

Oregon Military Department

SAFETY LINE

January 2012

Welcome to our Agency's quarterly Safety Newsletter. The goal of this newsletter is to provide you with Safety related information and topics on a quarterly basis. As the agency's Safety Manager, I encourage you to participate by providing me with topics or ideas you may have as they relate to Safety. I will try to share some of that information with other employees within our agency through this link. You can contact me at 503-584-3581 or email me at

Robin.M.Webb@mil.state.or.us

Up Coming Events

Safety, Health and Wellness Event



The next Safety, Health and Wellness Event is scheduled for Friday, January 20, 2012 at the Salem Auditorium located at 2310 17th St NE, Salem. This event will run from 10:00 AM to 4:00 PM and is **FREE and OPEN TO THE PUBLIC**. Here are just a few of the vendors scheduled to attend: Marion County District Attorney's Office; Life Source Natural Foods; Juice Plus; Salem Cherriot's Bus Service; Eugene Vet Center; Salem Vet Center; Oregon National Guard Family Program; Military One Source; Albany/Salem & Keizer Hearing Aid; COSTCO; NW Human Services; STREET Combat Defense Systems; Salem Hospital and many more.

Also, in supporting the Governor's 2012 State Employees Food Drive, bring in a can of food and you will be entered into a drawing for a \$25 gift card.

For more information, contact Robin Webb at 503-584-3581 or by email at robin.m.webb@mil.state.or.us

Safety & Health Trivia Game



Our Safety & Health Trivia game ends on Friday, January 6th so if you haven't submitted your questionnaire, your time is running short. If you did not get the questionnaire email, contact Robin Webb at 503-584-3581 or by email at robin.m.webb@mil.state.or.us to get a game piece. All applicants will be submitted into a drawing for a \$25 gift card. The first person to submit a completed trivia form with all correct answers will receive a Safety Coin. The next three runners up will receive a free pair of Safety Glasses. Winners will be announced the week of January 9th, 2012.

Safety Hero Nominations



Starting January 1st and each quarter thereafter, the Federal and State Safety office would like to recognize employees/soldiers for their contributions to the overall Safety Program by awarding honors to those who go the extra mile to provide a safer environment for all. Watch your emails the first full week of January for the Safety Hero Nomination Form and details on how to enter this program. For questions or comments, email Robin.m.webb@mil.state.or.us or phone at 503-584-3581.

The Biggest Loser

Are you located in the Salem area and need a little motivation to loss weight? JFHQ has set up "The Biggest Loser" competition which officially begins on January 4th, 2012 with initial weigh in. This event runs for 12 weeks and has a \$10.00 registration fee. Final weigh in is on Wednesday, March 28th. Winners will be determined by the largest percentage of weight loss within their section, as well as a grand prize winner of the entire competition.

This Competition is open to everyone, federal or state. For more information or competition rules, contact SSG Stacey Lyman at 503-584-3943 or by email at Stacey.lyman@us.army.mil .

Up Coming Training Opportunities



JOINT Training Classes
(State, Federal & Contractors)

Safety Committee Training



Due to our increase in workers compensation costs over the last several years, the Executive Safety Committee decided to institute a Mandatory Safety Committee training class and a Manager/Supervisor Safety Training Class. Both classes consist of OSHA materials and review of OSHA Division One. All safety committee members and Managers/Supervisors are required to attend this training. One of the objectives of the class will be to review each Safety Committee's By-Laws and/or Charters. Although all classes have been conducted, a make up class has been scheduled in January. The class instructors are Marc Snook and Robin Webb. A list of training classes are as follows:

Location	Date	Class	Room	Conf. Call Number
JFHQ	January 11, 2012	Safety Committee	200	866-308-7464 – Pswd 111222
JFHQ	January 18, 2012	Safety Managers/Supervisors	200	866-308-7464 – Pswd 111222

Each class is currently scheduled from 8 AM to Noon, end time is really determined by the number of questions or concerns the class materials might raise. These classes are open to everyone (State or Federal) so if you are interested in attending either class or missed a class and need to make one up, please contact Robin Webb at 503-584-3581 or by email at robin.m.webb@mil.state.or.us Everyone needs to register in order to make sure there are enough class materials for everyone. For those of you who are out of the area but still need to do a class, you can participate by phone at the Conference Call Number listed above. Please register at least several days before class so that you will have time to receive your class materials in the mail.

Employee Guide Training

This is a two hour presentation in which topics such as teamwork, customer service, stress, health, workplace violence and discrimination is covered. This class is a great time for employee's to gather and share information for personal development and is open to everyone. Date for the next class is yet to be determined.

If you are interested in attending a class, log into iLearn or contact Paul Geck at 503-584-3815 or paul.a.geck@mil.state.or.us .

For other available training opportunities, check out iLearn. There are many online classes offered in the iLearn course catalog such as SAIF training, software courses for Microsoft Office, and other useful classes. Registering for classes through iLearn automatically updates your State Training Transcript which contains your list of training accomplishments. For more information and a list of classes, check out our website at <http://www.oregon.gov/OMD/AGP/Training.shtml> or contact Paul Geck in AGP at 503-584-3815 for more information.

Ladder Training



The American Ladder Institute has devised on-line ladder safety training. You can access this training on-line at <http://www.laddersafetytraining.org/> This training is free to everyone.

Oregon OSHA Training

Oregon OSHA has lots of Safety training opportunities both in a class setting and on-line. Check out their website at <http://www.cbs.state.or.us/osha/education.html> for in class sessions and <http://www4.cbs.state.or.us/ex/osha/training/training/workshop/> for on-line classes. Classes are free to State Employees.

American Red Cross

Are you looking for some training classes on First Aid/CPR/AED or Lifeguarding & Swimming, Caregiving & Babysitting or how to become a licensed training provider? Check out the American Red Cross Website at <http://www.redcross.org/en/takeaclass> to see what classes are available in your area.

Salem Community Health Education Center

Check out the Salem Health Education Center for classes relating to Kids, Infant CPR, Cooking classes and much more at <http://www.salemhealth.org/home.php#!chec.classes>

FEDERAL Training Classes

For a current schedule of Federal Technician training, contact HR at 503-584-3839. For a current schedule of training for AGR's, contact DCSOPS at 503-584-3617.

Worker's Compensation Update



Workers Compensation Claims for 2011 – The Oregon Military Department has had 41 injuries/incidents filed so far this year. Out of that 41, 34 are workers compensation claims. So far, Strains/Sprains are again our largest percentage of injuries at 18. Lacerations/Contusions are in the second spot with Hearing loss, tooth fractures, and eye injuries coming in third. Our agency's cost for workers compensation insurance coverage for the 2011-13 biennium has increased to \$2,136,608 which is based on past workers compensation claim costs. This is an increase of \$1,054,339 over the 09-11 bienniums. Because of our recent loss history, our costs increased more than the statewide average. In these tough economic times it is extremely important to make sure we are working smarter and safer. The total costs for 2011 will be reported in the April newsletter.

Current News Releases/Alerts

Keep up on current Consumer Product Safety (CPSC) recalls and advisories at <http://www.cpsc.gov/#> Here you will find all product safety recalls on items such as strollers, ladders, gel fuel, etc.

Keep up on current Public Health news releases and Advisories by checking out the Oregon Health Authorities website at <http://public.health.oregon.gov/NewsAdvisories/Pages/index.aspx> There you will find topics that may be of interest to you, such as Flu news, Product Safety recalls, Food Safety Alerts, etc. You can also sign up for free email alerts.

OSHA Issues Guidance on PPE for General Industry

A new OSHA directive provides enforcement personnel with instruction for determining whether employers have complied with personal protective equipment (PPE) standards. This new instruction became effective on February 10, 2011. The

Directive replaces previous inspection guidelines that date from 1995 and include clarification of what type of PPE must be provided at no cost to employees and in what situations payment is required. It also lists PPE and other items exempted from the employer-pay requirements. The link to the Directive is http://www.osha.gov/OshDoc/Directive_pdf/CPL_02-01-050.pdf

Safety Reminder from Jim Court, Kingsley Field Fire Dept.

Sometimes, where there's no smoke, there can be fire.

This is why you should always place fireplace ashes in a metal can with a lid, away from your house and deck, even if you think they are cold and out. Jim Court, Kingsley Fire Dept.

“Christmas Day Fire kills 5”

After a deadly Stamford fire, experts warn against handling fireplace embers. Leave embers in the fireplace, or outside in a metal can

BY PHILIP CAULFIELD - NW YORK DAILY NEWS

Wednesday, December 28 2011, 12:22 PM



Sometimes, where there's no smoke, there can be fire. That's the message from fire safety experts in the wake of a deadly Christmas day house fire that started when a guest tossed what he thought were extinguished fireplace ashes in a bag and left them inside.

Sunday's massive blaze at the stately Stamford, Conn., home killed a Manhattan ad exec's parents and three young daughters. Madonna Badger, the owner, and her boyfriend, Michael Borcina, who police say accidentally ignited the flames when he left a bag of embers in a foyer, survived.

Thomas Olshanski, spokesman for the U.S. Fire Administration, told the Daily News that fires started from mishandled embers were "very frequent, usually with tragic results." The biggest mistake, Olshanski said, is removing the remains of a hearth-warming fire too quickly. "If you and I had a fireplace fire today, those embers would be a potential source of fire tomorrow," Olshanski said. "Even though it's gray and looks like ash, you have to treat everything that's in that fire as a potential source of fire for up to 24 hours." Olshanski said that some people remove ashes from a fireplace because they are worried about glowing embers popping onto carpets while they sleep. Others are anxious to fire up another Yule log and want to clear out flame-suffocating debris.

"The most common scenario is they put the embers in a plastic bucket and put it in a garage where snow blowers or lawnmowers or gasoline is stored," he said. Instead, Olshanski warned, be patient, and let the hearth cool down on its own. "Fire places are designed to have fires," he said. "Just close up the fireplace, make sure there are no combustibles nearby, shut the glass and just let it sit." If you have to toss the embers out, place them in a metal container and leave them outside - far away from the house - for at least a day, he said.

According to the U.S. Fire Administration, faulty Christmas lights, tipped candles and unattended stoves and space heaters send house fire rates soaring during the holidays. On average, Christmas tree lights and other decorations cause around 390 home fires a year, resulting in 21 deaths and \$25 million in property damage, the administration said.

Olshanski said that every house should have two crucial fire-safety elements: a working smoke detector and an escape plan. "Most fires occur at night when people are asleep," he said. "A working smoke alarm is like having a firefighter in your house 24 hours a day, seven days a week."

Safety and Health Policy Reminders

Just a reminder that you can find all of our AGP/OMD policies on our website at http://www.oregon.gov/OMD/AGP/aggp_policies.shtml . If you have not taken the time to become familiar with them, please take a moment and review what is available.



familiar with

Some items of interest you will find on the AGP website are: policies related to Workforce Occupational Health and Safety, Filling Positions, Training and Development and Classification Compensation. For Dept. of Administrative Services (DAS) policies which govern other areas within our agency, go to <http://oregon.gov/DAS/HR/rules.shtml> .

Management,

For ORNG policies, regulations, memorandums, forms, etc., go to http://inside-01.or.ng.ds.army.mil/portal/page?_pageid=153,1,153_240119&_dad=portal&_schema=PORTAL

SHARPS Containers

Due to the discovery of several syringes in the trash here at JFHQ, there are now two SHARPS Containers located in each of the shower/locker rooms located on the first floor. In Oregon it is unlawful to throw sharps syringes, needles, lancets, etc.) into the household garbage. Sharps must be stored in a rigid, red, puncture-resistance, leak-proof container that can be sealed. If you have questions, contact Robin Webb at robin.m.webb@mil.state.or.us or by phone at 503-584-3581.



January is National Eye Care Month. Wearing Safety Glasses can give you a new outlook.



Take care of your eyes. 90 % of on-the-job eye related injuries can be prevented by wearing safety glasses. Now is a good time to schedule that annual eye exam you've been putting off.

Well, Christmas is over and the New Year is upon us. Now it's time to think about eye safety! Isn't that what everybody thinks about each year when January rolls around? Of course not, but January is National Eye care month.

Safety glasses have come a long way in the past few years. No longer are they the equivalent of "optical birth control". Manufacturers have found that eye protection can be functional and stylish too. Today's glasses are lightweight and

strong. They come in a huge array of colors and styles to choose from. According to the Bureau of Labor Statistics, more than 200,000 American workers suffer a work related eye injury every year. So do your part. Keep eye protection a priority. Set up an appointment with your Optometrist or Ophthalmologist, and remember, take care of your eyes, they're the only ones you have!

January is the deadliest month for carbon monoxide poisoning

According to a study by the federal Centers for Disease Control and Prevention, the first month of the year is the worst for carbon monoxide poisoning. At least two people die each day from carbon-monoxide poisoning in January—three times the fatality rate recorded in August and July. Unintentional carbon monoxide exposure accounted for 15,000 emergency room visits annually between 1999 and 2004, with an average of 439 people dying each year.

Fatalities were highest among men and senior citizens: Men because they are engaged in more high-risk behaviors such as working with fuel-burning tools or appliances and seniors because they are likely to mistake the symptoms of CO poisoning (headaches, nausea, dizziness or confusion) for the flu or fatigue.

It should come as no surprise that CO deaths are the highest in winter (December is the second highest month). Cold weather increases the use of gas-powered furnaces as well as the use of risky alternative heating and power sources (portable generators, charcoal briquettes, propane stoves or grills) during power outages. It's also understandable that the highest CO death rates are in colder states: Nebraska, Wyoming, Alaska, Montana and North Dakota. By contrast, California has the lowest fatality rate.

With these sobering facts it's a good time to remember the following safety tips to prevent CO poisoning:

- Have your heating system, water heater and any other gas, oil or coal-burning appliance inspected and serviced by a qualified technician every year.
- Install battery-operated CO detectors on every level of your home.
- Don't use a generator, charcoal grill, camp stove or other gasoline or charcoal-burning device inside the home, basement or garage or outside the home near a window.
- Don't burn anything in an unvented stove or fireplace.
- Don't let a vehicle idle inside a garage attached to a house, even if the garage door is left open.
- Don't heat a house with a gas oven.

If a CO detector sounds, leave your home immediately and call 911 from outside. Seek prompt medical attention if you suspect CO poisoning and if you or someone in your household is feeling dizzy, light-headed or nauseated.

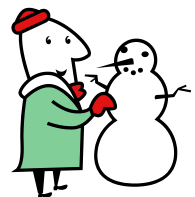
Working in Cold Weather Conditions

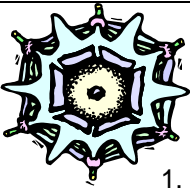
Cold weather conditions pose a challenge if your job requires you to work outside. Luckily, there are measures you can take to help brace for the cold, making sure your work performance does not suffer and protecting yourself from related illness.

Dangers of Cold Weather

Though it may be tempting to think that you can just "tough it out" or "power through it," there are distinct dangers associated with cold weather labor that you need to prepare for. The two most common of these are frostbite and hypothermia.

1. Frostbite typically affects the extremities, such as the hands and feet. A person's nose can also succumb to frostbite. Medline Plus, a service of the U.S. National Library of Medicine, describes the initial stages of frostbite as a "pins and needles' sensation." This is followed by numbness. In severe cases, frostbite can cause permanent damage to the skin.
2. Hypothermia is a very severe condition that occurs when your body is losing more heat than it can produce. The Mayo Clinic warns, "when your body temperature drops, your heart, nervous system and other organs cannot work correctly." The American Heart Association explains that heart failure causes most hypothermia-related deaths. Though hypothermia-related death is a real danger, EHS Today reports that the number of work-related deaths





attributed directly to cold weather is only about four or five per year. Proper precautions should always be taken to avoid nonfatal tissue damage or a lengthy hypothermia recovery process.

Prevention Strategies

1. Your first line of defense against cold weather conditions is your clothing. Rather than relying solely on a thick jacket, layer multiple items for the best possible insulation. An American Heart Association article on cold weather dangers indicates that layering "traps air between layers, forming a protective insulation." Also, remember that much of your body's heat will be lost through your head, since it invariably must be exposed for breathing purposes and because a large amount of blood must circulate through your head to reach your brain. Do your best to cover your ears, face and neck with hats, masks and scarves.
2. Further prevention strategies involve basic safety advice such as using the "buddy system" to ensure that workers never go out into the cold alone. Additionally, keep yourself hydrated, preferably with warm liquids. Also make sure someone on the work crew has a cell phone handy to call for medical help if a laborer begins feeling cold-related pain or numbness.
3. Lastly, avoid getting wet at all costs. The Occupational Safety and Health Administration (OSHA) claims that body heat is lost 24 times faster when clothing is wet. Always seek warm shelter immediately if your clothes get wet. Take off wet clothes and replace them with dry clothes rather than letting them air dry.



"ICE" Your Phone

Imagine finding yourself "speechless" – unable to communicate with emergency responders when you need to most. Maybe you've had an accident and are unconscious. Maybe you've fainted. Maybe you're having a heart attack, stroke or severe allergic reaction and can't talk. The emergency responder needs to know who to contact on your behalf, but you're not able to tell them. That's where your cell phone might be able to "speak" for you.

How do you ask? Well it's really pretty easy. Most of us create a directory of contacts on our phones so our family and friends are just a click away. When victims are unable to communicate, emergency responders often check their cell phone directory, hoping to find the number for a family member or other important point of contact. This is where "ICE" comes in.

ICE, as an acronym, stand for "in Case of Emergency". You can create a contact under title "ICE", followed by the person's name and telephone number. If need be, you can create multiple ICE contacts, such as ICE1, ICE2, etc, to add additional numbers. Who would you want on your ICE contact list? Your nearest family member would probably top the list, followed by your primary care provider and a work contact. By creating your own ICE cell phone contact list, you can help emergency responders help you during an emergency.

For more information check out <http://www.asse.org/>.

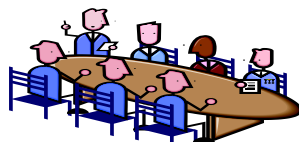


OSHA Logs



With January comes the OSHA 300 Logs which are required to be posted from February 1st thru April 30th of each year. By the end of January each location/section within the Oregon Military Department/National Guard, should receive their OSHA 300 Log to be posted in a conspicuous place such as your employee Bulletin Board or Safety Bulletin Board. For those of you with state employees if you have questions, please contact Robin Webb at 503-584-3581 or by email at robin.m.webb@mil.state.or.us . For those of you with Federal employees, please contact Mike Myer in HRO at 503-584-3828 or by email at Michael.myers19@us.army.mil .

SAFETY MEETING SCHEDULES & CHAIRPERSONS



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 in your area? See Safety Meeting Schedules and Chairpersons below.

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 (or the classes that Marc Snook and I have put on), 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.orosha.org/education.html#schedule> . All OSHA classes are free to state employees and are available all over the state.

SAIF Corporation also offers FREE 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 and I will work with SAIF to facilitate that training.

SAFETY COMMITTEE LOCATION	CHAIRPERSON	MEETING DATES	MEETING TIMES	CONTACT NO.
JFHQ & Readiness Ctrs Region 2 thru 8	Jeff Beck	4 th Tuesday each month	1:30 PM	503-584-3532
Camp Withycombe CSMS & State Shop	Ross Rappe'	Monthly	10:00 AM	
Portland Airbase Civil Eng., Fire Dept. & Security Forces	Steve Mezzanatto	3 rd Wednesday each month	9:00 AM	503-335-4458
Camp Rilea	Freddie McCown	2nd Wednesday of each month	9:00 AM	503-861-4178
Klamath Falls Fire Dept., Civil Eng. & Security Forces	Gene Hurst	2 nd Wednesday each month	10:00 AM	541-885-6381
JFHQ Federal Safety Committee	LTC Robert Fraser	Quarterly	9:00 AM	503-584-3222
Youth Challenge Program (YCP)	Karen Rawnsley	Quarterly	2:30 PM	541-317-9623 ex 226

Safety Committee Updates from Around the Agency

What's new in your area? Look for future updates and information happening in your locations via your safety committees or if you know of a special event or happening and would like to see it posted, please let me know and I will add it to our newsletter.

PANG: Has been working on rebuilding the Emergency Action Plan for each building. ARC Flash study was approved and funded for Fiscal Year 2012 and are working on a design for fall protection.

Camp Rilea: We are getting started with inspections again, working on completing our training matrix, and elected a new chair person (Freddie McCown). We have also added representation from the Armory (234EN CO) and CRUTES.

K-Falls: Bill Youngren and Don Moore both retired in 2011 thus leaving two vacant spaces on the Safety Committee. The group has been busy with new construction projects on base and a building demolition. Making sure everyone including contractors are working safely. Hearing protection was also discussed and members were encouraged to help educate fellow employees about the risks for not protecting their ears.

YCP: An Emergency Earthquake response SOP was reviewed and updated. An SOP for Cadet Power tool use was created and is now being used. Leon Forney has retired so a new member will be added to the Safety Committee.

Camp Withycombe: Participated in the SAIF Corporation SIM4 Training, Safety in Motion. Feedback was very good. The group has been working on GIS mapping of the camp along with trying to figure out where all the confined spaces are located. A new Accident/Incident Report form was tested and given a thumb's up by this committee.

Federal Safety Office: This has been an interesting year with several changes. COL Deckert moved to the ARC to head up the Medical Section and LTC Robert Fraser became the new State Safety Officer for the Federal Side. This has not come without some challenges as LTC Fraser is still learning the ropes and is currently an office of one. Hopefully, the new year will bring him another position in his office.

JFHQ: We are still working on gathering all locations of Confined Spaces throughout the Military Dept. and all AED's. It's been a full year with putting on safety events, reviewing monthly safety topics and injury/incident reports. Overall, our injury rates as a whole agency were down for 2011 compared with 2010. That means we are working smarter and safer. Looking forward to a safe and happy 2012!

Safety Funnies/Games



Safety word search

Find the safety terms hidden in this puzzle. Circle each word as you find it. Letters may run in any direction: up, down, left, right, and diagonally.

AWARENESS

EMPLOYEE

EMPLOYER

ERGONOMICS

LABELS

OSHA

PREVENTION

REGULATIONS

TRAINING

WORKPLACE

A	W	M	H	J	E	L	I	L	G	F	Y	X	B	E
W	F	R	U	L	G	R	L	K	F	I	I	L	F	E
A	N	Q	D	H	S	W	G	D	Q	A	E	Z	F	Y
R	A	Y	L	Q	Q	V	R	O	T	S	Z	A	W	O
E	U	E	H	P	R	E	V	E	N	T	I	O	N	L
N	R	K	W	X	Y	B	R	O	X	O	R	J	F	P
E	W	R	I	O	R	N	I	L	W	K	M	V	C	M
S	C	A	L	C	S	T	I	K	P	M	Z	I	H	E
S	C	P	S	Q	A	H	P	L	R	C	L	N	C	C
O	M	F	X	L	W	L	A	B	E	L	S	H	Z	S
E	A	N	U	S	Y	C	G	N	I	N	I	A	R	T
O	X	G	W	S	E	C	I	T	P	T	L	I	O	D
P	E	G	A	J	K	J	A	O	T	D	T	J	N	L
R	H	Z	H	L	L	F	S	C	B	X	I	M	K	N
T	R	W	D	W	R	B	M	O	R	T	I	M	T	N

Safe winter driving game

The professional truck drivers on America's Road Team have driven through all kinds of winter weather conditions with over 23 million accident-free miles between them. Now they offer their personal tips and advice to other motorists. To make the tips a little more fun, we've listed them here in the form of a question.



Can you answer them all?

1. In bad weather, what should you do to your vehicle before leaving your driveway?
2. What should you do to prevent braking too frequently on snow and ice?
3. What shouldn't you do if your car is equipped with anti-lock brakes?
4. What preventive action can give you extra time to react safely to problems ahead?
5. What should you do for the best visibility?
6. What should you keep in a vehicle winter care package?

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- Answers:**
1. Check your tires, wipers and fluid, radiator, and heating system.
 2. Slow down and increase your following distance.
 3. Pump your brakes when attempting to stop.
 4. Looking further ahead in traffic than you normally do. Actions by cars and trucks will alert you quicker.
 5. Use low beam headlights and stop often to clean lights, especially tailights.
 6. A snow shovel, a blanket, warm gloves, flashlight and batteries, and some non-perishable food.