



DEPT. OF LABOR AND
INDUSTRIAL RELATIONS
DIRECTOR'S OFFICE

2020 APR 27 PM 1:33

April 21, 2020

Via 1ST Class Mail

**State Department of Labor & Industrial Relations
Director's Office**

830 Punchbowl Street, Room 321

Honolulu, HI 96813

Phone: (808) 586-8844

Fax: (808) 586-9099

Re: Announcement of Planned Action

Dear DWA Act Coordinator:

Adventist Health Castle will be eliminating the job functions and positions from Adventist Health at its facilities listed on the attached Schedule A. Consistent with these plans, employment separations from Adventist Health are expected to begin on or about May 5, 2020. Approximately 16 employees are expected to be separated from employment with Adventist Health. We anticipate that some changes will be temporary and some changes will be permanent.

Due to the economic crisis and unforeseen business circumstances of COVID-19, Adventist Health provided notice as as soon as practicable. This layoff is expected to be 2 permanent and 14 temporary effective May 5, 2020.

Bumping rights are not available for affected employees. Affected employees are not represented by a labor organization.

This notice is being provided consistent with 20 CFR § 639.7(f). If you have any questions or require additional information, please contact, Todd Reese, Director, Human Performance, at 808-263-5150 opt 3.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Reese", is written over a white rectangular area.

Todd Reese

Director, Human Performance



Schedule A

Temporary: Job titles of positions to be affected and number of employees to be laid off in each job classification

Clerical Support	5
Pharmacist	3
Pharmacy Tech	1
Physician Liaison	1
Reimbursement Analyst	1
Supervisor Med Tech	1
Transcriptionist	1
Volunteer Coordinator	1

Permanent: Job titles of positions to be affected and number of employees to be laid off in each job classification

Bariatric Coordinator	1
Infection Control	1

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Castle

Human Performance
640 Ulukahi Street
Kailua, HI 96734

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Relations
Director's Office
830 Punchbowl Street, Room 321
Honolulu, HI 96813

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