



May 8, 2020

**E-MAIL**

Kimberly Hall, Director  
Ohio Department of Job and Family Services  
30 E Broad St, Columbus, OH 43215

Dear Director Hall:

As a result of unforeseeable business circumstances stemming from the effects of the COVID-19 pandemic on our business, VSP has conducted additional furloughs and permanent layoffs located at VSPOne Columbus, located at 2605 Rohr Road, Lockborn, OH 43137, on or about May 1, 2020.

This letter is to inform you that VSP furloughed the following number of employees by job classifications, all of whom work at the above VSP location:

<b>Furloughed Employee Job Title</b>	<b>Number of Affected Employees</b>
Inside Sales Account Exec	1
Optics Brand Representative	1
<b>Total</b>	<b>2</b>

This letter is to inform you that VSP laid off the following number of employees by job classifications, all of whom work at the above VSP location:

<b>Laid Off Employee Job Title</b>	<b>Number of Affected Employees</b>
Customer Support 1 (R2L)	2
Lab Trainer (R2L)	1
Maintenance Tech (R2L)	1
Optical Technician (R2L)	34
Supervisor (R2L)	4
Team Leader (R2L)	4
<b>Total</b>	<b>46</b>

VSP has informed affected employees of their particular furlough or layoff date via telephone or other communication by their supervisor or HR business partner on or before May 1, 2020 and VSP has also sent affected employees a written WARN notice by first class mail on May 8, 2020.



While there are many unknowns regarding the COVID-19 pandemic and its impact on VSP's business and operations at this time, we do not yet know how long the furloughs will last or whether there will be future additional furloughs and layoffs.

The sudden and unexpected speed and vast reach of the COVID-19 pandemic was unforeseeable and caused a drastic and unanticipated decrease in the demand for our services and products. Because of these circumstances and ongoing unpredictability, VSP does not have alternative work to offer to affected employees. At this time, this facility will continue to operate, but on a reduced scale.

Moreover, please be advised that there are no bumping rights at this location.

You may contact VSP Corporate Counsel Robert Marcelis at [Robert.Marcelis@vsp.com](mailto:Robert.Marcelis@vsp.com) for further information.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Thomas A. Fessler'.

**Thomas Fessler**  
**General Counsel and Chief Legal Officer**  
**Vision Service Plan**