

Running Aces

# COVID-19 Health and Safety Plan

Updated: June 14, 2020

# Table of Contents

<b>Introduction.....</b>	<b>3</b>
Employee Screening Policy .....	4
Infection Control.....	4
Respiratory Etiquette and Physical Distancing.....	5
<b>Health and Safety Guidelines for Employees .....</b>	<b>5</b>
COVID-19 Training .....	5
Arrival at Running Aces .....	5
Physical Barriers .....	6
Physical Distancing .....	6
Personal Protective Equipment.....	6
Locations for PPE .....	7
Employee Responsibilities.....	7
Hand Washing .....	7
Hand Sanitizer .....	7
Daily Pre-Shift and Timekeeping .....	7
Back of House Signage .....	8
Employee Dining Room.....	8
Race and Simulcast .....	8
Card Casino .....	8
<b>Health and Safety of Guests.....</b>	<b>9</b>
Operational Hours .....	9
Capacities .....	9
Card Casino Arrival .....	9
Reservations.....	10
Valet.....	10
Physical Barriers .....	10
Physical Distancing .....	10
Personal Protective Equipment.....	11
Hand Washing .....	11
Hand Sanitizer .....	11
Front of House Signage .....	11

Guest Food Service .....	11
Guest Merchandise Purchases .....	11
<b>Sanitation and Infection Control.....</b>	<b>12</b>
Public Spaces and Communal Areas.....	12
Card Casino Specific.....	12
Race and Simulcast .....	13
Front Desk .....	13
Merchandise Sales.....	13
Business and Office Services .....	13
Other Sanitation Measures .....	14
Back of the House .....	14
Shared Equipment .....	14
Air Filter and HVAC Cleaning .....	14
Restaurants and Bars .....	14
Security Specific.....	15
<b>Health and Safety of Stable Area .....</b>	<b>16</b>
<b>Stable Gate and Stable Area Access .....</b>	<b>16</b>
Limited Access .....	16
Shipping Requirements.....	17
Stable Area Security Measures.....	17
<b>Stable Area and Barn Sanitation and Infection Control .....</b>	<b>17</b>
Hand Washing .....	18
Hand Sanitizer .....	18
Physical Distancing .....	18
Additional Expectations .....	19
<b>Monitoring Health and Safety in the Stable Area .....</b>	<b>20</b>

Running Aces is committed to providing a safe and healthy workplace for all our workers and customers. To ensure that, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and staff are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities. Doing this requires full cooperation from our employees, managers and patrons. Only through this cooperative effort can we establish and maintain the safety and health of our workplace.

Management and staff are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. Running Aces managers and supervisors have full support from North Metro Harness Initiative, Inc. in enforcing the provisions of this policy along with our strong expectation that all employees adhere to the provisions of these policies created in response to the COVID-19 pandemic. To support enforcement efforts Running Aces has hired a Health and Safety Compliance Administrator whose primary role is to ensure Running Aces operates in conformity to government guidelines related to COVID-19.

Our employees are our most important assets. We are serious about safety and health and keeping our workers working at Running Aces. Employee involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. Running Aces managers and supervisors have remained in contact with employees and have solicited feedback from those employees regarding safety concerns related to return to work conditions, protective efforts and policy standards and guidelines.

Employee feedback along with guidelines from the CDC, OSHA, Minnesota Department of Health, Minnesota Department of Labor, and Executive Order 20-48 and input from our corporate counsel have been included in the Running Aces preparedness plan. Running Aces has recognized that its operation has two separate and distinct operational bases; Casino and Racing. Therefore, we have prepared two preparedness plans in this document. Each plan addresses the unique environments of each of the aforementioned operating units. Both plans address reflect the required elements of a preparedness plan. The Running Aces plans use common standards of risk management: Education, Engineering and Administrative Control- including Personal Protective Equipment.

### **Our COVID-19 Preparedness Plan addresses:**

1. hygiene and respiratory etiquette
2. engineering and administrative controls for social distancing
3. customer controls and protections for drop-off, pick-up and delivery
4. housekeeping, including cleaning, disinfecting and decontamination
5. prompt identification and isolation of sick persons
6. communications and training that is provided to managers and workers
7. management and supervision necessary to ensure effective implementation
8. stable area and horse population considerations

## **Employee Screening Policy**

Workers have been informed of and are encouraged to self-monitor for signs and symptoms of COVID-19. Running Aces will use the Minnesota Symptom Screening application as a primary tool for monitoring employee health. Employees returning to work are required to complete a short questionnaire concerning any recent experience with COVID-19 or a current experience with COVID symptoms.

Employees are educated how to self-report a concern while at work, who and how to contact if experiencing symptoms at home or if they believe they have been in contact with a person known to have the virus. Running Aces has established an isolation area for employees who may be ill.

Running Aces has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Running Aces has taken step in accord with government recommendations for employee sick leave. Absentee points will not accrue for employees missing work due to infection with the disease or who miss work to remain home caring for a family member infected with the disease, or who remain home due to a quarantine requirement for having been in contact with a person know to, or who may be suspected of, having the virus. Running Aces permits employees with underlying conditions to work from home when possible and when possible attempts to stagger or modify work hours to accommodate employee needs. Running Aces has adopted the terms and conditions of the Families First Coronavirus Response Act and the guidelines for FLMA related to coronavirus. Broadly based and flexible Leave of Absence policies are in place. Where feasible, accommodations for workers with underlying medical conditions are in place including work from home and modified shift start times.

Running Aces has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. Having received information that a worker has been exposed to a person known to have the COVID-19 virus Running Aces Human Resources department will provide notification to that employee and provide the employee with an information sheet requiring the mandatory quarantine and offering guidance for benefits and support resources. In addition, a policy has been implemented to protect the privacy of workers' health status and health information.

## **Infection Control**

Basic infection prevention measures implemented at our workplaces at all times. Workers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any

mealtimes and after using the toilet. All visitors to the facility are required to wash their hands prior to or immediately upon entering the facility. Hand sanitizer dispensers can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

## **Respiratory Etiquette**

Workers and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward. Respiratory etiquette is demonstrated on posters and supported by making tissues and trash receptacles available to all workers and visitors.

## **Physical Distancing**

Physical distancing is being implemented through multiple measures to maintain acceptable practices by the use of engineering and administrative controls. Each department has separate shift schedules for its employees. Customer counts are restricted and monitored by security. The entry point is protected with a barrier forcing guests into a queue. The queue is marked at six-foot intervals indicating the correct position for each person in the queue. Inside the building all customer service stations, whether staff supported or machine, have signs reminding guest to maintain proper spacing. Markings on the floor will indicate six-foot spacing. Requests for PPE are directed to the Health and Safety Compliance Manager who is responsible for the inventory and ordering.

## **Health and Safety Guidelines for Employees**

This Preparedness Plan is communicated to all returning employees in a mandatory orientation prior to beginning work. Additional communication and training are ongoing, conducted by supervisors to correct mistakes and errors by employees. Management and workers are to work through this new program together and update the training as necessary. This COVID-19 Preparedness Plan has been certified by Running Aces management and will be posted throughout the workplace. It is being updated as necessary.

### ***COVID-19 Training***

- When hired, employees receive training on COVID-19 safety and sanitation protocols as well as recognizing signs and symptoms of the disease and proper use and disposal of PPE. In addition to training, employees will receive printed materials on COVID-19.

### ***Arrival at Running Aces***

- Running Aces requires all persons entering the facility to pass through a single checkpoint where their temperature is taken by use of an infrared thermometer

or a thermal imaging camera. Our entry path is limited to a single point to allow our security team to conduct non-invasive temperature checks and to ensure that a mask is worn. Masks are provided at no cost for employees and at a cost of \$1 for guests.

- Signage has been posted indicating signs and symptoms of COVID-19 and where to seek medical attention.
- Persons registering a temperature at or above 100.4<sup>0</sup>F will be denied entry. Upon request, anyone displaying a temperature at or above 100.4<sup>0</sup>F will be offered an opportunity for a second reading. Such individual will be asked to wait for a short period of time before re-testing. If, after the second test, the individual's temperature remains at or above 100.4<sup>0</sup>F the person will be denied entry.

### ***Physical Barriers***

- Running Aces has put plexi-glass barriers in place to protect employees and guests from exposure to respiratory particulates.
- Barriers have been placed at service counters where guests interact with customer service providers, as well as on our gaming tables.

### ***Physical Distancing***

- Employees are reminded not to touch their faces and to practice physical distancing by standing at least six feet away from guests and other employees whenever possible. Physical distancing protocols are used in the employee dining areas, shared office spaces, and other high-density areas in order to ensure appropriate distancing between employees.
- Hostesses and managers will manage guests and physical distancing at entries, waiting areas and queues. Casino Service Bars has been staffed to allow for appropriate distancing between employees.

### ***Personal Protective Equipment (PPE)***

- Running Aces has an extensive amount of PPE that employees use while working at the facility. This PPE includes face coverings and shields, medical style gloves, and aprons and/or coveralls.
- Employees wearing company issued uniforms are expected to wash such items on a daily basis. Appropriate PPE is worn by all employees based on their role and responsibilities and in adherence to any state or local regulations and guidance.

- Training on proper use and disposal of all PPE is mandatory and included in orientation training.
- Gloves are provided to employees whose responsibilities require them to be in direct contact with guests, including housekeeping, public area attendants and security officers in direct contact with patrons. Every effort is made to limit the amount of direct contact with other persons and their personal property or belongings.

### **Locations for the Distribution of Personal Protection Equipment (PPE)**

FRONT OF HOUSE	BACK OF HOUSE	STABLE
Security Office	Kitchen	Track Superintendent
Card Room Manager Office	Dock Office	

### ***Employee's Responsibilities***

- Running Aces' employees are expected and are held accountable to fully execute the company's sanitation and health program.

### ***Hand Washing***

- Hand washing is available in all restrooms.
- All employees have been instructed to wash their hands, or use sanitizer when a sink is not available, every 60 minutes (for at least 20 seconds) and after any of the following activities: using the restroom, sneezing, touching the face, blowing the nose, cleaning, sweeping, mopping, smoking, eating, drinking, entering and leaving the gaming floor, going on break and before or after starting a shift.

### ***Hand Sanitizer***

- Hand sanitizer dispensers, touchless whenever possible, are placed at key guest and employee entrances and contact areas.

### ***Daily Pre-Shift and Timekeeping***

- Employee pre-shift meetings are conducted in areas that allow for appropriate physical distancing between employees.
- Departments have staggered employee arrival times to minimize traffic volume in back of house corridors and service elevators.
- Hand sanitizer is available at each timeclock location. Employees are required to sanitize their hands after clocking in.
- The management team will ensure constant communication and proper PPE and sanitation procedures are followed and updated per the latest expert guidance.



### ***Back of the House Signage***

- Signage has been posted throughout the property reminding employees of the proper way to wear, handle and dispose face coverings, use gloves (when necessary), wash hands, sneeze and to avoid touching their faces.

### ***Employee Dining Room***

- No self-serve food available, cups for beverages are for single use only.
- Prepackaged plastic flatware is available.

### ***Race and Simulcast***

- Seats, carrels and booths have been reconfigured or removed to allow for appropriate physical distancing.
- Masks are required for entrance and worn in all spaces that do not allow for social distancing (moving between areas, food and beverage lines, in bathrooms, in mutuels lines and during interaction with Running Aces employees).
- Six-foot intervals are marked for ticket window queuing.
- Employees use separate counters and have individual stations to eliminate shared equipment.
- Self-service wagering terminals and counters are cleaned frequently.
- Entrance to racetrack apron is separated from the entrance to the card casino and indoor space is limited for spectators.
- Barriers are in place for areas of guest to employee interaction.
- The number of patrons allowed will not exceed the percentage of occupancy capacity established by the State of Minnesota guidelines.

### ***Card Casino***

- Every other table will remain open.
- There is a three chair/guest maximum per table game (corners and middle seat remain) and four chair/guest maximum per big baccarat table.
- No standing behind seated players is allowed.
- Seating has been removed in unused/open areas and enforce maximum occupancy limits.
- Dealers verbally give breaks instead of “tapping in” and maintain appropriate separation.
- One pull a day, a decrease from two.

### ***Card Casino Security Considerations***

- Standard protocols are followed unless a specific incident requires more invasive contact (i.e. taking a subject into custody for a criminal offense).
- Security Officers assist with enforcing physical distancing protocols in guest queuing areas as required.

### **Health and Safety of Guests**

Running Aces has made major changes to its physical operation. Seating at gaming tables has been limited to three or four players depending on table size. Every other table is unused. Each table has a Plexiglas barrier between the dealer and players as well as between players. Plexiglas barriers have also been installed at any customer service counter to separate the service representative and the customer. Disinfecting supplies are available to clean each barrier. Cleaning will be done on a scheduled basis. Employees are responsible for this cleaning.

Workers, visitors and customers are prohibited from gathering in groups or confined areas, including elevators, and from using other workers' personal protective equipment, phones, computer equipment, desks, cubicles, workstations, offices or other personal work tools and equipment. Signage has been posted indicating that gathering is not allowed.

### ***Operational Hours***

- 11AM – 2AM
- Enhanced Overnight Cleaning

### ***Capacities***

- The number of patrons allowed will not exceed the percentage of occupancy capacity established by the State of Minnesota guidelines.

### ***Card Casino Guest Arrival***

- Running Aces requires all persons entering the facility to pass through a single checkpoint where their temperature will be taken by use of an infrared thermometer or a thermal imaging camera.
- A security officer greets each visitor as they enter the building. Visitors are screened for temperature and asked about symptoms of COVID-19. Guests will be asked to use hand sanitizer and to wear a face covering (available for purchase in house). Face coverings must be removed to verify identification; this process occurs with a sneeze barrier between the employee and guest.

- Appropriate signage has also been prominently displayed to outline proper face covering usage and current physical distancing practices in use throughout the facility.
- Persons registering a temperature at or above 100.4<sup>0</sup>F will be denied entry.

### ***Card Casino Reservations***

- Players must have a reservation to enter the card room.
- Players wishing to play on a card room table require a reservation via the Bravo system.
- Players requesting a reservation are advised:
  - If they do not feel well to please stay home.
  - Face-masks are required by patrons.
- The card room host places them on a table based on the player's preference and available seating.
- If the requested table is full, the player is put on a wait list.
- Reservations are held for a reasonable amount of time before being released to the public again.
- When taking a reservation, the employee will take down the players name and contact number.

### ***Valet***

- Valet services are suspended.

### ***Physical Barriers***

- Running Aces has put plexi-glass barriers in place to protect guests from exposure to respiratory particulates.
- Interactive customer service areas and gaming tables have custom designed barriers designed to reduce risk of contamination in dealer to guest interactions as well as player to player interaction.

### ***Physical Distancing***

- Guests are required to practice social distancing by standing at least six feet away from other people who are not traveling with them while standing in lines, or moving around the property. Appropriate signage has been posted.
- Restaurants and bar have reduced seating capacities to allow for a minimum of six feet between each seated group/party of guests.
- Gaming tables and other layouts have been arranged to ensure appropriate distancing. Table games have chairs removed and every other table is open.

- Guest laundry and dry-cleaning services are available using contactless pick-up.
- Seating at the bar is not available.
- Line flow is managed at quick serve outlets to ensure coffee and food pick up areas remain appropriately distanced.
- Cocktail Servers are available and serve beverage upon request.
- Social distancing markers have been placed on the floor in areas where queues are likely.
- Cell phones from guests will no longer be charged by Running Aces employees.

### ***Personal Protective Equipment (PPE)***

- Guests are required to wear a mask at all times while on the property at Running Aces. Masks are available for purchase.

### ***Hand Washing***

- Hand washing is available in all restrooms with signage indicating proper hand washing technique.

### ***Hand Sanitizer***

- Hand sanitizer dispensers, touchless whenever possible, have been placed at key guest entrances and contact areas.
- Guests are reminded to use hand sanitizer prior to the start of play in the casino area.

### ***Front of the House Signage***

- There are health and hygiene reminders throughout the property that reflect CDC and MN Department of Health guidelines.

### ***Guest Food Service***

- All self-serve condiments and utensils have been removed and available solely from cashiers or servers, grab and go offerings are available.
- All food and beverage items are placed on the table, counter, slot or other surface instead of being handed directly to a guest.

### ***Guest Merchandise Purchases***

- Displays and retail assortments are limited to essential items including sundries, toiletries and cigarettes.

- All merchandise is served/handled by a retail attendant; no self-serve merchandise available.
- All sales are final.
- Customers will not be allowed to try on clothing, including hats.

## **Sanitation and Infection Control**

Regular housekeeping practices have been implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, delivery vehicles and areas in the work environment, including restrooms, break rooms, lunch rooms, meeting rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting are conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, credit card readers, delivery equipment, and more.

Running Aces facility uses cleaning products and protocols which meet EPA and CDC guidelines and are approved for use and effective against viruses, bacteria and other airborne and blood borne pathogens. We are working with our vendors and suppliers to ensure an uninterrupted supply of these cleaning supplies and the necessary PPE.

Casino management has made available sanitizer stations that are located in each pit area, break room and other locations on the casino floor. Sanitizer buckets are supplied for wiping down chairs, bumpers, podiums, phones, computer keyboards and mouse, etc. Sanitizer spray bottles is supplied for cleaning the plexiglas on tables, dealer shoes, discard racks, shuffle machines, etc.

### ***Public Spaces and Communal Areas***

- The frequency of cleaning and sanitizing has been increased in all public spaces with an emphasis on frequent contact surfaces. These frequent contact surfaces include: restrooms, casino entry (interior and exterior) benches, doors, tavern handrails, exterior elevators and escalator handrails.

### ***Card Casino***

#### **Pit and Poker Dealer are educated on and responsible for the following:**

- Sanitize token boxes prior to beginning work and after counting out tips at the completion of each shift.
- Sanitize the exterior of the card shoe and bravo keypad when entering a game and the interior of the card shoe when the game goes dead.
- Sanitize the money paddle when arriving at the game.
- Sanitize tables and chairs in the breakroom after using the employee lounge.

- Required to use sanitizers provided in the pit and break area prior to tapping onto a table or relieving a supervisor.
- Dealers verbally give breaks instead of “tapping in” and maintain appropriate separation.

**Supervisor/Clerks/Managers are educated on and responsible for the following:**

- Sanitize table game rails and chairs after each guest leaves a game.
- Sanitize the outside of shufflers every four hours; inside is sanitized once per week.
- Pit podiums are sanitized by supervisors every hour or upon arrival including phones, computers, and all hard surfaces and cabinetry.
- Table signage units are sanitized by supervisors every time a new supervisor enters the pit.
- Discard holders are sanitized by supervisors once every four hours.
- Employees sanitize tables and chairs after using the employee lounge.
- Employees are required to use sanitizers provided in the pit and break area prior to relieving a supervisor.

***Race and Simulcast***

- Staff sanitize race carrels, counters and chairs after each guest.
- Staff cleans booth every hour including phones, computers, all hard surfaces and counters.

***Front Desk***

- Guest touchpoints are sanitized after each transaction including pens and countertops

***Merchandise Sales***

- Phones, workstations, hard surfaces, handles and frequently touched surfaces are sanitized at least once per hour and upon a shift change.

***Business and Office Services***

- Counters and equipment including customer internet and phone stations are sanitized at least once per hour.

### ***Other Sanitation Measures***

- High touch front services spaces and equipment are cleaned hourly or on an as needed basis.
- Offices, desks, counters, workspaces and related equipment (including iPads and radios) are sanitized at least once every four hours or upon a new employee using the equipment.
- Scooters, wheelchairs, articles lost by patrons, and other guest amenities are sanitized after each use.
- Vending machines are sanitized at least once per day.

### ***Back of the House***

- The frequency of cleaning and sanitizing has increased in high traffic back of house areas with an emphasis on the employee break room, employee smoking area employee restrooms, loading dock, offices, and kitchen.

### ***Shared Equipment***

- Shared tools and equipment are sanitized before, during and after each shift or anytime the equipment is transferred to a new employee.
  - This includes phones, radios, computers and other communication devices, payment terminals, kitchen implements, engineering tools, safety buttons, cleaning equipment, keys, time clocks and all other direct contact items used throughout the resort.

### ***Air Filter and HVAC Cleaning***

- The frequency of air filter replacement and HVAC system cleaning has been increased and fresh air exchange has been maximized.

### ***Restaurants and Bars***

- Host Podiums equipment are sanitized at least once per hour.
- Service stations, service carts, beverage stations, counters, handrails and trays are sanitized and logged at least once per hour.
- POS terminals is assigned to a single server (as possible) and sanitized between each user and before and after each shift. If multiple servers are assigned to a POS terminal, servers sanitize their hands after each use.
- Dining tables, bar tops, stools and chairs are sanitized after each use.
- Condiments are served in single use containers (either disposable or washed after each use).

- Check presenters, votives, pens and all other reusable guest contact items are sanitized after each use.
- Menus are single use and/or disposable.
- Single use disposable, non-porous placemats are machine washed and sanitized after each use.
- Trays (all types) and tray stands are sanitized after each use.
- Storage containers are sanitized before and after each use.
- Food preparation stations are sanitized at least once per hour.
- Kitchens are deep cleaned and sanitized at least once per day.
- Food and beverage items being prepared are transferred to other employees using contactless methods (leaving on expediting tables, conveyors, etc.).

### ***Security Specific Cleaning Measures***

- All contact surfaces are sanitized at the completion of an incident and the end of shift (in addition to standard sanitization protocols). Shift supervisors assign specific sanitation responsibilities and ensure proper protocols are followed and logged.
- Office furniture, wheelchairs, incoming lost and found property, and all related equipment and contact surfaces are sanitized before and after each use.
- Shift Manager logs unscheduled or specialty cleaning protocols (i.e. after a medical or interview in the security office and the room has been sanitized).



## Health and Safety of Stable Area

Running Aces opened its stabling area to receive horses on June 1, 2020. All licensees are subject to the following protocol in addition to the North Metro Harness Initiative, LLC Code of Conduct which provides Running Aces the ability to exclude any individual on its backside for failure to follow stable area rules and regulations.

## Stable Gate and Stable Area Access

All individuals accessing or inhabiting the Running Aces Stable Area are required to adhere to the following standards, without exception:

- Access to the Stable Gate will only be permitted from 6am-11pm daily and entrants must schedule their initial arrival at least 72 hours in advance with the Stall Superintendent. Horse entry and exit is limited to the hours of 6am to 8pm. Any horses shipping into the stable area between 8pm-6am must contact and receive special permission from Running Aces.
- Each arriving person submits to a non-contact temperature check and COVID-19 related health questions, be scanned as either entering or exiting the area. Persons registering a temperature of 100.4<sup>0</sup>F and above will be denied access to the backside for a minimum period of 24 hours at which time they may return and be tested for entry.
- All individuals are required to wear a face covering while on grounds when social distancing is not possible. Admittance will be allowed at the sole discretion of Running Aces.
- Persons allowed entry are issued a colored wrist band that is worn while inside the stable area. The wristband color will change every day and indicates that the individual has had a health and temperature screening. A violation of the wristband tenet will be subjected to progressive fines.
- No 3-day visitor passes are being issued. Trainers and their help make accommodations to get licensed immediately upon arrival.
- Children under the age of 16 will not be permitted on the backside.

### ***The Stable Area is limited to essential workers only, including:***

1. Licensed trainers with horses on Running Aces property.
2. Licensed Stable Area team members
3. Licensed Running Aces Team members
4. Licensed Veterinarians
5. Licensed Vendors Essential for Animal Health and Welfare
6. Licensed owners
7. Licensed Drivers

### ***Shipping Requirements***

- All Equine health documents must be submitted electronically to [MRCINFO@STATE.MN.US](mailto:MRCINFO@STATE.MN.US) prior to arrival.
- Commercial shippers are instructed to remain in their vehicles and allow help at the barn to unload the horse.
  - Additionally, all help shall only unload horses going to their barn with shanks specifically for use by the individual removing the horse from the van or trailer.
- Paperwork and any administrative work are submitted electronically and in advance.
- When possible, communication will be done via phone call, email or text.
- Once on property, horses are not allowed exit outside of the established stable gate hours for emergency medical treatment or until authorized by Running Aces Harness Park Management and the State Veterinarian.

### ***Stable Area Security Measures***

- Security wears appropriate PPE at all times. Additional PPE is required for medical assessments or response.
- No physical paperwork is handled by security staff and all horsemen are directed to submit their paperwork electronically to the State Veterinarian's Office at least 24 hours prior to arrival.
- All individuals are required to be licensed immediately (or as soon as reasonably possible).
- All individuals entering the premises for the first time are approved for stalls in advance, help listed on an approved trainer employee list as provided to Running Aces Harness Park or commercial shipping drivers who have limited access as noted above.
- In the event that an off-site horse person meets the criteria for quarantine, they shall immediately be denied admittance to the backside for a minimum of 14 days. In addition, anyone living with the "at risk" horse person shall also be quarantined for the same duration.

### **Stable Area and Barn Sanitation and Infection Control**

Running Aces uses cleaning products and protocols which meet EPA and CDC guidelines and are approved for use and effective against viruses, bacteria and other airborne and blood borne pathogens. We are working with our vendors and suppliers to ensure an uninterrupted supply of these cleaning supplies and the necessary PPE.

In order to meet the new demands regarding cleaning procedures, Running Aces has hired additional staffing on the backside for housekeeping. The frequency of cleaning and sanitizing is increased in all public spaces with an emphasis on frequent contact surfaces. These areas include but are not limited to, bathrooms in the barn areas, door handles, light switches, drinking fountains, the laundry service area, and vending machines. Most surfaces in the barns including the paddock are metal surfaces. These common contact surfaces can be sprayed with approved products daily or on an as needed basis.

A John Deere Gator equipped with a fifty-five-gallon sprayer is used in large areas, pump-ups and garden sprayers will be used to sanitize hard surfaces.

An Electro-Static sprayer is on order for areas sensitive to moisture.

- Cleaning and disinfecting agents are available for use on the backside.
- Horsemen are expected to clean horse gear on a daily basis. This includes tack gear as well as wheelbarrows, shovels, rakes and personal property stationed or placed in their stall area.
- Barns are open as reasonable to allow as much exchange of fresh air as possible.
- Equipment is assigned to specific barn personnel. (For example, each hot walker should have their own shank with their name on it. When stored, it should not be stored with other equipment until it is cleaned and sanitized.)
- Other examples of equipment are limited to being touched by one person or as few people as possible (and fully sanitized daily): water and feed buckets, cross ties/stall ties, grooming supplies, tack saddles, girths, halters, wheelbarrows, shovels, rakes and brooms.
- Additionally, within the barn, trainers and their staff should ensure these areas should be cleaned regularly: door knobs, stall clips and gates, barn door handles, light switches, fan switches, counters and desks.

### ***Hand Washing***

- Hand washing is available in all restrooms with signage indicating proper hand washing technique.

### ***Hand Sanitizer***

- Hand sanitizer dispensers, touchless whenever possible, have been placed at key building entrances and contact areas.
- Trainers and their staff are reminded to use hand sanitizer.

### ***Physical Distancing***

All persons on the backside are required to maintain physical distancing in accordance with the Minnesota Department of Health as much as possible.

- Trainers shall determine whether they can limit the number of staff in the barn to essential staff or stagger shifts to ensure that there are as few people as possible in the barn at any one time.
- It is advisable for each trainer to have one or two designated individuals to work with veterinarians, farriers, and other outside individuals to minimize contact with as few of your staff as possible.
- Trainers will be sure to restrict the number of individuals allowed in the tack room or office at any one time.
- The driver's room is closed and drivers will prepare for races at their stalls or in the paddock.
- Appointments are required for visits with the race office, state veterinarian office and judges. This group must be made aware of the critical importance of maintaining proper social distancing and hand sanitation. Plexiglas windows for communication have been provided for licensing, the state veterinarian office and the race office.
- A schedule for the use of common facilities such as laundry and showers has been created. Those individuals with trailers on the backside will utilize their own showers.
- Persons residing on Running Aces property are expected to maintain social distancing during non-working hours.

### ***Additional Backside Expectations***

- All persons on the backside are required to wear a face covering when physical distancing is not possible and while inside closed buildings.
- Trainers are required to pay close attention to their staff and report anyone with any illness immediately to Security. Security must be informed if a secondary assessment is needed.
- All trainers submit a back-up horse care plans for their operations. This includes a system by which another barn is dedicated to assist in the care of horses in the event a team of team members is isolated.
- Persons residing on Running Aces property suspected or who appear to have the symptoms of COVID-19 may be required to quarantine themselves and any parties residing with them for a period of 14 days.
- All persons living on Running Aces property are expected to create an isolation plan in the event that they become ill. This plan will include contact information for a person who will be taking care of their needs during their isolation.
- Individuals with suspected cases of COVID-19 are not allowed to enter the barn area or facilities.

- Prior to being allowed back into the horse person population, the individual must be granted approval from the MRC.
- In the unlikely event of an outbreak on the backstretch, where the cases become too difficult to manage, we are asking everyone to have an Emergency Plan in place for operations including off-site stabling and care for horses. It is our intent, with the support of the Minnesota Harness Racing Inc., to open and operate the Running Aces Harness Park backstretch for the daily care of horses. However, we ask that all trainers have plans in place, including those required for Evacuation.

## **Monitoring Health and Safety in the Stable Area**

The Health and Safety Compliance Administrator, along with Running Aces Security will monitor temperature and COVID-19 screenings daily. This information will also be shared with specific MRC staff. Any events outside of normal values will be reported immediately to the Health and Safety Compliance Administrator who will subsequently share the information with specific MRC staff.

Signage is posted throughout the backside indicating the new procedures for the COVID-19 precautions.

Based on the nearest health care provider to Running Aces, Fairview, Wyoming Clinic, the following protocols will be communicated:

- Those displaying signs of the COVID-19 should self-quarantine and follow the CDC guidelines for when it is safe to re-engage.
- Those seeking help should log on to the site [www.oncare.org](http://www.oncare.org). A nurse will attempt to call or email within 1 to 3 hours to perform an on-line assessment.
- Following the COVID-19 test persons will be instructed to go home and quarantine. Test results will be provided upon completion.
- If the individual is in a life-threatening condition, they should call Fairview at 612-672-1053 and speak with a triage nurse. Individuals will be informed to notify the clinic prior to arrival.