

**April 1, 2024**

**VIA EMAIL DELIVERY ONLY**

**Andrew Nerbun**

Mequon Mayor  
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**Lee Schlenvogt**

Ozaukee County Board Chairman  
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**The Wisconsin Department of Workforce Development  
Dislocated Worker Unit**

PO Box 7972  
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We are writing to inform you that effective May 31, 2024, or anytime during the 14-day period thereafter, Concordia University, Inc., also known as Concordia University of Wisconsin and Ann Arbor (the “University”) will begin terminating employees as a result of the University’s decision to reduce personnel at both campuses to improve the University’s financial position, resulting in a reduction-in-force at the University’s Wisconsin campus in Mequon. The terminations will impact the University’s operations located at the University’s Mequon Campus, 12800 N Lake Shore Drive, Mequon, WI 53097, and the terminations will be permanent (“Mequon Campus”).

The University anticipates that the terminations will begin on May 31, 2024, or anytime during the 14-day period thereafter. A total of **24** employees will be terminated as a result of reduction-in-force at the Mequon Campus. The University’s employees are not represented by a union and do not have any bumping rights. The University has provided as much advance notice as is practicable of the terminations.

Additional information concerning this matter may be obtained from Kimberly R. Masenthin, Assistant Vice President of Human Resources at 262-243-4414. The job titles of

positions to be affected, number of affected employees in each job classification, and schedule for making separations is available upon request.

The information provided in this letter is based upon the best information available to the University at this time. This letter is provided pursuant to federal laws which encourage employers who are not required to comply with the business closing notice statutes to, nonetheless, provide such notice, and should not be construed as an admission of coverage.

Should you have any questions, please feel free to contact me.

Sincerely,

**CONCORDIA UNIVERSITY, INC.**

Kimberly R. Masenthin  
Assistant Vice President of Human Resources