



CDG Management, L.L.C.

September 14, 2007

Deb Hennessey
Bureau of Workforce Programs
Victor Office Center
201 North Washington Square -5th floor
Lansing, MI 48911

Mayor Steve Warmington
City of Muskegon
933 Terrace Street
Muskegon, MI 49440

Dear Mayor Warmington and Ms. Hennessey:

This letter will serve as formal notice that CDG Management, LLC has made the decision to permanently close our Muskegon Call Center located at 1050 W. Western Avenue, Muskegon MI, 49441.

The effective date of this closure will be November 13, 2007, which is 60 days from the date that the employees will be made aware of the closure. We will provide, via letter, notification to all employees on Friday, September 14, 2007.

We hope that your agency will use this notice period to prepare for the services that will be required by our affected employees. All will be eligible for unemployment insurance benefits and many will need other social services as well.

We appreciate your assistance in making this a smooth transition for our affected employees. Should you have any questions or concerns, please do not hesitate to contact me at (732) 512-9800, ext. 1149.

Very truly yours,

Katherine DiGregorio
Katherine DiGregorio
Director- Human Resources

RECEIVED

SEP 19 2007

RAPID RESPONSE
WORKFORCE PROGRAMS

RECEIVED

SEP 19 2007

WORKFORCE TRG & DEV. DIV
WORKFORCE PROGRAMS

**Muskegon Call Center
1050 W. Western Ave
Muskegon, MI 49441**

Listing of Job Titles

<u>Job Titles</u>	<u>Total Number of Employees</u>
Part Time Telemarketer	51
Full time Administrator	2
Part Time Administrator	2
Full Time Manager	3
Part Time Manager	1
Total Number of Employees	59