



Security Meeting Agenda (PRE-DOORS)

- Who are the lead contacts and how will they communicate (who is head of security, medical, is everyone on radio/what channel, etc.)
- Medical location (and making sure everyone knows its location in the venue)
- Emergency threat meeting location and plan and who will be lead decision-maker on halted concert or announcement of emergency (ie. tornado, bomb threat, lightening, etc.)
- Placement of all security inside blow-through barricade, backstage, and at all access points. Making sure everyone knows their stations and does not leave them.
- For in-barricade security (inside the blow-through in front of the stage), how to properly do in-barricade security (how to catch someone bracing the neck, where to bring them after they go over barricade, watching for people being pushed up against barricade who need to be pulled over and taken to get medical attention)
- Policy on throwing someone out (ie. crowdsurfing? one time and out, or warning system with sharpie mark on hand, and two times and out?)
- Reminding volunteers (other than police, authorized persons) not to physically confront a situation, but to get a trained professional (campus safety, police)
- Insuring water is brought to each volunteer/security person, so that they don't leave their post during show
- After-show reallocation of security personnel and volunteers to secure a tour bus/artist exit (bike racks often help at tour bus perimeters/exit point and to secure tour buses)
- What meet-n-greets will be held and where to properly secure
- Review what laminate passes are being used by Artist/Your People, and who has access to where (volunteers vs. crew vs. band, etc.). Make sure a "pass sheet" is copied ahead of time for distribution to everyone involved in security (including the Artist passes being used).
- Photo/Video policy of the band (first 3 songs, no flash), so that security knows what to check at the door and telling people what cameras can/can't be used. Making sure to usher cleared photographers shooting with photo pass inside the barricade, out of the barricade after the 3rd song as is customary, and putting their camera away. Making sure that all people shooting official photography have clearly provided media/photo passes for identification. Posting signs at the front door "No Video or Photo during show" to protect yourself contractually. Posting signs at door about "strobe lights" for epileptic and medical needs to cover things.
- Re-entry policy and how it will be enforced
- Earplugs and protection for those close to speakers/stacks