

## S. Scott McDowell

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**From:** MEANS Sarah \* GOV <Sarah.Means@oregon.gov>  
**Sent:** Tuesday, March 17, 2020 8:31 PM  
**To:** MEANS Sarah \* GOV  
**Cc:** MURPHY Melissa \* BIZ  
**Subject:** FW: Email for Layoff/Closure and WARNs

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

SVMC Partners,

Please see information below.

Thank you,  
Sarah

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**From:** HUMELBAUGH Karen M \* OWI <[Karen.M.HUMELBAUGH@oregon.gov](mailto:Karen.M.HUMELBAUGH@oregon.gov)>  
**Sent:** Tuesday, March 17, 2020 10:54 AM  
**To:** GASTON Christian \* GOV <[Christian.GASTON@oregon.gov](mailto:Christian.GASTON@oregon.gov)>; HORNER Leah \* GOV <[Leah.Horner@oregon.gov](mailto:Leah.Horner@oregon.gov)>  
**Cc:** CANNON Ben <[ben.cannon@hecc.oregon.gov](mailto:ben.cannon@hecc.oregon.gov)>  
**Subject:** Email for Layoff/Closure and WARNs

Just an FYI to spread broadly with your networks (Regional Solutions, Business Oregon RDOs etc) the following email should be used to file WARNs or other layoff and closure notifications:

[CCWD.DWOREGON@oregon.gov](mailto:CCWD.DWOREGON@oregon.gov)

This email is staffed up with three of our Dislocated Worker staff and can also be used for questions about notifications. It is not the best place for unemployment information, but we can forward any of those questions to OED and are in constant contact with those staff here in OED Central Office is someone sends a message that needs different expertise.

As I have mentioned before, we are encouraging as many businesses as possible to file WARNs or just send us any format of a 'heads up email' that they are laying off staff. We are tracking these in an effort to not only have a sense of scope for you and the Governor, but to also have the list so that we can apply for additional federal funds should they become available (this is critical). We will also work with OED to cross reference UI claimant info for businesses/industries to supplement those potential asks.

Please encourage your staff as they hear of any activity to either just quickly send that info to the email address or have the company do so.

Let me know if you have questions. I can also be a point for all Regional Solutions folks who may have questions/follow up.

Thanks, k

**Karen Madden Humelbaugh**  
*Director, Office of Workforce Investments*

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