



August 21, 2025

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Dislocated Worker Services Unit
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Monongalia County Commission
Attn: President Jeffery Amett
243 High Street, Room 202
Morgantown, WV 26505

City of Morgantown
Attn: City Manager Jamie Miller and Mayor Danielle Trumble
430 Spruce Street
Morgantown, WV 26505

Re: Notice of Planned Mass Layoff – West Virginia University Research Corporation

To Whom It May Concern:

In accordance with the Workers' Adjustment and Retraining Notification ("WARN") Act, this letter affords notice that West Virginia University Research Corporation ("WVURC") is implementing a mass layoff on October 30, 2025. The WVURC's primary location is in Morgantown, Monongalia County, West Virginia. This mass layoff arises from West Virginia University's ("WVU") and WVURC's desire to reorganize its labor force to reduce administrative burden and cost. While the layoff is permanent and will affect every WVURC employee, WVU will offer employment to every affected WVURC employee. WVU will be offering state positions that are identical to each employee's current WVURC position in both job duties and pay rate.

All affected employees are expected to be separated from employment with WVURC beginning on October 30, 2025, with all separations accomplished on that date. WVURC employees do not have bumping rights and are not represented by any union.

This mass layoff will affect every employee of WVURC, which at the time of the submission of this notice is 507 employees. The University is maintaining a database of the positions affected, which you may review at any time by request.

If you have any questions, want to review the database, or want additional information concerning this reduction in force, please contact Sarah Seime, Executive Director of Employee Relations, at 304.293.5700 or sdebasti@mail.wvu.edu. We appreciate your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Clay B. Marsh'.

Clay B. Marsh, M.D.
Executive Director
West Virginia University Research Corporation

RECEIVED

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ES DIVISION