





Reopening Your Orchestra, Part 2

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September 10, 2020

Disclaimer

- ▶ I am not a lawyer, doctor or public health expert
- Our understanding of COVID-19 is changing rapidly
- ► This conversation is for information only
- You must comply with all local, regional, provincial, and federal requirements, and apply them to your specific circumstances

Agenda

- Introduction
- Occupational Health and Safety Legislation
- Public Health Legislation
- COVID-19 Role & Planning
- Risk Assessment
- Break (15 minutes)
- Venue & Programming Assessment
- Preparing a Healthy Workplace
- Resources
- Baby Steps
- Our "New Normal"
- Summary

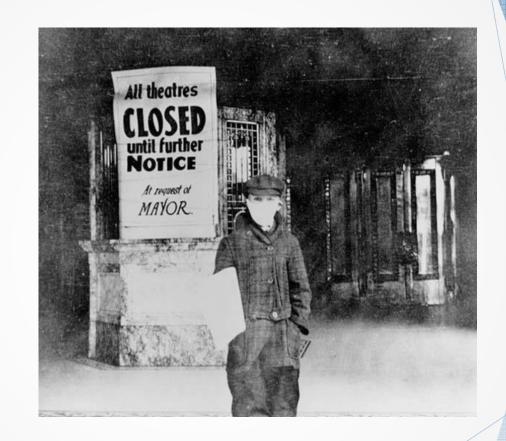
Follow up Info:

- Power Point Presentation
- ▶ COVID-19 Response Planning
- Risk Assessment sample
- Orchestras Canada Reopening Resources List



Introduction

- This is a <u>how to</u>
 <u>plan</u> conversation,
 not <u>when</u> or <u>if</u> we
 reopen
- I will not address all regional specifics



"Our new normal is always feeling a little off balance, like trying to stand in a dinghy on rough seas, and not knowing when the storm will pass."

Source: Your 'Surge Capacity' Is Depleted — It's Why You Feel Awful - Here's how to pull yourself out of despair and live your life (Tara Haelle, Elemental, August 2020)

https://elemental.medium.com/your-surge-capacity-is-depleted-it-s-why-you-feel-awful-de285d542f4c



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COPE

- Take care of yourself and loved ones.
- Focus on daily living tasks and mental health.
- Ask for help when you need it.

► HELP

Support your loved ones and communities, as you are able.

WORK

- Rethink how you work from home or at the workplace.
- Reduce your expectations about productivity.

LEARN

Consider professional and personal development as well as learning new skills for enjoyment.

Reopening Priorities

- Keep our musicians, workers and volunteers healthy and safe
- Create environments where patrons feel confident to return

This will require a "social contract", where all parties agree to take precautions (physical distancing, masks/face coverings etc.) to protect each other.

We are not all in the same boat.



We are all in the same storm.

REMINDER:

- COVID-19 has not affected everyone equally
- Marginalized people are at greater risk
- This time is an opportunity for arts organizations to reflect and improve

Focus on Musicians!







Occupational Health & Safety Legislation

- Canada has 14 jurisdictions with their own legislation;
 - Provinces
 - Territories
 - Federally-regulated workplaces
- Lots of legislation applies to the arts, but there very few arts-specific requirements
- Legislated requirements are <u>minimum</u> requirements
- Reasonable practices often exceed laws



OHS Rights

- Right to Participate in activities affecting our Health and Safety
- ▶ Right to Know about the hazards of our jobs and how we are protected; this means training and information
- ▶ Right to Refuse work we feel may be dangerous to ourselves or others; includes the Right to Be Free from Reprisal (disciplined or fired) for using our Health and Safety rights

OHS Responsibilities (duties)

The employer must provide a healthy and safe workplace

The supervisor must take all precautions necessary to protect workers

The worker must take reasonable care to protect themselves and others

- Employer
 - Development
 - Resources
- Supervisor
 - Role model
 - Implementation
 - Enforcement
- ► Worker (include Volunteers)
 - Compliance
 - Reporting

Public Health Legislation

- Federal example: border closures
- Provincial / Regional example: restrictions on businesses and public spaces
- Municipal example: masks/face coverings



- ▶ Physical distancing 2 m, with exceptions
- Small Groups social circles, bubbles, core cohorts
 - ➤ Small groups of the same people who can interact regularly without staying 2m apart
 - Should have little to no close contact with those outside the group to
 - ► Reduce the chance of getting sick
 - ► Make it easier to track exposure if someone gets sick

- Other Types of Small Groups (example: Alberta)
 - ▶ Performers can have a cohort of up to 50 people
 - Sports teams can have regional cohorts of up to 50 players and coaching staff (mini leagues)
 - Child care programs can have cohorts of up to 30 people, including staff and children
- Limit the number of cohorts you belong to
- Interacting with the same people and the same cohorts is safer than constantly changing the people you interact with

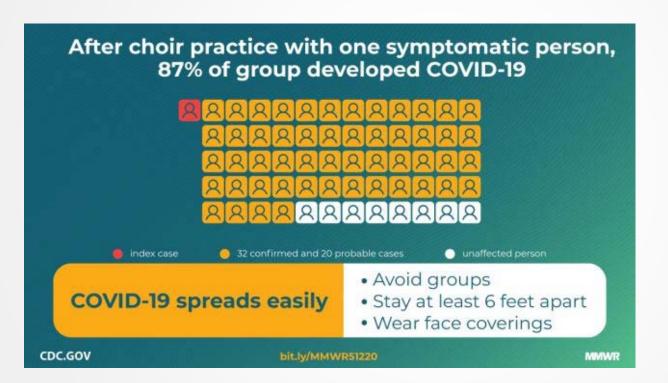


- Restrictions may include, but are not limited to:
- Restrictions on gathering sizes
 - ▶ Different sizes for indoors and outdoors
 - Restrictions for bars and nightclubs
 - Restrictions on major festivals and concerts, large conferences, trade shows and events
- Requirements to separate artists from the audience using barriers and/or distance (Ontario requires a barrier)
- Requirements to separate artists from each other using barriers

- Restrictions on live music
 - Singing and wind instrument (woodwind and brass) playing
 - ▶ High-risk activities
 - Infection is likely to spread through respiratory droplets or aerosols
 - No evidence to determine exactly what a safe distance would be between singers, woodwind and brass players and others
 - Greater distances can reduce risk



High SARS-CoV-2 Attack Rate Following Exposure at a Choir Practice — Skagit County, Washington, March 2020







COVID-19 Roles

- Currently, no legislated requirements
- Examples:
 - Infection Mitigation Coordinator (ESA)
 - ► COVID Compliance Officer (CCO) (IATSE Stagecraft)
 - ► Health and Safety Point Person (CAEM)

COVID-19 Role for your organization?

- Currently, no legislated requirements
- ► Summary:
 - work closely with the venue
 - accessible during all working hours (could be a designate)
 - appropriate medical and risk management knowledge
 - skills to plan, coordinate, communicate, develop, train, implement
 - authority to enforce compliance

COVID-19 Role for your organization?

- There are no experts yet; you are the experts for your organizations
- Could be an existing staff member
- Ideally, this should be a focused role, not an add-on to another role
- ► This is <u>NOT</u> the Stage Manager for your show!
- ...although a Stage Manager could be great in this role

COVID-19 Response Planning

Purpose - Identify which roles will Lead, Consult, Review and Implement tasks

Tasks include:

- Planning
- Risk Assessment
- Venue Assessment
- Programming Assessment

- Policies and Procedures
- Departmental Procedures
- ▶ Time, People, Money
- Communication and Training
- ► Monitor and Evaluate

COVID-19 Response Planning: Group Work



Breakout Room Instructions:

- Introduce yourselves briefly
- Choose someone to fill in the Google Sheet for your group #
- Pick a scenario Orchestra or Venue
- Identify who should be involved with each task
- Focus on items where Musicians should be consulted

LEGEND

L - Lead

C - Consult

R- Review

I - Implement

NA - Not applicable

NOTE: There are no right/ wrong answers. Some tasks will be NA.

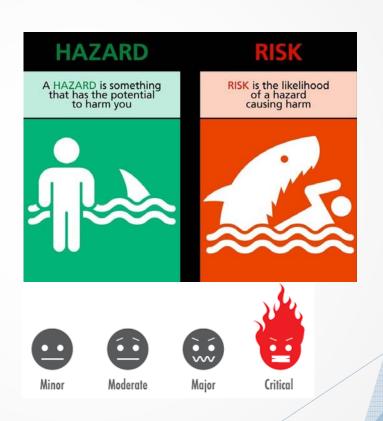
Risk Assessment

- A systematic examination of a job/activity to:
 - Identify potential hazards
 - Assess the level of risk
 - Identify practical measures to control the risk
- Use it to develop controls (precautions) for COVID-19
 - Include all activities in the artist, worker, volunteer and patron journeys
 - Conduct a RA, then plan which activities you can reasonably begin
 - Scale to suit your company



Risk Assessment - Definitions

- Risk Assessment A written process to recognize hazards at work before they cause harm to people or property
- Hazard something with potential to cause harm
- Risk the likelihood the hazard will cause harm, combined with the potential severity
- Controls precautions to mitigate the hazard or reduce the likelihood of an incident



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Risk Assessment Steps

- Identify jobs/types of work - example: usher
- Identify tasks example: taking tickets
- Identify hazards example: close contact with others
- Identify controls example: no contact tickets scanners, apps

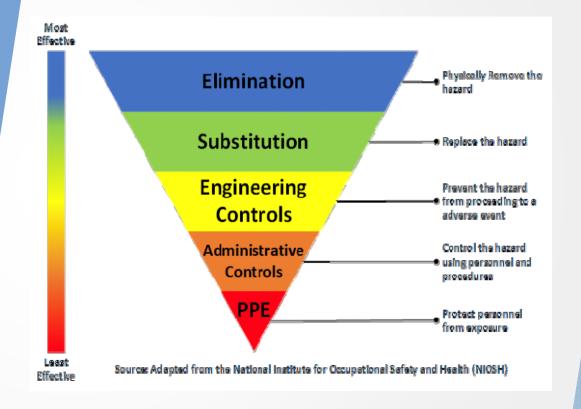


Risk assessment and control (sample)

Job/position/work type:			Date of
Production Manager Assessment performed by (names):			assessment:
			August 18, 2020
			Reviewed/revised:
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards related to the identified tasks)	Controls (List the controls for each hazard: elimination, engineering, administrative, personal protective equipment or a combination thereof)	Date implemented
Administrative work	Close contact with others	Working remotely from home Web conferencing, online collaboration tools At work, limit the number of people, stagger shifts and breaks Arrange furniture to maintain physical distance Wear masks / face coverings	March 16, 2020
	Contact with surfaces and equipment	Clean and disinfect high touch surfaces and shared equipment	
	Musculoskeletal disorders	Work station adjusted to fit the worker - desk, chair, monitor, keyboard, mouse (equipment from the office?)	

Risk Assessment -Hierarchy of Controls

- Elimination
 - Stay home
- Substitution not applicable
- **Engineering Controls**
 - Physical barriers such as a glass panel
- **Administrative Controls**
 - Policies/ procedures
 - Handwashing
 - Limited gathering sizes
 - Physical distancing
- **Personal Protective Equipment**
 - Masks/Face Coverings etc.



Eliminating and Controlling hazards

- Whenever possible, hazards should be eliminated
- If this is not possible, they must be controlled
- Control means reducing the hazard to levels that present a minimal risk to worker health
- Controls, in order of preference, include:
 - Engineering controls
 - Administrative controls
 - Personal protective equipment (PPE)

Engineering Controls

- First and preferred choice
- They physically control hazards
- **Examples**:
 - Substitution of a less toxic chemical
 - Isolation of noise using soundproof barriers
 - ► Catwalk with guardrails



Administrative Controls

- Second choice
- Examples:
 - Safe work practice and procedures
 - Worker training
 - Scheduling and supervision
 - Purchasing decisions
 - Preventative maintenance programs
 - Signage



Personal Protective Equipment (PPE)

- Last resort of hazard control
- Should be used in combination with engineering and administrative controls
- Used to lessen the potential harmful effects of exposure to a known hazard



MegaOne Arts (Facebook)

Personal Protective Equipment (PPE)

The Instrumentalist's Mask:

- Designed to be worn by wind players
- An overlapping spandex access panel allows the instrument to easily insert while creating a good seal around the rest of the mask and closes when instrument is removed.
- FRONT ACCESS MASK: for horns, clarinet, saxophone
- ▶ SIDE ACCESS MASK: for flute

(Broadway Relief Project)



Personal Protective Equipment (PPE)

The Singer's Mask:

Developed by singers FOR singers by Broadway professionals to help contain droplets while allowing space around the mouth to sing comfortably.

(Broadway Relief Project)



<u>Singers Non medical Face Mask</u>:

This has a lot of structure and boning to ensure a close fit around the edges of the mask, while giving maximum room inside of the mask for full mouth opening.

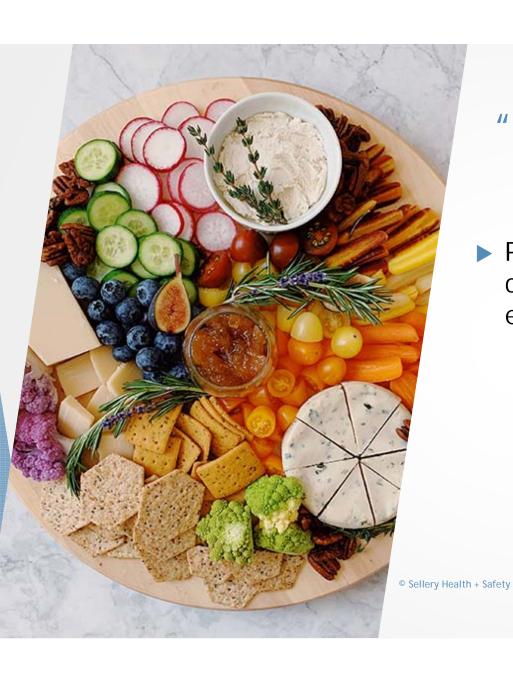
(Diana Coatsworth Design)



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"Combo Platter" Controls

- ▶ PPE should be used in combination with more effective controls:
 - engineering controls
 - administrative controls





Break - 15 minutes

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Art Gallery of Ontario - Welcome Back!

The smART way to visit



Tickets must be booked in advance on AGO.ca



Don't visit if you're not feeling well.



Wear a mask at all times.



Keep two (2) metres apart.

It's time to shellabrate our reopening (video): https://ago.ca/welcome-back

Risk Assessment Template

RISK ASSESSMENT		
SCENARIO - Venue or Section (Woody	vinds, Brass, Percussion, Strings etc.):	
TASK/ACTIVITY	HAZARD	CONTROLS
	Close contact with others	
	Contact with scores	
	Contact with instruments, equipment	
	Contact with music stands, chairs	
	Contact with venue surfaces	
	Exposure to condensate residue	
	Exposure to singing, wind and brass playing	
	Shared food and beverages	
Dressing rooms, washrooms		
Warmups		
Breaks		
Rehearsals		
Performances		

Risk Assessment: Group Work



Breakout Room Instructions:

- Choose someone to fill in the google doc (open the sheet for your group #)
- Pick a scenario Venue or Section (Woodwinds, Brass, Percussion, Strings etc.)
- Choose Tasks/Activities
- Add Hazards and Controls

Venue Assessment

- Venue Assessment Activities
 - Venue audit of all areas
 - Capacity limits for workers and patrons - offices, shops, rehearsal spaces, orchestra/band areas, break areas, auditorium, lobbies, washrooms
 - Physical distancing ingress, circulation, egress, emergency egress

Berliner Ensemble, Germany



Venue Assessment

- Capacity will be a fixed number based on
 - Locally permitted maximum gathering size and
 - Physical distancing requirements
 - ▶ The <u>lower</u> of these numbers is the patron capacity
- Examples:
 - Permitted gathering is 100 people; venue has 1,000 seats; patron capacity is 100 people
 - Permitted gathering is 100 people; venue has 250 seats; physical distancing allows 50 people; patron capacity is 50 people
- The only way to gather more people together is to put them in more space

Programming Assessment

- Programming Assessment Activities
 - Identify programming that can realistically be presented safely start with solo and small group performances
 - ▶ Consider alternative programming outdoors, drive-in, live streaming, pre-recorded performances, virtual reality, other digital experiences
 - Design considerations physical distancing

- Recognize employer duties to provide a health and safe workplace
- Consult with all your worker groups, associations and unions
 - What do they need to feel safe to return?
 - Consider people who may be vulnerable due to age, preexisting health conditions etc.
- Develop precautions for each activity
- Your precautions polices and procedures will be complied into a COVID-19 Safety Plan

- Policies and Procedures General and Departmental
 - Consider the life cycle of a show, pre-production through to strike
 - Consider the journey of artists, workers, volunteers and patrons
 - Implementation and compliance
 - ► Establish consequences for non-compliance in advance
 - ► Workers must read and agree to follow guidance
 - ► Supervisors must enforce compliance

- Time, People and Money
 - Assess schedule staggered work shifts, staggered patron arrivals, maximum performance time, longer intermission or no intermission
 - Assess staffing additional roles for cleaning, screening, supervising physical distancing, managing lines
 - ▶ Ensure there is no penalty for reporting illness
 - ▶ Workers must stay home when sick (paid sick leave?)
 - Consider workers and volunteers who may be vulnerable due to age, health conditions
 - Assess budget additional costs for screening, cleaning, PPE, ventilation
 - Allocate resources (budget, staff)

- Clients (including Licensees/Renters/Contractors)
 - Review contracts
 - Clarify who is responsible for which tasks related to health and safety
- In new agreements, include new responsibilities and the authority to carry out and enforce them
 - ▶ The clients want the venue to be clean
 - ► The employer wants to know the client won't bring unreasonable risk to their premises
 - Both parties have a vested interest in keeping people healthy

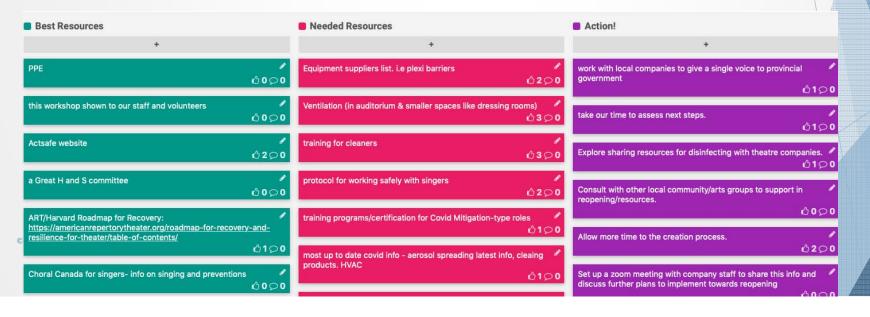
- Communication and Training on new policies and procedures
 - Patron Education
 - Worker Training General Info
 - ▶ Worker Training Departmental Info, including new processes, cleaning products etc.
- Procurement
 - ▶ Barriers inc. onstage between artists and /or audience
 - Signs, floor marking and stantions
 - ▶ PPE Masks/face coverings, specialty masks (windows, singers, musicians), gloves etc.

- Monitor and Evaluate
 - Survey artists, workers and patrons about whether they felt safe
 - ▶ What went well?
 - ▶ What needs improvement?
 - Identify areas of concern
 - Respond, change and update, as needed

Challenges and Opportunities:



- Consider the COVID-19 Response Planning activities
 - ▶ Identify challenges: C space helmets for conductors; very expensive
 - ▶ Identify opportunities: O no patrons; save money on FOH staff
- Go to Chat; open the link and enter info anonymously
- Or, just enter them into the Chat



Resources



- Consult local public health requirements
- Evaluate your Information Sources
 - ▶ Ensure you are referring to credible sources. They should be:
 - **▶** Current
 - ► Local
 - ► Relevant
- **CAUTION:**
 - Studies are being published quickly, often without peer review
 - ▶ Watch out for "magical thinking" and unreliable online sources

Support for a Safe Re-Opening of Canadian Performing Arts Sector National Arts Centre (Sept. 1, 2020)

- Risk-based approach
- ► Tools and best practices to help performing arts venues prepare for every aspect of putting on a show
- Contract negotiation to rehearsal to performance, and everything in between
- ► The resources are focused around three key actions:





Event Safety Alliance Reopening Guide

(May 11, 2020)

- 1. Planning When to Reopen
- 2. Patron Education
- 3. Worker Health and Hygiene
- 4. Sanitizing the Venue
- 5. Ingress and Egress
- 6. FOH Circulation, Food and Beverage and Merchandise
- Production Issues
- 8. Legal Issues
- 9. Resources for further reading



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Actsafe Performing Arts Resources

- Audience Services Guidelines
- Equipment Guidelines
- Industry Relaunch Framework
- ► Live Event Relaunch Framework
- ▶ Live Streaming Guidelines
- Loading and Unloading Guidelines
- Makeup Guidelines
- Performer/Client Guidelines
- Rehearsals Guidelines

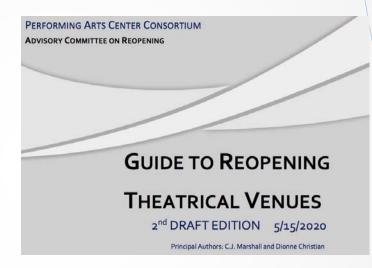
- Reporting and Communications Guidelines
- Assessment Guidelines
- Shop Guidelines
- Sound Check Guidelines
- Wardrobe / Wigs Guidelines
- Worker Health Declaration
- Working Remotely Guidelines



Guide to Reopening Theatrical Venues

Performing Arts Center Consortium (May 15, 2020)

- Guiding Principles and Practices
- Communication Strategies
- Reopening Phasing
- Mitigation Principles
- Risk Assessments Exposure level,
 Potential Mitigating Controls and Impact
 - Guest
 - Visiting Company and BOH Staff
 - ► FOH Staff
 - Office Staff



Additional Resources

- Facilities/Custodial CDC Guidance, PACC Housekeeping MOP Example
- · Health Screening / Contact Tracing

IATSE Stagecraft Safety Committee Recovery Plan (July 22,2020) - NEW!!

- COVID-19 Safety Plan
- Health Screening
- Safe Return to Work
- Control of Exposures in Re-opened Settings
- Communication
- Venue and Craft specific Guidelines
 - Stage Door Entry
 - Back of House
 - Front of House
 - Shop Specific Guidelines



Baby steps...



- Start gradually
 - Return to the office
 - Add small numbers of workers in other departments
 - Make sure new procedures are effective before inviting patrons
 - Plan for activities you can reasonably accomplish safely

Baby steps...

- Plan for a small reopening to test your procedures (outdoors, drive in?)
- ► Build confidence in your H & S measures communicate what to expect and how you're adhering to the health requirements.
- Post-reopening surveys and review
- Make changes, as needed
- Watch what's happening in other places
- ▶ Be prepared to pivot and shut down, if cases increase
- ▶ Get it right the first time, or the whole industry will be affected

Our "new normal"

- Acute Phase (pre-treatment / vaccine)
 - ▶ Physical distancing is likely to be needed for months, perhaps years
 - Masks / face coverings
- Permanent changes (protect against the second wave, seasonal flu and the next pandemic)
 - Programming ready to quick pivot to small group activities
 - Operations no contact payments, automatic doors, pre-order/order from seat apps
 - Venues reorganize/renovate for healthier ingress, circulation, washrooms, egress

My Wish List

- Acknowledgement that live music is NOT all the same
 - Orchestra in a large concert hall
 - Musical theatre band in the wings of a theatre
 - Ballet orchestra in a pit
 - Heavy metal band at a large outdoor festival
 - Pop band onstage at a bar
 - Solo folk singer on a patio
 - Choral concert in a church
- ► Flexible requirements based on the specific risks for a venue, organization, program and artists



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My Wish List

- Research on droplets and aerosols to determine a safe distance between singers, woodwind and brass players and others
- Increased Gathering Sizes (Indoor & Outdoor) - similar to houses of worship
- Increased Venue Capacity when science supports reduced physical distancing
- Clarification on Barrier Requirements in Ontario
 - Between the stage and audience?
 - Between artists?
 - What size?
 - Can they be replaced with increased physical distancing?



Summary

- Your reopening plan needs to be as unique as your business
- Be realistic about your ability to resume safely
- The return will take time and we need to adapt
- Collaborate with other organizations to plan cohesive requirements
- Creativity and problem solving are our super-powers!
- Remember, we need to
 - Keep our artists, workers and volunteers healthy
 - Create environments where patrons feel comfortable to return



What will you do next?

- Go to Chat; open the link and enter info anonymously
- Or, just enter directly into Chat, as A (for Action)



If you can't afford to do it safely, you can't afford to do it at all.





