the Bureau of Workforce Training, of a workforce reduction.

On August 18, 2022, Phillips announced the planned closure of the Medford facility, to occur by approximately end of 2023. Since that time, Phillips has been making targeted relocations and reductions in personnel, however, no reduction has previously impacted more than 25% of the Medford employees in any 90-day rolling period.

At this time, and consistent with the planned closure of the Medford facility, Phillips is making a substantial reduction of employees. Phillips anticipates a permanent layoff of approximately 83 employees, beginning on or about August 7 with approximately 46 employees being affected at that time. The reduction of another approximately 37 positions will take place in phases and is expected to be complete by about September 30, 2023.

All employees will receive 60 days’ notice prior to any impact to their position taking effect. We will continue to keep our employees closely advised as to their respective separation dates as business needs require.

Phillips is providing notice to the affected employees and to the Mayor of Medford, Wisconsin. No union represents the affected employees, and there is no policy for transfer, bumping or reassignment; however, available positions at other Phillips locations are being shared with affected employees. A list of the job titles of the currently affected employees and the number of affected employees in each job classification is enclosed.

You may contact me for further information at (715) 214-8648.

Sincerely,
Josh Halmstad

Josh Halmstad
Director Decorative & Custom Operations

TITLE	# Impacted
Operators	28
Manufacturing Engineer	2
Utility Operator	2
Mold Technician	2
Material Handler	3
Mold Maintenance Tech	1
Tool Room Supervisor	1
Quality Inspector	2
Production Planner	1
Finishing Technician	2
Maintenance Technician	2