



July 31, 2024

RECEIVED

AUG 01 2024

ES DIVISION

By mail and email (Maureen.m.persons@wv.gov)

West Virginia Dept. of Labor
Maureen Persons, Director
Dislocated Worker Services Unit &
Rapid Response Coordinator
1900 Kanawha Blvd E
Bldg. 3, Room 312
Charleston, WV 25305

400

Dear Director Persons:

EnCircle has decided to close its Stonebrook Group Homes, operating as Stonebrook Community Services, LLC, headquartered at 200 Lutz Avenue, Martinsburg, West Virginia 25404. This decision will result in a significant number of employment losses for affected employees who work at this work site. As you know, the federal Worker Adjustment and Retraining Notification Act ("WARN") requires companies to provide 60 days advance notice of covered "employment losses." We are providing you with this official notice.

We anticipate that the closing will commence on or about November 1, 2024. The closing is expected to be permanent, and no bumping rights will exist. This closing will affect employees in all job titles and classifications.

Based on our current information, we anticipate that approximately 52 employees will be affected by this decision. Additional information is available at enCircle's corporate headquarters located at 2965 Colonnade Drive, Suite 310, Roanoke, Virginia 24018 or at Stonebrook's office at 200 Lutz Avenue, Martinsburg, West Virginia, 25404.

For further information, please contact me at the rratke@enCircleAll.org

Very truly yours,

A handwritten signature in black ink, appearing to read "Raymond R. Ratke".

Raymond R Ratke
Chief Executive Officer