

Re: John Ilar

Anna Shova <ashova@dropbox.com>

Wed 7/3/2019 9:09 AM

To: Jaime Barnhart <jaime@acrobatoutsourcing.com>; conniec@dropbox.com <conniec@dropbox.com>; dennist@dropbox.com <dennist@dropbox.com>

Good Morning Jaime!

Hope your day is going well! I am reaching out to you from our Operations Team and brining to your attention employment of John Ilar.

Please organize and proceed his reassignment from the AM Porter position at Tuck Shop.

Today he showed up and clocked in 30 minutes earlier, none of the Managers were not aware about happening. When I asked him why he in so early? His response was that Dennis asked him to come in earlier today. I was surprise and frustrated, Dennis did not asked him and didn't change his schedule because of the holiday break.

He continues making up and following his own rules, which decreasing all our trust.

After the latest emails forwarded to you, also accordingly previous situations we decided to have him reassigned immediately .

Please contact him after his shift and proceed with the process off-site of Dropbox, in Acrobat office.

Please contact us if you have any questions. We all appreciate your help!

Thank you,
Anna

On Tue, Jul 2, 2019 at 11:46 AM Jaime Barnhart <jaime@acrobatoutsourcing.com> wrote:

Hello Anna,

No worries! I understand but no need to feel as if you are bothering me, It is my job to be here for all of you.

Thank you,

Jaime Barnhart

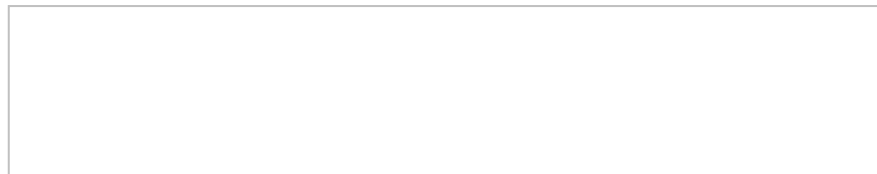
Onsite Supervisor at Dropbox

Acrobat Outsourcing

665 Third Street, Suite 415 | San Francisco, CA 94107

C: 415-590-0384 O: 415-431-8826 ext 1

E: Jaime@acrobatoutsourcing.com



From: Anna Shova <ashova@dropbox.com>

Sent: Tuesday, July 2, 2019 11:34 AM

To: Jaime Barnhart

Subject: Re: John Ilar

Thank you Jaime for provided clarification. After coming in from fine dinning restaurants where MGR responsible for everything its hard for me to bother you all the time.

Appreciate a lot information
Thank you,
Anya

On Tue, Jul 2, 2019 at 11:24 AM Jaime Barnhart <jaime@acrobatoutsourcing.com> wrote:
Hello Anna,

It is best to discuss it with me first seeing as it is something that involves reprimanding an employee for their behavior. In regards to the break time schedules, if it is something as simple as changing their break time, it may be best to involve me as well seeing as there are certain laws that pertain to break times and when they can be scheduled.

Thank you,

Jaime Barnhart

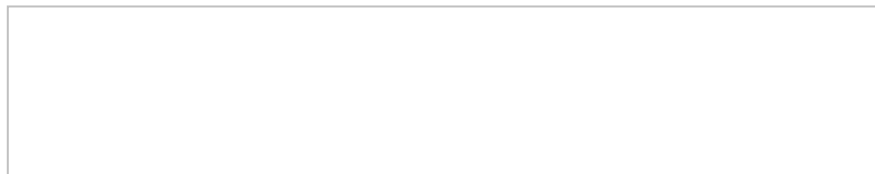
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C: 415-590-0384 O: 415-431-8826 ext 1

E: Jaime@acrobatoutsourcing.com



From: Anna Shova <ashova@dropbox.com>

Sent: Tuesday, July 2, 2019 11:17 AM

To: Jaime Barnhart

Subject: Re: John Ilar

Thank you Jaime!

Please let me know if I am allowed to discuss such topics with Acrobat employees or should I first of all contact you.

Thank you!
Anya

On Tue, Jul 2, 2019 at 11:01 AM Jaime Barnhart <jaime@acrobatoutsourcing.com> wrote:
Hello Anna,

I can speak with John about the allowance of his break time changing, I can also make sure he understands that he cannot just make his own rules and that if he asks for compromises they cannot also be accommodated.

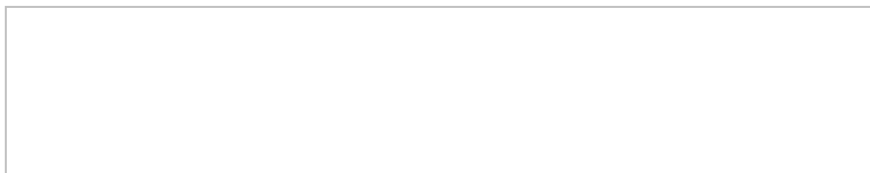
Thank you,

Jaime Barnhart

Onsite Supervisor at Dropbox

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C: 415-590-0384 O: 415-431-8826 ext 1**E: Jaime@acrobatoutsourcing.com**

From: Anna Shova <ashova@dropbox.com>**Sent:** Monday, July 1, 2019 2:49 PM**To:** Jaime Barnhart; conniec@dropbox.com; dennist@dropbox.com**Subject:** Re: John Ilar

Hello Jaime!

We would like to reach out again to you about John Ilar. Last week John approached me with request to switch his break from **12:20pm** for later (discussion is about his 2nd 10minutes break time). I didn't promise him anything right the way but let him know that I will discuss with other managers what time would be the best for him to take a break so he can have a moment to eat.

Next day noticing that without letting anyone knows he just takes his break whatever time he wants. Last week and this Monday it happened again. We were frustrated that he allowed himself to do whatever he wanted.

We enjoying working with John. He's been very helpful and supportive during past weeks specially on the days when other team members had PTO. We can move his 10minutes/ break time at **1:15pm** as he requested. Our message is that we are here to assist and support our employees/team members, and also protect them and secure great working environment . We would appreciate communication with us and following direction as everyone else on our team.

John is performing well every day and we appreciate it a lot. We're looking forward to continue working with him and having him on our team.

If you have any suggestions how to approach this situation happily will take directions from you.

Thankful,
Anna

On Thu, Jun 20, 2019 at 2:52 PM Jaime Barnhart <jbarnhart@dropbox.com> wrote:

Hello Connie,

Sounds good, we can check in with Kevin as to if he apologized or not. This was a written warning, and it has ben uploaded into his file.

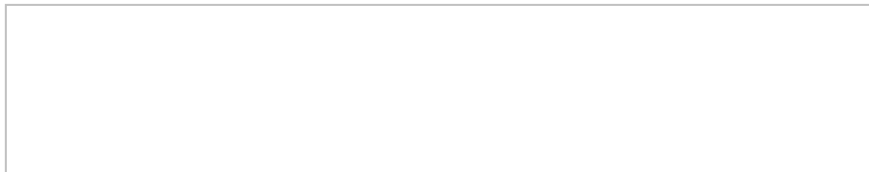
Thank you,

Jaime Barnhart

Onsite Supervisor at Dropbox

Acrobat Outsourcing
665 Third Street, Suite 415 | San Francisco, CA 94107

C: 415-590-0384 O: 415-431-8826 ext 1
E: Jaime@acrobatoutsourcing.com




On Thu, Jun 20, 2019 at 2:13 PM Connie Collica <conniec@dropbox.com> wrote:
Hi Jaime,

Thank you and glad we were able to document it. I'm glad that he was honest about it and is willing to apologize to Kevin. Let's circle back to make sure he did.

Did we happen to give him a written warning? Or just a verbal coaching?

Thank you,

Connie Collica
Senior Food and Beverage Operations Manager
333 Brannan Street, San Francisco
 [User-uploaded image: Dropbox.png](#)

On Thu, Jun 20, 2019 at 1:22 PM Jaime Barnhart <jbarnhart@dropbox.com> wrote:
Hello Connie,

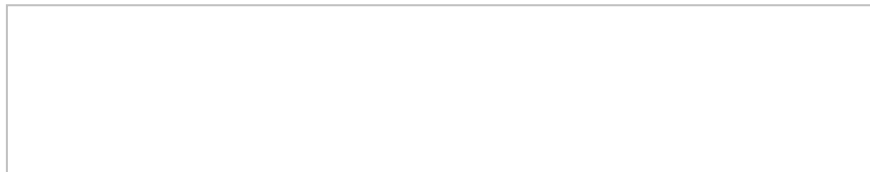
To follow up, I have addressed this with John, He said he did not mean it in an offensive way, but of course I told him that offhand comments such as calling someone any kind of name can be taken offensively. He said he will apologize to Kevin and has taken this as a warning to watch his language and keep his comments to himself.

Thank you,

Jaime Barnhart
Onsite Supervisor at Dropbox

Acrobat Outsourcing
665 Third Street, Suite 415 | San Francisco, CA 94107

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E: Jaime@acrobatoutsourcing.com



On Thu, Jun 20, 2019 at 12:10 PM Jaime Barnhart <jbarnhart@dropbox.com> wrote:
Hello Connie,

Thank you for providing an email with the details of this incident, I have gone ahead and added the details to his notes and have drafted a written warning that I will present to him today right before his ten minute break, I will follow up on the details of what his response is after.

Thank you,

Jaime Barnhart

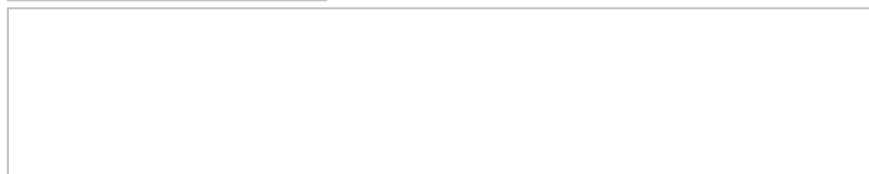
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E: Jaime@acrobatoutsourcing.com



On Thu, Jun 20, 2019 at 11:53 AM Connie Collica <conniec@dropbox.com> wrote:
Hi Jaime,

Kevin Dunkelburg told me that John Ilar had called him a very offensive name.

When Kevin and Ray had both reminded the team that it was time for their breaks, John had commented that there were "too many supervisors telling them what to do" while technically, his teammates were simply looking out for each other's break times and coverages. John had said to Ray that the "crypt keeper" had already mentioned break time, referencing Kevin.

I did not witness this brief conversation, but we have a no-tolerance policy for name-calling and rudeness at Dropbox. Jaime, please proceed with meeting with John and provide a written warning as necessary.

Reassignment is also on the table if he is not receptive. In that case, I will follow up with a separate email regarding open porter positions that will need to be filled.

Thank you!


Connie Collica

Senior Food and Beverage Operations Manager


333 Brannan Street, San Francisco

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Anna Shova
AM Food and Beverage Operations Coordinator
ashova@dropbox.com
333 Brannan Street, San Francisco
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