

November 9, 2025

VIA E-MAIL AND FED-EX

Wisconsin Department of Workforce Development
201 E. Washington Ave.
Madison, WI 53703
E-mail: WIOATitleI@dwd.wisconsin.gov

Mayor Cavalier Johnson
City Hall
200 E. Wells Street, Room 201
Milwaukee, WI 53202
E-mail: mayor@milwaukee.gov

Re: Notice of Reduction in Workforce – PrimeFlight Aviation Services, Inc.

Dear Wisconsin Department of Workforce Development and Mayor Cavalier Johnson:

This letter is intended to comply with the notice obligations, if any, of PrimeFlight Aviation Services, Inc. (“PrimeFlight”) under the federal Worker Adjustment Retraining and Notification Act, 29 U.S.C. § 2101 (“WARN Act”) and the Wisconsin Business Closing and Mass Layoff law, Wis. Stat. § 109.07 (“Wisconsin WARN Act”). However, the giving of this notice shall not constitute an acknowledgement of PrimeFlight of any obligations under the WARN Act or the Wisconsin WARN Act in the event the effects of the layoffs described in this notice are such that the requirements of the WARN Act or the Wisconsin WARN Act do not apply.

PrimeFlight will be reducing its workforce at its operation at the Milwaukee Mitchell International Airport located at 5300 S. Howell Ave., Milwaukee, WI 53207 due to the loss of a contract with Spirit Airlines.

This action is expected to result in the permanent elimination of 27 hourly employees. The company expects to eliminate the positions on January 9, 2026. The affected employees are not represented by a union and bumping rights do not exist. All affected employees will be notified on or before November 9, 2025.

The following are the affected job titles and the number of employees within in each job title:

Admin-DOT: 1	Director Station Operations: 1	Supervisor-DOT: 3
Aircraft Cleaner: 4	Ramp Agent: 9	
Customer Service Agent: 8	Ramp Supervisor: 1	

The company will ensure that employees will be paid all earned wages and agreed upon benefits in accordance with the law.

If you need additional information, please contact Janette Willacker at (913) 530-5192 at JWillacker@Garsite.com.

Sincerely,

Karen S. Eneas
Deputy General Counsel for the Americas
9439 Archibald Ave., Suite 107
Rancho Cucamonga, CA 91739
Direct (909) 390-1210 ext. 1004