

Siuslaw Valley Fire and Rescue
2625 Highway 101 North, Florence, OR 97439

Minutes of Board Meeting – September 18, 2013

John Scott, President of the Board, called the meeting to order at 5:30 p.m.

BOARD MEMBERS PRESENT: Directors John Scott, Lori Gates, Cindy Spinner, Steve Olienyk, and Rob Ward were in attendance.

OTHERS PRESENT: Chief Buchanan, Division Chief Janet Huston, Division Chief Marvin Tipler, and Division Chief Sean Barrett were in attendance.

APPROVAL OF MINUTES: Director Ward made a motion to approve the minutes of the regular board meeting held on August 21, 2013. The motion was seconded by Director Olienyk and was approved by unanimous vote.

COMMUNICATIONS: None

PUBLIC COMMENTS: None

FIRE DISTRICT INCIDENT REPORT: The report reflecting the activity during August 2013 was reviewed and various incidents were discussed.

FIRE DISTRICT TRAINING REPORT: The report reflecting training in August 2013 was reviewed and discussed.

FIRE DISTRICT PARTICIPATION REPORT: The report reflecting volunteer participation for the month of August 2013 was reviewed.

SAFETY MEETING MINUTES: The Safety Meeting minutes for August 2013 were reviewed and discussed.

REGULAR AGENDA:

Chief Buchanan stated that there has been an ongoing 'control' issue with the Lane County Sheriff as it relates to Search and Rescue calls in Lane County. After years of concern and conversations with the sheriff's department, we finally signed an agreement to provide a coordinated and effective multi-agency/multi-jurisdictional response. Chief Buchanan further indicated that the agreement requires an annual scenario-based training event. (See attached agreement).

Chief Buchanan reported that the Coburg Fire Chief shared the results of an unscheduled OR-OSHA review/inspection. One of the requirements is that a Bloodborne Pathogens Exposure Control Plan must be in place and a part of the Operations and Procedures Manual. (See attached policy).

REVIEW OF THE BILLS:

MOTION: Director Spinner made a motion to ratify bills paid during the past month totaling

\$104,839.37 and transfers from the Money Market Account to the Checking Account also made during the past month. The motion was seconded by Director Gates and was approved by unanimous vote.

FINANCIAL STATEMENTS: The financial statements were provided and discussed.

FUTURE AGENDA BUSINESS: Board President Scott stated that our next regularly scheduled board meeting will be held on Wednesday, October 16, 2013 at 5:30 p.m.

Chief Buchanan requested and Executive Session. At 6:01 p.m. Board President Scott called for a recess of the regular meeting to enter into Executive Session in accordance with ORS 192.660).

The regular meeting was reconvened at 6:07 p.m. There were no actions required as a result of the Executive Session, and there being no further business to come before the Board, the meeting was adjourned at 6:08 p.m.

Respectfully submitted,

JANET L. HUSTON
Division Chief of Administration

Monthly Incidents for Board

Alarm Date Between {08/01/2013} And {08/31/2013}

Incident	Type	Date	Location	Description
13-0000205-0	FIRE	08/01/2013	1956 16TH ST /120	743 Smoke detector activation, no fire - unintentional
13-0000206-0	FIRE	08/05/2013	2151 OAK ST	745 Alarm system activation, no fire - unintentional
13-0000207-0	FIRE	08/06/2013	87606 RHODOWOOD DR	112 Fires in structure other than in a building
13-0000208-0	FIRE	08/08/2013	Highway 101, North end of Siuslaw	324 Motor Vehicle Accident with no injuries
13-0000209-0	FIRE	08/08/2013	400 9TH ST	550 Public service assistance, Other
13-0000210-0	FIRE	08/09/2013	1190 YEW ST	113 Cooking fire, confined to container
13-0000211-0	FIRE	08/09/2013	88841 LAKEWOOD AVE	561 Unauthorized burning
13-0000212-0	FIRE	08/09/2013	1750 Highway 126	1114 Equipment fire in building
13-0000213-0	FIRE	08/10/2013	89311 SUTTON LAKE RD	311 Medical assist, assist EMS crew
13-0000214-0	FIRE	08/10/2013	5600 ALDER CT	561 Unauthorized burning
13-0000215-0	FIRE	08/11/2013	3321 OAK ST	6111 Dispatched & cancelled en route, alarm
13-0000216-0	FIRE	08/11/2013	83335 SPRUCE ST	561 Unauthorized burning
13-0000217-0	FIRE	08/11/2013	3321 OAK ST	735 Alarm system sounded due to malfunction
13-0000218-0	FIRE	08/12/2013	05004 N LOFTUS RD	412 Gas leak (natural gas or LPG)
13-0000219-0	FIRE	08/13/2013	122 OUTER DR	311 Medical assist, assist EMS crew
13-0000220-0	FIRE	08/16/2013	Highway 101 between Honeyman State	341 Search for person on land
13-0000221-0	FIRE	08/17/2013	72 PARK VILLAGE DR	6113 Dispatched & cancelled en route, Med Assist
13-0000222-0	FIRE	08/18/2013	Goosepasture	3111 Medical assist, ATV incident
13-0000223-0	FIRE	08/19/2013	2066 Highway 101	311 Medical assist, assist EMS crew
13-0000224-0	FIRE	08/19/2013	84367 CLEAR LAKE RD	311 Medical assist, assist EMS crew
13-0000225-0	FIRE	08/20/2013	3996 Highway 101	142 Brush or brush-and-grass mixture fire
13-0000226-0	FIRE	08/20/2013	4310 Highway 101	311 Medical assist, assist EMS crew
13-0000227-0	FIRE	08/20/2013	Highway 101 & CANARY RD	444 Power line down
13-0000228-0	FIRE	08/20/2013	Highway 126 at MP 14	324 Motor Vehicle Accident with no injuries
13-0000229-0	FIRE	08/21/2013	5165 HILLTOP DR	542 Animal rescue
13-0000230-0	FIRE	08/21/2013	136 PARK VILLAGE LOOP	6113 Dispatched & cancelled en route, Med Assist
13-0000231-0	FIRE	08/22/2013	3996 HIGHWAY 101	142 Brush or brush-and-grass mixture fire
13-0000232-0	FIRE	08/23/2013	End of South Jetty	631 Authorized controlled burning
13-0000233-0	FIRE	08/23/2013	Just off Flats at Star Road	3111 Medical assist, ATV incident

Monthly Incidents for Board

Alarm Date Between {08/01/2013} And {08/31/2013}

Incident	Type	Date	Location	Description
13-0000234-0	FIRE	08/23/2013	858 MUNSEL CREEK LOOP	6113 Dispatched & cancelled en route, Med Assist
13-0000235-0	FIRE	08/23/2013	Highway 126 @ MP 14 east of bridge.	6112 Dispatched & cancelled en route, MVA
13-0000236-0	FIRE	08/24/2013	83960 HIGHWAY 101	3111 Medical assist, ATV incident
13-0000237-0	FIRE	08/24/2013	9TH ST & KINGWOOD ST	3241 Bicycle accident with injuries
13-0000238-0	FIRE	08/25/2013	Siltcoos Outlet	6118 Dispatched & cancelled en route, ATV
13-0000239-0	FIRE	08/25/2013	9TH ST & KINGWOOD ST	324 Motor Vehicle Accident with no injuries
13-0000240-0	FIRE	08/26/2013	2040 11TH ST	531 Smoke or odor removal
13-0000241-0	FIRE	08/28/2013	4480 Highway 101	735 Alarm system sounded due to malfunction
13-0000242-0	FIRE	08/28/2013	4701 Highway 101	735 Alarm system sounded due to malfunction
13-0000243-0	FIRE	08/28/2013	493 1/2 GREENWOOD ST	142 Brush or brush-and-grass mixture fire
13-0000244-0	FIRE	08/28/2013	Star Road	3111 Medical assist, ATV incident
13-0000245-0	FIRE	08/28/2013	90409 SURF VIEW LN	561 Unauthorized burning
13-0000246-0	FIRE	08/28/2013	5351 Highway 101	3111 Medical assist, ATV incident
13-0000247-0	FIRE	08/30/2013	2285 Highway 101	322 Motor vehicle accident with injuries
13-0000248-0	FIRE	08/31/2013	83960 HIGHWAY 101	311 Medical assist, assist EMS crew
13-0000249-0	FIRE	08/31/2013	1.25 miles southeast of Florence,	3111 Medical assist, ATV incident

EMS Incident Cnt: 0

Fire Incident Cnt: 45

Total Incident Count 45

SVFR

Department Journal

08/01/2013 to 08/31/2013

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
Tue Aug 6, 2013				
09:00	TRAIN		Maintenance and Inventory/E1 T1 Central Station	8.00
09:00	TRAIN		Maintenance and Inventory Clear Lake Station	4.00
19:00	TRAIN		Maintenance and Inventory Central Station	26.00
19:00	TRAIN		Maintenance and Inventory Old Town Station	12.00
19:00	TRAIN		Maintenance and Inventory Sutton Station	5.00
Wed Aug 7, 2013				
19:00	TRAIN		Maintenance and Inventory North Fork Station	6.00
Tue Aug 13, 2013				
09:00	TRAIN		Initial Entry/Ladder Ops Middle School	12.00
09:00	TRAIN		Boat Training Siuslaw River	8.00
19:00	TRAIN		Water Supply/Drafting/ Hose Insp Central Station	26.00
19:00	TRAIN		Boat Training Woahink Lake	18.00
Thu Aug 15, 2013				
09:00	TRAIN		Ropes Refresh Central Station	48.00

SVFR

Department Journal

08/01/2013 to 08/31/2013

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
Tue Aug 20, 2013				
09:00	TRAIN		Water Supply/Drafting/Tender Ops	14.00
		Station 01	Middle School	
19:00	TRAIN		Water Shuttle/Hose Lays/Evoluttions	40.00
		Station 01	Woahink Lake	
19:00	TRAIN		Boat Training/Progressive Hose	22.00
		Station 01	Woahink Lake	
Thu Aug 22, 2013				
10:00	TRAIN		Ropes	72.00
		Station 01	Central Station	
Tue Aug 27, 2013				
00	TRAIN		Forcible Entry/Fit Test	12.00
		Station 01	Logistics	
19:00	TRAIN		Association/Business Meeting/Hazmat	74.00
		Station 01	Central Station	
Total Entries:		17		
			Total Staff Hrs:	407.00

August 2013 DRILL L PARTICIPATION

Payne, T	O	O	O	0	0%	18	53%	7	16%	40	16%	08/30/13
Perez, A #	O	O	O	0	0%	0 #	0%	0	0%	0 #	0%	03/19/13
Perez, Ari #	O	O	X	1	25%	1 #	11%	0	0%	0 #	0%	08/30/13
Reid, Sam	O	X	O	2	50%	12	35%	1	2%	1	0%	08/20/13
Sanchez, K	X	O	O	1	25%	17	50%	4	9%	48	19%	08/23/13
Stapleton, C	O	O	O	0	0%	9	26%	0	0%	12	5%	07/16/13
Stapleton, D	O	O	O	0	0%	12	35%	0	0%	19	8%	07/25/13
Teel, T	X	X	X	4	100%	29	85%	8	18%	35	14%	08/31/13
Thurman, B	X	X	O	3	75%	26	76%	4	9%	42	17%	08/20/13
Walker, K	O	O	O	0	0%	9	26%	0	0%	0	0%	04/23/13
Wymore, R	X	O	X	3	75%	23	68%	9	20%	55	22%	08/27/13
Wymore, T	X	X	X	4	100%	22	65%	7	16%	39	16%	08/27/13
Zimmerman, D	O	X	XX	2	50%	25	74%	18	40%	63	25%	08/30/13
Station 2												
Borg, A	X	O	X	3	75%	28	82%	5	11%	23	9%	08/31/13
Crescioni, P *	X	XX	XX	4	100%	11*	85%	33	73%	71*	60%	08/31/13
Gibson, C	O	O	O	0	0%	11	32%	8	18%	42	17%	08/27/13
Hancock, M #	O	X	X	3	75%	6#	67%	1	2%	2 #	2%	08/31/13
Hickson, N	O	O	O	1	25%	19	56%	10	22%	91	36%	08/31/13
Martin, T	X	X	O	3	75%	31	91%	3	7%	31	12%	08/31/13
Oakley, K	O	O	O	0	0%	4	12%	0	0%	5	2%	03/30/13
Price, K #	X	X	X	3	75%	6#	67%	2	4%	3 #	3%	08/24/13
Reck, C	O	O	X	2	50%	27	79%	14	31%	79	32%	08/31/13
Reynen, J	X	XX	X	4	100%	31	91%	15	33%	98	39%	08/31/13
Rocchio, P *	O	O	X	2	50%	9*	69%	4	9%	23*	19%	08/28/13
Small, M	O	O	O	1	50%	11	32%	6	13%	16	6%	08/27/13
Snapp, T	X	O	X	3	75%	16	47%	12	27%	34	14%	08/27/13
Station 3												
Holden, A *	X	O	X	3	75%	9*	69%	0	0%	2*	2%	08/31/13
Spomer, C *	X	O	X	3	75%	10*	77%	3	7%	8*	7%	08/31/13
Station 4												
Farnsworth, C	X	O	X	2	50%	30	88%	1	2%	15	6%	08/20/13
McCann, T	O	O	O	0	0%	15	44%	0	0%	2	1%	07/30/13
Station 5												
Foglio, Tony	O	O	O	0	0%	3	9%	0	0%	4	2%	07/13/13
Station 8												
Curry, S	O	O	O	0	0%	26	76%	0	0%	12	5%	07/23/13
Dimon, M	X	O	O	2	50%	21	62%	0	0%	8	3%	08/30/13
Garvey, K	X	X	O	3	75%	29	85%	1	2%	16	6%	08/31/13
XX is two drills			*	#	July	(#9) (*13)				(#97)(*118)		

SAFETY COMMITTEE

August 27, 2013

MINUTES

Those in attendance: Buchanan, Stober, Murphy, Mike Barrett, Jagoe, Beck, Iabichello, Spinner, Madden, and Warren.

E1 & E2 Hose reels pressure sensors

Captain Jagoe requested that prior to reeling in the hose lines that water pressure must be relieved to open up the nozzle.

Boat mishap

Someone pulled the boat out of the building without fully raising the outboard motors causing damage to the bottom fins on the motors. REMEMBER to fully raise the motors before pulling the boat trailer out of the station.

Air Pack Bottle damage

Captain Jagoe described damage to one of our bottles that apparently happened during drill where the bottle was scrapped on the ground causing damage to the bottle itself. The bottle will have to be replaced at a cost of approximately \$600.00.

Vehicle Washing at Station 1

The station hose line at the doorway to engine one have been fitted with double filters, use this hose line for rinse only.

Quick-attack foam systems

B foam tanks have been purged and we will use only the foam in "green" containers from Logistics

Lane County Inter-Agency Agreement for Search and Rescue

Chief Buchanan went over a newly signed agreement between Lane County Sheriff's Department and our agency regarding rescue incidents within our district.

OR-Osha inspection of Coberg Fire District

The Coberg District was kind enough to share the results of a recent OSHA inspection. Chief Buchanan went over the report and the effects that would create any issues with our organization.

Meeting adjourned at 6:40 P.M.

Submitted by:

John Buchanan, Recording Secretary

COPY

**Lane County
Interagency Search and Rescue Response Agreement**

PURPOSE

To enhance Search and Rescue operations conducted within the County of Lane and within the Siuslaw Valley Fire and Rescue District, and to provide a coordinated and effective multi-agency/multi-jurisdictional response to search and rescue (SAR) incidents with emergency responder and life safety as the number one priority, this Memorandum of Understanding (MOU) considers response and responsibilities, qualifications, training, and safety. It is our goal to initiate a coordinated and effective response that will provide the best service to our customers by using available, appropriate resources.

DESCRIPTION OF RESPONSE BOUNDARY

County: For the Lane County Sheriff's Office, the boundaries of the County of Lane and those of the Siuslaw Valley Fire and Rescue District limit this agreement.

Siuslaw Valley Fire and Rescue: Encompasses their district boundary.

Siuslaw Valley Fire and Rescue, for the purpose of this document, will be known as "SVF&R", Lane County Search and Rescue and related entities will be known as Lane County "SAR".

SVF&R

Safety:

Any responders are to work within their scope of training only. No responders should attempt to feel compelled to work beyond their physical abilities or exceed their level of training or work environment comfort zone. Your safety as a responder is our first and foremost priority with the safety of your co-workers following a close second. The victim or subject of our mission's safety is third. A risk versus benefit analysis should be processed whenever we get near the limits of our abilities or training.

No charge for SAR-related services:

No fees, billings, or monetary charges will be assessed for services while in the performance of, or related to a SAR mission unless agreed to by the sheriff or his designee.

Injuries to volunteers or employees of SVF&R:

SVF&R shall maintain their own insurance coverage for their department personnel and equipment while responding to, during, or returning from a county SAR or marine mission.

Damage to SVF&R equipment:

Equipment damaged or destroyed during the course of a SAR or marine mission shall be the responsibility of SVF&R.

Expenses incurred during a mission:

Food, fuel, clothing and other miscellaneous expenses incurred during a SAR mission will be the responsibility of the respective agency providing the resource.

Documentation:

Whichever entity is on scene first needs to begin the documentation process. When Lane County arrives, a command briefing and transfer of command including job duties and documentation should occur.

With the understanding that all needed information may not be available during the onset of a mission; documentation should include: Reporting Party and Victim(s) full name, date of birth, current address, contact number(s) and short narrative. Also needed is a location of the incident where the person went missing from and or where they were located at; number and types of responders, number of pieces of apparatus, mileage per vehicle incurred, and injuries or lost/ damaged equipment and an ICS chart of command staff with an IAP (incident action plan) per NIMS ICS protocol.

An individual should be assigned to maintain a written narrative/ radio activity log that will depict the chronological order of events as the mission unfolds. This is an important part of the documentation that allows the mission to be recreated and reviewed in the future if needed.

Lane County Sheriff's Office Search and Rescue personnel will follow current guidelines as outlined within the SAR Preplan (attached to this document). Unified Command will be used as needed to manage incidents involving multiple agency missions.

RESPONSE DEFINITION

1. Unless specifically requested, all units will respond per their standard operating procedure or guidelines.
2. Responding units will notify the Lane County Dispatch Center with the following information:
 - a. Agency Name, command call sign, cell phone number, and current tactical radio frequency being used
 - b. Number of personnel responding, equipment dispatched and estimated time of arrival (if known)
 - c. Location of the incident command post as soon as it is known.
3. Responders will follow their local policies and procedures while mustering and deploying resources. Personnel will respond with appropriate PPE equipment and training that meet the type of response and resource needs necessary in support of the mission. This may be weather dependent in some cases such as storms during winter months.
4. If SVF&R chooses to respond, they will maintain command until Sheriff's Office personnel arrive and command is formally transferred (acknowledged and confirmed over radio). Lane County Sheriff's Office will attempt to provide SVF&R with similar information as it becomes available.

Search and Rescue (SAR) land and water rescue calls are the responsibility of the County Sheriff and require some form of involvement by the Sheriff's Office.

DEFINITIONS

Off-Highway Rescues: The incident scene is not easily accessible from highways or roads suitable for general vehicular traffic. Some examples of past rescues have included logging operation accidents. In these incidents, the Sheriff's SAR team is often capable of accessing the subject via unimproved roads and high angle terrain. Other rescues have occurred with regards to hunting parties in the coast-range forests. These types of incidents, which require a non-vehicular response, are better suited for Lane County SAR teams complimented by medical personnel if available and who fit the physical and environmental safety concerns listed earlier in this document. Another common response might be a medical carryout on a trail. Outside of the City, SAR is generally better suited to a non-life threat medical carryout mission.

SAR: Search and Rescue (SAR), under authority of the Sheriff. The Sheriff is responsible for locating, accessing, stabilizing, and transporting victims from locations that are not reasonably accessible from roadways. This may include water rescues (including but not limited to: swift water, flood or drowning).

Water Rescues: A water rescue is any situation that occurs on a waterway that involves a person(s) in the water who needs emergency assistance to avoid drowning, and in some cases, a person that could end up in the water if assistance is not provided. An emergency water rescue would not be someone stranded on a sandbar that is currently in no danger; or a vehicle in the water with no one inside.

Land Rescues: A land rescue is any situation that occurs in a non-amphibious environment, which involves a person(s) in a known location who needs emergency assistance for a variety of circumstances.

Swift Water Rescue: A water rescue in which **water current, shallow depth, or tide changes** are operational and/or safety factors. A significant consideration is the high percentage of swift water fatalities that are rescuers.

Technical Rope Rescue: Rescue operations of a technically complex nature employing the use of ropes and accessory equipment, generally utilizing techniques beyond simple raising and lowering, such as "high-lines," etc.

Search and Rescue Response Guidelines for Siuslaw Valley Fire and Rescue

INCIDENT TYPE	RESPONSE AGENCY	SELECTION CRITERIA
CONFINED SPACE RESCUE	FIRE	<i>Training/equipment specific to Fire.</i>
MISSING/OVERDUE/ or AT RISK PERSON	LCSO/ FIRE if REQUESTED	<i>Fire may make initial contact with reporting party, assisting LCSO with information gathering and search if trained.</i>
WATER RESCUE, LIFE THREAT	LCSO/ FIRE	<i>Response from both disciplines.</i>
DISASTER SCENE SIZEUP	SAR / FIRE /LE	<i>In the initial stages of a disaster, all disciplines may be required to determine the extent of damage and type of response necessary.</i>
DIVE RESCUE / WATER RECOVERY	LCSO	<i>LCSO resources should respond. Fire may provide boat or shore based support</i>
DOWNED AIRCRAFT, KNOWN LOCATION, ACCESSIBLE BY VEHICLE	FIRE/ LCSO	<i>Urban area accessibility = Fire initial responder</i>
DOWNED AIRCRAFT, UNKNOWN LOCATION OR NOT ACCESSIBLE BY VEHICLE	SAR	<i>Rural or forested locations = SAR initial responder</i>
FLOOD/ TSUNAMI RESCUE	LCSO / FIRE	<i>Unified Command. Both LCSO and Fire should jointly respond if properly trained and equipped.</i>
WATER or LAND RECOVERY	LCSO	<i>Assumes recovery of deceased human or human remains.</i>
OFF-HIGHWAY RESCUE, SEARCH, or MEDICAL. NO VEHICLE ACCESS	LCSO	<i>SAR primary. Time and resource intensive. Fire/ EMS assist as needed.</i>
OFF-HIGHWAY RESCUE, KNOWN LOCATION, ACCESSIBLE BY VEHICLE	LCSO /FIRE	<i>Dependent on setting. SAR may take lead in more remote area.</i>
STRUCTURE COLLAPSE	FIRE	<i>Training specific. SAR may be utilized in support role.</i>
DUNES SAR	LCSO / FIRE	<i>Fire used for initial attach with LCSO secondary with additional resources</i>
MARINE PATROL ASSIST	LCSO/ FIRE	<i>As per above guidelines</i>

ANNUAL TRAINING REQUIREMENT

During each calendar year, participating agencies should participate in a training exercise. This exercise will be built around a scenario that will require response coordination and interagency communication and a field training component. At a minimum, players from SVF&R, Lane County Sheriff's Office, and Lane County SAR should participate.

This agreement shall be effective upon execution, is subject to a 12 month review, and can be terminated in writing at any time by either party.

Signature: [Handwritten Signature]

Title: SHERIFF

Lane County Sheriff's Office

Date: 8/15/13

Signature: [Handwritten Signature]

Title: FIRE CHIEF

Siuslaw Valley Fire and Rescue

Date: 8-14-13

SIUSLAW VALLEY FIRE AND RESCUE

OPERATIONS AND PROCEDURES MANUAL

DIVISION TITLE: EMERGENCY OPERATIONS	SECTION NUMBER 667.00-667.11
SECTION TITLE: BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN	EFFECTIVE DATE: 08/27/2013
	REVISION DATE:

667.00 GOALS AND PRINCIPLES

One of the major goals of the Occupational Safety and Health Administration (OSHA) is to regulate facilities where work is carried out...to promote safe work practices in an effort to minimize the incidence of illness and injury experienced by employees. Relative to this goal, OSHA has enacted the Bloodborne Pathogens Standard is to “reduce occupational exposure to Hepatitis B Virus (HBV), Human Immunodeficiency Virus (HIV) and other bloodborne pathogens” that employees may encounter in their workplace.

Siuslaw Valley Fire and Rescue (SVFR) believes that there are general principles that should be followed when working with bloodborne pathogens. These include and are not limited to:

- It is prudent to minimize all exposure to bloodborne pathogens.
- Risk of exposure to bloodborne pathogens should never be underestimated.
- SVFR shall institute as many work practice and engineering controls as possible to eliminate or minimize employee exposure to bloodborne pathogens.

SVFR has implemented an Exposure Control Plan to meet the letter and intent of the OSHA Bloodborne Pathogens Standard. A copy of this Plan will be provided for each member.

667.01 PURPOSE

The Purposes of the SVFR Exposure Control Plan is to establish guidelines that meet or exceed OSHA standards, to assist members that may reasonably anticipate exposure in minimizing the risk of exposure by providing protective measures, and to provide appropriate treatment and counseling should a member be exposed to bloodborne pathogens.

667.02 POLICY

It is the policy of SVFR that any members considered by OSHA to have an “occupational exposure” to bloodborne pathogens will take special precautions on dealing with the exposure and in striving to eliminate the risk. The district will try to engineer the work place to promote maximum prevention and protection and will provide protective equipment, clothing, and other materials to minimize the risk of contact with blood or other body fluids that could be infected. It is required that personnel take full advantage of the protective equipment and clothing provided for their safety. Personnel shall be familiar and comply with each of the requirements set in this policy. This and it’s guidelines shall be reviewed at least annually.

667.03 COMMUNICATION TO MEMBERS

We understand that there are a number of areas that must be addressed in order to have an effective exposure control plan. Each of the following areas is reviewed with our members during their bloodborne pathogens related training.

- An accessible copy and explanation of the regulatory text.
- A general explanation of the epidemiology and symptoms of bloodborne diseases.

- An explanation of the modes of transmission of bloodborne diseases.
- An explanation of the written exposure control plan and how to obtain a copy.
- An explanation of how to recognize events that may involve exposure to blood and other infectious materials.
- An explanation of the basis for selecting personal protective equipment; including information on the types, selection, proper use, location, removal, handling, decontamination, and disposal of the equipment.
- An explanation of the use and limitations of safe work practices, engineering controls, and personal protective equipment.
- Information on Hepatitis B vaccination such as safety, benefits, efficacy, and availability.
- An explanation of the procedures to follow if an exposure occurs, including methods of reporting and the medical follow-up that will be made available.
- Information on the post exposure evaluation and follow-up required in the event of an exposure.
- An explanation of the information on warning signs, labels, and color-coding.

667.04 RESPONSIBILITIES

EMS OFFICER – The “EMS Officer” will be responsible for overall management and support of the district’s bloodborne pathogens compliance program. Activities which are delegated to the EMS Officer include, but are not limited to the following:

- Overall responsibility for implementing the Exposure Control Plan for the entire operation.
- Working with management and other employees to develop and administer any additional bloodborne pathogens related policies and practices needed to support the effective implementation of this plan.
- Looking for ways to improve the Exposure Control Plan, as well as to revise and update the plan when necessary.
- Collecting and maintaining a suitable reference library in the Bloodborne Pathogens Standard and bloodborne pathogens safety and health information.
- Acting as the district’s liaison during OSHA inspections.
- Conducting periodic audits to maintain an up-to-date Exposure Control Plan.

SVFR OFFICER - The “SVFR Officers” are responsible for exposure control during operations by the fire district. They work directly with the Exposure Control Officers and members to ensure that proper exposure control procedures are followed.

ALL SVFR MEMBERS - All personnel are responsible for understanding and following established protocols and procedures. Each member is responsible to take full advantage of the personal protective equipment provided by the district. This equipment is to be maintained in an operable manner and fully used on any call that could result in a possible exposure. All possible exposures are to be properly documented and reported to the Chief Officer of the district. Proper decontamination, notification, report, exams, and laundering procedures should be completed by each member.

667.05 EXPOSURE DETERMINATION

EXPOSURE INCIDENT

An exposure incident will be defined as a specific exposure to a mucous membrane such as the eyes, nose or mouth, a prolonged skin exposure especially if the exposed skin is cut, abraded, chapped or afflicted with dermatitis, or a needle/sharps exposure.

One of the keys to implementing a successful Exposure Control Plan is to identify member job classifications and any exposure situations that these members may encounter. To facilitate this in our operations, we have prepared the following lists:

667.06 JOB CLASSIFICATIONS

Job classifications in which all members have occupational exposure:

- Chief Officers
- Line Officers
- Engineers
- Firefighter & FF/EMT
- Explorer
- Chaplain

Job classifications in which members have no occupational exposures:

- Auxiliary Members

667.07 TASKS AND PROCEDURES

Tasks and Procedures in which occupational exposures may occur include by are not limited to:

- Bleeding Control
- Emergency Childbirth
- Emergency Breathing Resuscitation
- Manual Airway Clearing
- Handling or Touching Contaminated Articles at Scene
- Handling and Cleaning Contaminated Equipment

667.08 EXPOSURE PREVENTION

UNIVERSAL PRECAUTIONS - SVFR observes the use of "universal precautions" in an effort to prevent contact with blood of any other potentially infectious materials. The members of the district are to treat all human tissue, blood and body fluids as if they are infectious.

ENGINEERING CONTROL – SVFR has established engineering controls to eliminate or minimize member exposure to an occupational exposure. These include but are not limited to:

- Personnel protective equipment is to be placed in the cabs of each district vehicle, in each trauma or medical kit, and in each individual member's turnouts and jumpsuit.
- Hand washing facilities of antiseptic hand cleaners are readily accessible to all members who have the potential for exposure.
- Containers for contaminated sharps that are puncture resistant, leak proof and color coded (red) are readily accessible to all members who have the potential for exposure.

- Containers for contaminated non-sharps waste that are leak proof and color coded (red bag) are readily accessible to all members who have the potential for exposure.
- A specific infection control biohazard cleaning room is available for members to use in the cleaning of potentially contaminated equipment.

WORK PRACTICE CONTROLS – In addition to engineering controls, SVFR uses a number of work practice controls to help eliminate or minimize exposure. Work practice controls to be used by all members will include but are not limited to the following procedures.

- Members shall wash their hands immediately, or as soon as feasible, after removal of potentially contaminated gloves or other personal protective equipment.
- Following any contact of body areas with blood of any other infectious materials, members shall wash their hands and any other exposed skin with soap and water as soon as possible.
- Members shall flush exposed mucous membranes such as the eyes, nose, and mouth with copious amounts of water.
- Contaminated needles and other contaminated sharps are not to be bent or recapped. They are all to be placed in an appropriate container that is leak proof, puncture resistant, and red. These containers will be located in every trauma or medical kit, in the medical compartment of the rescue truck, and in the biohazard cleaning room. The EMS Officer is responsible for their replacement and will provide a monthly inspection for full containers.
- Eating, drinking, smoking, applying cosmetics or lip balm, and handling contact lenses are prohibited in work areas where there is a reasonable likelihood of an occupational exposure.
- Food and drink is not to be kept in refrigerators, freezers, on counter tops or in other storage areas where blood or other potentially infectious materials are present.
- Mouth pipetting/suctioning of blood or other potentially infectious materials is strictly prohibited.
- All procedures involving blood or other potentially infectious materials should be performed in such a manner as to minimize splashing, spraying or generating droplets of these materials.

PERSONAL PROTECTIVE EQUIPMENT – All personal protective equipment (PPE) is provided at no cost to the members of SVFR. This equipment includes, but not limited to:

- Latex Rubber Gloves – Standard Thickness
- Latex Rubber Gloves - High Thickness
- Protective Glasses
- Mouth Barrier Shields w/One Way Valve
- Resuscitations Masks w/One Way Valve
- Turnout coats and pants

HOUSEKEEPING – SVFR's vehicle compartments used in the storage of potentially infectious materials will be cleaned and decontaminated on a regular basis.

Any potential contaminated work surfaces will be decontaminated after their usage. All materials used to decontaminate shall be properly disposed of immediately following their usage. Broken glassware will not be picked up with the hands. No member at any time shall reach into a sharps container for any reason.

All members involved in the cleaning of contaminated equipment will wear personal protective equipment to eliminate or minimize their exposure to potentially infectious materials.

LAUNDRY - Laundry contaminated with blood or other potentially infectious materials will be handled as little as possible. Such laundry shall be placed in the appropriate laundry container in the designated cleaning room.

LAUNDRY CONTINUED:

Contaminated laundry should not be rinsed or sorted where it has been used.

Members shall not take contaminated laundry home to clean. SVFR will provide appropriate laundering of the clothing. Alternative clothing will be provided for the members to wear home.

REGULATED WASTE DISPOSAL – All contaminated waste will be placed in appropriate containers and disposed of in accordance with all U.S., state, and local regulations.

All contaminated sharps will be placed in an appropriate puncture proof, leak proof, and color coordinated container. These containers are located in each trauma or medical kit, on the rescue truck, and in the biohazard cleaning room.

All other potentially contaminated disposable waste will be placed in an appropriate leak proof and color coded container. This container will be sealed and disposed of in the larger waste bin in the biohazard cleaning room. The EMS Officer will be responsible for periodic inspections and appropriate disposal of the biohazard room waste bin.

Any disposable materials considered not to be contaminated should still be placed in the appropriate biohazard container located on the Ambulance, to avoid confusing this material with potentially hazardous materials. This container should be emptied by a member when full, into the contaminated waste bin located in the biohazard cleaning room.

Members shall always place disposable materials used in providing medical care into an appropriate container. Materials should not be disposed of on cab floors or compartments on the apparatus.

LABELS AND SIGNS – If, in the course of operation, SVFR generates any regulated waste, or any other potentially infectious materials, all members will see to it that the containers used will be labeled with fluorescent orange-red biohazard warning labels. The warning label will contain the biohazard symbol and the word BIOHAZARD on it and be attached by a method to prevent loss or unintentional removal.

The label will not be required when red bags or red containers are used. They will also not be required for containers that are placed in another labeled container during storage, transport, shipment or disposal.

667.09 MEDICAL SURVEILLANCE PROGRAM

Hepatitis B Vaccination – SVFR shall make available the hepatitis B vaccination series to all members who have occupational exposure, and does make the hepatitis B vaccination series available at no cost to members of the district.

The vaccination series is available to the member within 10 days of an initial assignment of an occupational exposure position that could result in a reasonable anticipation of contact with infectious materials. All laboratory testing shall be done by an accredited laboratory at no cost to the member.

SVFR shall not make participation in a pre-screening program a prerequisite for receiving the hepatitis B vaccination.

If the employee initially declines the hepatitis B vaccination but at a later date while still covered under the standard, decides to accept the vaccination, the district shall make available the vaccination at that time.

If a routine booster dosage of hepatitis B vaccination is recommended by the U.S. Public Services in the future, such a booster dose or doses shall be made available to a member at no cost.

Any employee wishing to reject the hepatitis B vaccination needs to review the declination form and sign the waiver indicating their refusal.

667.10 WHEN AN EXPOSURE OCCURS

Post Exposure Evaluations & Follow-Up – SVFR has defined a process to be followed by any member in the case of an exposure. The process includes but is not limited to the following:

- The member should immediately report the exposure to a SVFR Officer. A process of investigating the incident and the scheduling of a confidential medical evaluation with a qualified healthcare professional shall be started.
- The EMS Officer will investigate and record the circumstances involved in the exposure, including, the routes of exposure, the activity that the member was engaged in at the time of the exposure, the extent to which appropriate work practices and PPE were used, and a description of the source of the exposure.
- The EMS Officer will arrange to obtain consent for testing of the source individual. If consent is obtained, a blood sample will be drawn as soon as possible from the source individual and will be tested for HBV and antibody for HIV.
- Results of the source individual's testing shall be made available to the exposed member, and that member shall be informed of the legalities concerning the disclosure of the infectious state of the source individual.
- An exposed member's blood shall be tested as soon as possible after consent is obtained. If the exposed member consents to baseline blood collection but does not consent to HIV serologic testing, the member's blood sample will be preserved for at least 90 days. If, within 90 days of the exposure incident, the member agrees to have the baseline sample tested, such testing shall be done as soon as possible.

Information Provided to the Health Care Professional – The health care professional responsible for the medical evaluation will be provided with information including but not limited to the following:

- A copy of the bloodborne pathogens standard.
- A description of the member's job duties in relation to the incident.
- An accident report of the exposure including the route of exposure.
- Relevant medical records of the member including HBV vaccination status.

HEALTH CARE PROFESSIONALS WRITTEN OPINION – The EMS Officer will obtain and provide the exposed member with a copy of the evaluating health care professional's written opinion within 15 day's after completion of an evaluation that is consented to by the member.

667.11 RECORD KEEPING

Medical Record keeping – SVFR will maintain the medical records of all the members with the potential for exposure for a minimum of the duration of service plus 30 years. The records will be kept confidential and will contain the following information as required by OSHA:

- Name and Social Security number.
- Copy of member's vaccination status or records relative to getting the vaccination.
- Copy of the results of any exams, medical testing, and follow-up procedures.
- Copy of the information provided to the medical professional.

Training Records – SVFR will maintain the training records of all members for a minimum of 3 years. Training records will include the following:

- Date of each training session.
- Contents or summary of the training.
- Names.
- A roster of member attending.

Availability of Records – On request, SVFR medical and training records will be made available to the Director of NIOSH and the Assistant Secretary of Labor for OSHA. In addition, the SVFR training records are available to member's or member's representatives upon request. Individual medical records can only be obtained by the individual member or anyone having the member's written consent.

Transfer of records – In the event that SVFR will cease to exist, medical and training records will be transferred to the successor fire district. If there is no successor fire district, SVFR will notify the Director of IOSH for specific directions regarding the disposition of the records at least 3 months prior to intended disposal.