

**Chippewa Fire District  
District Officers / Health and Safety Meeting  
July 8th, 2021, at 18:30  
(In person at Station 1)**

**Call the meeting to order:**

Approve minutes from last meeting District Officers Meetings as posted on the website:

Training: Officer Training Video 6 – posted on webpage.

**Old Business:**

1. None

**New Business:**

1. Discuss/Act on SOP 109 District Application Process 2021
2. Discuss/Act on SOP 109 1 Orientation Process 2021
3. Discuss/Act on SOP 207 Uniforms
4. Discuss/Act on SOP 500 Response System 2021
5. Discuss/Act on SOP 501 MABAS and MA Calls 2021
6. Discuss/Act on SOP 512 Airport Response 2021
7. Discuss/Act on SOP 1000 EMS General Rules 2021
8. Discuss/Act on SOP 1005 Interfacility Transfers 2021
9. Discuss/Act on SOP 1006 Lower Level of Care Transport 2021
10. Discuss/Act on SOP 1008 Controlled Substance Account 2021
11. Discuss/Act on SOP 1012 EMS 28 Day Schedule 2021
12. Discuss/Act on SOP 1013 Ambulance Maintenance
13. Discuss/Act on SOP 1014 Monthly EMS Training
14. Discuss/Act on SOP 1015 BI-ANNUAL MEDIC RIG CLEANING 2021
15. Discuss/Act on SOP 2000 1 Limited Term Employee

**Health and Safety Topic**

1. Appoint interim H&S Officer (SPS 330)
2. Training Concerns
  - Fire Tactics
  -
3. Safety Concerns
  -
4. Near Misses Report
  - District Near Misses
  - Review of other Near Misses

Next Meeting Date: 9/2/2021 @ 1830 hours Station 1 – Village of Lake Hallie or via Zoom

Motion to adjourn at \_\_\_\_\_ by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_

**SPS 330.03 Fire department health and safety officer.**

**(1) ASSIGNMENT.**

- (a)** Each fire department shall have a health and safety officer.
- (b)** The health and safety officer shall assist the fire chief in his or her responsibility for the safety and health of the fire fighter.
- (c)** The health and safety officer shall report directly to the fire chief.
- (d)** The health and safety officer position may be filled by a single individual or by several individuals as determined by need and at the discretion of the fire chief. When several individuals are assigned to the position, at least one should be a member of the occupational safety and health committee. The health and safety officer position may be staffed by an existing fire department member who performs other duties in addition to those set forth in this section.

**Note:** The health and safety officer is distinct from the incident safety officer and may be the incident safety officer or can be a separate function.

**(2) QUALIFICATIONS.** The health and safety officer's qualifications shall include all of the following:

- (a)** Fire department membership.
- (b)** Knowledge of state and local laws regulating fire fighter safety and health.
- (c)** Knowledge of the potential safety and health hazards involved in fire fighting.
- (d)** Knowledge of the principles and techniques of managing a safety and health program.

**(3) AUTHORITY AND RESPONSIBILITY.** The health and safety officer's authority and responsibility shall include all of the following:

- (a)** The authority and responsibility to identify and recommend corrections of violations of safety and health standards.
- (b)** The authority and responsibility to recommend immediate correction of situations that create an imminent hazard to personnel.
- (c)** The authority and responsibility to alter, suspend, or terminate activities at the emergency scene when those activities are determined by the health and safety officer to be unsafe or an imminent hazard.

**(4) FUNCTIONS.** The health and safety officer shall do all of the following:

- (a)** Be a member of the safety and health committee and maintain a liaison with staff officers, fire fighters, equipment manufacturers, regulatory agencies, safety specialists, and the fire department physician.
- (b)** Develop and revise rules, regulations, and standard operating guidelines pertaining to safety and health, and report to the fire chief on the adequacy and effectiveness of the rules and regulations. The fire chief shall define the role of the health and safety officer in the enforcement of the rules and regulations.
- (c)** Identify and mitigate safety and health hazards and be involved in critiques.
- (d)** Ensure that training in safety procedures is provided to all fire fighters. Training shall address corrective actions recommended by accident investigations.

**History:** Cr. [Register, August, 1995, No. 476](#), eff. 9-1-95; [CR 01-044](#): am. (1) (b), [Register December 2001 No. 552](#), eff. 1-1-02; [CR17-067](#): am. (title), (1) (a) to (c), cr. (1) (d), am. (2), (3), (4) (intro.), (a) to (c) [Register September 2018 No. 753](#), eff. 10-1-18; correction in (1) (d) made under s. [35.17](#), Stats., [Register September 2018 No. 753](#).