

THINGS  
REMEMBERED  
*Everything's Personal*

Received March 24, 2020 at 4:50pm

Ohio Department of Job and Family Services  
[rapdresp@jfs.ohio.gov](mailto:rapdresp@jfs.ohio.gov)

Mr. Jack P. Jakubec, Chairman  
Board of Trustees  
Jackson Township Ohio  
PO Box 400  
North Jackson, OH 44451

Notice to the Ohio Department of Job and Family Services and Jackson Township Board of Trustees

There has been a layoff at the Things Remembered Fulfillment Center, located at 500 South Bailey Road, North Jackson, Ohio, 44451. The COVID-19 pandemic has led to a dramatic reduction in orders, and on March 22, Governor Mike DeWine ordered "Non-Essential" businesses to cease operations by 11:59 p.m. on March 23.

This unforeseen set of circumstances forced Things Remembered to effect this layoff on short notice. We do not expect the employment reductions to be long term, and anticipate recalling Teammates as business conditions permit.

Things Remembered believes the employment loss will be temporary. At present, the entire Fulfillment Center is closed, except for a few management employees who will be at the Fulfillment Center from time to time.

Layoff notices were sent to Teammates on March 24, 2020. We do not anticipate any additional employment reductions. One hundred fifty eight employees were affected.

For additional information, contact Edward Johnson, the Human Resources Manager at the Fulfillment center. He can be reached at 330-538-2125, extension 7012 or [edjohnson@thingsremembered.com](mailto:edjohnson@thingsremembered.com).