



May 1, 2023

VIA OVERNIGHT MAIL & EMAIL

Nebraska Department of Labor
Reemployment Services
ATTN: Rapid Response Administrator
550 S. 16th Street
Lincoln, NE 68508-4600
NDOL.RapidResponse@nebraska.gov

To Whom It May Concern:

This letter is to inform you that due to business reasons, Enrollease, Inc. (the “Company” or “Ease”) and its sister/affiliated entity Employee Navigator, LLC (“Navigator”), recently conducted layoffs at its Las Vegas, Nevada; San Francisco, California; Omaha, Nebraska; and Bethesda, Maryland worksites, which may trigger the state and federal Worker Adjustment and Retraining Notification Acts (“WARN”). To be clear, while we do not believe that these employment actions will trigger WARN in each of the worksites (which are separate worksites), out of an abundance of caution, we are providing you with the following information in accordance to WARN.

Accordingly, out of abundance of caution, this letter constitutes the required notice under WARN. The information is based on the best information currently available.

1. Employer/company name and address(es) of employment sites where the layoff/reduction in force will occur:

Enrollease, Inc.
500 Treat Ave., Suite 200
San Francisco, CA 94110

Enrollease, Inc.
980 Festival Plaza Dr., Suite 810
Las Vegas, NV, 89135

Enrollease, Inc.
10825 Farnam Drive
Omaha NE 68154

Employee Navigator, LLC
7979 Old Georgetown Rd. Suite 300
Bethesda, MD 20814

2. Name, address, email address, and telephone number of the Ease and Navigator official to contact for further information:

Petar Nedyalkov
Chief Operating Officer
500 Treat Ave., Suite 200
San Francisco, CA 94110
petar@ease.com
(415) 370-0143

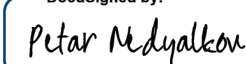
3. The layoffs are expected to be permanent, and will occur on April 30, 2023, and the total number of affected employees is 93, consisting of:
 - 49 Ease employees who work in the Ease's Las Vegas, Nevada employment site (of whom 40 are remote employees who work outside of Nevada but may report into this worksite),
 - 25 Ease employees who work in the Ease's San Francisco, California employment site (of whom 13 are remote employees who work outside of California but may report into this worksite),
 - 17 Ease employees who work in the Company's Omaha, Nebraska employment site, of whom 13 are remote employees who work outside of Nebraska but may report into this worksite,
 - 2 Navigator employees who work in Navigator's Bethesda, MD employment site.
4. The layoffs did not lead to an entire plant closure in any employment site.
5. Again, the date of the first applicable employment termination was April 30, 2023.¹ Additional employment terminations are not yet anticipated at this time.
6. Ease and Navigator were not able to give a full 60-days' notice to all affected employees, and indeed may not be required to in all instances. However, all affected employees who did not receive a full 60-days' notice are receiving base salary/wages continuation and benefits in an amount equal to the compensation and benefits they would have received during the applicable notice period. See Cal. Labor Code Sections 1402-1403.
<https://webapps.dol.gov/elaws/eta/warn/faqs.asp#:~:text=What%20if%20my%20employer%20pays.in%20place%20of%20a%20notice.>
7. Job titles of positions affected and number of affected employees in each job classification: See attached **Exhibit A**.
8. Affected employees do not have any bumping rights as to other employees.

¹ Five employees were initially laid off earlier in April 2023, but that event did not trigger WARN.

9. None of the affected employees are covered by a collective bargaining agreement. The affected employees are not represented by any union or union official.

If you have any further questions, please feel free to contact me at petar@ease.com or (415) 370-0143.

Very truly yours,

DocuSigned by:

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Petar Nedyalkov
Chief Operating Officer

cc: State Rapid Response Coordinator, Monica Barger; Chief Elected Official of Local City Government, Mayor Jean Stothert; Chief Elected Official of Local County Government (Douglas County)

Enclosure: **Exhibit A**

EXHIBIT A**Las Vegas, Nevada Location: 980 Festival Plaza Dr., Suite 810, Las Vegas, NV, 89135**

Job Position	Number Being Terminated In That Position (note any employees who are remote)
Chief People Officer	1
Chief Revenue Officer	1
Content Marketing Manager	2
Customer Education Instructional Designer	1
Customer Success Manager	14
Customer Success Team Lead	4
Data Analyst	1
Demand Generation Senior Manager	1
Director of Brand & Content Marketing	1
Director of Customer Success	3
Employee Onboarding Specialist	1
Event Marketing Manager	1
HR Business Partner Associate	1
HR Operations Coordinator	1
Legal Operations Manager	1
Marketing Manager	1
Marketing Operations Associate	1
Onboarding Manager	1
QA Analyst	1
Senior Customer Success Manager	5
Senior Financial Analyst	1
Senior HRBP	1
Senior Onboarding Manager	1
Technical Account Manager	1
Vice President of Marketing	1
Web Developer	1
Total number affected at this location	49, of whom 40 are remote employees who work outside of this state.

San Francisco, CA Location: 500 Treat Ave., Suite 200, San Francisco, CA 94110

Job Position	Number Being Terminated In That Position (note any employees who are remote)
Account Executive/Strategic Accounts	5
Account Manager, Payroll Partnerships	1
Carrier Strategy & Connections Product Manager	1

Director of Sales- National Accounts	1
IT Support Specialist	1
Manager of Sales Operations	1
Sales Development Representative	3
Sales Manager	2
Senior Account Executive	2
Senior Director of IT	1
Senior Director of Program Management	1
Senior IT Support Specialist	1
Software Engineer	2
Technical Writer	2
Vice President of Product	1
Total number affected at this location	25, of whom 13 are remote employees who work outside of this state.

Omaha, Nebraska, Location: 980 Festival Plaza Dr., Suite 810, Las Vegas, NV, 89135

Job Position	Number Being Terminated In That Position (note any employees who are remote)
Connection Specialist-Payroll	8
Connection Support Team Lead	1
Connections Solutions Architect	1
Cybersecurity Analyst II	1
Director of Security & Compliance	1
EDI Specialist	1
Implementation Analyst	1
Implementation Manager	2
Senior Manager, Connection Support	1
Total number affected at this location	17, of whom 13 are remote employees who work outside of this state.

Bethesda, Maryland Location of Employee Navigator Holdings, Inc.: 7979 Old Georgetown Rd. Suite 300, Bethesda, MD 20814

Job Position	Number Being Terminated In That Position (note any employees who are remote)
Executive & Administration	2
Total number affected at this location	2, of whom 0 are remote employees who work outside of this state.