



## Memorandum

Date: April 8, 2021

To: Everyone

From: Marilyn Spiegel, President of Wynn Las Vegas and Encore

Subject: COVID-19 Vaccine Reporting and Testing

Given the optimism I now feel about our future, it's difficult to imagine that one year ago we were completely closed due to the pandemic.

Now, it feels like our very best times may be ahead. Matt Maddox, our CEO, often speaks about the return of our business being like "The Roaring Twenties," and I think we can all sense that Las Vegas is, finally, springing back to life.

Our March occupancy allowed us to increase hours and shifts, and provide more employees an opportunity to return to work. To get to the next level of business, we need fewer restrictions so that we can serve more customers in our casino, restaurants, bars, clubs, and convention rooms.

The approval to lift restrictions will come from the Nevada Gaming Commission and the Control Board (GCB). To allow that, they have urged resorts to ensure that all employees who can safely receive the COVID-19 vaccine be vaccinated. The GCB was clear that only resorts who take extraordinary steps to vaccinate employees will be able to increase occupancy levels, which in turn will drive more business and jobs.

My goal, as it has always been, is to offer our guests and employees the safest vacation and work environment possible. To meet that challenge and grow our business, we are implementing a new vaccination and testing policy.

Employees who have been vaccinated will be asked to submit their proof of vaccination **by April 25, 2021**. If you wish to receive the vaccine, you can visit the UMC Vaccination Center onsite at Encore during their operating hours prior to April 25.

Employees who choose not to, or who are unable to be vaccinated, will be required to show proof of a negative COVID-19 test each week. The test will need to be completed on an employee's own time and at their own expense. Testing can also be done onsite at our Lighthouse Lab Testing facility, located in the Petrus Convention Room at Wynn, and the cost is only \$15 per test.

Employees may start submitting proof of their COVID-19 vaccination this Friday, April 9, through the health screening questionnaire which all employees complete prior to their shift. Employees will have until **April 25** to submit proof of vaccination without being required to complete weekly COVID-19 testing to come to work.

Attached, please find FAQs about the new vaccination reporting and testing procedures. Additional details regarding the weekly COVID-19 test process will be provided as we approach the vaccination submission **deadline of April 25**.

Thank you for continuing to work together for the health and safety of our loved ones, friends, coworkers, and community. Together, we will help Las Vegas roar back to business.

A handwritten signature in black ink that reads "Marilyn Spiegel". The signature is written in a cursive, flowing style.



## **COVID-19 VACCINE AND TESTING FREQUENTLY ASKED QUESTIONS**

### **How do I show proof I received my COVID-19 vaccine?**

You will take a photo of or scan your vaccine record card (the notecard-sized piece of paper you received after getting your shot) and upload it through the health screening questionnaire you complete prior to coming to work. Starting April 9, 2021, you will see new prompts on the questionnaire that will guide you through this process.

### **If my vaccination card was misplaced or destroyed, how can I get a replacement?**

You have a few options to access your COVID-19 vaccine record in Nevada:

If you received your vaccine at the onsite clinic or another UMC site, go to the UMC MyChart website at <https://www.umc.edu/mychart/Authentication/Login?>

For other vaccination sites in the state of Nevada, go to Nevada's Statewide Immunization Information System (WebIZ), located at <https://izrecord.nv.gov/public/Application/PublicPortal>.

From either site, you may download your immunization record and save it as a PDF.

### **Is there a deadline to submit proof of my COVID-19 vaccine?**

Yes, you need to submit proof of your COVID-19 vaccine by April 25, 2021 or you will have to complete a weekly negative COVID-19 test to come to work.

### **Once my vaccine documentation is received and verified by Wynn, do I have to continue completing the health screening questionnaire before coming to work?**

You will no longer be required to take the health screening questionnaire after all of the following conditions are met:

- You've received all required COVID-19 vaccine doses (one dose for the Johnson & Johnson vaccine; two doses for the Pfizer and Moderna vaccines).
- You've submitted your vaccine documentation and received verification from Wynn it has been approved.
- You've waited 14 days since receiving your final dose of the COVID-19 vaccine (or only dose if receiving the Johnson & Johnson vaccine). It can take up to 14 days before the vaccine provides you with full immunity.

### **What do I do if I'm not receiving the second dose of my vaccine until after April 25, 2021?**

You still need to submit proof that you've received your first dose of the vaccine through the health screening questionnaire. You will be required to follow up with proof of your full vaccination once you've received both doses.

**After April 25, if I've only received one dose of the vaccine (Pfizer or Moderna), do I need to submit a weekly negative COVID-19 test until the second dose is received?**

As long as you receive your second dose during the timeframe it is due (generally three (3) to four (4) weeks after receiving the first dose), you will not have to complete a weekly COVID-19 test. If Wynn does not receive documentation showing you've received your second dose within the appropriate timeframe, you will be required to complete and submit a weekly negative COVID-19 test to continue coming to work.

**If I don't get the COVID-19 vaccine, what are my options?**

If you don't get the vaccine, starting April 26, 2021, you will have to complete and submit a weekly negative COVID-19 test before you can come to work. These tests must be taken on your own time, and at your own expense. You may take a COVID-19 test at any valid testing location.

**If I don't take the required COVID-19 test each week, what will happen?**

You will receive disciplinary action, up to and including termination of employment.

**Can I use the onsite COVID-19 testing lab for my test?**

Yes, you can. Remember you are required to go on your own time—you will not be permitted to visit during your shift. You will also be required to pay a \$15 fee prior to each test. This fee will be paid via cash or credit/debit card at the Wynn Business Services Center (located near the Petrus Convention Room at Wynn) prior to taking your test.

**Where else in Las Vegas may I take a COVID-19 test?**

There are many places offering testing. The Southern Nevada Health District (SNHD) website has a calendar of events and testing locations. For more information, visit <https://covid.southernnevadahealthdistrict.org/testing/>.

**I work remotely. If I don't get the vaccine, will I still have to get the weekly COVID-19 test?**

Yes, you will have to complete and submit a negative COVID-19 test each week in order to continue working.

**Will there be a grace period to receive the vaccine or start weekly COVID-19 testing for employees not expected to work until after April 25 (e.g., employees on furlough, medical leave, or who are steady-extra and not scheduled hours)?**

For employees in this situation, Wynn will allow a two-week grace period from the first day they are scheduled back to work to get their COVID-19 vaccine and provide documentation. After that two-week period, if vaccine documentation has not been received by Wynn, the employee will have to complete and submit a weekly negative COVID-19 test in order to continue working.