



## **Aim Hot Topic Workshop: FESTIVALS, FIREWORKS, DORAs & SPECIAL EVENTS**

**Monday, March 4, 2024**

### **AGENDA**

**9:00 a.m. – 9:30 a.m.      Registration**

**9:30 a.m. – 9:45 a.m.      Welcome and Introduction to the Day**

We'll start the workshop by welcoming attendees, reviewing what to expect from the day, and offering timely Aim updates.

**Speaker:**

**Matt Greller, Chief Executive Officer, Aim**

**9:45 a.m. – 11:15 a.m.      Amusement & Entertainment Permits, Staging & Tent Requirements and Designated Outdoor Refreshment Areas (DORA)**

Before you get too far along in your event planning, municipalities will need a firm handle on any required permits are necessary to ensure compliance and safety for attendees. What do you need to know if your event requires staging? Are there permitting and preferred public safety practices for municipal fireworks displays? For events or entertainment hubs hoping to serve alcoholic beverages, what are the new regulations? Get these and more questions answered regarding the most common types of special event permits and compliance matters.

**Speakers:**

**Jessica Allen**, Chair, Indiana Alcohol and Tobacco Commission

**Matthew Cronley**, Chief Inspector – Code Enforcement – Division of Fire and Building Safety, Indiana Department of Homeland Security

**Steve Jones**, Indiana State Fire Marshal, Indiana Department of Homeland Security

**Mike Nichols**, Maintenance Management and District Support, Division Director – Emergency Planning and Response, Indiana Department of Transportation

**11:30 a.m. – 12:00 p.m. Mamma Mia! Know your Movie & Music Licensing Requirements**

Movies in the park, Disney themed dance parties for kids, and background music during special events, are just three examples where having special licensing is likely required. Do not underestimate the importance of movie and music licensing and the increased enforcement of recent years. Attendees possessing all levels of experience might be making some calls on their way home to inquire about their community's licensing status!

**Speaker:**

**Del Weldon**, City Attorney, Lawrenceburg

**12:00 p.m. – 1:00 p.m. Lunch and Q&A Session**

**1:00 p.m. – 2:00 p.m. Show me the Money: Funding, Accounting, and Internal Controls for Special Events**

Every municipal event, large or small, will require and handle money in some way – ticket sales, sponsors, booth rental, donations, silent auctions, etc. When money and goods start to change hands, understanding requirements and expectations for following proper accounting procedures and internal controls is critical if you don't want your big fall festival to turn into a bushel of rotten apples!

**Speakers:**

**Kevin Lister**, Consultant, Reedy Financial Group P.C.

**Eric Reedy**, President, Reedy Financial Group P.C.

**Katelyn Shafer**, Manager, Reedy Financial Group P.C.

2:00 p.m. – 2:30 p.m.

**Food Service Regulations are Serious Business**

But seriously, keeping every guest at your festival safe includes following food service rules to a T. In addition to local health department requirements, there are also best practices you can implement to offer added layers of protection for both handlers and consumers.

**Speakers:**

**Claudine Dollinger**, Health Coordinator / Environmental Food Specialist, Sullivan County Board of Health

**Kelly Ireland**, Public Health Nurse, Sullivan County Board of Health

2:45 p.m. – 3:30 p.m.

**Don't let your Party make you Party to a Lawsuit**

Nothing is foolproof but doing your best to avoid costly legal battles will allow your city or town to continue providing key municipal events. This part of the planning is not as much fun as picking the movies, music, or fantastic fried food, but doing an honest assessment of risks before it's too late will preserve years of fun and fried bliss for everyone!

**Speakers:**

**Mark Ennis**, Field Risk Manager, Bliss McKnight, Inc.

**Frank Pinson**, Vice President Sales, Bliss McKnight, Inc.

3:30 p.m. – 4:00 p.m.

**End of Q&A Session**

4:00 p.m.

**Adjourn**