

Minutes
Floors Working Group
Wednesday, 18 October 2000
Harrah's Las Vegas
Las Vegas, NV

Chair: Tim Hansen; Oasis Stage Werks; Principal; Producer

Recording secretary: Karl G. Ruling, ESTA

People attending: Gary Justesen; Oasis Stage Werks; Alternate; Producer
Jerry Gorrell; Theatre Safety Programs; Principal; User
Tim Cox; PLASA; Principal; General interest
Steven Wiese; Wenger Corp.; Principal; Producer
Michael Sean Graves; Rosco Laboratories; Principal; Producer
Keith Sklar; Actors' Equity Association; Observer; General interest
Ken Greenwood; Actors' Equity Association; Observer; General interest
Fred Allen; Fred Allen & Associates; Observer; User

1 Opening remarks

Tim Hansen called the meeting to order at 08:10. He thanked people for coming to a meeting so early in the morning before a trade show. He said he knows this is difficult and expensive, and that he appreciates the effort.

2 Attendance and membership

2.1 Introductions

Tim Hansen asked people to introduce themselves and briefly explain their interest in the work of the group. Ken Greenwood asked that the minutes show the interests of the attendees in the work of the group. Below is the recording secretary's synopsis of the attendees' interests.

Michael Sean Graves is the product manager for Rosco Dance Floors, and makes the design and purchasing decisions for the products. His master's thesis at Yale was on dance floor products and their differences.

Jerry Gorrell is the technical director for the City of Phoenix and an independent safety consultant. He has both a practical and theoretical interest in stage floor safety.

Tim Hansen works for Oasis Stage Werks, a manufacturer of dance floors. The company is interested in writing standards that will help ensure the health and safety of performers on the floors.

Keith Sklar is a business representative for Actors' Equity Association. The union is interested in studying the parameters of stage and studio floors that affect the health and safety of performers.

Ken Greenwood is the senior business representative for Actors' Equity Association, and is also concerned about how floor conditions can contribute to performers' injuries.

Tim Cox is the standards officer for the Professional Lighting and Sound Association (PLASA), a British trade association. He is interested in representing the interests of PLASA members in the working group while making contributions to the group's work. He is also interested in keeping PLASA members informed on the work of the group.

Steven Wiese is a product manager for the Wenger Corporation, a manufacturer of portable staging. The company is interested in helping set standards for the resiliency of portable staging products.

Fred Allen is the owner of Fred Allen & Associates, a company that advises performing groups about dance and other performance products. Fred Allen is also a production manager and an independent lighting designer.

Gary Justesen is the president of Oasis Stage Werks. The company is interested in writing standards that will help ensure the health and safety of performers on the floors.

Karl G. Ruling is the technical standards manager for ESTA. His interest is in assisting the group in its work and making sure that proper procedures are followed.

2.2 Requirements

Tim Hansen asked Karl Ruling to explain the requirements for working group membership. Ruling explained that membership is open to all who have a material interest in the work of the group. Voting members need to attend meetings; observers do not have to attend, but they are welcome to do so.

2.3 Processing of membership applications

The following people had applied for membership with the noted representation status and interest categories:

Name	Company	Company/ Org. represented	Voting status	Interest category
Keith Sklar	Actors' Equity Association	Actors' Equity Association	Observer	General interest
Ken Greenwood	Actors' Equity Association	Actors' Equity Association	Observer	General interest
Fred Allen	Fred Allen & Associates	Fred Allen & Associates	Observer	User
Tim Hansen	Oasis Stage Werks	Oasis Stage Werks	Principal	Producer
Gary Justesen	Oasis Stage Werks	Oasis Stage Werks	Alternate	Producer
Tim Cox	PLASA	PLASA	Principal	General interest
Michael Sean Graves	Rosco Laboratories	Rosco Laboratories	Principal	Producer
Jerry Gorrell	Theatre Safety Programs	Theatre Safety Programs	Principal	User
Steven Wiese	Wenger Corp.	Wenger Corp.	Principal	Producer

Tim Hansen, who was appointed chair by the TSC, accepted all the applications. The voting body for the meeting was thus:

Name	Company	Company/ Org. represented	Voting status	Interest category
Tim Hansen	Oasis Stage Werks	Oasis Stage Werks	Principal	Producer
Gary Justesen	Oasis Stage Werks	Oasis Stage Werks	Alternate	Producer
Tim Cox	PLASA	PLASA	Principal	General interest
Michael Sean Graves	Rosco Laboratories	Rosco Laboratories	Principal	Producer
Jerry Gorrell	Theatre Safety Programs	Theatre Safety Programs	Principal	User
Steven Wiese	Wenger Corp.	Wenger Corp.	Principal	Producer

3 Call for patents and anti-trust statement

Tim Hansen read the following call for patents:

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

In keeping with the open disclosure policy, I ask if anyone present wishes to notify the working group of the existence of a patent or copyright that might protect material in a standard being developed by the working group. You need not be the holder of the patent or copyright in order to notify the working group of its existence.”

Hansen also read the anti-trust statement:

"The ESTA Board of Directors, the Technical Standards Committee, and the leadership of this working group will reject or nullify any actions that restrain trade. Anyone who feels that an action restraining trade is being or has been taken is requested to bring the matter to the attention of the chair immediately. Anyone who feels that actions in restraint of trade have been taken and not properly annulled is requested to notify the TSC Chair or ESTA President immediately.

ESTA legal counsel has informed us that any member of this working group may be found individually liable for any action that restrains trade taken by this working group. An individual convicted of a violation of the Sherman Act may be fined as much as \$100,000 and be imprisoned for up to three years. An easy to read pamphlet describing restraint of trade is available from the Technical Standards Committee."

No patent or anti-trust issues were raised. Ruling passed out a few copies of the anti-trust booklet published by the ASAE.

4 Approval of agenda

Fred Allen moved that the agenda be approved. Jerry Gorrell seconded. The motion was accepted unanimously by a show of hands.

5 Development of mission statement

There was an open discussion of a possible draft mission statement. Each person explained his interest in the work of the group. Kenneth Greenwood also identified raked floors as an issue, as well as the slipperiness and resilience of the floors.

From the discussion Ruling drafted the following mission statement:

Mission statement: The floors working group shall develop or identify standardized methods for testing the resilience and slip resistance of performance floors. The working group shall develop recommended values or ranges of values for these parameters to promote safety for workers performing on these floors. The working group shall also develop recommendations for practices for the use of performance floors that will help to maintain the desired properties of the floor. The floors working group shall also develop recommendations for limitations on the amount of floor rake.

Jerry Gorrell moved that the above mission statement be accepted. The motion was seconded. The motion was approved unanimously with a show of hands.

Steven Wiese suggested that the working group will need to do some testing eventually and that will need to be funded. By consensus, further discussion was deferred until we know what kinds of testing might be needed.

6 Formation of task groups

Tim Hansen identified the need for three task groups ultimately: slip resistance, resilience, and raked surfaces. Gary Justesen suggested that one task group could be given the job of searching for existing standards. Jerry Gorrell volunteered his wife's services for researching existing standards.

Gary Justesen moved that we create a task group to research existing standards and generate a report for the working group. The motion was seconded. The motion was accepted unanimously by a show of hands.

Jerry Gorrell volunteered to head the task group . Kenneth Greenwood volunteered the services of his associate, Keith Sklar, who agreed. Gary Justesen also volunteered.

Kenneth Greenwood asked that information about existing standards be sent to the entire task group rather than to Gorrell alone.

7 Schedule for future meetings

Ruling reported that the next meeting is scheduled for 20 January 2001, from 13:00 to 17:00.

8 Other Business

None.

9 Adjournment

Michael Sean Graves moved that the meeting adjourn. The motion was seconded. The motion was approved unanimously by a show of hands. Hansen declared the meeting adjourned at 10:45.

Floors Working Group Membership after Changes of the 18 October 2000 Meeting

Name	Company	Company/ Org. represented	Voting status	Int. Cat.
Keith Sklar	Actors' Equity Association	Actors' Equity Association	O	G
Ken Greenwood	Actors' Equity Association	Actors' Equity Association	O	G
Fred Allen	Fred Allen & Associates	Fred Allen & Associates	O	U
Gary Justesen	Oasis Stage Werks	Oasis Stage Werks	A	P
Tim Hansen	Oasis Stage Werks	Oasis Stage Werks	P	P
Tim Cox	PLASA	PLASA	P	G
Michael Sean Graves	Rosco Laboratories	Rosco Laboratories	P	P
Jerry Gorrell	Theatre Safety Programs	Theatre Safety Programs	P	U
Steven Wiese	Wenger Corp.	Wenger Corp.	P	P

Voting status

- O Observer, non-voting
- P Principal voting on behalf of an organization or company
- A Alternate voting member representing an organization or company
- I Individual voting member representing no entity other than him or herself

Interest category

- G General interest
- U User of floors or flooring products
- P Manufacturer of floors or flooring products