

FAX COVER SHEET

TO

COMPANY

FAX NUMBER 18085868822

FROM Jennifer Church

DATE 2020-03-31 10:18:02 EDT

RE Attn: Ms. Kayla Rosenfeld Hawaii Workforce Development
Council

COVER MESSAGE

Aloha Ms. Rosenfeld,

Per Federal and state WARN Act regulations, we are writing to report both temporary and permanent employment actions that MetaCoastal, LLC (FEIN# 47-5633364) has immediately taken to reduce its workforce in Hawaii due to unforeseen business circumstances as a result of the ongoing COVID-19 pandemic.

While we have only 22 total employees on the island of Molokai, we have had to take necessary employment action that affects 21 of them. Our sincere hope is that for these 21 employees, the furlough or reduced pay will be temporary.

Please find detailed explanation in attached letter. My contact info is below and enclosed in the attachment.

Thank you and I hope that you and your families are safe and healthy.

Mahalo,

Jennifer Church

Jennifer Church

Director of Human Resources
1404 S. Crain Highway, Ste 112
Glen Burnie, MD 21061
443-577-0303 Ext 2119 (Office)
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MetaCoastal
a shared services company



March 30, 2020

Kayla Rosenfeld
Hawaii Workforce Development Council
830 Punchbowl St
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Honolulu, HI 96813
808-586-9283
Fax: 808-586-8822
kayla.c.rosenfeld@hawaii.gov

cc: Keani Rawlins-Fernandez, County Council, Molokai, keani.rawlins@mauicounty.us

Dear Ms. Rosenfeld,

Per Federal and state WARN Act regulations, we are writing to report temporary employment actions that MetaCoastal, LLC (FEIN# 47-5633364) has immediately taken to reduce its workforce in Hawaii due to unforeseen business circumstances as a result of the ongoing COVID-19 pandemic.

During this unexpected epidemic, it was not possible to provide the affected employees or the state of Hawaii with the required 60 days' notice under the WARN Act.

MetaCoastal is a privately owned small business in the hospitality/ tourism industry. We have one location in Hawaii that has temporarily shut down to the public and employees. As of 3/19/2020, we had 194 total employees, of which 22 worked in Hawaii. Of those 22 HI employees, 21 were affected by a reduction in force effective on Friday March 20, 2020:

- 20 employees were placed in a temporary furlough status expected to last less than 6 months
- 1 employee received a pay reduction by 50%

MetaCoastal's office location in Hawaii is a hotel on the island of Molokai in which we expect to reopen at a future date:

Hotel Molokai
PO Box 1020
(1300 Kamehameha 5 Highway)
Kaunakakai, HI 96748

MetaCoastal



Contact for more information is as follows:

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443-577-0303 x2119
Fax: 443-403-0601

Please let me know if you need additional information.

Sincerely,

Jennifer Church
Director of Human Resources