



EXECUTIVE HOUSEKEEPING COMMITTEE MEETING
11:00a.m. Thursday, February 13, 2020 | Rootz Hill's Grillhouse

A G E N D A

I. MEETING CALL TO ORDER – 11:10 a.m.

II. OFFICERS' REPORT

1. Acct. balance is \$153. Committee would like to use the funds for feeding. Unable to coordinate the Agat feeding but will try again for Feb/March. Josie to coordinate with Sagan Mami.

III. NEW BUSINESS

- A. Product presentation from Pacific Guam
 - Guam Plaza is one of Pacific Guam's clients. Most of the furniture in Rootz Hill's Grillhouse and the Guam Plaza Hotel are provided by Pacific Guam. A site inspection/room tour was given by Annie from Guam Plaza for the committee after lunch.
- B. Status of Bar Fundraiser Scheduled for May 10 (Emma)
 - Emma will followup. Looking into venue options: A-Class, Horse & Cow, Skyline, Sidelines
 - Proceeds to benefit the Sagan Mami feeding and for EHK Gala
- C. 2020 Housekeeping Gala - Theme Ideas for décor and ticket graphics
 - Masquerade, Mardi Gras, 70's/Disco
 - Any members with other suggestions, please send them to the committee.

IV. GHRA EVENTS

- A. GHRA Gala – Mar 7 @ Hyatt Regency Guam; Submit prize donation forms
- B. GHRA 1st General Membership Meeting – Mar 19 @ Hilton Resort Guam 11:30am
- C. February 2020 Motiva Training - Tuesday, Feb. 25 – How to Help Employees Cope and Adapt to Change @ Fiesta Resort Guam 8:30am-11:30am
- D. Training Venue RFP sent to HR managers; pls assist with follow-up
- E. GHRA Safety Briefing Updates
 - Angel (GHRA) provided copies of DPHSS 2019-nCoV Fact Sheet, OSHA Fact Sheet, "What Employers can do to Protect Workers from Pandemic Influenza" for committee to brief employees. GHRA/GVB held a safety briefing on Feb. 2 regarding 2019-nCoV. Documents were provided via email to all GHRA members with fact sheets, and DPHSS forms.
 - Emma (Fiesta) encouraged all members to stay up to date on information via DPHSS Facebook page, Guam Homeland Security, Center for Disease Control, GVB, and GHRA. All companies should update their Pandemic Plans to prepare for situations that may occur on their properties.
 - Ambros (Sheraton) said Sheraton updated their pandemic plans and spent some time doing practice runs with staff. As part of Sheraton's plans, they follow the standard protocols for Bloodborne Pathogen as part of their plan in addition to other safety and health protocols to keep employees safe.
 - Cris (Laundry Solutions) expressed concerns for price gauging for masks. What agency should that information be reported to? Online prices have increased due to shipping via air. Benson Hardware will receive stock for N-95 masks. Per Cris, Laundry

Guam Hotel and Restaurant Association

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Solutions has released guidelines to their clients to bag and tag any potentially exposed laundry to prevent cross-contamination. Please follow up with your vendors of their processes.

- Angel reminded everyone to enforce sick leave policies to ensure the health and wellbeing of staff and guests. Emma (Fiesta) reported Fiesta is watching their expenses closely and monitoring employee overtime.
- Most hotels will drop occupancy by March due to 2019-nCoV and will be heavily affected by flight cancellations. Military exercise will be over by end of March and that too will affect occupancy.

V. OPEN DISCUSSION / ROUNDTABLE

- A. CJ Pacific – Business as usual
- B. Leopalace – Asia LPGA Tour happening this week. Open/free to the public.
- C. Holiday Resort – Done installing carpet on 2nd floor
- D. Sheraton – Rehearsing pandemic plan; follow bloodborne pathogen protocols, identify techniques for disposal/removal
- E. Laundry Solutions – Follow Bag and tag procedures to prevent cross-contamination
- F. Pacific Guam – Items in production in China have been put on hold
- G. Westin – Military occupancy is up
- H. Pacific Star – Military occupancy is up
- I. Fiesta – Multimillion dollar renovation plan during Q3. Hotel will be rebranded to Crown Plaza. Brand standards are being worked on.
- J. Outrigger – Carpet will be removed. Renovations include install of hard wood floors. Beds for safe for \$200
- K. Onward – Deep clean in progress
- L. Dusit – Mar/Apr occupancy at 70%. Deep cleaning ongoing for break. Jenny reported on the APW and GMs looking to improve attendance at committee meetings. Good job to the EHC for having great turnout every meeting.
- M. Cosmos – Welcome Amor Mariano Jr (new sales/technician)! Cosmos to host the July comm. meeting at Fiesta World Café. Thank you for your business!
- N. Grand Plaza – Business as usual. Cancellations received from Korea market. PROMO: "Ray of Love" \$129 for one-night stay and breakfast for two at Meskla
- O. Hilton – business as usual. SES is new housekeeping system. Comm members are welcome to stop by to see how the system works.
- P. Nikko – Very busy; adding more supervisors
- Q. PIC – Slower than usual; resident promo ongoing. Changing out amenities. Super American Circus coming to PIC for the entire year!
- R. Guam Plaza – Changing out carpets.
- S. Ohana/Bayview – 32 rooms to be renovated. Room attendants have been calling out sick.

VI. ADJOURNMENT - Thank you to our host, Pacific Guam for a pre-Valentine's lunch. Next scheduled EHC Meeting **will be for 11:00am, Thursday, March 12th, at Lotte Hotel.**

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