



# Oregon Military Department

## SAFETY LINE

January 2009

Welcome to the Oregon Military Department's Quarterly Newsletter. We hope this newsletter will bring important and enlightening safety related topics to the forefront.

### UPCOMING EVENTS – DATES TO REMEMBER

#### *FREE Health, Wellness and Job Fair*

The Oregon Military Department is hosting two Health, Wellness and Job Fair's in January 2009. Both of these events are FREE and open to the public.

The first Fair will be held at Camp Withycombe located at 10101 SE Clackamas Rd, in Clackamas on Tuesday, **January 20<sup>th</sup> from 8:00 am to 4:00 pm**. The second Fair will be held on **Saturday, January 31, 2009 from 8:00 am to 4:00 pm and Sunday, February 1st from 10:00 am to 4:00 pm** at the Salem Auditorium, located at 2310 17<sup>th</sup> St NE, Salem.

Both fairs will offer job booths represented by several State Agencies and also the Federal Human Resource Office. There will also be representatives from various companies such as Tri-West (Tri-Care), a Family Program Representative and other businesses that relate to Health and Wellness. Some of the free services that will be provided are chair massages, chiropractic spinal scans, body mass index (BMI), blood pressure checks, etc. There will also be door prizes given away.

For more information please contact Robin Webb at 503-584-3581 or by email at [Robin.M.Webb@mil.state.or.us](mailto:Robin.M.Webb@mil.state.or.us)

### WORKERS' COMPENSATION STATISTICS

**Workers Compensation Claims for 2008** – The Oregon Military Department ended 2008 with 47 workers compensation claims and 15 near miss incidents that only required first aid for a total of 62 injuries. We finished out 2007 with only 35 SAIF claims. Our biggest percent of injuries for 2008 was strains and sprain at 35% with lacerations (cuts) at 13%. These numbers indicate we need to think safety when working around sharp objects, bending, twisting and lifting heavy items. The 2008 cost associated with sprains and strains were \$32,949.29. Our total agency costs associated with SAIF Claims for 2008 was \$204,641.73. This cost is eventually passed on to each programs operating budget within our agency. This means fewer dollars available to be spent on other program operating needs such as new equipment and training. Our agency's cost for workers compensation for the 09-11 biennium is going to be \$1,045,656 which is based on past workers compensation claim costs. This is an increase of \$446,990 over the 07-09 bienniums.

## **SAFETY REMINDERS**

### ***Winter Heating Reminder***

The Oregon State Fire Marshal and the Oregon Dept. of Energy are urging you to remember safety and caution when heating your home this winter. Due to record high heating costs this year, more families will be looking for alternative heating sources. If you choose to use a fireplace, woodstove or portable heater, please remember to be safe. Homeowners need to have the chimneys and flues on fireplace and woodstoves cleaned and inspected regularly. Also, be sure to give heaters their space, keeping them away from combustible materials. According to the State Fire Marshal's office, there were 1,227 fireplace or woodstove caused fires in Oregon from 2003 through 2007 resulting in 4 deaths and 9 injuries. During the same time period there were 1,368 electrical caused fires, many related to portable heaters and other home heating equipment. There is help for low income customers paying utility bills and weatherization. For a list of utilities, state and local social resources, go to the Dept of Energy's web site at [www.oregon.gov/ENERGY/](http://www.oregon.gov/ENERGY/) or call 1-800-221-8035. For more information on home fire safety, please visit [http://www.oregon.gov/OSP/SFM/FPW\\_2008.shtml](http://www.oregon.gov/OSP/SFM/FPW_2008.shtml)

### ***Home Safety***

According to the national Safety Council, when it comes to off-the-job safety, falls in the home are the second leading cause of accidental death in the community, surpassed only by car crashes. Falls are also the second leading cause of accidental death within the home. (Poisonings are the leading cause of accidental household deaths). Falls happen to people of all ages-young, middle-aged, and older. However, seniors are especially vulnerable. They suffer the greatest number of fall related injuries, and falls are the number one cause of injury related deaths for people age 65 and older. Children under 12 also experience many fall-related injuries-almost as many as seniors.

There is a lot you can do to make your home environment safe from slips and falls:

- \* Clear up the clutter inside your home that could cause someone to trip and fall.
- \* Keep electrical cords out of the path of foot traffic.
- \* If possible, install railings on both sides of the stairs.
- \* Never store any items on the stairs.
- \* Secure area rugs with double-sided tape or rubber padding.
- \* Increase lighting throughout the home.
- \* Plug in nightlights in bedrooms, bathrooms, and hallways.
- \* Use rubber mats in the bathtub and rubber-backed rugs on the bathroom floor.
- \* Avoid floor wax cleaners.
- \* Clean up spills immediately, whether they are greasy or just wet.
- \* Use only sturdy step stools with handrails.
- \* Install railings on outdoor stairs.
- \* Add outdoor lighting at entryways and along walkways.
- \* In winter, be sure to clear steps and sidewalks of snow and ice and use sand to improve foot traction.
- \* Fill holes and depressions in the yard.
- \* When using a ladder for home fix-it jobs, be especially careful. A fall from a ladder can be deadly. Position it on level ground, hold onto both rails while climbing (carrying tools on a belt), and work with your body centered and one hand on the rail at all times.

If you would like more information on home safety, you can find additional educational materials at [www.homesafetycouncil.org](http://www.homesafetycouncil.org)



## WORK PLACE SAFETY

### *Good Housekeeping Practices*

OSHA makes good housekeeping a workplace safety requirement. Some OSHA regulation requirements are:

- Keep workplaces clean and orderly and in a sanitary condition to the extent that the nature of the work allows. Don't leave tools, materials, boxes, cords, cables or air hoses on the floor.
- Maintain floors so far as practicable, in a dry condition. Report loose floor boards, holes, or other floor problems that could cause tripping.
- Keep floors, working places and passageways from protruding nails, splinters, loose boards and unnecessary holes and openings. Clean up all spills immediately, they re slipping hazards.
- Keep combustible wastes to a minimum, stored in covered metal receptacles and disposed of daily.
- Never place materials in aisles and passageways or on stairs.
- Stack materials carefully so they don't fall over or block access to sprinkles.
- Have a place to keep all tools and materials, and put them there whenever you're not using them.
- Don't leave sharp tools lying around with their edges exposed.
- Keep all drawers closed when not in use.
- Avoid keeping food and beverages in the work area. They can spill or fall and cause slipping and tripping hazards or become contaminated by chemicals.
- Keep all containers of flammable liquids closed when not in use.
- Dispose of all combustible scrap, such as oily rags, in approved, closed metal containers and be sure they are labeled.
- Dispose of paper and other trash properly; empty containers often.
- Don't let grease or dirt build up on machinery and equipment.
- Keep paper and other combustibles away from lights and electrical equipment.
- Smoke only in permitted areas; put all cigarettes and matches completely out in ashtrays.

It is every employees personal responsibility to:

- Keep his or her own work area neat, clean and safe.
- Keep aisles, passages and stairways clear and uncluttered.
- Put tools and materials away in their assigned places when not being used.
- Report anything that is broken or not working properly so it can be fixed (TAG IT OUT).

OSHA requires neat, clean workplaces because they are safer. Just taking a little time to put things in their place can prevent many accidents and injuries.

For more information on housekeeping issues or OSHA regulations, go to the OSHA website at <http://www.orosha.org/>

**REMINDERS/NOTES FROM THE SAFETY MANAGER**

**Employee Feedback** – Bruce Vollstedt, Maintenance & Operations Supervisor for Regions 6, 7 & 8, reported he completed ladder inspections for his region and identified approximately 10 ladders that needed to be destroyed. AGI purchased 14 new ladders from a 6’ step ladder to 24’ extension ladder. He also indicated AGI standardized on Type IA Extra Heavy duty 300 lb rating for safety. Those ladders have been numbered by facility and region. Way to go Bruce!!

**Safety Newsletter** – You can find this and previous newsletters posted on your Safety Bulletin Boards and on the AGP website at <http://www.oregon.gov/OMD/AGP/index.shtml>. Because this is your newsletter, I encourage you to provide feedback or topics that are safety related you would like to see addressed. If you have any suggestions or ideas, please contact me at 503-584-3581 or email me at [Robin.M.Webb@mil.state.or.us](mailto:Robin.M.Webb@mil.state.or.us).

**Suggestion Box, Location & Forms** – There is a Safety Suggestion Box located just off the Drill Floor at JFHQ in which you can suggest, comment or report safety violations. There is also an anonymous form you can use to report safety issues if you are uncomfortable with giving your name. This form can be found on the Safety Bulletin Board or on the AGP website. All safety concerns will be reviewed by the Safety Committee at the next scheduled Safety Committee Meeting the month following the receipt of the concern. The results of such review will be indicated in the safety minutes which are posted on the Safety Bulletin Board and on the AGP website.

**DID YOU KNOW?**

**Safety Committee Minutes** – All Safety Committee Minutes should be posted to a bulletin board or to a website that all employees can access.

**Safety Committee Members** – Do you know who your safety representatives are? See Safety Meeting Schedules and Chairpersons below. If you are still unsure, please contact me and I will find out for you.

**Safety Committee Member Training** - All safety committee members are required by OSHA to attend at least three training programs to include Hazard Identification, Accident Investigation and Safety Committee Basics Training. If you are a Safety Committee member and have not attended any of these classes, please talk with your supervisor or call me to get you started. You can find a list of OSHA classes on their website at <http://www.osha.org/pdf/pubs/catalogs/3447a.pdf>. All OSHA classes are free to state employees and are available all over the state.

SAIF Corporation also offers group training on safety related items such as fork lift training, ladder safety, confined spaces, etc. If you are interested in having a Loss Control Consultant provide some training at your facility, please contact me at 503-584-3581 or send me an email at [Robin.M.Webb@mil.state.or.us](mailto:Robin.M.Webb@mil.state.or.us) and I will work with SAIF to facilitate that training.

**SAFETY MEETING SCHEDULES & CHAIRPERSONS**

LOCATION	CHAIRPERSON	MEETING DATES	MEETING TIMES	CONTACT NO.
JFHQ & Readiness Ctrs Region 2 thru 8	Frank Wallace	2nd Tuesday each month	1:30 PM	503-557-5970 or 503-472-5449/62
Camp Withycombe CSMS & State Shop	Steve Courtain	Monthly	9:00 AM	503-557-5425
Portland Airbase CE	Scott Lusted	Monthly		503-335-4482
Portland Airbase FD	Paul Looney	Monthly		503-335-4888
Camp Rilea	Ken Klee	Monthly		503-861-4178
Klamath Falls FD & CE	Gene Hurst	2 <sup>nd</sup> Wednesday each month		541-885-6381
JFHQ Federal Safety Committee	MAJ Timothy Deckert	Quarterly		503-584-3222
Youth Challenge Program (YCP)	Karen Rawnsley	Quarterly	2:30 PM	541-317-9623 ex 226