

**Minutes**  
**Weapons Safety Working Group**  
Saturday, 15 April 2023  
09:00 - 13:00 Pacific Time  
Wyndham Anaheim - Anaheim, CA

**Chairpersons:**

Stephen Vanciel; Stephen Vanciel; I; EW

**Recording Secretaries:**

Richard Nix and Erin Grabe (ESTA)

**Attendees:**

Jane Harrington, ARM; The Hartford Group; P; INS  
Dave Brown; I.A.T.S.E. Local 856; P; U  
Donald Cooper; Event Safety Alliance; P; G  
Sanford P. Gilzow; Shur-Rig LLC; P; DR  
Robert Haycock; Robert Haycock; I; G  
Dominic Housiaux; Lankey & Limey, LTD; P; EVP  
Robb Hunter; Society of American Fight Directors; P; DE  
Kevin Inouye; Fight Designer, LLC; P; DE  
Kent Jorgensen; I.A.T.S.E. (International); P; EW  
Barbara Kastner; Motion Picture Studio Mechanics Local 52; P; U  
Richard J Levin; Warner Bros. Discovery; P; EVP  
Dutch Merrick; Prop Gun Set Safety; P; EW  
Patricio (Pat) Perez; SAG AFTRA; P; U  
Michael Powers; Michael Powers; I; EW  
Marco Robles; I.A.T.S.E. Local 80; P; EW  
Bob Shelley; I.A.T.S.E. Local 479; P; EQP  
Mike Skinner; Alliance of Motion Picture and Television Producers; P; EVP  
Keith Sklar; Actors' Equity Association; P; U  
Nathan Wilkinson; Actors' Equity Association; P; U  
Larry Zanoff; Independent Studio Services (ISS); P; DR

**1 Opening Remarks**

Steve Vanciel called the meeting to order at 09:09, welcoming everyone to the meeting and to the sunny city of Anaheim.

**2 Patent and anti-trust statements**

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

Steve Vanciel 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 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.*

Richard Nix held up the pamphlet.

**2.2 Reading of the call for patents**

Steve Vanciel 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. Steve Vanciel said that the working group is still administratively young, but anyone should feel free to speak up if there are any concerns. [TSM note: this topic was discussed further, in item 6.2 of the agenda]

### **3 Attendance and Membership**

#### **3.1 Requirements for membership**

Steve Vanciel 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 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.*

Richard Nix mentioned the TSP fee email, reminding those who hadn't seen the email, or acted upon it, to please look for it, or to contact him.

#### **3.2 Introduction of attendees**

#### **3.3 Determination of a quorum and supermajority**

*There are currently 15 possible votes. A quorum is 6, a supermajority is 8. (after meeting action the number of votes could increase by 7, so  $q=8$ ,  $s=12$ )*

Richard Nix confirmed that the requirements for each had been met.

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

*As of 29 March, the following applications have been received:*

*Barbara Kastner; Motion Picture Studio Mechanics Local 52; P; U  
Jane L. Harrington, ARM; The Hartford Group; P; INS (applied as I, change to P)  
Angela Whiting; I.A.T.S.E. Local 44; P; EW (not present, so approved as Observer)  
Robb Hunter; Society of American Fight Directors; P; DE (Change representation from initial application)  
Bob Shelley; Special Effects International, Inc; P; EQP  
Richard J. Levin; Warner Bros. Discovery; P; EVP  
Dave Brown; I.A.T.S.E. Local 856; P; U  
Kent Jorgensen; I.A.T.S.E.; P; EW  
Sandy Gilzow; Shur-Rig, LLC; P; DR  
Pat Perez; SAG AFTRA; P; U  
Stephen Koepfer; Stephen Koepfer; I; U*

Robert Haycock moved to approve the applications. The motion was seconded. There was discussion about applicants applying for voting status not being present when their application is considered. The motion was amended to approve all applications, with applicants applying for voting status, but not present today, be approved as Observers. The motion carried without objection or abstentions.

#### **3.5 Status changes**

*Changes between voting status and Observer status can occur voluntarily by status change request, or as an automatic action, by missing three consecutive meetings or three consecutive letter ballots. Persons changing representation automatically lose membership status, and must reapply to the working group. All of these situations will be addressed in this part of the agenda.*

Steve Vanciel said we haven't had enough meetings yet for this to come into effect.

### 3.6 Consensus voting body

*This is the consensus body after all changes effected by this meeting's actions:*

Name	Representing	Status	Int cat
Keith Sklar	Actors' Equity Association	P	U
Nathan Wilkinson	Actors' Equity Association	A	U
Mike Skinner	Alliance of Motion Picture and Television Producers	P	EVP
Mal Boland	Boland Production Supply	P	EQP
Daniel Mori	City of Northglenn	P	EW
Ethan W Gilson	Entertainment Rigging Services, LLC	P	G
Donald Cooper	Event Safety Alliance (ESA)	P	G
Kevin Inouye	Fight Designer, LLC	P	DE
Robert Haycock	Robert Haycock	I	G
Stephen Koepfer	Stephen Koepfer	I	U
Kent Jorgensen	I.A.T.S.E. (International)	P	EW
Marco Robles	I.A.T.S.E. Local 80	P	EW
Kevin Amick	IATSE Local 479	P	EW
Dave Brown	I.A.T.S.E. Local 856	P	U
Larry Zanoff	Independent Studio Services (ISS)	P	DR
Dominic Housiaux	Lankey & Limey, LTD	P	EVP
Michael Powers	Michael Powers	I	EW
Barbara Kastner	Motion Picture Studio Mechanics Local 52	P	U
Dutch Merrick	Prop Gun Set Safety	P	EW
Pat Perez	SAG-AFTRA	P	U
Sandy Gilzow	Shur-Rig LLC	P	DR
Robb Hunter	Society of American Fight Directors (SAFD)	P	DE
Bob Shelley	Special Effects International, Inc	P	EQP
Jane Harrington, ARM	The Hartford	P	INS
Richard Levin	Warner Bros. Discovery	P	EVP
Stephen Vanciel	Stephen Vanciel	I	EW
<b>Total possible votes:</b>		<b>25</b>	
<b>Total votes by interest category:</b>	<b>Designer (DE):</b>	2	
	<b>Dealer or rental company (DR):</b>	2	
	<b>General interest (G):</b>	3	
	<b>Equipment producer (EQP):</b>	2	
	<b>Event producer (EVP):</b>	3	
	<b>Event worker (EW):</b>	7	
	<b>Insurance providers (INS):</b>	1	
	<b>User (U):</b>	5	

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

*[See WSWG\_01-2023\_Minutes\_Draft.pdf]*

Robert Haycock moved to approve the minutes. The motion was seconded, and carried without objection, and with four abstentions.

### 5 Approval of the agenda

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

Dutch Merrick moved to approve the agenda. The motion was seconded, and carried without objection or abstentions.

## 6 New business

### 6.1 Weapons Safety project outline and discussion

*[See Draft scope document from January WSWG meeting.pdf]*

*The outline was distilled from the January meeting's discussion. Does it concisely state what the working group intends.*

Steve Vanciel recapped the content, explaining that this was essentially an open topic from the last meeting.

Erin Grabe reminded everyone to keep non-essential conversation to a minimum because of the new system.

Kent Jorgensen asked if things like airsoft toys should be included. Dutch said yes; the scope mentions projectiles. There was more discussion.

Steve Vanciel then asked to discuss scope. There was discussion, and a change was made.

Steve Vanciel then asked to discuss scope exclusions. There was discussion about security forces and law enforcement. The first sentence was changed. The discussion then moved to the second sentence of the exclusions, and specifically about tools and powder actuated fastener, and when those are being used – i.e. as part of an actual scene or as part of backstage construction.

Dutch Merrick then moved to accept the amended text, thus far. The motion was seconded and carried without objection or abstention.

Steve Vanciel then moved to intent. There was discussion and the intent was revised.

Marco Robles moved to approve the scope statement as revised. The motion was seconded and carried without objections or abstentions.

### 6.2 Next steps

*What are the next steps moving forward? Here are a few very helpful snippets from a group email conversation, occurring after the last meeting:*

- The more samples of existing requirements the better. Then, our primary tasks will be correlating and organizing content. I find that editing is often much easier than writing from a blank page.*

Steve Vanciel asked if the documents previously shared by everyone could be used, or if we needed to ask for explicit permission. Everyone who had provided documents said “yes, they can be freely used”, they are not copyrighted documents. Steve said this helps us distill down all of the various requirements into our draft(s).

- Any given entity can always make more and stricter rules than what we put into a standard. We are establishing the base line that all ought to start with. When we insert a "shall" or "shall not" statement, that is a firm requirement. The alternative terms are "may" or "should", which imply some degree of discretionary options.*
- These standards should be MINIMUM standards--what we think is reasonable and possible to accomplish, not what we would expect in a perfect world with unlimited budgets. Doing anything less than what the standard says should be clearly inadequate, negligent. Doing more is always an option. If we aim too high, we risk making a standard no one will follow because it's just too hard. If a checklist requires 5 things and one of them can't be accomplished by a mere mortal, the mortal reading the checklist is likely to toss the whole list, not decide, "Well, I can do the other four."*
- Don't aim too high!*

The consensus was to address firearms and projectile props/weapons separate from the others. To the firearms and projectile weapons task group, Steve Vanciel appointed Kent Jorgensen (task group leader), Dutch Merrick, Marco Robles, Barbara Kastner, Dave Brown, Bob Shelley, Mal Boland, and Steve Vanciel

To the task group for all other weapons, Steve Vanciel appointed Kevin Inouye (task group leader), Robb Hunter, and Steve Vanciel.

There was discussion about procedures, task groups, style, etc. Richard Nix is a resource for questions on these topics.

## **7 Other business and announcements**

### **7.1 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.*

### **8 Schedule for future meetings**

*The meeting schedule may be found at <http://www.esta.org/ESTA/meetings.php>. The next meeting will be held at the Marriott DFW Westlake, during the week of 17 July 2023. The Fall meeting will return to Westlake during the week of 02 October 2023*

### **10 Adjournment**

The agenda business having been concluded, there being no further business brought forth, Steve Vanciel declared the meeting adjourned at 12:15.

Weapons Safety Working Group members as of 20 January 2023

Name	Representing	Status	Int cat
Kevin Amick	IATSE Local 479	P	EW
Matthew Antonucci	Contract Services Administration Trust Fund	O	G
Jane Harrington, ARM	The Hartford Group	P	INS
Mal Boland	Boland Production Supply	P	U
Dave Brown	I.A.T.S.E. Local 856	P	U
Donald Cooper	Event Safety Alliance	P	G
Ethan W Gilson	Entertainment Rigging Services, LLC	P	G
Sanford P. Gilzow	Shur-Rig LLC	P	DR
Dave Gonzalez	Dave Gonzalez	O	DE
Robert Haycock	Robert Haycock	I	G
Dominic Housiaux	Lankey & Limey, LTD	P	EVP
Robb Hunter	Society of American Fight Directors	P	DE
Kevin Inouye	Fight Designer, LLC	P	DE
Kent Jorgensen	I.A.T.S.E. (International)	P	EW
Barbara Kastner	Motion Picture Studio Mechanics Local 52	P	U
Stephen Koepfer	Stephen Koepfer	I	U
Richard J Levin	Warner Bros. Discovery	P	EVP
Dutch Merrick	Prop Gun Set Safety	P	EW
Daniel Mori	City of Northglenn	P	EW
Patricio (Pat) Perez	SAG AFTRA	P	U
Michael Powers	Michael Powers	I	EW
Brian Reed	Brian M. Reed	O	EW
Marco Robles	I.A.T.S.E. Local 80	P	EW
Bob Shelley	I.A.T.S.E. Local 479	P	EQP
Mike Skinner	Alliance of Motion Picture and Television Producers	P	EVP
Keith Sklar	Actors' Equity Association	P	U
Stephen Vanciel	Stephen Vanciel	I	EW
Angela Whiting	I.A.T.S.E. Local 44	P	EW
Nathan Wilkinson	Actors' Equity Association	P	U
Larry Zanoff	Independent Studio Services (ISS)	P	DR