



April 28, 2026

**VIA OVERNIGHT DELIVERY AND  
ELECTRONIC MAIL**

Breeyn Tarr  
Rapid Response & WIOA Adult and  
Dislocated Worker Program Administrator  
Office of Workforce Development  
Ohio Department of Job and Family Services  
30 East Broad Street  
Columbus, OH 43215  
[breeyn.handberg@jfs.ohio.gov](mailto:breeyn.handberg@jfs.ohio.gov)  
[rapdresp@jfs.ohio.gov](mailto:rapdresp@jfs.ohio.gov)

Re: Update to Announcement of Planned Action

Dear Administrator Tarr:

On March 3, 2026, we wrote to inform you that GXO Logistics Supply Chain, Inc. (“GXO”) would cease its operations on behalf of GXO’s client at the facility located at 202 Park West Drive, West Jefferson, OH 43162 (the “West Jefferson Facility”) no later than May 2, 2026. All operations for the client at the facility will cease, and all employees who perform work for the client at the facility will be impacted. This action is expected to be permanent. We further notified you that the expected date of the separations would be May 2, 2026, and that all 102 affected employees had been notified that their separation from employment would be permanent and that their employment would be separated on May 2, 2026, or within the 14-day period beginning on that date. Finally, we notified you that affected employees would not have bumping rights and that there was no union representing the affected employees, and attached a list of job positions and number of employees affected, along with the schedule for job losses.

We write now to notify you that the separation dates for ten of the impacted employees will be extended notwithstanding the cessation of operations at the West Jefferson Facility due to the temporary need for their skills at other GXO locations caused by unexpected job vacancies and workload increases. Five of those employees will have extended separation dates of June 1, 2026 (or within the 14-day period beginning on that date), four of those employees will have extended separation dates of July 1, 2026 (or within the 14-day period beginning on that date), and one of those employees will have an extended separation date of August 1, 2026 (or within the 14-day period beginning on that date). Those employees have consented to the temporary extension of their separation dates and have received updated written notifications of their extended separation dates.

An updated schedule of job losses for the site is attached with the extensions noted above included in bold text for your convenience.

If you have any questions or want additional information concerning this matter, please contact Jamie Hensley, Sr. Manager, Human Resources, at (909) 219-2122 or [jamiehensleyrichardson@gxo.com](mailto:jamiehensleyrichardson@gxo.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Casey", enclosed in a light gray rectangular box.

Casey Morales  
Senior Director, Human Resources

cc: The Honorable Ray Martin (via overnight delivery)  
Mayor, West Jefferson  
28 East Main Street  
West Jefferson, OH 43162

<b>Job Title<sup>1</sup></b>	<b>Number of Affected Employees</b>	<b>Termination Dates</b>
Analyst, Trade Compliance	2	May 2, 2026 or within the 14-day period beginning on that date
Analyst, Warehouse Management Systems	1	May 2, 2026 or within the 14-day period beginning on that date
Associate Administrator, Office Operations	1	May 2, 2026 or within the 14-day period beginning on that date
Clerk	8	May 2, 2026 or within the 14-day period beginning on that date
Clerk II	4	May 2, 2026 or within the 14-day period beginning on that date
Director, SC Operations	1	May 2, 2026 or within the 14-day period beginning on that date
Inventory Specialist	2	May 2, 2026 or within the 14-day period beginning on that date
Inventory Specialist II	2	May 2, 2026 or within the 14-day period beginning on that date
Janitor	1	May 2, 2026 or within the 14-day period beginning on that date
Lead	8	May 2, 2026 or within the 14-day period beginning on that date
Maintenance Tech II	2	May 2, 2026 or within the 14-day period beginning on that date
<b>Maintenance Tech II</b>	<b>1</b>	<b>July 1, 2026 or within the 14-day period beginning on that date</b>
Manager, Human Resources	1	May 2, 2026 or within the 14-day period beginning on that date
Manager, SC Operations	1	May 2, 2026 or within the 14-day period beginning on that date
<b>Manager, SC Operations</b>	<b>2</b>	<b>July 1, 2026 or within the 14-day period beginning on that date</b>
Material Handler	35	May 2, 2026 or within the 14-day period beginning on that date
PIT Operator	18	May 2, 2026 or within the 14-day period beginning on that date
Senior Industrial Engineer	1	May 2, 2026 or within the 14-day period beginning on that date
Senior Manager, SC Site Operations	1	May 2, 2026 or within the 14-day period beginning on that date
<b>Supervisor, Inventory Control</b>	<b>1</b>	<b>June 1, 2026 or within the 14-day period beginning on that date</b>

<b>Job Title<sup>1</sup></b>	<b>Number of Affected Employees</b>	<b>Termination Dates</b>
<b>Supervisor, Maintenance</b>	<b>1</b>	<b>August 1, 2026 or within the 14-day period beginning on that date</b>
<b>Supervisor, Planning</b>	<b>1</b>	<b>June 1, 2026 or within the 14-day period beginning on that date</b>
<b>Supervisor, Safety</b>	<b>1</b>	<b>June 1, 2026 or within the 14-day period beginning on that date</b>
Supervisor, SC Operations	2	May 2, 2026 or within the 14-day period beginning on that date
<b>Supervisor, SC Operations</b>	<b>2</b>	<b>June 1, 2026 or within the 14-day period beginning on that date</b>
<b>Supervisor, SC Operations</b>	<b>1</b>	<b>July 1, 2026 or within the 14-day period beginning on that date</b>
Supervisor, Security	1	May 2, 2026 or within the 14-day period beginning on that date

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<sup>1</sup> Since the March 3, 2026 notification, a number of impacted employees have secured positions at other GXO sites, and their employment will not be terminated due to the cessation of operations at the West Jefferson Facility.



Received: 3/3/2026 @ 12:06pm

March 3, 2026

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Rapid Response & WIOA Adult and  
Dislocated Worker Program Administrator  
Office of Workforce Development  
Ohio Department of Job and Family Services  
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Re: Announcement of Planned Action

Dear Administrator Tarr:

We are writing to inform you that GXO Logistics Supply Chain, Inc. (“GXO”) will cease its operations on behalf of GXO’s client at the facility located at 202 Park West Drive, West Jefferson, OH 43162 (the “West Jefferson Facility”) no later than May 2, 2026. All operations for the client at the facility will cease, and all employees who perform work for the client at the facility will be impacted. This action is expected to be permanent. The expected date of the separations is May 2, 2026.

All 102 affected employees have been notified of their separation dates and that their separation from employment will be permanent. All impacted employees are expected to be separated from employment on May 2, 2026, or within the 14-day period beginning on that date.

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 positions as a result of this cessation of operations. There is no union representing affected employees.

Attached is a list of all positions and number of employees who will be affected and the anticipated schedule for job losses. If employees’ anticipated termination dates occur after operations at the West Jefferson Facility cease, those employees may have a period of non-working notice, during which they will continue to be paid and participate in applicable GXO benefits.

If you have any questions or want additional information concerning this matter, please contact Meredith Jones, Manager, Human Resources, at (614) 202-8042 or [meredith.jones@gxo.com](mailto:meredith.jones@gxo.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Casey", enclosed in a light gray rectangular box.

Casey Morales  
Senior Director, Human Resources

cc: The Honorable Ray Martin (via overnight delivery)  
Mayor, West Jefferson  
28 East Main Street  
West Jefferson, OH 43162

<b>Job Title</b>	<b>Number of Affected Employees</b>	<b>Termination Dates</b>
Analyst, Trade Compliance	2	May 2, 2026 or within the 14-day period beginning on that date
Analyst, Warehouse Management Systems	1	May 2, 2026 or within the 14-day period beginning on that date
Associate Administrator, Office Operations	1	May 2, 2026 or within the 14-day period beginning on that date
Clerk	8	May 2, 2026 or within the 14-day period beginning on that date
Clerk II	4	May 2, 2026 or within the 14-day period beginning on that date
Director, SC Operations	1	May 2, 2026 or within the 14-day period beginning on that date
Inventory Specialist	2	May 2, 2026 or within the 14-day period beginning on that date
Inventory Specialist II	2	May 2, 2026 or within the 14-day period beginning on that date
Janitor	1	May 2, 2026 or within the 14-day period beginning on that date
Lead	8	May 2, 2026 or within the 14-day period beginning on that date
Maintenance Tech II	3	May 2, 2026 or within the 14-day period beginning on that date
Manager, Human Resources	1	May 2, 2026 or within the 14-day period beginning on that date
Manager, SC Operators	3	May 2, 2026 or within the 14-day period beginning on that date
Material Handler	35	May 2, 2026 or within the 14-day period beginning on that date
PIT Operator	18	May 2, 2026 or within the 14-day period beginning on that date
Senior Industrial Engineer	1	May 2, 2026 or within the 14-day period beginning on that date
Senior Manager, SC Site Operations	1	May 2, 2026 or within the 14-day period beginning on that date
Supervisor, Inventory Control	1	May 2, 2026 or within the 14-day period beginning on that date
Supervisor, Maintenance	1	May 2, 2026 or within the 14-day period beginning on that date
Supervisor, Planning	1	May 2, 2026 or within the 14-day period beginning on that date

<b>Job Title</b>	<b>Number of Affected Employees</b>	<b>Termination Dates</b>
Supervisor, Safety	1	May 2, 2026 or within the 14-day period beginning on that date
Supervisor, SC Operations	5	May 2, 2026 or within the 14-day period beginning on that date
Supervisor, Security	1	May 2, 2026 or within the 14-day period beginning on that date