

September 12, 2023

**VIA EMAIL ([WIOATitle1@DWD.WISCONSIN.GOV](mailto:WIOATitle1@DWD.WISCONSIN.GOV)) with return receipt and U.S. MAIL (return receipt requested)**

Wisconsin Department of Workforce Development  
Attn: Dislocated Workers Unit  
201 East Washington Avenue  
P.O. Box 7972  
Madison, WI 53707

Mayor Anthony Penterman  
144 W. 2<sup>nd</sup> St.  
Kaukauna, WI 54130

**RE: Announcement of Planned Action at Leaf Home's Kaukauna location**

To whom it concerns:

Consistent with the provisions of the Worker Adjustment and Retraining Notification Act, 29 U.S.C. § 2101 et seq., and Wis. Stat. § 109.07, this letter is to notify you Leaf Home (“the Company”) located at N2277 W 41 Frontage Rd, Kaukauna, WI 54130, will be closing its decking business, and terminating the employment of a group of employees, commencing on November 11, 2023, or within thirteen (13) days thereafter. These employment terminations are expected to be permanent. The expected date of the first separation will be November 11, 2023, for 5 employees. The anticipated date of the separation for the second group of 32 employees shall be December 28, 2023.

These employment terminations will affect approximately 37 employees. The remainder of the Kaukauna facility will continue to operate after December 28, 2023.

All affected employees have been notified of their separation dates and that their separation from employment will be permanent. The affected employees are not represented by a Union and do not have any bumping rights.

The attached Exhibit A is a list of the job classifications and number of affected individuals in each job classification.

If you have any questions or want additional information concerning this matter, please contact Sean Loboda, Chief Human Resources Officer, at (234) 284-0345.

Sincerely,



Robert C. Psaropoulos  
Chief Legal Officer

**EXHIBIT A**

**Impacted Job Classifications**

Job Classifications of Employees Affected on November 11, 2023:

<b>Job Classification</b>	<b>Number of Employees Impacted</b>
Corporate Customer Service Manager	1
Event Marketing Admin Manager	1
Media Coordinator	1
Operations Manager	1
Warehouse Assistant	1

Job Classifications of Employees Affected on December 28, 2023:

<b>Job Classification</b>	<b>Number of Employees Impacted</b>
Install Tech – Deck	26
Installation Manager	1
Production Assistant	1
Service Technician	3
Warehouse Assistant	1