

To: [rapdresp@jfs.ohio.gov](mailto:rapdresp@jfs.ohio.gov)  
Date: April 20, 2020  
Re: Notice of Mass Layoff in Oakwood Village, OH (Cuyahoga County)

Dear Sirs,

The Maines Paper & Food Service, Inc. location at 199 Oakleaf Oval, Oakwood Village, Ohio, 44146 has conducted mass layoffs on Friday, April 17, 2020 and Saturday, April 18, 2020. This mass layoff has been prompted by the impact of social distancing mandates by the local, state and federal governments. One of the industries most impacted by these actions is the food-away-from-home industry. Essentially, this is all of our customers. Since the implementation several weeks ago, many of our customers operations have either gone dark or seen their sales fall drastically. This has led to our sales falling by as much as 70%.

Our entire executive team has been focused upon assessing the impact on our company and what actions were necessary to respond to this rapid decline in our sales. Unfortunately, the magnitude of the impact of this decline required we take drastic measures. Although a pandemic is not a natural disaster, our legal counsel advised that it would fall under the unforeseen business circumstance, therefore we are notifying you as soon as practicable. There is no way we could've foreseen the mandates of no restaurant dining rooms or schools or bars open 60 days ago under federal law. It is our hope that when business picks back up, we will call all associates back to be re-employed so they don't lose any seniority with the company and benefits will resume.

This action resulted in the layoff of 63 associates, which is 27.8% of the workforce: All 63 are non-exempt (hourly) positions.

Positions Impacted:

- Warehouse Clerk – 1
- Facilities Maintenance – 1
- Customer Service Representative – 1
- Delivery Helper – 2
- Check-In Clerk – 2
- Selector – 15
- Sanitation – 4
- Loader – 1
- Receiver – 2
- CDL-A Delivery Driver - 34

Our associates are not represented by any 3<sup>rd</sup> party organizations; therefore bumping rights will not be implemented.

The company ensured that associates were paid all earned wages and agreed upon benefits at the time of their termination.

If you need additional information, please contact me at the number below.

Sincerely,

A handwritten signature in black ink, appearing to read "Kurt Steinhauser", with a long horizontal flourish extending to the right.

Kurt Steinhauser  
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Conklin, NY 13748  
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