



# H.R. LaBounty Safety Awards Nomination Form

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## Nomination Deadlines:

**Fall Awards:** September 30, 2018

**Spring Awards:** February 28, 2019

**Agency:** Walnut Valley Water District

**Project/Initiative Title:** Installation of First-Aid and Fire Extinguisher Decals on Work Trucks

## Employee/Department/Committee Nominated:

**Name(s):** Erik Hitchman

**Job Title/Department:** General Manager



## Nomination Summary

*Write a brief summary of your project/initiative. Clearly state the problem/hazard recognized by the nominee and the specific reasons that they initiated corrective action.*

As part of the safety program, the District has standardized the placement of one first-aid kit and one fire extinguisher in all the District's work trucks in case of an emergency. Initially, these items were placed in different locations of each truck depending on individual preferences or available space. Erik Hitchman recommended the installation of first-aid kit and fire extinguisher decals on the driver door approximately 12 inches below the door handle. At the same time, a procedure was implemented to place both the first-aid kit and fire extinguisher in a uniform location within every truck. The first-aid kit was placed behind the driver seat and the fire extinguisher was mounted on the driver-side panel behind the driver seat. With the uniformity of location of both items and decals, any District personnel can quickly access these items in case of an emergency thereby reducing the risk of potential delay in administering first aid or putting out a fire. The decals also provide members of the public a visual aid in locating the first-aid kit and fire extinguisher within the vehicle.



*Describe the specific actions taken to resolve the problem(s) or challenge(s). Share the best practices that made this initiative successful for the agency and its impact.*

One first-aid kit is placed behind the driver seat and one fire extinguisher is mounted on the driver-side panel also behind the driver seat in all work trucks. In addition, a first-aid decal and a fire extinguisher decal were installed on the driver door approximately 12 inches below the door handle. By placing these items in the same place in all work trucks, any personnel can quickly access these items thereby reducing the risk of potential delay in administering first aid or putting out a fire. In addition, the decals allow members of the public to locate the first-aid kit and fire extinguisher within the vehicle.

*State whether the hazard was reduced with engineering controls, introduced a new administrative or work procedure, or relied on personal protective equipment to solve the problem.*

Through engineering controls, any personnel can quickly access these items thereby reducing the risk of a potential delay in administering first aid or putting out a fire. In addition, the decals allow members of the public to locate the first-aid kit and fire extinguisher within the vehicle.

*Describe any extraordinary circumstances that made this nominee's safety accomplishments significant. Describe whether the nominee influenced safety in the workplace, encouraged employee participation in safety efforts, obtained organizational "buy in" to implement the solution.*

In case of emergency, every minute counts. Therefore, this implementation will significantly reduce delay in administering first aid or putting out a fire. Prior to its application, employees were notified of these changes and their benefits were explained to them in their morning meeting.

*Describe whether the project/initiative addressed a hazard or exposure included in the JPIA Commitment to Excellence Program.*

- ☐ Office/Field Ergonomics
- ☒ Vehicle Operations
- ☐ Slip/trip/falls – falls from heights
- ☒ Other: First Aid and Fire Hazard

*List and attach any supporting materials that you feel are important for the reviewers to gain a complete picture of the nomination. Digital photos, supporting documentation, sample forms, etc.*


Please see the attached photos with captions.

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**Nominated by:** Tai Diep

**Signature:**

(Type Name)



Date: 02/27/19





**General Manager:** Erik Hitchman  
(Type Name)

*Erik Hitchman*

Date: 02/27/19

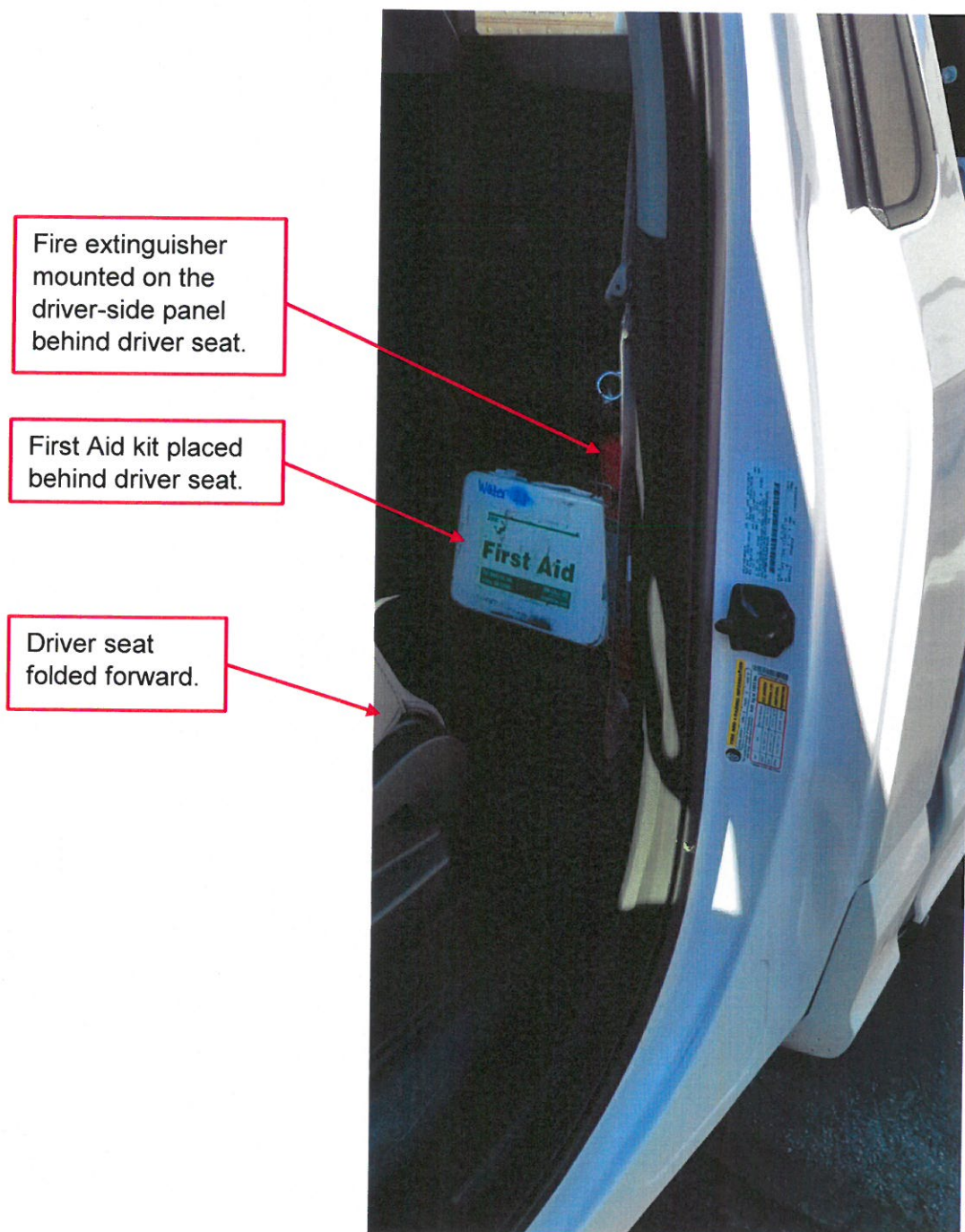
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Please email this form with supporting documents and digital photos to [tlofing@acwajpia.com](mailto:tlofing@acwajpia.com).



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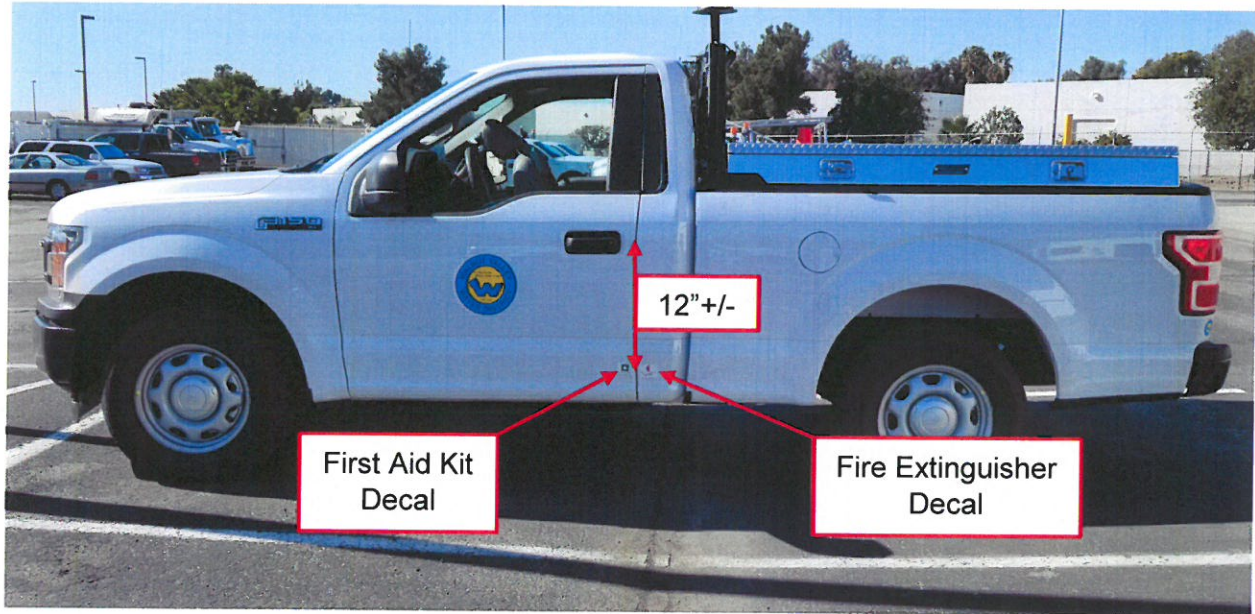
**Agency:** Walnut Valley Water District  
**Nominee:** Erik Hitchman/General Manager



Driver-Side View with Door Open



## H.R. LaBounty Safety Award Nomination



Full-Length Driver-Side View



Enlarged View