**MIST-BIRKENFELD RURAL FIRE PROTECTION DISTRICT**

**WORKPLACE HEALTH & SAFETY COMMITTEE**

**BYLAWS**

**Mission Statement**

Health and safety are our core values. We are uncompromising in our commitment to the health and safety of our personnel. We will continually improve our processes, demonstrate leadership and promote comprehensive health and safety policies, practices and programs. We will focus on prevention systems and encouraging healthy choices. Mist-Birkenfeld RFPD is committed to being the leader in safety training and keeping our personnel informed about the safety and health for our work as well as current safety issues, rules and regulations.

**Purpose**

The purpose of the Mist-Birkenfeld RFPD Workplace Health & Safety Committee is to provide an avenue for all District personnel to contribute to workplace health and safety in hope of achieving and maintaining a safe, healthful working environment.

**Goal**

The goal of the Workplace Health & Safety Committee is to prevent accidents, injuries and illnesses by identifying potential hazards and near-misses as well as promoting healthy choices and behaviors.

**Objectives**

* Collaborate with District personnel to achieve a safe and healthy workplace
* Investigate all safety-related incidents, injuries, accidents, illnesses and deaths
* Conduct quarterly workplace inspections, identify potential hazards and near-misses
* Recommend systems and solutions for eliminating or controlling potential hazards
* Create an Occupational Medical Program that will reduce risks and provide for the health, safety and effectiveness of District personnel.
* Develop an Incident Rehabilitation Program designed to provide incident care and reduce physiologic strain and prepare the responder to return to duty at the current incident.
* Design a Cancer Prevention Program that includes risk control practices and monitoring mechanisms that will help reduce the likelihood of personnel being exposed to cancer causing agents.
* Create a Fitness and Nutrition Program with the intent of improving District personnel’s health and well-being through preventive care and proactive methodologies. This program will also attempt to improve District personnel morale, motivation and overall quality of life.
* Develop a Behavioral Health Program intended to help identify those at risk and connect them to treatment and put into place support systems to help District personnel reduce and manage stress.
* Effectively communicate with District Personnel through the use of quarterly Newsletters. Quarterly Newsletters will be the primary means of communicating vital health and safety related information including but not limited to: new safety practices, encouraging personnel to submit safety and health concerns and questions, raising health and safety awareness, introducing new health and safety programs or expanding on existing programs and more.

**Committee Membership**

It is the intent of these bylaws to have representation from all divisions within the Fire District including both volunteers and staff. As a result, the Workplace Health & Safety Committee membership will consist of the following members:

* Fire Division: Volunteer
* EMS Division: Volunteer
* Rescue Division: Volunteer
* Support Division: Volunteer
* Fire Chief: Staff
* Division Chief: Staff
* Administration: Staff

**Quorum**

A quorum of Committee members is one more than half of all members. Example: If the Committee has all 7 seats filled, 4 members would constitute a quorum. If only 5 Committee seats are filled, 3 members would constitute a quorum.

**Review**

These Bylaws will be reviewed annually (November) and updated as necessary. The event investigation and Root Cause Analysis (RCA) processes will be reviewed at the same time and modified if needed.