

September 1, 2020

**Via Email and USPS**

Oregon Dislocated Worker Unit  
Oregon Higher Education Coordination  
Division  
3225 25<sup>th</sup> St. SE  
Salem, OR 97302

Mayor Ted Wheeler  
1221 SW 4<sup>th</sup> Ave  
Portland, OR 97204

Re: Bon Appétit Management Co. (Bon Appétit) operations at University of Portland

To Whom It May Concern:

Unfortunately, this letter will serve as official notice under Worker Adjustment and Retraining Notification (WARN) Act that Bon Appétit operations at University of Portland, located at 5000 N. Willamette Blvd, Portland, OR 97203 will be reduced and/or temporarily suspended due to the unforeseen business circumstances related to COVID-19 and resulting physical calamity. Subsequently, Bon Appétit's operations at University of Portland will be significantly reduced and require minimal staffing. Bon Appétit does not know whether its reduced operations will be permanent, but it is expected to last for many months.

Because of this indefinite reduction and/or suspension of operations and based on the information available to it at this time, Bon Appétit has made the decision to terminate a significant number of hourly and several salaried positions. Impacted employees will be terminated on September 30, 2020 and October 1, 2020. Additional notice of the mass layoff was not practicable due to the evolving COVID-19 pandemic and resulting physical calamity.

The job titles of the affected positions and the number of affected employees in each job classification is shown on the attached enclosure. Employees at the location do not have any bumping or transfer rights to other locations, and the impacted employees are not represented by a labor union.

Should you have any questions concerning this matter, please contact Theresa Segal at 425-518-8690.

Yours truly,  
*Theresa Segal*

Theresa Segal, Regional HR Manager

Enclosure

<i>JOB TITLES OF IMPACTED EMPLOYEES</i>	<i># OF EMPLOYEES IN EACH TITLE</i>
Attendant, Catering	20
Admin Asst	2
Baker	2
Barista	9
Bartender	2
Catering Captain	4
Cashier	38
Chef	5
Chef Manager	1
Chef Sous	1
Cold Food	2
Cooks	74
Director, Catering	2
Dishwasher	25
Food Service Worker	22
Server	6
Supervisor	9
<b>Total</b>	<b>224</b>