



9/15/2023

The Department of Workforce Development,
Dislocated Workers Unit
Email: WIOATitleI@dwd.wisconsin.gov

To whom it may concern,

Pursuant to the WARN (Worker Adjustment and Retraining Notification) Act, Public Law 100-379, notification is hereby given that Thriveworks Administrative Services, LLC (1000 Jefferson Street, Suite 2C, Lynchburg, VA, 24504) is permanently laying off 78 employees. This action will impact employees at the Company site in Nashville, Tennessee. The Company's reduction will also impact remote employees who are receiving notice of this planned action. The layoff date is expected to occur on November 30, 2023. There is a total of 202 permanent full-time employees at the site. This layoff is due to restructuring. The local point-of-contact is Dagen Weaver, Chief Human Resources Officer, 855-505-2880. All affected employees will be notified on September 14, 2023. This company is not unionized.

Attached is a list of job titles of the positions to be affected and the number of employees to be laid off in each job classification. Bumping right do not exist.

The following positions have been eliminated:

- Client Experience Supervisor (7)
- Client Experience Representative (27)
- Client Email Experience Representative (16)
- Client Billing Inbound Representative (24)

Sincerely,

Dagen Weaver
Chief Human Resources Officer