



2345 Summer Street, Bldg. D  
Hammond, Indiana 46320  
Phone: (219) 989-0582

May 1, 2012

**Indiana Department of Workforce Development/ Dislocated Workers Unit**  
10 North Senate Avenue  
Indianapolis, IN 46204-2277

Re: Notice Pursuant to Federal Worker Adjustment and Retraining Notification Act

To Whom it may concern:

This notice is being provided pursuant to the Worker Adjustment and Retraining Notification Act of 1988, which requires employers to give official notice to affected employees of a pending plant closing or mass layoff, as defined by the Act, at our Hammond facility. On April 30, 2012, First Transit received a notice from the Regional Bus Authority (RBA), stating that the RBA will not be able to extend our service agreement, due to not being able to secure local funding. We were advised that if a funding source was obtained within sixty days, we would be able to continue service and therefore, would not have to end service. However, if RBA is not able to secure a funding source, this event may rise to the level necessary to trigger the WARN Act notice. As a precaution, First Transit is providing this advance, written notice to, among other things, assist you in preparing for and adjusting to the potential for an upcoming transition. The layoffs that would result from this potential closing would be expected to be permanent, and the entire facility would be closed.

Given these sudden, unforeseen business circumstances the contract between First Transit and RBA could end on June 30, 2012 and the Hammond facility, located at 2345 Summer Street, Bldg. D could experience a permanent closing, if in fact, RBA does not secure the funding needed.

As many as forty six (46) total employees may be subjected to a layoff. However, it is probable that First Transit will have transfer opportunities available at other facilities. In the very near future, First Transit will provide a procedure for employees to express their interest in any of these transfer opportunities.

If you have any questions, please contact me at (219) 989-0582.

Sincerely,

Deborah Laney

5B *Deborah Laney*

cc Thomas M. McDermott Jr. – Mayor  
Indiana Department of Workforce Development, Displaced Worker Unit

First Transit

Employee Job Titles and Count Impacted by Potential Facility Closure

Job Title	Count
Bus Operators (CBA)	35
Maintenance Technician (CBA)	2
Utility Worker CCBA)	2

First Transit

Employee Job Titles and Count Impacted by Potential Facility Closure

Job Title	Count
General Manager	1
Safety/Operations Manager	1
Maintenance Manager	1
Payroll/Administrative Clerk	1
Dispatchers	3