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**Via E-mail and Certified Mail**

Breeyn Handberg  
Rapid Response Program Manager  
Office of Workforce Development  
4020 E Fifth Ave  
Columbus, OH 43219

Re Announcement of Planned Action

To Whom it May Concern:

This serves as an update to the notice previously provided to you on March 19, 2020. As a result of the unforeseeable, dramatic downturn in business and occupancy caused by the coronavirus natural disaster and the severe travel restrictions that have been imposed along with the state-wide stay at home orders in several states that have also drastically reduced the hotel's occupancy, we are writing to inform you there has been an additional mass layoff at the Embassy Suites Cleveland Rockside facility located at 5800 Rockside Woods Blvd N, Independence, OH 44131 on March 31, 2020. This mass layoff is expected to be temporary. The first separations occurred on March 19, 2020.

The first group of 43 affected employees have been notified of their separation dates and that their separation from employment will be temporary. Those employees were separated on March 19, 2020 with all separations completed by March 23, 2020.

The second group of 29 affected employees have been notified of their separation date and that their separation from employment will be temporary. Those employees were separated on March 31, 2020 or within 14 days of that date.

All 72 separations from both groups were accomplished by March 31, 2020 or within 14 days of that date.

There will not be any bumping rights for affected employees—that is, employees will not be able to displace more junior employees out of their job positions as a result of this closure.

If you have any questions or want additional information concerning this matter, please contact Christine Nilluka, Vice President of Human Resources, at 972-830-3123.

Sincerely,

A handwritten signature in black ink that reads "Christine Nilluka". The signature is written in a cursive style with a large, sweeping initial "C".

Christine Nilluka

cc: The Honorable Gregory P. Kurtz, Mayor (Certified Mail and email)  
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Independence, OH  
44131-5045  
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