

This section should document all departmental safety goals and objectives for 2010 along with the appropriate action steps necessary to ensure completion. The appropriate parties responsible for implementation, the expected outcome, and the timeframe for completion should be identified.

Risk Management Model: 2010 Safety Plan Goal Planning Matrix				
Department:				
2010 Safety Goals and Action Step(s)	Goal Outcome(s)	Completion Date	Responsible Person(s) for Goal Tracking and Completion	Impact or relevance to safety and/or workplace injuries
Modify the injury reporting and hazard identification System.	1.Develop and implement electronic injury reporting system 2.Reduce the number of reports submitted without viable control measures 3.Formalize case management process for ensuring hazards are addressed 4.Training program completed by all Chiefs 5.Results tracking mechanism developed 6.Hazard information and data will be effectively disseminated to all members 7.Disseminate effective risk management tools to be used by chiefs and company officers when	October 2010	1.AC Jones, HSO Mims, Gary Hogue 2. AC Jones, HSO Mims, HSC 3. AC Jones, HSO Mims, HSC October 3-5th 4. AC Jones, HSO Mims, Maria Monteagudo 5.HSO Mims	This program modification will provide clarity for company officers and chiefs on how to effectively operate the department risk management program for the health and safety hazards of our membership. A higher degree of compliance within the RMP is expected which should lead to a decrease in hazard exposures and injuries.

	<p>managing safety within the respective areas of responsibility</p> <p>8. Provide Injury Analysis Training for company officers</p>	<p>1st Quarter 2011</p>	<p>6. AC Jones, HSO Mims, ISO,</p> <p>7. AC Jones & HSO Mims</p> <p>8. HSO and BIT Staff</p>	
<p>Develop a wellness program for all firefighters. This will include annual physicals and a formalized fitness program</p>	<p>Designed program will incorporate annual physicals in accordance with (IAW) NFPA 1582 and a fitness program IAW NFPA 1583, the IAFF/IAFC Wellness Fitness Initiative and the City of Milwaukee WELCOA program</p> <p>Secure funding for formalized program</p> <p>Develop fitness protocols and guidance for firefighters to follow when exercising to gain increased performance, while minimizing injuries</p> <p>Incorporate a fitness</p>	<p>July 2010</p>	<p>BC Holton and HSO Mims</p>	<p>A formalized wellness program is a major injury and disease prevention initiative. Firefighters will have the opportunity to know what hazards are impacting their health and what they can do to mitigate them. Firefighters will participate in a structured fitness program designed to improve job performance, reduce injury, and reach personal physical and health goals.</p> <p>The department will be able to track trends through aggregate health data to determine organizational programs and control measures that are needed.</p>

	<p>program that concentrates on injury prevention specifically with strains and sprains.</p>	<p>1st Quarter in 2011</p>	<p>HSO and PFT Staff</p>	
<p>Formalize the structure of the Peer Support Team</p>	<p>Document the operational program of the PST, integrating it formally into field operations.</p> <p>Have strategic algorithms and plans in place to address critical incident stress management (CISM) issues</p> <p>Formalize relationships with EAP and other mental health resources to ensure that the mental health needs of the membership are met</p> <p>Track aggregate data to identify trends that may exist within the department.</p> <p>Ensure a formalized training program is in place for PST members</p>	<p>November 2010</p>	<p>AC Jones, DC Weber, HSO Mims</p>	<p>Formalizing the structure of the PST ensures sustainability. A functional PST, which is integrated within the operations of the field, is a necessary resource for the mental health of fire department members in accordance with NFPA 1500 and USFA Stress Management Model Program for Firefighter Well-Being.</p>

<p>Update the Infectious Disease Prevention Policy</p>	<p>Address infection control for firefighters emphasizing within the firehouses and apparatuses, establish a standard of practice department wide</p> <p>Formalize the annual training program</p> <p>Provide sound, easily accessible, resources of disease description, epidemiology, and preventive measures to the membership</p> <p>Ensure policy is in accordance with NFPA 1581</p>	<p>July 2010</p>	<p>DC Weber, Acting BC Amos, HSO Mims</p>	<p>A formal standard of practice for infection control should reduce the frequency of disease exposure and the probability of infection. It should increase the membership knowledge base on disease transmission and prevention, and improve the department's ability to strategically identify program gaps.</p>
<p>Reduce recordable injuries in both the emergent and non emergent environment</p>	<p>Reduce the recordable injuries by 8%</p>	<p>December 2010</p>	<p>HSO Mims</p>	<p>Reduction in the recordable injuries will mean there are fewer firefighters suffering severe injuries, which include lost time.</p>
<p>Develop the safety training calendar for 2011</p>	<p>Develop training topics activities for daily, company level training, 2hr block. Training may be conducted via table discussion, lecture style, or performance based.</p>	<p>November 2010</p>	<p>BC Washington, BIT staff, HSO Mims, Incident Safety Officers</p>	<p>Every duty day firefighters will train on safety topics that cover the health and safety hazards that they can be exposed to on a daily basis. Selection of training topics will not be random, but will be identified from past events, injury and hazard data, industry or department prioritized topics, and</p>

	<p>Develop safety tool box topics to be discussed each morning (20 min). Examples can be review of near miss reports or safety alerts, safe exercise principles, review of safety principles in auto fire suppression.</p> <p>Developed JSA's will be introduced and reviewed by personnel in this venue.</p>			mandated or recommended training topics from OSHA, NFPA, and other regulatory bodies.
Incorporate updated injury analysis protocol in department operations	<p>Provide injury investigation training for Chiefs</p> <p>Develop injury analysis training for Company Officers</p> <p>Incorporate additional injury analysis tools into department electronic injury reporting system</p> <p>Revise the injury analysis check list (used by the battalion chiefs and company officers to determine</p>	<p>October 2010</p> <p>December 2010</p> <p>November 2010</p>	HSO Mims	The updated training, tools, and system provide structure and accountability that all injuries will be investigated and viable recommendations will be made for identified hazards.

	cause) for the electronic reporting system	October 2010		
Assess and review reoccurring injuries, claims, and significant cases	<p>Reassemble the Injury Review Panel (a joint labor management body)</p> <p>Will review cases where members have three or more claims in a 12 month period, 2 or more lost time claims, or were involved in a significant incident</p>	Jan 2011	BC Vassel, BC Groth, Luke Jones, Scot Hall, HSO Mims	Goal is to identify the hazards that are impacting our membership the most. By interviewing members involved in these claims will be able to further identify organizational control measures that should be addressed.

Prepared By: _____

Date: _____

Department Head Signature: _____

Date: _____