

**Minutes
Floors Working Group
via WebEx
14 October 2020**

Working group leader: Jerry Gorrell; Theatre Safety Programs

Recording secretaries: Richard Nix & Karl Ruling; ESTA

Members attending:

Jerry Gorrell; Theatre Safety Programs; P; U
Keith Sklar; Actors' Equity Association; P; G
Karl G. Ruling; Unit 12 Productions; I; DE
William Gillett; Walt Disney Company; P; U
Stephen Spendiff; Rosco Laboratories; P; MP
Steven Serafin; The Hartford Group; P; G

1 Opening Remarks

Jerry Gorrell called the meeting to order at 14:06, welcoming everyone to the meeting, and thanking them for their attendance.

2 ESTA declarations

2.1 Reading of the anti-trust statement

Jerry Gorrell read the following statement aloud to the assembly:

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 held up the pamphlet in front of his camera for all video-enabled participants to see. No concerns were expressed.

2.2 Reading of the call for patents

Jerry Gorrell read the following statement aloud to the assembly:

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

Jerry Gorrell read the following statement 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 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 reminded everyone about the TSP fee. A reminder had been sent a few weeks ago. Please pay it. If people had already paid but received a reminder, they were asked to please report this to him so he can correct the records.

3.2 Introduction of attendees

3.3 Determination of a quorum

The voting body as of 22 September was 11, thus setting a quorum at four and the minimum votes for a supermajority at six. A supermajority was present.

3.4 Processing of new membership and status change requests

Nick Holmberg had resigned reported Nix, dropping the voting body to ten, but not changing the quorum or supermajority minimums.

There were no new membership applications.

3.5 Changes to observer status due to lack of participation

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

Harlequin Corporation: Bob Dagger, Patricia Basileo, Steve Gough, and Kasper Nyboe.

They were not present, so their status was changed to Observer. The voting body was thus nine, making a quorum three and a supermajority minimum five.

3.6 Consensus body

The consensus body as this agenda was drafted is:

Delegate	Representing	Voting status	Int. cat.
Keith Sklar	Actors' Equity Association	P	G
Tim Hansen	Oasis Stage Werks	P	MP
Stephen Spendiff	Rosco Laboratories	P	MP
Cedric Jackson	Screen Actors Guild - American Federation of Television & Radio Artists	P	U
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
Pete Menzel	Wenger Corp.	P	MP
	Total votes possible	9	
	Votes by interest categories	0	CP
		1	DE

Delegate	Representing	Voting status	Int. cat.
		0	DR
		2	G
		3	MP
		3	U

4 Approval of the minutes from the last meeting

See *FLmin07-2020_DRAFT.pdf*

Steve Serafin moved to approve the minutes as written. The motion was seconded and carried unanimously.

5 Approval of agenda

William Gillett moved to approve the agenda as written. The motion was seconded and carried without objection or abstention.

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.

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

Revision, reaffirmation, or withdrawal by 27 January 2024

No news or action.

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

Jerry Gorrell said he is involved in a lawsuit about a fall in which this standard outlines what should have been done to prevent the fall. There was no other news or action.

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

No news or action.

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 news or action.

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

The sixth public review ended 21 September. Two people commented: one Yes, one Yes with comments.

See the summary of comments with draft resolutions and draft revised BSR E1.62: E1-62_SxthRevw_Cmmnts&Resols.pdf and BSR_E1-62_201x_r12.pdf. Resolutions need to be approved, or amended and then approved. Then the working group can consider the next step.

Steven Spendiff moved to accept the draft comment resolutions. The motion was seconded. The resolutions were briefly discussed. The motion carried with the required supermajority, with all voters present (six) voting in favor.

Keith Sklar moved to approve the most recent draft of BSR E1.62 as an ANS. The motion was seconded. The question will be decided by letter ballot.

7 New business

None.

8 Other business & announcements

8.1 Above & Beyond Awards

Jerry Gorrell reminded attendees that the nomination site is open year round at http://tsp.esta.org/tsp/news/award_nomination.html. Nominations are due this year by November 1.

8.2 Other other business & announcements

None.

9 Schedule for future meetings

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

Karl Ruling noted that there are no TSP meetings posted there now, but he anticipates we will have meetings scheduled in January 2021.

10 Adjournment

Steve Serafin moved we adjourn. The agenda was complete; there was no more business to be conducted. Hearing no objections, Jerry Gorrell declared the meeting adjourned at 14:30.

Members as of 29 October 2020

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	P	U
Pete Menzel	Wenger Corp.	P	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
Keith Sklar	Actors' Equity Association	P	G
Stephen Spendiff	Rosco Laboratories	P	MP
Jeong Sik Yoo	Ghost LX	O	DE

Key to codes:

P Principal voter
A Alternate voter

CP Custom-market producer
DE Designer

Members as of 29 October 2020

I	Individual voter	DR	Dealer/Rental company
O	Observer, non-voter	G	General interest
exf	ex officio, staff	MP	Mass-market producer
		U	User