

DEPT. OF LABOR AND  
INDUSTRIAL RELATIONS  
DIRECTOR'S OFFICE  
2020 JUN 25 PM 2: 38

TO: Director  
State Department of Labor and Industrial Relations  
830 Punchbowl Street, Room 321  
Honolulu, HI 96813

Mayor Kirk Caldwell  
City and County of Honolulu  
530 South King Street, Room 300  
Honolulu, Hawaii 96813

FROM: Irby Morvant, General Manager

DATE: June 22, 2020

VIA: U.S. Mail

SUBJECT: WARN Act Notice

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I am writing on behalf of Hyatt Corporation (“Hyatt”) with respect to the Hyatt Regency Waikiki (the “Hotel”), at 2424 Kalakaua Avenue, Honolulu, HI 96815.

The COVID-19 pandemic initially prompted numerous restrictions on travel and group meetings that resulted in a drop in our business. As a business that caters to global travelers and hosts large events around the world, this pandemic impacts us immensely. Due to this crisis, employees at the Hotel have been impacted by temporary furloughs, beginning on March 26, 2020.

We were hopeful that the restrictions and associated loss in revenue would be temporary. Since that time, it has recently become apparent that there will be longer-term revenue impacts as a result of the continued spread of the virus, extensions of various government-mandated “shelter-in-place” and “mass gathering” orders, cancellation of conferences and events, and significant decline in travel, all of which have resulted in the sudden and unexpected effective shutdown of much of our business.

While there are encouraging signs that our economy can begin to reopen in some areas, it has now become clear that the demand for travel, events, and hospitality services will take substantially longer to resume than previously anticipated. With likely on-going social distancing until a reliable COVID-19 vaccine or treatment becomes available, we cannot predict when our way of doing business will return to “normal.”

With such a significant reduction in our business in a rapidly evolving situation, we have to make painful choices that would have seemed unthinkable just a short time ago. The reality is we need to take further action to support the long-term operation of the company in a completely new operating environment.

We initially anticipated that employee furloughs at the Hotel would be temporary. Due to the sudden, dramatic, and unforeseeable additional impact of this pandemic on our business that is outside of our control, unfortunately, we must now engage in some employee separations that are expected to be permanent, some conversions of furloughs to temporary layoffs without employment benefits, and some extensions of employee furloughs with employment benefits. We must plan for extended layoffs that may exceed 6 months. While our hope remains that some or all of these layoffs will be temporary and last less than 6 months, we must prepare for longer-term employment losses. This is a partial closure; not all employees at the Hotel will be impacted.

Enclosed is a listing, for each of the employment actions described above, of the job titles of positions to be affected, the number of affected employees in each job classification, and the anticipated schedule of the employment actions. Some of the employees referenced in the enclosure are union employees and are represented by the following unions:

Eric Gill, Financial Secretary-Treasurer  
UNITEHERE Local 5  
1516 S King St.  
Honolulu, HI 96826

Donald R. Taylor, International President  
UNITE HERE  
275 7th Avenue, 16th Floor  
New York, NY 10001-6708

We regret that we were not able to provide advance notice of this action. Due to the impacts of COVID-19, we are providing this information at the earliest practicable time based on current business information.

Any bumping rights available to union members will be governed by the applicable collective bargaining agreement provisions. There are no bumping rights for non-union members.

Please contact me at 808-237-6100 or [Irby.Morvant@Hyatt.com](mailto:Irby.Morvant@Hyatt.com) if you have any questions about this notice.



*Irby Morvant*  
*General Manager*

**Attachment A – Employees Affected by Permanent Separations**

JOB TITLE	NUMBER OF EMPLOYEES AFFECTED	ANTICIPATED SEPARATION DATES
Director of Revenue Management	1	June 26, 2020
Information Technology Director	1	June 26, 2020
Outlets Director	1	June 20, 2020

**Attachment B – Employees Affected by Conversions of Furloughs With Employment Benefits to Temporary Layoffs Without Employment Benefits**

JOB TITLE	NUMBER OF EMPLOYEES AFFECTED	ANTICIPATED DATE OF CONVERSION
Area Recruiting Manager	1	July 31, 2020
Assistant Director of Finance	1	July 31, 2020
Assistant Exec Housekeeper	3	July 31, 2020
Assistant Front Office Manager	4	July 31, 2020
Assistant FS Rest Manager	3	July 31, 2020
Assistant Guest Services Mgr	2	July 31, 2020
Chief Engineer	1	July 31, 2020
Event Manager	1	July 31, 2020
Event Planning Manager	2	July 31, 2020
Event Services Manager	1	July 31, 2020
Information Technology Manager	1	July 31, 2020
Local Culture Manager	1	July 31, 2020
Marketing Manager	1	July 31, 2020
Public Areas Manager	1	July 31, 2020
Purchasing Director	1	July 31, 2020
Receiving Manager	1	July 31, 2020
Rooms Manager	1	July 31, 2020
Sales Coordinator	1	July 31, 2020
Sales Manager – Group	1	July 31, 2020
Sales Manager – Transient	1	July 31, 2020
Sales Mgr-Group and Transient	2	July 31, 2020
Sous Chef	2	July 31, 2020
Spa Director	1	July 31, 2020
Sr Sales Manager – Transient	1	July 31, 2020

**Attachment C – Employees Affected by Extensions of Temporary Furloughs With  
Employment Benefits**

JOB TITLE	NUMBER OF EMPLOYEES AFFECTED
Accounting Clerk	7
Administrative Assistant	7
Attendant	3
Baker/Pastry Cook	1
Bartender	10
Bell Attendant	8
Bellstand-Lead	3
Buffet Attendant	2
Butcher	1
Cashier/Order Taker	3
Cook 1- Entry	1
Cook 2	5
Cook 3	14
Cook 4	4
Cook 5	7
Culinary- Lead	1
Culinary Supervisor	2
Door Attendant	3
Esthetician	3
Event Book Coordinator	1
Event Services - Lead	3
Event Set Up Lead	1
Front Office - Lead	3

Gnrl Maint Engineer A (Entry)	1
Gnrl Maint Engineer Lead	17
Greeter	7
Health Club/Spa Lead	1
Host	17
Housekeeping - Lead	1
Housekeeping Coordinator	6
Houseperson - Events	5
Houseperson - Housekeeping	12
Inspector	5
Linen Attendant	3
Luggage Attendant	22
Massage Supervisor	1
Massage Therapist	12
Operator	12
Pastry - Lead	3
Pastry Supervisor	1
Recreation Attendant	4
Regency Club Concierge	8
Reservations - Lead	6
Room Attendant	131
Runner - F&B	3
Runner - Housekeeping	34
Sales Coordinator	2
Seamstress/Tailor	1
Security Officer	9
Server Assistant	3
Server-Beverage	7
Server-Events	14

Server-Restaurant	27
Server-Room Service	2
Spa Attendant	2
Spa Reception Agent	3
Steward	30
Stewarding-Lead	2
Storeroom Attendant	2
Sushi Cook Ii - Mid Lvl	1
Turndown Attendant	9
Valet - Car	9

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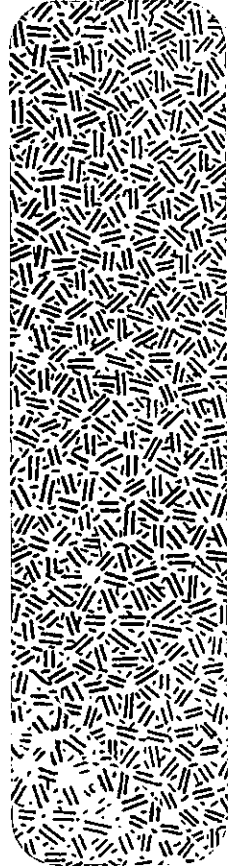
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