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EMERGENCY PREPAREDNESS FOR EVENT PLANNERS



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Welcome

Richard Aaron
President, BizBash Media



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Keep Moving Even in a Crisis

Catherine Chaulet
BostonCoach



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Plan Ahead and the Unthinkable Becomes Manageable

- Hold a pre-conference meeting
- Conduct venue and event walk-through
- Finalize route and process mapping
- Determine communication tree
- Compile and distribute contact list



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Coordinated Reaction Demands Communication

- Establish a communication protocol
- Synchronize communication devices
- Prepare and post signage



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Avoid Roadblocks and Respond Rapidly

- Train and synchronize cross-functional teams
- Map routes
- Stage vehicles



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Be Prepared Just in Case

- Consider your transportation partner's contingency recommendations
- A modest investment may greatly reduce your exposure



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Addressing Medical Emergencies

Dr. Marshall T. Morgan
Ronald Reagan UCLA Medical Center



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“Event” The Relevant Definition



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Is there a doctor in the house?



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Event Medicine



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Why event medicine?



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What to prepare for?



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What to provide?



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Preparation and Response for Natural and Manmade Disasters

Robert Lucchesi
Paramount Pictures



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Be Prepared No Matter
What the Emergency or Issue

Earthquakes

Bomb Threat

Water Breaks

Fires

Floods

Aircanized Honey Bees



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Venue Safety Check List Pre-event Issues to Review

- Venue floor plans
- Fire exits
- Fire extinguishers
- Fire alarm pull stations
- Open aisle ways and protected obstacles (wires)
- Evacuation plans



General Safety Guidelines During an Emergency

- Stay away from windows
- Stay away from large objects that can fall
- Do not use elevators, only use the stairs
- If told to evacuate, do not return to the building until it is declared safe by the proper authorities
- For earthquakes – know your options
- For fires – know the drill

The Incident Command System

- Incident Command System (ICS) is used to manage emergency incidents and non-emergency events
 - Effective for large and small events
 - Flexible (can grow or shrink as required)
 - Sections may be subdivided as required
 - Cost-effective and efficient

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The Incident Command System

- Every event should have an emergency preparedness oral or written Incident Action Plan (IAP)
- The IAP provides incident supervisory personnel with direction for expected response to anticipated incidents
- Planning must be done far enough in advance to ensure requested resources are available for the event



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Key Event Resources and Contact Information

- Venue liaison to all disciplines including facility personnel
- Security
- City services (fire, police, etc.)
- Emergency response (private & public, 911)
- Fire (fire equipment and systems)
- Medical (first aid kits, AED)
- Emergency preparedness (plans, evacuation areas, etc.)



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Paramount Pictures Emergency Assets

- Fire department
- Medical
- Emergency response
- Security
- 7 day food supply (kosher/non-kosher and water)
- Generators/lighting/fuel



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Special Event Security Post 9/11

Michael Hillmann
Orange County Sheriff-Coroner Department



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Accessing Security Vulnerabilities

- The threat
- Planning
- Cost vs. risk
- Integration of security and public safety



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Planning Considerations Attendees

- Specific attendees (dignitaries) at the event
- VBEID – Academy Awards, Emmys, etc.
- Iconic relationships
- World activity vs. special event
- Media interest – live telecasts
- National special security event (recent DNC and RNC national events)
- Local events – law and fire and Unified Command
- Invited vs. non-invited guests



Planning Considerations Operational Issues

- The event itself (mass gatherings)
- Venue location
- Crowd management
- Labor/management issues
- Active shooter
- Pedestrian IED
- Multiple incidents occurring simultaneously
- Bomb threats/suspicious devices
- Venue “private” security
- Employee screening
- Managing volunteers
- Magnetometers
- Ticketing (counterfeiting)
- Evacuation – fire, disaster, etc.
- Physical barriers
- Checkpoints

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Cost vs. Risk Getting the Balance Right

- How much security is enough?
- No 100% security
- Security – subtle vs. overt
- Nothing happened before so why increase security now?



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Integration: Security and Public Safety

- Permits
- Fire authority
- Security
- Public safety
- Community (sometimes)



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Questions?



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