



UNEMPLOYMENT
& LAYOFF

2024 SEASON LAYOFF

The following information is provided to assist with any questions regarding the end of season layoff, including filing for unemployment, current insurance benefits, continuation of insurance coverage (COBRA), and return of Company Property.

Links and How-To videos are provided for your reference. In addition, copies of the Unemployment and Layoff Instructions are also available in the meeting room.

If you should have any additional questions, please feel free to contact Human Resources:

Jennifer Katich, HR Manager

Office: (330) 832-5151

Email: jkatich@vascoasphalt.com

A blue-tinted photograph of a grassy field with a path leading into the distance. The path is slightly out of focus, creating a sense of depth. The overall mood is serene and contemplative.

UNEMPLOYMENT

- Instructions from the Ohio Department of Job and Family Services for filing for unemployment benefits, both online and by phone, are available by clicking the following link:
 - [Filing Instructions](#)
- Vasco does not have a *Mass Layoff* number.
- *Estimated return to work date for the 2024 season is 4/07/2025.*



HOW-TO VIDEOS

- [Accessing your Unemployment Account](#)
- [Viewing Notices](#)
- [Weekly Filing](#)



A blue-tinted photograph of a grassy field with a path leading into the distance. The text "INSURANCE & COBRA" is overlaid in white serif font.

INSURANCE & COBRA

INSURANCE

Insurance benefits, if enrolled, will terminate on the first of the month following your last day of work.

For example: If the last day of work is October 2nd, then insurance will terminate effective November 1st.

COBRA

If you are enrolled in company insurance plans, you will receive notification from our third-party administrator, **Basic NEO**, regarding your options for continuation of insurance benefits (COBRA) during layoff.

This information will include costs, payment information, as well as important deadline requirements for making an election to continue coverage.





COMPANY PROPERTY

COMPANY PROPERTY

All company property must be returned prior to receiving your final paycheck. This includes the following:

- Cintas Uniforms
- Truck keys
- Company credit and travel cards
- Company issued cell phones/chargers
- Garage and equipment keys



HELPFUL INFORMATION



HUMAN RESOURCES

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UNEMPLOYMENT FILING

Online: <https://unemploymenthelp.ohio.gov/>

Phone: 1-877-644-6562



OHIO DEPT. JOB & FAMILY SERVICES

www.odjfs.state.oh.us



UNEMPLOYMENT FILING STEPS



ODJFS UNEMPLOYMENT GUIDE



BASIC NEO

Phone: 1-800-775-3539