



August 28, 2020

Via Email and Certified First-Class Mail

Indiana Department of Workforce Development
10 N Senate Ave
Indianapolis, IN 46204
warn-notice@dwd.in.gov

Re: Announcement of Planned Action

Dear Sir or Madam:

On July 2, 2020, we notified you that due to unforeseen, dramatic and unprecedented downturn in occupancy and business arising from the coronavirus (COVID-19) public health crisis, White Lodging determined it was necessary to extend temporary layoffs (furloughs) beyond six months, at the JW Marriott Indianapolis, located at 10 S West St Indianapolis, IN.

At the time, White Lodging fully anticipated and expected to bring these employees back to work beyond six months from the start of the furlough. However, given the continued, unexpected, and drastic decline in business levels within the hospitality industry and the severe travel restrictions that have been imposed in several states, a reduction in force must now be initiated at this location. These employment losses are the result of unforeseen business circumstances that were not reasonably foreseeable at the time that White Lodging initially furloughed these employees.

On August 20, 2020, all affected employees were notified of the employment loss which is to be effective August 31, 2020. The planned reductions in force are being classified as permanent. There will not be any bumping rights for the affected employees, that is, employees will not be able to displace more junior employees out of their job positions as a result of this reduction in force. The affected employees are not represented by a union. Attached please find the job titles and number of affected employees in those job titles (these separations will begin on August 31, 2020 with all separations occurring on that date).

If you have any questions or want additional information concerning this matter, please contact me directly at 219-472-2930.

Sincerely,

Michael Fischer
Chief Human Resources Officer

cc: The Honorable Joe Hogsett
Mayor
200 E Washington St
Indianapolis, IN 46204



WHITE LODGING

JW Indianapolis	216
Accounts Payable and Receivable Clerk I	4
Assistant Director of Event Planning	1
Banquet Attendant I	2
Banquet Attendant II	8
Banquet Houseperson II	1
Banquet Server	19
Banquet Set Up Supervisor	1
Barista II - Starbucks	1
Bartender - High Velocity	3
Catering Sales Coordinator	1
Concierge I	1
Cook - Third Shift - High Velocity	1
Cook I	3
Cook I - High Velocity	2
Cook I - OP Italian	2
Cook II	2
Cook II - High Velocity	3
Cook II - OP Italian	1
Culinary Admin	1
Culinary Supervisor - OP Italian	2
Dishwasher/Kitchen Steward II	14
Event Concierge	1
Event Concierge Supervisor	1
Event Management Assistant	1
Event Operations Coordinator	2
Event Services Manager II	1
Executive Administrative Assistant	1
Executive Sous Chef	1
Food Runner - High Velocity	1
Front Desk Supervisor	3
General Maintenance I	2
General Maintenance II	6
Group Housing Coordinator	6
Group Housing Manager	1
Group Housing Supervisor	2
Guest Room Attendant II	1
Guest Service Representative II	6
Host Supervisor - OP Italian	1
Host/Cashier I - OP Italian	1



WHITE LODGING

Host/Cashier II - High Velocity	2
Host/Cashier II - OP Italian	4
Housekeeping Supervisor	4
Human Resources Coordinator	3
Laundry Attendant I	1
Laundry Attendant II	3
Lead Bartender - High Velocity	2
Lead Room Service	3
Lead Server - High Velocity	2
Lead Server - OP Italian	3
Lead Server Assistant - OP Italian	1
Lobby Bar Bartender	6
Lobby Bar Beverage Server	2
Lounge Concierge	4
Maintenance Helper	3
Maintenance Supervisor I	1
Maintenance Technician II	1
Market Assistant Director of Catering Sales	1
Market Director of Business Transient Sales	1
Market Sales Manager	2
Market Senior Account Executive I	2
Market Senior Account Executive II	2
Market Senior Catering Sales Manager	1
Market Senior Sales Manager I	4
Night Auditor II	4
Phone Attendant I	2
Phone Attendant II	1
Phone Supervisor	2
Purchasing Supervisor	1
Room Control Representative I	1
Room Service Server	4
Sales Coordinator	5
Seamstress	1
Security - Night	1
Security II	1
Senior Event Manager I	1
Senior Market Sales Manager II	1
Server - High Velocity	10
Server - OP Italian	7
Server Assistant - High Velocity	2



WHITE LODGING

Server Assistant - OP Italian	1
Shipping/Receiving	1
VIP Concierge	1