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Received on March 19, 2020 at 10:30am

March 19, 2020

Ohio Department of Job & Family Services
Office of Workforce Development
Rapid Response Unit
Worker Adjustment Retraining Notification (WARN) Act
P.O. Box 1618
Columbus, OH 43216-1618
rapdresp@jfs.ohio.gov

RE: Ultra Premium Services, L.L.C., 6880 Parkway Dr., Brookfield Township, OH 44403

Dear Sir:

In accordance with the provisions of the Worker Adjustment and Retraining Notification Act (WARN), this letter serves to inform you that Ultra Premium Services, L.L.C. (“the Company”) is planning a temporary cessation of operations at the facility located at 6880 Parkway Dr., Brookfield Township, OH 44403 (the “Facility”) beginning on April 17, 2020 due to unforeseeable business circumstances. The unanticipated international oil-price conflict and sudden drastic drop in oil prices along with the COVID-19 pandemic and its impact on the market require immediate action.

A list of job titles, number of employees holding the positions and expected date of separation is attached. The Company expects a mass layoff to occur on April 17, 2020. Bumping rights do not apply.

Formal notice was provided to the Brookfield Township Board of Trustees as well as the Trumbull County Department of Job & Family Services simultaneous with this notice. This letter is intended to satisfy the Company’s obligation under federal law to provide notice to the local government unit where the site of employment is located.

You may contact me, the Human Resources Senior Director, at 2200 West Loop South, Suite 800, Houston, TX 77027, or by telephone at (713) 585-3020 for additional information.

Sincerely yours,

Kevin Schnurbusch
Human Resources Senior Director

Ultra Premium Services, L.L.C.
6880 Parkway Dr.
Brookfield Township, OH 44403

Job Title	Number of Affected Employees in Each Job Classification	Expected Date of Separation
Admin Asst	1	April 17, 2020
Area SUPV Yard	1	April 17, 2020
CNC Machinist I	2	April 17, 2020
CNC Operator	29	April 17, 2020
COORD, Inventory	1	April 17, 2020
GEN SUPV, Prod	1	April 17, 2020
Maintenance	3	April 17, 2020
Maintenance Machinist	1	April 17, 2020
Maintenance worker	5	April 17, 2020
Manager, EH&S	1	April 17, 2020
MGR, IT Help Desk & IT Assets	1	April 17, 2020
Plant Manager	1	April 17, 2020
PROD SUPV	4	April 17, 2020
Production Operator	27	April 17, 2020
Production Step-Up Lead	1	April 17, 2020
QA Coordinator	1	April 17, 2020
QA Inspector	13	April 17, 2020
QA Lab Technician	4	April 17, 2020
Sr. HR Manager	1	April 17, 2020
Sr. Process Engineer	1	April 17, 2020
SUPV, Plant Maint	1	April 17, 2020
SUPV, Site Purchasing	1	April 17, 2020
Yard Leader	5	April 17, 2020
Yard/Shipping	15	April 17, 2020
Total Number of Affected Employees	121	April 17, 2020