



Progress Report

August 27, 2021

“Drive Thru Dickens’ London” and Beyond!

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1. New ~ Postponing The Great Dickens Christmas Fair until 2022

It is hard to believe we have had to cancel the Fair for a second year in a row. After a hopeful announcement of a “fully vaccinated” Fair this year, the reality that vaccinated, asymptomatic people can transmit the Delta variant of the virus means that we can not in good conscience safely produce our traditional live event in 2021. We fully intend to produce the 38th Great Dickens Christmas Fair in 2022!

2. New ~ *Drive Thru Dickens’ London 2021*

Supporting our craft, catering, and performer communities has - and will continue to be - foundational to who we are as a company. Last year producing any type of live event was an ever-moving target and was never able to come to fruition. This year, as a substitute for our normal ‘walkthrough live event’ we’re moving forward with ***Drive Thru Dickens’ London***. This will be a very scaled down version of our normal event, taking place entirely outdoors and focused primarily on food service. With clever and beautiful design elements, the event will also feature select, mostly staged, entertainments, and a small number of craft vendors. Due to the Delta variant, it is paramount that customers stay in their vehicles and that everyone who participates in the production is vaccinated (no exceptions).

Drive Thru Dickens' London is a completely different concept to our normal environmental living history event. Instead of 1,500 participants, there will be under 200. Our priority is to provide income opportunities to our caterers, vendors, select performing groups and actors, and of course our stalwart staff and crew, all who have lost income due to the pandemic. Red Barn has secured a sizable SBA grant to underwrite this event. Also, there will be no request for Living History Centre volunteers and no workshop program.

3. New ~ SVOG - Shuttered Venue Operators Grant

As mentioned above, we are very fortunate to have qualified for, and received, a federal grant from the SBA's Shuttered Venue Operators Grant program. Based on lost gross revenues in 2020, we are thrilled to have received this Covid Relief grant in the amount of \$1,039,649. After three full years of overhead, with zero income, this federal funding will underwrite the ***Drive Thru Dickens' London*** event, cover our ongoing storage agreements and other contractual commitments, and get us to the opening day of the 2022 Great Dickens Christmas Fair! It will also underwrite this year's ***Dickens Fair at Home*** program, which will be offered again as a free event to provide important connection and enjoyment during the holidays (and to promote our vendors with online sales).

4. New ~ Participant Portal

The Participant Portal is still being developed. We are going to use the Portal and its database for this year's ***Drive Thru Dickens' London*** event. This will help us test the system and collaborate with the community on additional features for the full DCF in 2022. The new timeline is to have it available for participants to sign up and onboard by the end of September (updated on Timeline below).

5. New ~ Hiring for *Drive Thru Dickens' London 2021*

Red Barn will be hiring and engaging a limited number of staff, crew, and vendors in the upcoming Drive Thru Dickens' London event. Here is a summary of the approximate number of individuals involved by category:

- Production - Design Crew: 6, Build Crew: 10
- Operations - Traffic and Access Control: 30
- Catering and Vendor businesses: 20 (vendor personnel: appx.60)
- Performing Groups: 10 (total performers: appx. 60)
- Total anticipated Participants: 160~180

Red Barn will have a number of open positions to fill this season for this new, small event. As soon as we have Job Descriptions written, we will post them under a new 'Careers' tab on redbarnproductions.com. Some of the available jobs include Design Crew and Ground Crew.

All hiring for Red Barn, its employees, labor agencies, contractors, and vendors will be consistent with the Red Barn Diversity, Equity and Inclusion (DEI) plan. A preliminary version of this plan will be made available by September 30, 2021. The plan will be consistent with the following company statement:

“Red Barn Productions, LLC believes that people of all races, genders, sexual orientations and physical abilities should have the opportunity to share in the process of creating theater. All of our stories are important and deserve to be told. We believe it is the charge of all business entities participating in Red Barn events, as well as the Red Barn hiring and casting team to provide a safe, supportive and inclusive environment that champions diversity, equity and inclusion at all levels.”

6. New ~ Authentic Gold Rush Town: Columbia State Historic Park

Red Barn has been approached to create an annual January/February event, beginning in 2023, in the beautifully preserved California Gold Rush Town of [Columbia](#). We will be looking for singers, dancers, and street performers from all walks of life! Those who worked with us during our seven years at Old Sacramento will know all about this. It will be very similar, with an indoor theatre and lots of fabulous historic environments. The Living History Centre will be engaged to provide docent training for the locals, offering them first-person, improvisational, and theatrical living history techniques to add to their deep knowledge of local history. More details very soon! Interested performers should email the Red Barn Columbia Program Director Jeffrey Weissman at jeffreyweissman@sbcglobal.net. Interested teachers should email Robert Young at robert@livinghistorycentre.org.

7. Clarification ~ Hiring for Red Barn vs. Subcontractors

Red Barn Productions has engaged many talented individuals and groups in its various events during the past two decades. We are very fortunate to have such a large and talented community of dedicated living history enthusiasts to co-create with.

With the passage of Assembly Bill 5 (AB5) that took effect on January 1st, 2021, many individuals who were previously hired by Red Barn as Independent contractors will now be hired as W-2 employees. Red Barn began making this transition with all ‘back of house’ positions in 2019, and will now be adding individual performers going forward. Certain performing groups who operate as independent businesses will continue to be hired on contract. Red Barn’s HR consultants and legal counsel are assisting us in navigating the complex aspects of this new law and assisting in the design and implementation of our hiring processes for all future events.

In addition to its own hiring, Red Barn also works with staffing agencies and subcontractors who specialize in different facets of producing events. Praetorian Event Services provides security, guest services, traffic, and access control, and Laborfinders

LLC provides our pre-fair and post-fair production labor. The vendor booths are each individually owned and operated businesses, hiring and maintaining their own crews and sales staff. Everyone who is on site and participating in our events must be registered in our participant registration system, and agree to the policies of Red Barn Productions, even if they are not employees or contractors of Red Barn Productions.

8. Update ~ *Dickens Fair at Home 2021*

As we work toward production of a full-scale return of The Great Dickens Christmas Fair in 2022, plans are underway to present a second season of the tremendously popular [Dickens Fair At Home](#) program. This year will once again be a completely free experience, and will closely follow last year’s design. We want to include new elements and contributions from throughout our community. We look forward to receiving your suggestions and possible contributions! Please email drew@redbarnproductions.com with your ideas. A sampling of the 2020 program is still on the Dickens Fair website [here](#).

9. Update ~ **RBP 2021 Calendar & Timeline**

Updates are highlighted in **YELLOW** below. Completed topics/actions are in **GREY**.

Month/Date	Department(s)	Topic/Action
May/June	HR	Soliciting recommendations for an experienced and highly qualified HR advisor from HR professionals and firms. This advisor may transition to the HR Director position in time.
May 15	HR/DEI	First Requests For Proposal (RFP) sent to DEI Firms
May 24	HR/DEI	RBP Staff attend the ArtEquity workshop “Strategies for Change: Becoming an Antiracist Organization”
May 26	HR/DEI	Select RBP Staff attend the Epoch workshop “Recognizing and Interrupting Manifestations of Privilege”
June 4	HR/DEI	Dickens Participant Survey (through SurveyMonkey)
June 15	HR/DEI	Proposals begin to come in from DEI Firms
June/July	HR/DEI	Select a DEI firm
July 15	Admin/Ops	2021 Live Event Go/NoGo Decision Announcement
August/September	HR/DEI	Hummingbird Humanity - Assessment (including new participant survey), Analysis, and Report. First Draft of the RBP DEI Plan.
August/September	HR/DEI	Hummingbird Humanity provides advice and support for DEI Plan Rollout and Implementation.
September 1	HR	Red Flag Reporting system goes live. (New)

Month/Date	Department(s)	Topic/Action
September	HR/DEI	The DEI Advisory Roundtable Temporary Working Group (TWG) formed, scheduled and begun. Aim is to decide on rules and composition of the future DEI Advisory Roundtable. (date change)
September	HR/DEI	DEI Advisory Roundtable membership, guidelines, and schedule announced. (date change)
September 30	HR	dickensfair.com - Participant Portal (Version 1) goes live. (date change)
October	HR/DEI	DEI Advisory Roundtable - First meetings held. (date change)
Sept/Oct/Nov	HR/DEI	DEI Training for RBP Leadership Team, Directors, and others; begin Monitoring & Evaluation (M&E) Measures.
Oct/Nov	HR/DEI	Anti-harassment and DEI education workshops offered online. REQUIRED for all 2021 Gate Pass recipients.
November 5	HR	Onboarding for DTD21 complete. (New)
November 28	Entertainment	Dress Rehearsal at the Cow Palace (New)
December 4	Operations	Drive Thru Dickens' London 2021 Opening Day! (New)
December 4	Entertainment	Dickens Fair at Home 2021 Opening Day! (New)

Here is the link to the Dickens Fair Participant Google Calendar if you would like to follow along: [Dickens Fair Participant Calendar](#)

10. Update ~ Red Barn Contact Information

RBP Year-Round Staff

Producer & CEO, Kevin Patterson: kevin@redbarnproductions.com

Producer & CFO & Vendor Coord., Leslie Patterson: leslie@redbarnproductions.com

Producer & Production Manager, Andrew Patterson: drew@redbarnproductions.com

RBP Seasonal & Part-Time Participant Management Staff

Entertainment Director, Cat Taylor: dickensfair@cattaylor.com

Operations & Security Manager, Mark Solum: mark@praetorianusa.com

Communications & Marketing Director, Shannon Damnavits: shannon@matrizeventgroup.com

Archivist, Ed Herny: edphemra@pacbell.net

Costume Designer, Liz Martin: pinkdepforddoll@gmail.com

Living History Centre Participant Management Staff

Education Director, Robert Young: robert@livinghistorycentre.org

External Consultants

Human Relations Consultant, Martin Bell: mbell@ppirecruiting.com

DEI Consultancy Firm, Hummingbird Humanity Lead: jd@hummingbirdhumanity.com

DEI Consultancy Firm, Hummingbird Humanity Manager: brian@hummingbirdhumanity.com

DEI Consultant, Dr. Allison Briscoe-Smith: drbriscoesmith.com

HR Consultants & Trainers, Dr. Tara Rech & Dr. Michi Fu: 2022 courses TBD

Feedback

Please let us know at office@dickensfair.com if you have items you would like us to include in the next Progress Report, and if you have any questions or concerns.

Other Recent Important Communications

The above Progress Report, as well as additional resources and prior Progress Reports, are currently available on the Red Barn Community page, and will be available through our Participant Portal in the future.

<https://redbarnproductions.com/community/>.

Thank You!

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