

**Minutes
Floors Working Group
via WebEx
26 January 2021**

Presiding chairperson: Tim Hansen; Oasis Stage Werks

Recording secretaries: Richard Nix & Karl Ruling; ESTA

Members attending:

Jerry Gorrell; Theatre Safety Programs; P; U
Karl G. Ruling; Unit 12 Productions; I; DE
Kasper Nyboe; Harlequin Corporation; O; MP
Keith Sklar; Actors' Equity Association; P; G
Mike Skinner; Alliance of Motion Picture and Television Producers; P; U
Robert Haycock; UC Berkeley; O; U
Tim Hansen; Oasis Stage Werks; P; MP
William Gillett; Walt Disney Company; P; U

Visitor: Erich Friend; Teqniqal Systems

1 Opening Remarks

Tim Hansen called the meeting to order at 15:03. He welcomed everyone to the meeting.

2 ESTA declarations

2.1 Reading of the anti-trust statement

The following statement was read aloud to the assembly by Tim Hansen:

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 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 a 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 showed a copy of the pamphlet for attendees to see. No anti-trust concerns were raised.

2.2 Reading of the call for patents

The following statement was read aloud to the assembly by Tim Hansen:

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.

No protected intellectual property was revealed.

3 Attendance and Membership

3.1 Requirements for membership

The following statement was read aloud to the assembly by Tim Hansen:

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 running the Technical Standards Program. Voting members are required to attend meetings. 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; either class of inaction shall result in a loss of voting status. 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.

Richard Nix offered a few words about the TSP participation invoices. They will be sent out soon. Please pay the invoice when you receive it. If paying it is a financial hardship, please contact him; there are resources to help. If you have no intention of paying and don't want to continue in the TSP, please contact him so he can remove you and avoid pestering you with reminder emails and duplicate invoices.

3.2 Introduction of attendees

3.3 Determination of a quorum

The voting body as of 7 January 2021 was 9, thus setting a quorum three and the minimum votes for a supermajority at five. Tim Hansen announced that we have a quorum and can conduct business.

3.4 Processing of new membership and status change requests

Michael Skinner had applied as a voting member representing AMPTP (he works for CSATF) in the User interest category.

William Gillett moved to accept Skinner's application. The motion was seconded. The motion was approved with no objections or abstentions.

3.5 Changes to observer status due to lack of participation

The following voting members did not attend the July or October 2020 meetings and will be moved to observer status if this meeting is also missed:

Cedric Jackson; SAG-AFTRA; Principal; User

Pete Menzel; Wenger Corp.; Principal; MP

Neither were present. They were moved to observer status.

3.6 Consensus body

The consensus body during this meeting was:

Delegate	Representing	Voting status	Int. cat.
Keith Sklar	Actors' Equity Association	P	G
Michael Skinner	AMPTP	P	U
Tim Hansen	Oasis Stage Werks	P	MP
Stephen Spendiff	Rosco Laboratories	P	MP
Steven Serafin	The Hartford Group	P	G
Jerry Gorrell	Theatre Safety Programs	P	U
Karl G. Ruling	Unit 12 Productions	I	DE
William Gillett	Walt Disney Company	P	U
	Total votes possible	8	

	Voting status	Int. cat.
Votes by interest categories	0	CP
	1	DE
	0	DR
	2	G
	2	MP
	3	U

4 Approval of the minutes from the last meeting

See FLmin10-2020_DRAFT.pdf

Michael Skinner moved to approve the draft minutes. The motion was seconded. The motion was accepted with no objections or abstentions.

5 Approval of agenda

Michael Skinner moved to approve the agenda. The motion was seconded. The motion was accepted with no objections or abstentions.

6 Old business

6.1 ANSI E1.26 - 2006 (R2017), shock absorption of floors

Revision, reaffirmation, or withdrawal by 23 February 2022

No news or action at this time.

6.2 ANSI E1.34 - 2009 (R2019) floor slipperiness

Revision, reaffirmation, or withdrawal by 27 January 2024

No news or action at this time.

6.3 ANSI E1.46 - 2018, Recommended Practice for the Prevention Of Falls from Theatrical Stages and Raised Performance Platforms

Revise, reaffirm, or withdraw by 13 July 2023

No news or action at this time.

6.4 ANSI E1.57 – 2016, Recommendations to prevent performer and technician falls on or off movable parade floats, movable stages, and similar moving platforms

Revision, reaffirmation, or withdrawal by 6 May 2021

Keith Sklar asked Karl Ruling to recap the evolution of this standard. Ruling said that it was originally started as a result of a request from Disney, with the starting document being based on the Walt Disney Company's internal worker safety rules. There was more discussion about how to apply the standard at this time, with the current COVID restrictions. Tim Hansen asked what the group wanted to do with the current standard. The group's consensus was that no revision was necessary.

William Gillett made a motion to start the process of reaffirming E1.57. The motion was seconded. The working group took a vote and approved the motion with no opposition or abstentions. Richard Nix pointed out that the P&P says no vote is required at this point, but we had a vote that was unanimous, which is a strong show of support.

A public review will be started and then a letter ballot to the working group for the reaffirmation.

6.5 ANSI E1.60 - 2018, Guidelines for the use of raked stages in live performance environments

Revision, reaffirmation, or withdrawal by 20 September 2023

No action at this time, but Keith Sklar said it has been helpful to Actors' Equity.

Sklar also reported that Broadway should be restarting in September. He reported that Equity has been doing some work with the Broadway League in preparing for the reopening. He noted that the vaccinations have been going more slowly than projected or desired.

6.6 BSR E1.62, Minimum specifications for mass-produced portable platforms, ramps, stairs, and choral risers for live performance events

Karl Ruling reported that the BSR E1.62 was approved as an American National Standard by ANSI's Board of Standards Review on January 19. The document is now ANSI E1.62 – 2021, and is posted for free download on ESTA's website and for sale for \$40 on the ANSI webstore and IHS Markit websites.

7 New business

None.

8 Other business & announcements

8.1 Above & Beyond Awards

Tim Hansen noted that *nomination site is open year round at http://tsp.esta.org/tsp/news/award_nomination.html.*

8.2 Other other business & announcements

None.

9 Schedule for future meetings

The ESTA meeting schedule is posted at <http://www.esta.org/ESTA/meetings.php>

Tim Hansen noted that the meeting schedule has been updated. Richard Nix announced that the next meeting will be at 3:00 in the afternoon on Tuesday, April 13.

10 Adjournment

Having reached the end of the agenda and no further business being placed on the table, Tim Hansen declared the meeting adjourned at 15:24.

Members as of 3 February 2021

Delegate	Representing	Voting status	Int. cat
Robert Barbagallo	Solotech Inc.	O	DR
Patricia Basileo	Harlequin Corporation	O	MP
Justin Bennett	University of the Incarnate Word	O	U
Bob Dagger	Harlequin Corporation	O	MP
Mike Garl	Mike Garl Consulting LLC	exf	
William Gillett	Walt Disney Company	P	U
Jerry Gorrell	Theatre Safety Programs	P	U
Steve Gough	Harlequin Corporation	O	MP
Erin Grabe	ESTA	exf	G
Tim Hansen	Oasis Stage Werks	P	MP
Robert Haycock	UC Berkeley	O	U
Cedric Jackson	Screen Actors Guild - American Federation of Television & Radio Artists	O	U
Pete Menzel	Wenger Corp.	O	MP
Richard J. Nix	ESTA	exf	G
Kasper Nyboe	Harlequin Corporation	O	MP
Karl G. Ruling	Unit 12 Productions	I	DE
Karl G. Ruling	ESTA	exf	G
Steven Serafin	The Hartford Group	P	G
Mike Skinner	Alliance of Motion Picture and Television Producers	P	U
Keith Sklar	Actors' Equity Association	P	G
Stephen Spendiff	Rosco Laboratories	P	MP
Jeong Sik Yoo	Ghost LX	O	DE

Members as of 3 February 2021

Key to codes:

P	Principal voter	CP	Custom-market producer
A	Alternate voter	DE	Designer
I	Individual voter	DR	Dealer/Rental company
O	Observer, non-voter	G	General interest
exf	ex officio, staff	MP	Mass-market producer
		U	User