



October 31, 2023

Via electronic mail and U.S. Mail

Received October 31, 2023 @5:27pm

Breeyn Handberg  
Rapid Response & WIOA Adult and Dislocated Worker Program Administrator  
Office of Workforce Development  
P.O. Box 182105  
Columbus, OH 43218-2105

**Re: Announcement of Planned Action**

Dear Ms. Handberg:

As a result of the upcoming divestiture of its prior authorization, clearinghouse, and patient access business units, Olive AI, Inc. (the “Company”) has made the difficult decision to discontinue regular operations, permanently close, and permanently lay off and consequently terminate the employment of all employees at all remote locations and at Company headquarters located at 99 E. Main Street in Columbus, Ohio between November 1, 2023 and November 3, 2023.

The Company submits this notice to you to satisfy any obligation that may exist under the federal Worker Adjustment and Retraining Notification Act, 29 U.S.C. § 2101 et seq. and applicable similar state laws (collectively, the “WARN Act”). The Company does not admit that such laws apply or that notice is required. If no obligations exist, this notice is being provided to you voluntarily. All rights and defenses pursuant to the WARN Act and other laws are specifically reserved.

The Company was not able to provide earlier notice of the planned action as it may qualify under the “faltering company,” and “liquidating fiduciary” exceptions set forth in the WARN Act. The Company had hoped to complete one or more transactions and secure funds and business to prevent the closing of the business but was unable to do so. These circumstances were not reasonably foreseeable at the time notice would have otherwise been required and notice is further excused because the business is being liquidated.

All affected employees have been notified of their separation dates and that their separation from employment will be November 1, 2023, with all separations accomplished by November 3, 2023.

Attached is a list of the job positions and number of individuals who will be affected by the mass layoff along with the anticipated schedule for job losses. Please note that Olive employees are distributed across the United States, but for purposes of identifying their single site of employment, that location is our headquarters in Columbus, Ohio. Of the impacted individuals, thirty-three (33) are Ohio residents.

There will not be any bumping rights for the affected employees, that is, employees will be able to displace more junior employees out of their job positions as a result of this mass layoff.

If you have any questions or want additional information concerning this matter, please contact [resources@oliveai.com](mailto:resources@oliveai.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'BR', with a large, stylized flourish extending to the right.

Brian Rutkowski  
Chief Administrative Officer

## Attachment A: List of Impacted Positions

<b>Title</b>	<b>Quantity</b>
Business Analyst	1
Chief Executive Officer	1
Chief Administrative Officer	1
Chief Customer Officer	1
Chief Information Officer	1
Chief Legal Officer	1
Cloud Engineer II	1
CPO & CMO	1
Customer Program Executive	4
Director, Clearinghouse Delivery	1
Director, Delivery	1
Director, Facilities	1
Director, Strategic People Partner	1
Director, Support Services	2
Director, Technology	1
Executive Assistant	3
Executive Director	1
Finance Manager	1
Graphic Designer (Hourly)	1
Head of Digital Strategy	1
Head of Marketing and Go-to-Market Strategy	1
IT Engineer I	1
Machine Learning Engineer II	1
Manager, Delivery	2
Manager, Procurement Operations	1
Manager, Production Support Engineering	3
Manager, Service Desk	1
Manager, Software Engineering	1
NetSuite Administrator	1
Operations Manager	1
PA Support Specialist II	1
People Operations Specialist (Part-Time)	1
President, Utilization Management	1
Production Support Engineer I	4
Production Support Engineer II	5
Research Analyst II	1
Research Analyst III (hourly)	1
Research Specialist I	1
Research Specialist III	1
Service Desk Technician I	1

<b>Title</b>	<b>Quantity</b>
Software Engineer I	2
Software Engineer II	4
Sr. Corporate Counsel	1
Sr. Customer Program Executive	2
Sr. Data Engineer	1
Sr. Director, Delivery	1
Sr. Director, Engineering	2
Sr. Director, Engineering- Horizon	1
Sr. Director, IT	1
Sr. Director, Sales Enablement	1
Sr. Director, Technical Readiness	1
Sr. Employment Counsel	1
Sr. Industrial Design Engineer	1
Sr. Manager, Business Systems & Insights	1
Sr. Manager, People Operations	1
Sr. Manager, Portfolio Strategy & Management	1
Sr. Operations Manager	1
Sr. Production Support Engineer	2
Sr. Project Engineer	1
Sr. Project Manager	1
Sr. Revenue Operations Analyst	1
Sr. Software Engineer	8
Sr. Technical Recruiter	1
SVP, Delivery	1
SVP, Engineering	1
SVP, IT & Security Officer	1
Team Lead, Technical Architecture	1
Technical Program Manager	1
Technical Program Manager II	2
Technical Project Manager	1
Technical Project Manager II	1
Technical Support Analyst II	1
User Acceptance Tester I	1
VP, Analytics	1
VP, Customer Programs	2
VP, Deputy General	1
VP, Engineering - Business Integrations	1
VP, Financial Operations	1
VP, Organizational Effectiveness & Experience	1
VP, People Operations	1
VP, People Partners	1
VP, Product	1

<b>Title</b>	<b>Quantity</b>
VP, Revenue	1
<hr/>	
<b>TOTAL</b>	115