

**Minutes**  
**Event Safety Working Group**  
Saturday, 26 January 2019  
14:00 - 18:00 Pacific Time  
Wyndham Garden Anaheim

**Presiding chairperson:** Donald Cooper; Event Safety Alliance; P; G

**Recording secretaries:** Karl Ruling and Richard Nix, ESTA

**Members in attendance:**

Jacob Abbott; PSAV Presentation Services; P; G  
Steven A. Adelman; Adelman Law Group, PLLC; P; G  
Alyxzander Bear; Insomniac; P; EVP  
Christian A. Buschhoff; xEMP extra Entertainment Media Publishing oHG; P; G  
Ethan W Gilson; Entertainment Rigging Services, LLC; P; DE  
Joe Golden; Joe Golden; P; DE  
Jerry Gorrell; Theatre Safety Programs; P; G  
Randell Greenlee; VPLT; P; G  
Greg Guzzetta; Event Intelligence Group; O; EVP  
Tim Hansen; Oasis Stage Werks; P; DR  
Robert Haycock; UC Berkeley; I; EW  
Danielle Hernandez; Furman University; P; G  
Dominic Housiaux; Lankey & Limey, LTD; P; EVP  
Neil Huff; Taylor & Taylor Insurance Brokers; P; INS  
Janine A. Jordan; Electronic Music Alliance; P; G  
Craig Kolakowski; Allianz Global Corporate & Specialty; O; INS  
Edwin S. Kramer; 1501; P; EW  
Daniel H. Louis; Theta Consulting LLC; P; G  
Stuart B. Weiss, MD; MedPrep Consulting Group LLC; P; EW  
Richard J. Nix; Richard J. Nix; I; G  
Tim Salamon; PSAV Presentation Services; O; G  
Chris Schmidt; Freeman Companies; P; DR  
Janet Sellery; CITT/ICTS; P; G  
Keith Sklar; Actors Equity Association; P; PA  
Will Todd; Area Four Industries; P; EQP  
Allen Winzler; Clark-Reder Engineering, Inc.; P; DE  
Andrew Young; Andrew Young; I; EW

**Visitors:**

**1 Opening Remarks**

Don Cooper called the meeting to order at 14:03, welcoming everyone to the meeting.

He asked everyone to introduce themselves, which they did, both in the room and online

**2 Patent and anti-trust statements**

**2.1 Reading of the anti-trust statement**

The following statement was read aloud to the assembly by Don Cooper:

*ESTA and its members take seriously their obligation to comply with all applicable antitrust laws. Therefore, during this meeting and during all ESTA events, all discussions will be limited to those subjects that are permitted by the antitrust laws. All members should refrain from any discussion or mention of competitively sensitive subjects such as the current or future prices charged for any member product or services, current or future marketing plans or strategies, and current or future costs, including employee salaries. There also must be no agreement on the suppliers or customers that members will or will not do business with or the*

*markets in which members will conduct business.*

*Violations of the antitrust laws can have serious consequences. If you have any questions or concerns about anything that is discussed at an ESTA meeting, please bring your concern to ESTA management. An easy to read pamphlet describing the antitrust laws is available from the ESTA staff.*

Karl Ruling stated that PDF versions of the pamphlet were available to anyone upon request.

## **2.2 Reading of the call for patents**

The following statement was read aloud to the assembly by Don Cooper:

*ESTA intends not to publish any standard that contains protected intellectual property, unless that information can be licensed by anyone for a reasonable fee. ESTA uses a process of open patent and copyright disclosures to implement its intent. ESTA does not conduct patent or copyright searches and does not warrant that its standards contain no protected intellectual property.*

*In keeping with the open disclosures policy, I ask if anyone present wishes to notify this working group of the existence of a patent, patent application, copyright, or other protected intellectual property that might protect material in a standard being developed by this working group. You need not be the holder of the patent or copyright to notify this working group of its existence.*

Nothing was revealed

## **3 Attendance and Membership**

### **3.1 Requirements for membership**

The following statement shall be read aloud to the assembly:

*Membership is open to all parties who are affected by the work of the group; membership in ESTA is not a requirement, but there is a \$100/person/year participation fee to help fund the costs of running the Technical Standards Program. Voting members are required to attend meetings and vote on letter ballots. Any principal member and alternate that both miss three consecutive meetings or that miss three consecutive letter ballots will have their membership status changed to observer. This action will be taken at the beginning of the first meeting after such inaction and will be recorded in the minutes of that meeting.*

### **3.2 Introduction of attendees**

### **3.3 Determination of a quorum**

*[There are currently 37 votes possible. A quorum is 13; a supermajority is 19]*

A quorum was present, a supermajority was present.

### **3.4 Processing of new membership and status change requests**

*As of 28 December 2018, the following applications and status change requests have been received:*

Joe Golden; P; (change of status)

Allen Winzler; Clark-Reder Rengineering; P; DE (change of status)

Jeff Reder; Clark-Reder Engineering; A; DE (change of status, per A. Winzler)

David Wolfe; Green Mountain Concert Services; P; DE (new application) not present, Observer

Andrew Young; I; EW (new application)

Bear moved to accept, with those not present being accepted as Observer status, seconded and carried

### **3.5 Changes to observer status**

#### **3.5.1 Changes due to attendance**

*The following voters have missed the last two meetings and are in jeopardy of being moved to Observer status if this meeting is also missed:*

Gareth Conner; Creative Conners, Inc; P; EQP Not present. Now observer.  
 Diane Mack; Mack Strategies, LLC.; I; G Not present. Now observer.  
 Chris Schmidt; Freeman Companies; P; DR Present.  
 Christian Buschof; xEMP; P; G Present.

### 3.5.2 Changes due to missed letter ballots

*The following voters have missed three consecutive letter ballots, and their voting status has been changed to Observer:*

There are none.

### 3.6 Consensus body

*The full consensus voting body as of 26 January 2019, after all changes occurring at this meeting, is as follows. Check the list carefully.*

Name	Representing	Status	Int Cat
Edwin S. Kramer	1501	P	EW
Keith Sklar	Actors' Equity Association	P	PA
Steven A. Adelman	Adelman Law Group, PLLC	P	G
George Long	Aggreko	P	DR
Will Todd	Area Four Industries	P	EQP
Douglas Frawley	Atomic Design	P	DE
Mike Aug	Chicken Scratch LLC	I	EW
Steven Serafin	Chubb Group of Insurance Companies	P	INS
Janet Sellery	CITT/ICTS	P	G
Monique Corbeil	CITT/ICTS	A	G
Allen Winzler	Clark-Reder Engineering	P	DE
Jeff Reder	Clark-Reder Engineering	A	DE
Kevin Pew	Digital Sound Systems	P	DR
Jeremy Dixon	Digital Sound Systems	A	DR
Don Earl	Earl Girls, Inc.	P	DR
Janine A. Jordan	Electronic Music Alliance	P	G
Ethan W Gilson	Entertainment Rigging Services, LLC	P	DE
Donald Cooper	Event Safety Alliance	P	G
Chris Schmidt	Freeman Companies	P	DR
Danielle Hernandez	Furman University	P	G
Joe Golden	Joe Golden	P	DE
Stephen Vanciel	IATSE Local 631	P	EW
Alyxzander Bear	Insomniac	P	EVP
Dominic Housiaux	Lankey & Limey, LTD	P	EVP
Stuart B. Weiss, MD	MedPrep Consulting Group LLC	P	EW
Tim Hansen	Oasis Stage Werks	P	DR
Orestes Mihaly	Production Resource Group	P	EVP

Name	Representing	Status	Int Cat
Keith Bohn	Production Rigging Resources	P	G
Jacob Abbott	PSAV Presentation Services	P	G
Patrick Wallace	PSAV Presentation Services	A	G
Bennett Brian	Reed Rigging Inc.	P	DR
Richard J. Nix	Richard J. Nix	I	G
Roger L. Lattin	Roger L. Lattin	P	EW
Neil Huff	Taylor & Taylor Insurance Brokers	P	INS
Jim Larkin	The Long Center for the Performing Arts	P	EVP
Jerry Gorrell	Theatre Safety Programs	P	G
Daniel H. Louis	Theta Consulting LLC	P	G
Robert Haycock	UC Berkeley	I	EW
Markus Hehn	Verity Studios AG	P	EQP
Federico Augugliaro	Verity Studios AG	A	EQP
Randell Greenlee	VPLT	P	G
Christian A. Buschhoff	xEMP extra Entertainment Media Publishing oHG	P	G
Andrew Young	Andrew Young	I	EW
<b>Total possible votes:</b>			<b>38</b>
<b>Votes by interest category:</b>	Designer	DE	4
	Dealer or rental company	DR	6
	Equipment provider	EQP	2
	Event producer	EVP	4
	Event worker	EW	7
	General interest	G	12
	Insurance company	INS	2
	Performing artist	PA	1
<b>Voting status key:</b> P = Principal voter, A = Alternate voter, I = Individual voter, O = Observer member  <b>Interest Categories key:</b> DE = Designer of Events (incl. artistic elements, safety systems, etc.); DR = Equipment Dealer or Rental Company; EQP = Equipment Producer; INS = Event Insurance Company; EVP = Event Producer; G = General interest; PA = Performing Artist; EW = Event Worker			

#### 4 Approval of the minutes from the last meeting

See [ES\_Minutes10-2018\_DRAFT.pdf]

Eddie Kramer moved to approve the minutes as submitted. The motion was seconded and carried.

#### 5 Approval of agenda

*The agenda must be approved, either as drafted or with modifications, by a vote of the working group.*

Eddie Kramer moved to approve the agenda as submitted. The motion was seconded and carried.

## 6 Old Business

### 6.1 Task Group reports

*From the October minutes:*

*Don Cooper asked all task group leaders to provide current versions of their respective draft documents, to be emailed to the task group chairs' email reflector, by 21 December 2018. The email reflector address is [ES\\_TGChairs@esta.org](mailto:ES_TGChairs@esta.org).*

#### 6.1.1 Planning & Mgmt/Major Incident Planning (Jordan/Bear/Aug)

Janine Jordan, Alyxzander Bear, Mike Aug (three co-chairs), Keven Pew, Dan Louis, Frank Baird, Bruno Marx, Don Parman, Joe Golden, Dominic Housiaux, Don Cooper, Richard Nix.

*[See Draft 9\_ Planning and Management + Major Incident\_2018 -2.pdf]*

Janine gave an update, the task group has made progress and has changed the format slightly, but feels good about the current version, and knows they have a lot of work to go. Don Cooper complimented the group for their progress.

#### 6.1.2 Fire Safety (Cooper)

Bruno Marx, Dominic Housiaux, Pete Happe, Danielle Hernandez, Diane Mack, Richard Nix, Don Cooper (Chair), Craig Kolakowski, Kurt Miner, Doug Frawley

*From the draft October minutes:*

*Don Cooper gave an update, stating they have 10 sections currently in the Fire Safety document, with two more chapters anticipated prior to sending an updated draft by 21 December. He added that the latest version is "checklist heavy." He anticipates having a draft ready for public review in first quarter of 2019.*

*Any news, updates or action?*

Don Cooper reported that they had a good task group meeting this morning, three people in the room and another three online participants. He explained the evolution of their document, and said they are trying to move towards more of a checklist style of document, which are being incorporated as appendix material.

He said they had been careful to identify existing regulations to reference, then filling in the blanks where there might not be clear guidance.

#### 6.1.3 Medical, Ambulance & First Aid Management (Haycock/Housiaux)

Dominic Housiaux (Co-chair), Robert Haycock (Co-chair), Sandy Gilzow, Neil Huff, Christian Buschhoff, Connor Fitzpatrick, Stuart Weiss, Janine Jordan, Diane Mack, Richard Nix, Don Cooper

*Any news, updates or action?*

Dominic reported that they had received no input from anyone on the task group for work already done, so they have a meeting scheduled for further progress.

#### 6.1.4 Communication (Hernandez)

Danielle Hernandez (Chair) Alyxzander Bear, Roger Lattin, Stuart Weiss, Dominic Housiaux, Greg Guzzetta, Janine Jordan, Richard Nix, Don Cooper, Janet Sellery.

*Any news, updates or action?*

Danielle reported that they had sent out an updated revision today, and continues to make progress.

#### 6.1.5 Weather Preparedness (Mack)

Diane Mack (Chair), George Long, Roger Lattin, Janine Oblak, Jim Digby, Mike Aug, Dan Louis, Richard Nix,

Don Cooper.

*[See weather update]*

Richard gave an update. There was discussion of the trigger chart for responding to weather events. A fixed distance for the trigger point on lightning was questioned as not being appropriate. The speed of the weather front, the direction of the weather front, and the time it takes to evacuate the venue with that particular audience all have to be taken into account. Steve Adelman and Stuart Weiss both suggesting that the chart should not be static, and reminding us that decisions frequently need to be made dynamically in the context of specific event criteria.

Richard asked Danielle Hernandez if the hand-off of communications requirements in the standard to the communications document is appropriate. He also asked everyone to provide input if they had any to suggestions to give.

#### **6.1.6 Venue & Site Design (Bear)**

Alyxander Bear (Chair), Kevin Pew, Dan Louis, Frank Baird, Mike Aug, Bruno Marx, Don Parman, Joe Golden, Dominic Housiaux, Richard Nix, Don Cooper, Doug Frawley

*Any news, updates or action?*

Alyxander Bear gave a report, saying that the task group had done more in 2019 than what had been done in 2018. He said they are happy with progress, being about 85% complete, and expect to deliver an updated document soon, perhaps within the next week.

#### **6.1.7 Crowd Management (Adelman)**

Steve Adelman (Chair), Orestes Mihaly, Christian Buschhoff, Danielle Hernandez, Tim Roberts, Kurt Miner, Karen Hoffman, Dana Risinger, Neil Huff, Greg Guzzetta, Dominic Housiaux, Dan Gibbs, Janine Jordan, Eric Stuart, Richard Nix, Don Cooper

*[See BSR ES1.9 - 201x Crowd Management\_ES2019-2001r0.pdf]*

*The task group has requested that this draft be considered for public review.*

Steve Adelman moved to send this document to public review, it was seconded, and there was discussion. The motion carried 21 votes in favor, no objections and one abstention. A BSR8/108 will be filed, and the draft will be sent to public review.

Karl Ruling explained the public review process, and the comment resolution process.

*[TSM note: This action also requires TSC approval. The corresponding TSC motion was carried during their meeting on 27 January.]*

#### **6.1.8 Electrical Installation & Lighting (Haycock, Housiaux)**

Dominic Housiaux (Co-chair), Robert Haycock (Co-chair), Don Earl, George Long, Don Parman, Tim Hansen, Steve Vanciel, Roger Lattin, Eddie Kramer, Joe Golden, Richard Nix, Don Cooper

*Any news, updates or action?*

Dominic and Robert each gave updates, with apologies for no progress. They said that a draft document is in progress, though it is not yet ready for working group review, but promising good things to come soon.

#### **6.1.9 Rigging (Bohn/Schmidt/Gilzow)**

Sandy Gilzow (co-chair), Chris Schmidt (co-chairs), Tim Hansen, Don Parman, Joe Golden, Patrick Wallace, Jacob Abbott, Ben Brian, Don Earl, Richard Nix, Don Cooper, Eric Ornberg

*From the October meeting minutes:*

*Keith Bohn gave an update, stating they would be getting back to regular WebEx meetings, and promised an update by 21 December*

Chris Schmidt apologized for having no updates yet. They intend to meet and make progress. Don Cooper removed Keith Bohn from the task group, and asked that he be removed from the ES\_Rigging email reflector.

#### **6.1.10 Security (Huff)**

Neil Huff (Chair), Christian Buschoff, Alyxzander Bear, Kurt Miner, Dominic Housiaux, Steve Serafin, Danielle Hernandez, Dan Gibbs, Janine Jordan, Diane Mack, Don Cooper

*Any updates, news, or action to report?*

Neil Huff reported that he had made good progress on the draft, but needed input from security specialists. He has provided an update to the Task Group Chair reflectors. Richard Nix asked if it could be sent to the working group for additional feedback. Neil agreed that this should be done, further saying that nearly every other task group has some element of security in their respective scopes. The current draft will be sent, with a request to provide feedback within 30 days.

#### **6.1.11 Drone safety at indoor events (Markus Hehn)**

Markus Hehn (Chair); Federico Augugliaro; Steve Serafin, Don Cooper

*Any updates, news or action?*

Don Cooper read an email update from Markus, explaining progress and various other organizations who are working on this subject matter

#### **6.1.12 Glossary of terms (Cooper)**

Don Cooper mentioned the glossary of terms and definitions as an ongoing work in progress, reminding everyone to look there first if they felt like they needed a definition for a term that is specific to their respective task group documents, or if they wished to add a term to the glossary. He asked that sources be thoroughly cited for any new definition. The glossary is in a Google Doc format, and can be accessed at this updated link:

[https://docs.google.com/document/d/1G19iP4xHa5g\\_I5QgBdGaijVqc6MsZI2DsoBq0vP\\_Wc/edit?usp=sharing](https://docs.google.com/document/d/1G19iP4xHa5g_I5QgBdGaijVqc6MsZI2DsoBq0vP_Wc/edit?usp=sharing)

### **7 New business**

### **8 Other business and announcements**

#### **8.1 ANSI ES1.19-2018, Safety requirements for special event structures.**

*It's published! What's next?*

Richard Nix gave an update about the RWG discussion on the prior evening, explained that there are opportunities for coordination with other standards, and so moved to open it for revision. The motion was seconded and carried with no objection or abstention

Richard asked to maintain the same task group participants. Don Cooper also appointed Joe Golden to the task group.

#### **8.2 DHS publication: Security and Resiliency Guide (SRG), Annex for Outdoor Events**

*[see IEDOutdoorEvents.pdf]*

The Department of Homeland Security recently published its *Security and Resiliency Guide: Counter-Improvised Explosive Device (C-IED) Concepts, Common Goals, and Available Assistance*, along with four annex guides, one each for lodging, outdoor events, public assembly, and sports leagues and venues. The annex for outdoor assemblies is available as a free download from: <https://www.dhs.gov/sites/default/files/publications/Security-and-Resiliency-Guide-Outdoor-Events-Annex.pdf>

### **8.3 Mass Gathering Medicine Summit 2019**

The Mass Gathering Medicine Summit 2019 will be held at the SLS Las Vegas, a Tribute Portfolio Resort, in Las Vegas, Nevada, on 15-16 March 2019. More information can be found at <https://www.massgatheringmedicine.org/>

### **8.4 Above & Beyond Awards**

Information on the Above & Beyond Awards may be found at [http://tsp.esta.org/tsp/news/award\\_recipients.html](http://tsp.esta.org/tsp/news/award_recipients.html). The nomination site is open year round, and the award is designed for members to highlight the work of their peers.

### **9 Schedule for future meetings**

The full and current meeting schedule may be found at <http://www.esta.org/ESTA/meetings.php>.

#### **9.1 Spring 2019 meetings (USITT)**

The Spring 2019 ESTA meetings will be held in conjunction with the USITT annual conference and stage expo, in Louisville, KY. The Event Safety Working Group is scheduled to meet from 14:00 - 18:00 on Saturday, 23 March 2019, at the Hyatt Regency Louisville.

Don Cooper said that the fire safety task group will meet on the morning of March 23.

#### **9.2 Summer 2019 meetings**

The July 2019 ESTA meetings will be held back in Westlake, TX, at the D/FW Marriott Solana, from 18 July through 22 July 2019. The complete schedule is still to be confirmed.

### **10 Adjournment**

The agenda being completed, and there being no further business brought forth, Don Cooper declared the meeting adjourned at 15:49.



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Event Safety Working Group members as of 26 January 2019

Name	Representing	Status	Int Cat
Jacob Abbott	PSAV Presentation Services	P	G
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Keith Bohn	Production Rigging Resources	P	G
Bennett Brian	Reed Rigging Inc.	P	DR
Christian A. Buschhoff	xEMP extra Entertainment Media Publishing oHG	P	G
Eric Colby	The Metropolitan Opera / Lincoln Center	O	EVP
Gareth Conner	Creative Conners, Inc.	P	EQP
Donald Cooper	Event Safety Alliance	P	G
Monique Corbeil	CITT/ICTS	A	G
Jim Digby	Event Safety Alliance	O	EVP
Jeremy Dixon	Digital Sound Systems	A	DR
Don Earl	Earl Girls, Inc.	P	DR
Douglas Frawley	Atomic Design	P	DE
Roderick van Gelder	Stage Safety pty ltd	O	DE
Ethan W Gilson	Entertainment Rigging Services, LLC	P	DE
Sanford P. Gilzow	Shur-Rig LLC	O	DR
Joe Golden	Joe Golden	O	DE
William B. Gorlin	M.G. McLaren, P.C.	O	G
Jerry Gorrell	Theatre Safety Programs	P	G
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Markus Hehn	Verity Studios AG	P	EQP
Danielle Hernandez	Furman University	P	G
Karen Hoffman	Madison Square Garden Company	O	EVP
Dominic Housiaux	Lankey & Limey, LTD	P	EVP
Neil Huff	Taylor & Taylor Insurance Brokers	P	INS
Janine A. Jordan	Electronic Music Alliance	P	G

Event Safety Working Group members as of 26 January 2019

Name	Representing	Status	Int Cat
Kent H. Jorgensen	IATSE Local 80	O	EW
Craig Kolakowski	Allianz Global Corporate & Specialty	O	INS
Edwin S. Kramer	1501	P	EW
Jim Larkin	The Long Center for the Performing Arts	P	EVP
Roger L. Lattin	Roger L. Lattin	P	EW
George Long	Aggreko	P	DR
Ross Long	I.A.T.S.E. Local 891	O	G
Daniel H. Louis	Theta Consulting LLC	P	G
Diane K. Mack	Mack Strategies, LLC.	I	G
Bruno Marx	Eventknowhow	O	EVP
Stuart B. Weiss, MD	MedPrep Consulting Group LLC	P	EW
Orestes Mihaly	Production Resource Group	P	EVP
Jeff T. Miller	Miller Technical Management	O	DE
Kurt J. Miner	Allianz Global Corporate & Specialty	O	INS
Richard J. Nix	Richard J. Nix	I	G
Janine Ashley Oblak	Janine Ashley Oblak	O	EW
Erik Ornberg	Encore Event Technologies	O	DR
Don Parman	Actsafes	O	G
Miriam Paschetto	Geiger Engineers	O	DE
Kevin Pew	Digital Sound Systems	P	DR
Jeffrey M. Reder	Clark-Reder Engineering, Inc.	O	DE
Dana Risinger	Walmart Stores, Inc.	O	EVP
Tim Roberts	The Event Safety Shop	O	G
Karl G. Ruling	ESTA	exf	
Tim Salamon	PSAV Presentation Services	O	G
Carmen Savarese	Area Four Industries	A	EQP
Chris Schmidt	Freeman Companies	P	DR
Janet Sellery	CITT/ICTS	P	G
Steven Serafin	Chubb Group of Insurance Companies	P	INS
Jason Showers	Advanced Staging Productions	O	DE
Keith Sklar	Actors & Equity Association	P	PA
Sean Spence	Ink Entertainment	O	DE
Stewart Stephens	Ashford Management Group	O	G
Eric Stuart	Gentian Events Ltd	O	DE
Will Todd	Area Four Industries	P	EQP
Stephen Vanciel	IATSE Local 631	P	EW

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Name	Representing	Status	Int Cat
Patrick Wallace	PSAV Presentation Services	A	G
Peter Willis	Howard Eaton Lighting Ltd.	O	EQP
Allen Winzler	Clark-Reder Engineering, Inc.	O	DE
Jeong Sik Yoo	Ghost LX	O	G