3318 N Valley Pike, Rockingham, VA 22802
Phone: 540.437.9377
www.horizonsyouthservices.com

The Wisconsin Department of Workforce Development
Dislocated Worker Unit
P.O. Box 7972
Madison, WI 53707

Horizons Youth Services
3318 N. Valley Pike
Harrisonburg, VA 22802

Sent via email to: WIOATitleI@dwd.wisconsin.gov

June 2, 2025

Re: WARN Act Notice – Milwaukee Job Corps Center 6665 N 60th St, Milwaukee, WI 53223

Dear Members of the Dislocated Worker Unit,

We are writing to notify you, pursuant to the provisions of the Worker Adjustment and Retraining Notification Act, that on May 30, 2025 Horizons Youth Services received a "NOTICE OF TERMINATION FOR CONVENIENCE OF DOL CONTRACT NO. 1605JW-24-C-0003 FOR OPERATION OF THE MILWAUKEE JOB CORPS CENTER" from the U.S. Department of Labor. The termination of this contract will result in layoffs that are expected to be permanent. All Horizons Youth Services staff employed at the Milwaukee Job Corps Center located at 6665 N 60th St, Milwaukee, WI 53223 are affected by this action and their employment will be terminated between the dates of June 6, 2025 and June 30, 2025.

A total of 97.75 Horizons Youth Services employees will be separated from employment in addition to approximately 2.55 additional staff who are employed by our subcontract partners. The affected employees are not represented by unions and there are no bumping or transfer rights.

The job titles of the affected positions, and the number of employees in each classification, are identified in Exhibit A, which is made a part of this notice.

If you would like any additional information concerning this request or have any questions, please contact Jessica Shields, Director of Human Resources for Horizons Youth Services at 540-705-6134 or shieldsj@horizonsva.com.

Attachments: Exhibit A

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Exhibit A

Position Title	EE count
Academic Manager	1.00
Driver's Education Instructor	1.00
Academic Instructor	1.00
Academic Instructor	1.00
Academic Instructor	1.00
Academic Instructor	1.00
Academic Instructor	1.00
Instructor Substitute	0.50
Testing Coordinator	1.00
CTT Manager	1.00
Manufacturing Technology Instructor	1.00
Medical Administrative Assistant Instructor	1.00
Welding Instructor	1.00
Material Handling and Distribution Operations Instructor	1.00
Certified Nurse Assistant Instructor	1.00
Certified Nurse Assistant Instructor	1.00
Instructor Substitute	0.50
WBL/OTP Coordinator	1.00
NTC Instructors - Cement Instructor	1.00
Social Development Manager	1.00
Residential Living Supervisor	1.00
Residential Living Supervisor	1.00
Residential Living Supervisor	1.00
Career Services Manager	1.00
Recreation Supervisor	1.00
Student Personnel Officer	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Residential Counselors	1.00
Substitute Residential Advisor	1.00
Counselor	1.00
Counselor	1.00

HORIZONS YOUTH SERVICES
WE GROW PEOPLE

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Counselor	1.00
Recreation Specialist	1.00
Recreation Specialist	1.00
Recreation Specialist	1.00
SGA Coordinator	1.00
Custodian	1.00
Food Services Manager	1.00
Senior/Lead Cook	1.00
Cook	1.00
Cook	1.00
Cook	1.00
Cook Helper/Assistant	1.00
Cook Helper/Assistant	1.00
Driver	1.00
Driver	1.00
Driver	1.00
Wellness Manager	1.00
Physician	0.25
Optometrist	0.10
Mental Health Consultant	0.85
Mental Health Consultant	0.35
TEAP Coordinator	1.00
Registered Nurse (RN)	1.00
Clerical	0.75
Career Preparation Specialist	1.00
Career Preparation Specialist	1.00
Career Preparation Specialist	1.00
Center Director	1.00
Administration Director	1.00
Accountant	1.00
Accounting Clerk	1.00
Buyer	1.00
HR Manager	1.00
HR Specialist	1.00
Student Records Supervisor	1.00
Property Supervisor	1.00
Executive Assistant (CD)	1.00
Maintenance Manager	1.00
Maintenance Technician	1.00
Computer Support Specialist	1.00
Maintenance Custodian	1.00
Security Supervisor	1.00
Senior/Lead Security Officer	1.00
Senior/Lead Security Officer	1.00
Security Officer	1.00
Security Officer	1.00

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Security Officer	1.00
Security Officer	1.00
Security Officer	1.00
Security Officer	1.00
Security Officer	1.00
Security Officer	1.00
Security Officer	1.00
OA/CTS Director	1.00
Outreach & Admissions Counselor	1.00
Outreach & Admissions Counselor	1.00
Outreach & Admissions Counselor	1.00
Outreach & Admissions Counselor	1.00
Career Transition Services Specialist	1.00
Career Transition Services Specialist	1.00
Safety Officer	1.00
OA Assistant	1.00
OA Assistant	1.00
TOTAL STAFF	**100.30**