# CIRSA Training Calendar

Space may be limited. Please pre-register for these classes and meetings.

## May 2013

| Date | Day | Event | Time | Location |
|---|---|---|---|---|
| 5/29/13 | Wednesday | Preventing Embezzlement Webinar<br>presenter: Patrick Priest<br>*registration links will be emailed two weeks prior | 9:30 - 10:30 | Webinar based from CIRSA office<br>3665 Cherry Creek North Drive<br>Denver |
| 5/31/13 | Friday | Confined Space Entry/ Rescue<br><br>contact: Greg Barlow<br>CLOSED COURSE | 8:00 - 4:00 | Brighton |

## June 2013

| Date | Day | Event | Time | Location |
|---|---|---|---|---|
| 6/5/13 | Wednesday | Supervisory Accident Investigation<br><br>contact: Greg Barlow | 8:00 - 12:00 | Glenwood<br><br>Community Rec Center<br>100 Wulfsohn Rd. |
| 6/6/13 | Thursday | Defensive Driving<br><br>contact: Greg Barlow | 8:00 - 11:00 | Glenwood<br><br>Community Rec Center<br>100 Wulfsohn Rd. |
| 6/7/13 | Friday | Slips, Trips, & Falls and Back Injury Prevention<br><br>contact: Greg Barlow | 8:00 - 12:00 | Glenwood<br><br>CLOSED COURSE |
| 6/12/13 | Wednesday | Police Liability Meeting<br><br>contact: Chris Krall | 9:30 - 12:00 | CIRSA<br><br>3665 Cherry Creek North Drive<br>Denver |
| 6/14/13 | Friday | Parks & Rec/ Public Works Meeting<br><br>contact: Chris Krall | 9:30 - 12:00 | Breckenridge<br><br>Public Works<br>1095 Airport Rd. |
| 6/19/13 | Wednesday | General Membership<br><br>contact: Courtney Fagan and Andrea McGinn | 11:00 - 2:00 | Vail<br><br>Donovan Pavilion<br>1600 S. Frontage Rd. |
| 6/19/13 | Wednesday | Safety Meeting<br><br>contact: Chris Krall | 2:00 - 4:00 | Vail<br><br>Donovan Pavilion<br>1600 S. Frontage Rd. |
| 6/26/13 | Wednesday | Office Ergonomics Webinar<br>presenter: Bob Pomeroy<br><br>*registration links will be emailed two weeks prior | 9:30 - 10:30 | Webinar based from CIRSA office<br>3665 Cherry Creek North Drive<br>Denver |

Note: Dates, times, and locations of training classes are subject to change. **Please pre-register for each class.**
Registration is also available online at www.cirsa.org.
Check course descriptions for approved training units.

| JULY 2013 | | | | |
|---|---|---|---|---|
| DATE | DAY | EVENT | TIME | LOCATION |
| 7/10/13 | Wednesday | Confined Space Entry/ Rescue<br><br>contact: Greg Barlow | 8:00 - 4:00 | Canon City<br><br>TBD |
| 7/31/13 | Wednesday | Marijuana in the Workplace Webinar<br>presenter: Greg Cairns<br>*registration links will be emailed two weeks prior | 9:30 - 10:30 | Webinar based from CIRSA office<br>3665 Cherry Creek North Drive<br>Denver |

| AUGUST 2013 | | | | |
|---|---|---|---|---|
| DATE | DAY | EVENT | TIME | LOCATION |
| 8/9/13 | Friday | Back Injury & Fall Prevention<br><br>contact: Greg Barlow | 8:00 - 12:00 | Platteville<br><br>Council Chambers<br>400 Grand Ave. |
| 8/21/13 | Wednesday | Defensive Driving<br><br>contact: Greg Barlow | 8:00 - 11:00 | Platteville<br><br>Council Chambers<br>400 Grand Ave. |
| 8/28/13 | Wednesday | Safety Management Webinar<br>presenter: Greg Barlow<br>*registration links will be emailed two weeks prior | 9:30 - 10:30 | Webinar based from CIRSA office<br>3665 Cherry Creek North Drive<br>Denver |

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# Training, Seminar, Certification & Meeting Descriptions

[Please note: full descriptions are available in our Course/Seminar Descriptions Catalog]

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**MEETINGS:**

Behavior Based Safety (BBS) Meeting – This forum meets three times a year at the CIRSA office, usually from 10:00am until noon. Participants include existing members who have implemented the BBS process as well as any members interested in learning more about BBS.

Parks and Rec/Public Works and Utilities Safety Meeting – These quarterly meetings are open to all member parks and recreation, public works and utilities employees. The locations and times vary, but at least two meetings are held on the western slope. The meetings include guest speakers on a variety of relevant safety topics, a review of committee goals and discussion of other loss control issues.

Police Liability Meeting – These quarterly meetings are open to all member police departments and are usually attended by chiefs or command staff. Meetings are held at the CIRSA office four times per year and on the western slope twice per year. The agenda usually includes a guest speaker on a pertinent law enforcement topic and discussion of other police liability issues.

Safety Meeting – These quarterly meetings are open to all member loss control contacts and other interested member employees. The location changes each quarter and meeting times are either ½ day or a full day in length. The meetings include guest speakers on a variety of risk management and safety topics, a review of committee goals, and discussion of other pertinent loss control issues.

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**SEMINARS/WORKSHOPS:**

Abuse Risk Management – This periodic seminar (every two-three years) discusses the all too common and unfortunate topic of abuse towards children, youth, and seniors. This seminar is invaluable to members who may service the affected populations.

Aquatic Risk Management – This periodic seminar (every two-three years) discusses the safe operation of swimming facilities. Topics covered include: 5-minute scanning strategy, shallow water blackout, effective signage, real aquatic court cases, and the four challenges all lifeguards face.

CIRSA Member Orientation – These semi-annual seminars (usually April and October) are designed to familiarize CIRSA contacts and employees with our operations as well as to provide an overview of the services available to our members. Department heads will also provide an overview of their respective areas of expertise.

Effective Safety Committee Management & Development – This seminar will provide members with the template to form a new safety committee and/or improve an existing safety committee in order to achieve the best results.

Police Liability Seminar Series – These exciting annual seminars will cover a variety of law enforcement risk management and liability topics. Most seminars will be a full day and are sure to entertain, educate, and awaken attendees. These seminars may receive POST Training Units.

Hazardous Operations (HAZOPS) – The HAZOPS seminars cover three of the most hazardous job categories our members face, lockout/tagout, confined space entry, and excavation/trenching. These four and one-half hour awareness level seminars provide the minimum elements every employee should know prior to performing these work tasks. This course may receive OCPO Training Units.

Job Safety Analysis (JSA) Development – This four-hour workshop will educate member employees on the benefits, proper usage, and development of job safety analysis for hazardous tasks and/or as replacement "tools" for unused and sometimes lengthy written safety programs.

Playground Safety Inspection Fundamentals – This full-day workshop provides the basics of playground facilities and equipment inspections with the goal of helping the non-certified employee safely assess and correct playground deficiencies.

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**ON-SITE TRAINING COURSES:**

Accident/Incident Investigations – This program provides the framework for members to develop and maintain a comprehensive accident/incident investigation program, as well as providing the methodology and understanding of why investigations are not only necessary but paramount to the success of an agency's loss control efforts.

Asbestos Awareness – This course will cover the basics of asbestos safety, identify the types and areas of concern as well as discuss remediation strategies and personal protective equipment. This course may receive OCPO Training Units.

Back Injury Prevention – This two-hour course provides student with a different understanding of how the back and core supporting structures work, how to help prevent core injuries, lifting techniques and how other parts of the body, such as the feet, directly impact core health. Students will perform lifting exercises. This course may receive OCPO Training Units.

Confined Space Awareness – This two-hour classroom based module covers the basic elements of confined space safety. Students will learn some of the best practices for permit and non-permit required confined spaces. This course may receive OCPO Training Units.

Confined Space Entry, Retrieval & Rescue – This hands-on course picks up where the confined space awareness course ends. Students will practice actual confined space entries using member provided equipment and facilities. Course length is dependent on the number of attendees and will run a minimum of four hours. This course receives OCPO Training Units: WT 0.55, WW 0.55, IN 0.55, CO 0.55, DS 0.55.

Defensive Driving – Safe Driving Strategies – This three-hour basic defensive driving course covers the most common forms of distracted and defensive driving. Students will use group activities to understand best practices and to evaluate our own driving habits more effectively in order to promote safe driving. This course has OCPO Approved Training Units for SU: 0.25.

Defensive Driving – CEVO II for Law Enforcement – This six-hour course will help new drivers and refresh experienced drivers on the most common yet often ignored safe driving strategies. Group activities will focus on traffic conditions, preventing near-misses and collisions. This course may receive POST Training Units.

Defensive Driving – CEVO III for Fire Apparatus Drivers – This student driven, six-hour course covers the classroom portion of fire apparatus driving. The goal is to help new and refresh experienced drivers with reading traffic conditions, preventing near-misses and collisions during routine and emergency driving.

Ergonomics – This course will discuss the proper way to set up your workspace as well as provide demonstrations. Illustrations will be used to discuss particular workspace challenges and subsequent strategies for improvement. A segment on field ergonomics will also be provided upon request, illustrating proper tools and usage and body mechanics.

Excavation & Trenching Awareness – This two-hour classroom based module covers the basic elements of excavation & trenching safety. We will cover the best practices as established via OSHA and industry proven techniques. This course may receive OCPO Training Units.

Excavation & Trenching Operations – This hands-on course picks up where the excavation & trenching awareness course ends. Students will perform actual excavations using member provided equipment and excavation sites. Course length is dependent on the number of attendees and will run a minimum of four hours. This course may receive OCPO Training Units.

Forklift Operator – This course requires both hands-on and online training components. Students must first complete the online forklift safety course. Student will then navigate an obstacle course and practice safe load lifts. Course length is dependent upon the number of attendees and will usually run a minimum of four hours. This course receives OCPO Training Units: WT 0.4, WW 0.4, IN 0.4, CO 0.4, DS 0.4.

Forklift Operator – Train-The-Trainer – This course is for experienced forklift operators only with a current operator certification and a minimum of two years operating a forklift. Attendees will learn how to evaluate other students, perform inspections, and establish obstacle courses to simulate actual lifts & maneuvers. This course may receive OCPO Training Units.

Indoor Air Quality (IAQ) – This course will cover the common concerns related to indoor air quality within office environments, including temperature, humidity, mold, carbon monoxide and air flow and exchange rates. IAQ tools and sampling strategies will be discussed with regard to acceptable air quality conditions.

Lockout/Tagout Awareness (LOTO) – This two-hour classroom module covers the basic elements of LOTO applications. Students will learn "best practices" as established by OSHA and industry proven techniques. This course may receive OCPO Training Units.

Slip and Fall Prevention - This course reviews causes and prevention strategies for reducing slips and falls. The goal of this program is to help reduce workers' compensation and liability exposures. Slip and fall checklists, ladder safety, three point contact, and various other loss prevention methods are discussed. This course may receive OCPO Training Units.

Work Zone - CDOT Flagger Certification – This four-hour course follows CDOT's requirements based upon the Flagger Training Manual and reference guide. Students are required to pass an exam prior to certification. This course has OCPO Approved Training Units for CO: 0.4, DS: 0.4

Work Zone Safety: Maintenance of Traffic – This four-hour work zone safety course covers the fundamentals of the MUTCD and focuses on many areas of traffic safety not covered in the CDOT flagger course. Topics include

work zone areas, types of tapers and length calculations, as well as sign and device spacing. This course has OCPO Approved Training Units for CO: 0.4, DS: 0.4.

Work Zone Safety/CDOT Flagger Certification – This six-hour course combines the CDOT flagger certification with CIRSA's work zone safety course for a more comprehensive and in-depth training session. This course has OCPO Approved Training Units: Work Zone Safety: CO: 0.4, DS: 0.4; CDOT Flagger Certification: CO: 0.4, DS: 0.4.

**WEBINARS:**

CIRSA Webinars – Finance, Loss Control, Liability, Risk Management, Underwriting and other member-relevant webinars are conducted once per month from the CIRSA office. Topics are listed on the monthly training calendar notice. Attendance is free to all CIRSA members. Registration links are e-mailed to CIRSA contacts two weeks prior to each webinar. The webinars are recorded and can be re-played to staff as time allows.