

July 11, 2022

Ms. Breeyn Handberg
Rapid Response Program Manager
Ohio Department of Job and Family Services
Office of Workforce Development
4020 East 5th Avenue
P.O. Box 1618
Columbus, Ohio 43219
rapdresp@jfs.ohio.gov
Via E-Mail and Certified Mail

**Cleveland/Cuyahoga County Workforce
Development Board**
Ms. Ida Ford, Workforce Development
Administrator
1910 Carnegie Ave
Cleveland, OH 44115
Ida.Ford@jfs.ohio.gov
Via E-Mail and Certified Mail

Cuyahoga County Council
Mr. Pernel Jones, Jr., President
Cuyahoga County Council
2079 East 9th Street – 8th Floor
Cleveland, Ohio 44115
Office: 216/698-2011
Fax: 216/698-2040
E-mail: pjones@cuyahogacounty.us

Mayor Edward H. Kraus
Solon City Hall
34200 Bainbridge Rd.
Solon, Ohio 44139
ekraus@solonohio.org
Via E-Mail and Certified Mail

Via E-Mail and Certified Mail

**RE: Notice of Plant Closing Pursuant to the Federal Worker Adjustment and Retraining
Notification Act**

Dear All,

In compliance with the Federal Worker Adjustment and Retraining Notification (“WARN”) Act (29 U.S.C. § 2101 *et seq.*) and OH Rev. Code Sec. 4141.28(C), COSMAX USA (the “Company”) is writing to provide you with notice of a “mass layoff” or “plant closing” as that term is defined by statute at our operation located at 30701 Carter St, Solon, OH 44139. The Company will be permanently laying off its workforce at the facility located at 30701 Carter St, Solon, OH 44139. The Company expects to begin eliminating positions on **Sep 30, 2022** and will continue each week thereafter until the plant is completely closed on **January 31, 2023**.

Notice is concurrently being provided to affected employees in compliance with WARN and OH Rev. Code 4141.28(C) along with information available from the Ohio Department of Job and Family Services regarding unemployment:

- <http://jfs.ohio.gov/ouio/pdf/QuickTipsAndStepByStepGuide.pdf>

As a result of the planned action approximately 122 employees will be permanently laid off. The following is a list of the positions which will be permanently laid off between September 30, 2022 and January 31, 2023, as well as the number of employees who currently hold these positions:

| Job Titles of Affected Positions | Number of Employees Holding Each Position | Job Titles of Affected Positions | Number of Employees Holding Each Position |
|-----------------------------------|---|----------------------------------|---|
| Accounts Payable Specialist | 1 | Microbiologist Lab Technician | 1 |
| Assembler/QCP | 12 | Operations Translator | 1 |
| Compounder | 14 | Packaging Lead | 1 |
| Compounder, Lead | 3 | Packaging Operator | 4 |
| Compounding Machine Assistant | 5 | Production Director | 1 |
| Custodial Lead | 1 | Production Manager | 1 |
| Custodial Specialist | 1 | Production Planner | 2 |
| Customer Service Manager | 1 | Production Supervisor | 1 |
| Customer Service Representative | 1 | Production Ware Washer | 1 |
| EHS Manager | 1 | Purchasing Agent | 2 |
| Facilities Maintenance Technician | 4 | QC Inspector | 1 |
| Filler Operator | 1 | Quality Control Chemist | 7 |
| HR Director | 1 | Quality Control Inspector | 6 |
| IT Help Desk Administrator | 1 | Quality Control Manager | 1 |
| Line Lead | 4 | Quality Director | 1 |
| Machine Operator | 5 | Quality Engineer | 4 |
| Machine Tender | 9 | Quality Manager | 2 |
| Machine Tender, Lead | 1 | Supply Chain Director | 1 |
| Material Handler, Packaging | 1 | Transportation Specialist | 2 |
| Materials Handler | 2 | Weigher | 1 |
| Materials Handler, Warehouse | 12 | Total | 122 |

There are no bumping rights and no union represents the employees of the Company.

You may obtain further information about this layoff by contacting me.
 I can be reached at 732-541-6300 or [Email](mailto:howard.chung@cosmaxusa.com) howard.chung@cosmaxusa.com

Sincerely,

Howard Chung, CHRO

COSMAX USA