

ELEVATION MUSIC FESTIVAL 2024

EMERGENCY ACTION PLAN (EAP)

I. Overview

The Elevation Music Festival will be held in Alma, CO, from August 16 through August 17, 2024. This EAP is specifically designed to ensure the safety of staff, volunteers, artists, and attendees at the festival. It addresses a range of emergencies, including weather events, medical emergencies, fire, and potential riot situations.

II. Important Contacts:

- **Event Manager:** Saam Golgoon | 970-389-8197 | saam@worldmusicdevelopment.org
- **Assistant Manager:** Jeanne Golgoon
- **Production Manager:** Taylor Hines
- **Artist & VIP Guest Relations:** Tony Molina
- **Grounds Manager:** TBD
- **Event Security:** Johnny Schmidt
- **Town Facilities & Grounds:**
- **Police:** 911
- **Northwest Fire District:** 911
- **South Park Ambulance:** 911

III. Medical Emergencies

1. **On-site Medical Teams:** A First Aid station will be set up near the festival's main entrance. A team of medics and volunteer staff will be on hand to address any medical emergencies.
2. **Drug or Alcohol Overdose:** Given the nature of festivals, medical personnel will be prepared to handle any drug or alcohol-related emergencies. Medical personnel are trained to respond to drug or alcohol overdoses. Harm reduction advice and guidelines will also be available.
3. **Mental Health:** Staff and medical volunteers are trained to handle psychological or emotional distress. Safe spaces will be set up inside of the town hall for anyone who may need to be isolated from the crowds.
4. **Infectious Diseases:** Sanitation and handwashing stations will be placed throughout the festival grounds. If an attendee displays symptoms of any infectious disease, they will be isolated and medical attention will be provided.
5. **Access for Emergency Vehicles:** South Park Ambulance Station one is 6 miles from the festival grounds with a quick response time for 911 calls, in case any life threatening situation arises.

6. **Hospital Transport:** All hospital transport will be managed and coordinated by the South Park Ambulance District.
7. **Communication:** Use festival website, social media, or public address systems to communicate critical health and safety messages.

IV. Weather Emergencies

1. **Severe Storms:**
 - A. A meteorological app will be retained to provide regular weather updates to help anticipate storms and other severe weather conditions.
 - B. In case of severe weather, festival staff and attendees will be notified via the public address system and the festival website. Activities will be paused until it is safe to resume.
 - C. Shelters will be strategically placed and will be deployed in case of sudden severe storms.
 - D. Regular announcements will be made to attendees reminding them to seek shelter and avoid trees and other tall structures during lightning storms.
 - E. Regular updates will be provided through the festival's website and public address systems. In the case of extreme weather, attendees will be directed to designated safe zones.
2. **Flash Floods:** In case of flash floods, festival goers will be notified immediately. Higher ground areas will be identified for attendees to move to in case of a flood. Weather reports will be continuously monitored for heavy rain predictions.
3. **Hailstorm or Snowstorm:** Contingency plans will be in place. Temporary shelters will be set up to protect attendees.
4. **Heatwaves:** A free hydration station will be placed in the festival bar area. First Aid teams will be ready to respond to any signs of heatstroke or heat exhaustion.
5. **Cold Weather:** Attendees will be reminded to dress warmly in layers and avoid prolonged exposure to cold to prevent hypothermia.
6. **Evacuation Plans:** Any evacuation will be communicated to patrons, staff, and volunteers through the festival website, on-site public address systems, and social media with routes for evacuation if weather conditions warrant this measure.

V. Fire Emergencies

1. **Fire Safety Measures:** No campfires are allowed at the festival. Fire extinguishers are placed strategically around the festival grounds at all food vendors, and staff locations. Staff will be trained in their use.
2. **Evacuation Plan:** Security personnel will coordinate evacuation if necessary. In case of a fire, a specific evacuation plan will be executed. This plan will be shared with attendees through the festival's public address systems, website, and social media.

3. **Wildfires:** Given the rural location, wildfires can pose a risk. The festival will maintain regular communication with local fire departments for updates. Evacuation routes to move away from a wildfire will be mapped out and communicated to attendees if needed.
4. **Fire Department Coordination:** The local fire department will be on alert during the festival. Their presence will be requested on site for immediate action in case of fire emergencies.

VI. Riot or Unruly Behavior

1. **Security Personnel:** Sufficient security personnel will be on site to handle any unruly behavior or potential riots.
2. **Non-violent Conflict Resolution:** Security personnel will be trained in non-violent conflict resolution techniques.
3. **Crowd Control Measures:** Crowd control measures such as barriers, clear signposting of exits, and monitored entry and exit points will be implemented.
4. **Event Cancellation Protocol:** In the event that a riot or other major disturbance makes it impossible to safely continue the festival, a protocol for orderly event cancellation and evacuation will be implemented.
5. **Local Law Enforcement:** Close coordination will be maintained with local law enforcement agencies. If a situation escalates, they will be called in to assist.

VII. Security and Safety Emergencies

1. **Active Shooter/Attack:** Local law enforcement will be contacted immediately. Security personnel are trained to respond to active threats. Evacuation or lockdown procedures will be initiated as per the severity of the situation.
2. **Sexual Harassment or Assault:** Festival staff and security are trained in bystander intervention. A safe space will be set up in the town hall for anyone who feels threatened or unsafe. Confidential reporting will be available, and immediate action will be taken against perpetrators.
3. **Suspicious Behavior or Objects:** Security staff are trained to identify and investigate any suspicious behavior or objects. Law enforcement will be immediately notified of any potential threats.
4. **Lost Persons:** A festival information/lost persons booth will be established near the entrance. In case of a lost child, festival staff are trained to bring them to the booth where staff will use festival registration information to contact the guardians. Public announcements will also be made through the festival's public address systems.
5. **Lost & Found:** Lost & found area will be located and the festival information booth near the entrance to help reunite attendees with their lost items.

VIII. Communication

During an emergency, communication is key. We will use the festival's website, social media, and PA systems to keep attendees informed about any potential threats and the necessary response.

1. **Emergency Alerts:** In the event of an emergency, festival goers will be notified via the festival website, SMS alerts (for those who have provided mobile numbers during ticket booking), and the public address systems.
2. **Information Booths:** An information booth will be placed at the festival entrance, where attendees can approach for any questions or to report issues.

IX. Preparedness, Prevention, and Training

1. All staff and volunteers will be trained in all emergency action plans and be able to guide and direct attendees in case of an emergency.
2. All safety equipment, including medical kits, fire extinguishers, and communication devices, will be regularly checked and maintained.
3. A staff and safety meeting will be held on Friday 8/16 at 10:00am.
4. A copy of the emergency action plan is provided to attendees via the festival's website.

X. Post Emergency

1. **Incident Reporting:** After any emergency situation, an incident report will be filled out to detail the event, response, and any injuries or damages. This report will be used for insurance purposes and to improve future emergency response.
2. **Return to Normal Operations:** Once the emergency situation has been addressed and it is safe to resume, a notification will be sent out via the festival's website and public address system. The announcement will include any changes to the festival schedule or venue resulting from the emergency.

XI. Public Safety Partnerships

The festival organizers will maintain close communication with local law enforcement, fire departments, and emergency medical services. They will be informed of the festival schedule and expected attendance so they can be adequately prepared to assist in an emergency.

XII. Conclusion

This EAP is designed to provide a safe and enjoyable experience for everyone attending the Elevation Music Festival. All stakeholders involved in the festival are responsible for understanding and implementing these emergency action procedures. The priority of the festival is to ensure a safe and enjoyable environment for all attendees, staff, and performers. The EAP will be a living document and subject to changes based on environmental circumstances, availability of resources, and local regulations. Regular reviews will be conducted to keep the plan up to date.