

MINNESOTA STATE FAIR
 Presents...
State Fair: Safety on a Stick





Goals for Today

- To walk away with a better understanding of how to prepare for a largely attended event in a way that will prevent/minimize incidents and injuries during the event.
- We will take it one step further and address how to take the information accumulated from the event and use it to ensure future events are even safer.



History of the Fair:

- First Minnesota State Fair was held in 1859
- The Fair changed locations yearly
- Found it's permanent home in St. Paul on Snelling Avenue in 1885
- 128 years in the same location
- Original fairgrounds contained 210 acres
- It has since grown to 320 acres





Understanding the Scope of the Fair

- Basic outline of the Minnesota State Fair as an event:
 - 12 day event
 - 320 acres of ground
 - Average attendance per day is around 140,000 people
 - Major events/attractions include: concerts, horse shows, daily parade, carnival rides, fireworks, and let's not forget food on a stick!



Understanding the Scope of the Fair

- Comparing average daily attendance:
 - This year, Fair averaged 140,00 people daily
 - Population of Rochester, MN is 108,992
 - Third largest city in Minnesota
 - Acreage 35,040





Understanding the Scope of the Fair

- On top of our fair quests, we have:
 - 75 Full-time employees
 - 200 Summer (seasonal) employees
 - 2800 Fair-time employees

Understanding the Scope of the Fair

- Let's compare some major attractions:
 - Minnesota State Fair: 320 Acres
 - Valley Fair: 125 Acres
 - Disneyworld's Magic Kingdom: 107 Acres
 - Disneyland and Disneyworld's Epcot: 300 Acres



Aerial Views



Understanding the Scope of the Fair

- Fair contains about 15 miles of sidewalk
 - Average person walks 3 mph
 - It would take them 5 hours to walk all the sidewalks on the Fairgrounds
- Fair contains 7 miles of road



Why is this important?

- We may only be a twelve day event, but in order to ensure the

Safety

Remember: Every time you see the "Safety on a Stick" image, you'll know that we're referring to something noted on the Safety on a Stick handout we gave you!

of all Fair Guests, we have a lot of ground to cover...no pun intended.

What is the purpose of Risk Management?

- A process for identifying, assessing, and prioritizing risks of different kinds.
 - Using: Frequency, Severity, and Probability
- Once the risks are identified, the risk manager will create a plan to eliminate or minimize the impact of negative events.
- The State Fair works to eliminate/minimize any incidents that could occur due to the Minnesota State Fair's negligence and could result in litigation.

Goals of Risk Management



- The Minnesota State Fair's Risk Management Team has two "faces":
 - Our Risk Management Face-
 - Occurs pre-fair and post-fair
 - Attempts to eliminate/minimize risks that could result in litigation
 - Organizational force behind our other "face"

Goals of Risk Management



- The Minnesota State Fair’s Risk Management Team has two “faces”:
 - Our Safety Team Face:
 - Occurs during the Fair and non-fair events
 - The public face of Risk Management
 - Our goal is to facilitate a person with an injury or incident by turning it from a bad situation into a good situation
 - We show empathy, concern, and attempt to immediately problem solve their situation
 - We operate as a liaison between fair guests and vendors, concessionaires, ride owners, etc...

What’s next?

- We now understand the scope of the Fairgrounds
- We now know the goals of our Risk Management Team
- Now how do we ensure that these goals are met and are successfully achieved?

The Three Stages of Planning



- We accomplish our goals through three stages of preparation:
 - Pre-Fair-Prevention and Preparation
 - Fair time- Response and Reporting
 - Post-Fair- Evaluation and Execution (also know as AAR)

Pre-Fair: Prevention and Preparation

- Occurs before the Fair begins.
- This stage is designed to prevent as many safety hazards as possible and prepare our team for fair time.
- We accomplish this using:
 - Pre-Fair Grounds Inspections
 - A Pre-Fair Meeting
 - Help of other organizations that make up our fair time team.

Safety

Pre-Fair: Prevention & Preparation

- Pre-Fair Inspection:
 - We partner with the State of Minnesota Risk Management Division
 - We carefully inspect the grounds and address as many safety hazards as noticed
 - Remember we are attempting to cover 320 acres, specifically 15 miles of sidewalk and 7 miles of road-and that's before the vendors set up with their stakes, ropes, and electrical chords.

Safety

Pre-Fair Inspection Report

Before:

Outside the Ticket Office
 Vent hood cover has sharp edges around the fair grounds particularly around the yellow hood. A possible recommendation is to add tape to blunt the edges and make the vent hood more visible.



Who are our Team Members?

- A successful event doesn't happen by accident!
- You need a carefully selected team to help make your event a success!
- The Minnesota State Fair utilizes not only it's internal staff, but we also partner with outside organizations to create a cohesive team dedicated to making each fair guest's visit safe and enjoyable!

Who are our Team Members?

- Include:
 - Minnesota State Fair Police
 - Minnesota State Fair Dispatch
 - St. Paul Fire and EMS
 - Regions EMS
 - State of Minnesota-Risk Management
 - Inspectors/Life Safety
 - Rides and Attractions Safety Inspector
 - Coliseum EMS
 - Veterinary Crew

Minnesota State Fair Police Force

- Over 200 Police Officers employed over the 12 days
- Patrol grounds
- Direct communication with our dispatch
- Typically the first to respond to medical issues on the State Fair grounds

Minnesota State Fair Dispatch

- Our line of communication for all our team members on the fairgrounds
- They notify our team members of medical issues
- They receive calls from Minnesota State Fair Police and fair guests who call 911
- Coordinator comes from:
 - Ramsey County Emergency Communications Center

St. Paul Fire and EMS

- Roving rangers last year
- Less aggressive golf carts this year
- ALS Ambulances
 - 2 on duty
 - Others added as needed
- They provide transport to:
 - Medical Aid Stations
 - Hospitals
 - Or assist in medical evaluation without transporting fair guest



Regions EMS

- ER Doctors (4 Doctors split into shifts)
- Charge Nurses
- 70 plus EMTs and First Responders for Medical Aid Stations
- They assist in treating:
 - Minor issues: blisters, cuts, etc.
 - Medical Emergencies: cardiac, stroke, etc.
- Saw 3,000 people this year alone



State of Minnesota-Risk Management

- Function as members of our Safety Team.
- Aid in:
 - Pre-Fair Inspection of the Fairgrounds
 - Investigating, and following up on incidents
 - Public relations for incidents during fair time
 - Handling any legal claims that occur post-fair as a result of any incidents during the State Fair
 - Obtaining necessary insurance information for all outside vendors, concessionaires, rides, attractions, etc.



Inspectors/Life Safety

- Fire Marshalls
- Inspect for safety hazards involving:
 - Propane
 - Electrical Issues-fires
 - Fire Extinguishers
- Electrical Inspectors
 - Ensure the safety of electrical units

Ride and Attractions Safety Inspector

- They are our ride counterparts
- In charge of
 - Ensuring ride safety
 - Addressing any issues that occur involving the rides
- We report any incidents involving rides to their team.



Coliseum EMS

- Attend all horse shows
- Ensure the safety of riders
- Address any safety issues if they arise



Veterinary Crew

- Newly involved on our team but not new to the Fair
- Handle concerns involving exhibitor animals on the Fairgrounds
- We want both our two legged and four legged Fair guests to be safe and healthy
- Invaluable tool for animal to human illnesses information

Team Meetings

- In order for any team to be successful, they need to communicate
- We organize a Pre-Fair Team meeting in order to ensure we start the State Fair off on the right foot!

Safety



Fair Time: Response & Reporting

- **A Primary goal of the Safety Team:**
 - Report on unknown hazards in order to prevent future incidents from occurring
 - Address and repair hazards as practical
 - Public Relations
- **Remember:**
 - You can't anticipate everything!
 - Communication is key!
 - This is where the Policies and Procedures Manual comes into play!

Safety

Fair Time: Response & Reporting

- **Safety Team Members**
 - Serve as investigators
- **Methods of receiving reports:**
 - Note taking-Safety Team
 - Picture taking-Safety Team, State Fair Police
 - Video taking-Safety Team
 - Medical Aid & St. Paul Fire Run Reports
 - Guest Feedback Forms
 - Worker's Compensation Packets
 - Incident Investigation Forms



Mobility

Interventions:

- Tripping
 - Inspecting for “trippers”
 - Identifying areas with a high concentration of incidents
- Scooters-tipping
 - Work with mobility rental vendors
 - Attempt to make areas as accessible as possible
- Foot wear
 - Inform the public about safe footwear options

Environmental

Common Incidents:

- Heat
 - Many heat related medicals this year
- Noise 🗣️
- Bees/wasps/stinging insects
- Severe Weather
- Allergies
 - Animals
 - Food
 - Chemicals

Environmental

Interventions:

- Heat
 - Emergency Heat plan
 - Misters
- Noise
- Bees/wasps/stinging insects
 - U of M-Canola
- Severe Weather
 - Evacuation plans
- Allergies
 - No use of chemicals
 - Animals and food-we offer medical assistance for these issues

Mechanical/Vehicular

Common Incidents

- Rides
 - Getting stuck
 - Injuries
- Golf carts
- Cars/Trucks



Mechanical/Vehicular

Interventions:

- Rides
 - Policies and Procedures Manual
 - Golf carts
 - Safety sheet distributed prior to Fair
 - Cars/Trucks
 - Policies put in place between Fair & drivers
- For Example: garbage truck drivers



Livestock/Animal Management

Common Incidents

- Horse Shows
 - Stump Race Incident
- High School Rodeo
 - Bull riding
- Animal Barns:
 - Stepped on
 - Kicked
 - Bitten
- Pet Center



Livestock/Animal Management

Interventions:

- **Horse Shows/High School Rodeo**
 - Coliseum EMS
 - Policies & Procedures
 - Ambulance availability
 - Evaluation of event safety
- **Animal Barns:**
 - Stalls/pens inspected and altered as needed
- **Pet Center**
 - Health records
 - Owners responsible



Medical

Common Incidents:

- **Viruses**
 - H1N1
 - Rabies
- **Cardiac Issues**
- **Severe Illness**
 - Stroke, OBGYN
- **Minor Illness**
- **Rashes**
 - “State Fair Rash”

Medical

Interventions:

- **Viruses**
 - Work with Regions to be aware of potential illnesses
 - Dorm rooms
 - Veterinary records
- **Cardiac Issues**
 - AEDs
- **Severe Illness**
 - Medical Aid Stations
 - St. Paul Fire/Ambulances
- **Minor Illness**
- **Rashes**
 - No chemicals used on the State Fair Grounds

Waste Management

Common Incidents:

- Employees
 - Repetitive motions
- Bacteria
 - E. Coli

Waste Management

Common Incidents:

- Employees
 - Teams of workers
- Bacteria
 - Cleaning

Safety

Fair Time: Response & Reporting

- Some incidents we can guard against
- Others we cannot
- We rely on all our team members to make it a safe and fun event for everyone!
- Communication is key to effective response and reporting during events!

Post-Fair: Evaluation & Execution What's next?

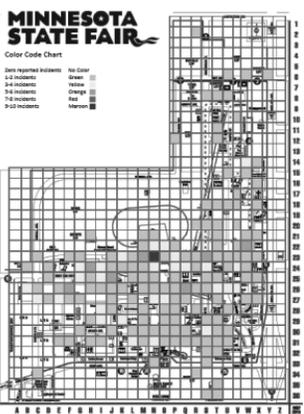
- Sometimes large events only occur once
- But other times they are a re-occurring event.
- Either way each event is a learning opportunity
- It's time to use what we learned to create a safer, more effective event for the future!

Safety

Post-Fair: Evaluation & Execution

Step 1:

- Data to collect:
 - Log of medical incidents that happened throughout the Fair
 - A map that tracks incidents and common locations
 - Comparisons from past years
 - Follow-up on incidents and worker's comp
 - We use this data to flag and follow-up with fair guests and employees if needed



Safety

Post-Fair: Evaluation & Execution

Step 2:

- **After Action Meeting**
 - Held about a month after the Fair
 - Everyone from pre-fair involved
 - Our version of an AAR

Safety

Post-Fair: Evaluation & Execution

- **Post Fair Meeting:**
- **Also known as the After Action Review or AAR**
 - Purpose: intended for the evaluation of an incident or project in order to improve performance by sustaining strengths and correcting weaknesses.

Safety

Post-Fair: Evaluation & Execution

- **Focuses:**
 - What was expected to happen
 - What actually happened
 - What went well and why
 - What can be improved and how
- **Goals:**
 - Analyze cause and effect...focus on WHAT not WHO
 - Improve on weaknesses
 - Sustain/Maintain Strengths

Safety

Post-Fair Evaluation & Execution

- After AAR:
 - Provide a clear summary of concrete and actionable recommendations that will improve the process
 - Identify tasks and topics requiring leadership attention
 - Share your report with your supervisor, manager, assistant commissioner, safety representative, etc.

Remember...Your Safety on a Stick!

- Pre-Event: Prevention & Preparation
 - Inspection
 - Policies & Procedures
 - Team Meetings
- During Event: Response & Reporting
 - Identify incidents by category
 - Creating a way of report incidents
 - Manage Incidents
 - You can't anticipate everything!
 - Communication
- Post Event: Evaluation & Execution
 - Compile data from event
 - Follow-up
 - Prevention for the coming year
 - After Action Report

