

CONDITIONAL NOTICE TO STATE DISLOCATED WORKERS
UNIT/CITY GOV'T OFFICIALS

VIA ELECTRONIC TRANSMISSION
& U.S. MAIL

susan.erben@alaska.gov

March 23, 2020

Ms. Susan Erben
Rapid Response Statewide Coordinator
Alaska Dislocated Worker Unit
P.O. Box 115509
Juneau, Alaska 99811-5509

Re: Conditional WARN Act Notice

Dear Ms. Erben:

At this time, the Westmark Anchorage Hotel & Conference Center (“Hotel”) anticipates that it will be ceasing all operations at its facilities located at 720 West 5th Avenue, Anchorage, Alaska 99501. The potential cessation of all Hotel operations, an unforeseen business circumstance, is due to the impact of the COVID-19 national emergency, the resulting cancellation of 80% or more of our anticipated Hotel occupancy for an as of yet, undetermined period of time, as well as in consideration of the health and safety of our employees, their families and our guests. Given the public nature of our business and the requisite social interaction among our guests and our employees, our decision to close the Hotel is further based upon guidance from local, state and federal government officials, as well as from the national Center for Disease Control (“CDC”). Unfortunately, we were unable to provide notice sooner due to COVID-19-related business circumstances that were not reasonable foreseeable as of the time that notice would have been required or preferred.

At the present time, we anticipate that layoffs/furloughs of virtually all of our existing workforce (possibly excepting a small “skeleton crew”) will occur on March 25th, 2020. At this time, we do not have a firm date for the recall of employees but will continue to follow all official federal, state and local notifications on when it will be safe to resume operations.

The initial date of anticipated furloughs will occur on or about March 25, 2020 and will consist of approximately 37 employees. The Hotel’s Federal Employer Identification Number (FEIN) is 92-0028413; the State of Alaska Identification Number is 0017515-3.

At this time, it is anticipated that such furloughs will be temporary in nature.

Attached is a listing of all current employees, together with their job classifications, who are currently employed by the Hotel, and who will be affected by the cessation of all Hotel operations.

While certain employees of the Hotel are represented by the UNITE HERE Local 878 Union, no “bumping rights” currently exist for represented employees.

We have informed all employees that although their anticipated furlough is temporary, they may seek job training or other assistance through:

Mr. Isaac Diboue
Alaska Dislocated Worker Unit
Rapid Response Team
Anchorage Midtown Job Center
(907) 269-0424
Isaac.diboue@alaska.gov

The chief elected official of Local 878 for contact purposes is Mr. Marvin Jones, President, UNITE HERE Local 878, 530 East 4th Avenue, Anchorage, AK 99510.

Please be advised that we do not believe that WARN Act notices are required under federal or Alaska law, given that the COVID-19 national emergency is both an unforeseen business circumstance and a natural disaster. Nevertheless, we are providing this notice out of an abundance of caution.

Should you have any questions or require further information regarding this matter, please contact the undersigned at:

Raul Sanchez
General Manager
Westmark Anchorage
720 West 5th Avenue
Anchorage, Alaska 99501

Enclosures

(Enclosure 1: Listing of all employees, job title and number of employees in each affected classification)

(Attachment #2: Copy of Notice to Employees)

cc: The Honorable Ethan Berkowitz (w/enclosures)
Mayor
City of Anchorage
632 West 6th Avenue
Anchorage, AK 99501

Mr. Marvin Jones (w/enclosures)
President
UNITE HERE Local 878
530 East 4th Avenue
Anchorage, AK 99510

Enclosure 1

Employee Name	Status	Position
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Line Cook
	Year Round Hourly- Union	Laundry Attendant
	Year Round Hourly- Union	Janitor
	Year Round Hourly- Union	Line Cook
	Year Round Hourly- Union	Waithelp
	Year Round Hourly- Union	Dishwasher
	Year Round Hourly- Union	Janitor
	Year Round Hourly- Union	Insepector
	Year Round Hourly- Union	Desk Clerk
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Desk Clerk
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Bell Captain
	Year Round Hourly- Union	Maintenance Helper
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Waithelp
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Buspersion
	Year Round Hourly- Union	Maintenance Helper
	Year Round Hourly- Union	Maintenance Helper
	Year Round Hourly- Union	Host/ Hostess
	Year Round Hourly- Union	Desk Clerk
	Year Round Hourly- Union	Bell Help
	Year Round Hourly- Union	Laundry Attendant
	Year Round Hourly- Union	Maintenance Helper
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Desk Clerk
	Year Round Hourly- Union	Room Attendant
	Year Round Hourly- Union	Bell Help
	Year Round Hourly- Union	Bell Help
	Year Round Hourly- Union	Maintenance Helper
	Year Round Hourly- Union	Insepector
	Seasonal Hourly- Union	Line Cook
	Seasonal Hourly- Union	Room Attendant
	Seasonal Hourly- Union	Room Attendant

Union Job Classification	Number of Union Employees	<i>Year Round Union Employees</i>	<i>Seasonal Union Employees</i>
Desk Clerk	3	3	0
Night Audit	1	1	0
Inspector	2	2	0
Room Attendant	10	8	2
Laundry Room Attendant	2	2	0
Houseperson	0	0	0
Maintenance Person	5	5	0
Janitor	2	2	0
Cashier	1	1	0
Sous Chef	0	0	0
Line Cook	3	2	1
Culinary Attendant (Dishwasher)	1	1	0
Bell Captian	1	1	0
Bell Help	3	3	0
Buspersion	1	1	0
Waithelp	2	2	0
Bartender/ Mixol	0	0	0
Total	37	34	3

NOTICE TO EMPLOYEES

TO: (Employee Name)

FROM: Raul Sanchez, General Manager, Westmark Anchorage

DATE: March 25, 2020

SUBJECT: WARN Act Conditional Notice; COVID-19 National Emergency

At this time, the Westmark Anchorage Hotel & Conference Center (the “Hotel”) has been affected by the increasing challenges presented by the extremely serious and potentially life-threatening impact of the COVID-19 coronavirus national emergency, the resulting cancellation of in excess of 80% of our anticipated business occupancy for an as of yet, undetermined period of time, as well as in consideration of the health and safety of our employees, their families and our guests. Given the public nature of our business and the requisite social interaction among our guests and employees, our decision to temporarily close the Hotel is further based upon guidance from local, state and federal government officials, as well as from the Center for Disease Control (“CDC”). Unfortunately, we were unable to provide notice sooner due to COVID-19-related business circumstances that were not reasonably foreseeable as of the time that notice would have been required or preferred.

This notice advises you that because of the above concerns, we anticipate that we will furlough virtually all of our employees on or about March 25, 2020 (possibly excepting a small “skeleton crew”). At the present time, we anticipate that additional furloughs could occur over the next several days/weeks, until the entire Hotel workforce has been furloughed. It is currently anticipated that your furlough will be temporary in nature. There will be no “bumping rights” or the right of an employee to displace another worker in order to retain his or her position, in connection with the cessation of the Hotel’s operations.

At the present time, we do not know how long this crisis will last; however, the Hotel will remain closed until it is determined that resumption of Hotel operations is safe for both our guests and our employees.

***This is to inform you that your furlough will be effective on
March 25, 2020 and will be of unknown duration.***

Although the length of your furlough will be temporary, you may seek job training or other assistance through:

Mr. Isaac Diboue
Alaska Dislocated Worker Unit
Rapid Response Team
Anchorage Midtown Job Center
(907) 269-0424
Isaac.diboue@alaska.gov

If you have any questions regarding this notice, please contact:

Amber Ferber
Human Resources
Westmark Hotel – Anchorage Alaska
907-339-4347

Raul Sanchez
General Manager, Westmark Anchorage

ACKNOWLEDGEMENT OF RECEIPT

Employee Signature

Date