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Re: *Employee Notice of Layoff Letter You Received*

Dear Officer \_\_\_\_\_:

On May 20, 2009 the California Department of Personnel Administration sent CCPOA a list of the names of over 2,000 Unit 6 employees who CDCR Secretary Cate sent notices of Intent to Layoff (Notice). Your name was on this list. If you did not receive the Notice from Mr. Cate, please call and advise us of that.

The purpose of the remainder of this letter is to inform you of what CCPOA is doing to address these layoffs and explain to you your rights under California laws, regulations and Department of Personnel Administration and State Personnel Board policies.

The letter Mr. Cate sent you may be deficient in several areas that we are currently reviewing. In addition, the Notice did not explain the rights that are available to you to appeal the Notice. Further information regarding DPA appeal rights will be posted on CCPOA's website, [www.ccpoa.org](http://www.ccpoa.org), by Wednesday May 27, 2009.

CCPOA has designated Field Representatives, by Region, to answer your questions via telephone and/or email. Please call one of the Field Representatives listed below for information regarding possible legal action. The Field Representative contact information is:

1. Northern Region  
Phil Auzins, phone (800) 821-6443 ext. 315, email [phil.auzins@ccpoa.org](mailto:phil.auzins@ccpoa.org)  
Jo Anne Billhimer, phone (800) 821-6443 ext. 263, email [joanne.billhimer@ccpoa.org](mailto:joanne.billhimer@ccpoa.org)
2. Southern Region  
Don Benegas, phone (800) 221-7397, [don.benegas@ccpoa.org](mailto:don.benegas@ccpoa.org)  
Steve Shadley, phone (800) 221-7397, [steve.shadley@ccpoa.org](mailto:steve.shadley@ccpoa.org)

If you work at an institution serviced by the Central Office, please contact either the Northern or Southern Office for assistance.

Sincerely,



Chuck Alexander  
Executive Vice President