

Oregon Army National Guard

STATE SAFETY & OCCUPATIONAL HEALTH COUNCIL

First Quarter FY-11

2 December 2010

AGENDA

0900	Opening Remarks	Chair
0905	Review Minutes of 4th Qtr 10	Council

OLD BUSINESS

0910	Motorcycle Safety Program Updates	SAAO-S
0915	Safety Report Card (Bde Safety program's)	SAAO

NEW BUSINESS

0920	NGB Oregon Safety Assessment/VPP	SAAO-S
0925	Accidents/Injuries	HRO
0935	Occupational Health/AED update	DCSPER-OH
0940	Injuries WTU/LODs update	DCSPER-S
0945	HAZLOG, violation inventory log	SAAO-S
0955	FY 11 schedule	Chair
1000	Adjourn	

1st Thursday each month.



OREGON ARMY NATIONAL GUARD

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SAAO

31 AUG 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Minutes of the State Safety and Occupational Health Council, 4th Quarter FY-10

1. The FY 2010 Fourth Quarter State Safety and Occupational Health Council meeting was convened at 0900, 31 August 2010 at the Oregon Military Department main conference room. The following personnel were present:

COL Farmer	SAAO
COL Dunn	DCSPER-S
COL Ferre	USPFO
MAJ Deckert	SAAO-S
MAJ McReynolds	DCSLOG/SMM
SGT Pickett	DCSOPS
1LT Tavoloni	SAAO-S
SGT Mohr	DCSPER-OH
SPC Hough	DCSPER-OH
CW4 Swartwout	AGI/AGI-ENV
MAJ Dean	82 BDE

The following Council Members were not present nor represented:

COL (RET) Bond	CoS
BG Yriarte	ATAG
SCSM Conley	SCSM
COL Schutz	DCSPER
CW5 Zagava	CCWO
LTC Garren	JFHQ
David Payne	AFGE
MAJ Wunderlich	CSMS
LTC James	41 IBCT
CSM Lake	41 IBCT CSM
Msgt Myers	HRO
Robin Webb	AGP
CPT Bomar	PAO

SUBJECT: Minutes of the State Safety and Health Promotion Council, 4th Quarter FY-10

2. COL Farmer welcomed members and representatives. Previous minutes were reviewed and approved.

3. Updates on old business issues were given:

a. Motorcycle Safety Program/AED's. No-Shows and the financial implications were discussed. SAAO-S reported on the status of personnel numbers that are registered for motorcycle safety courses. 462 total enrollments for FY 10 with 97 no shows to date. Council recommended all future Team Oregon courses be reimbursed to soldier, not prepaid. DCSPER-OH reports they have 12 more AED's to distro and they have a distro plan for those AED's.

b. Safety Report Card. Safety Office is not getting information from units on assigned and trained safety personnel, 82 Bde and CST are the exceptions. SAAO and SAAO-S will do outreach to pull info from 41 and JFHQ. Council discussed more personnel trained in ground safety is probably appropriate in each of the directorates.

4. The following new issues were discussed:

a. Occupational Health. Video "Lead Safety for Firearms" was shown. It is used in the training of personnel as Indoor Firing Range custodians. It was very informative and several council members recommend making it available on OKO. SAAO-S will follow up with vendor.

b. Indoor Firing Ranges. IFR Sub-committee creation was discussed. LTC Pond was recommended as an ideal person to coordinate

c. Safety messages were discussed. There are safety messages coming from AGI safety office, SAAO-S, DCSPER-S, DCSPER-S-MH, and command. SAAO-S tasked with building a tracking mechanism to provide framework and coordination of efforts. Recommended Safety Theme for TY-11 is maintain Motorcycle safety, add range safety. Nest Safety efforts with G3 ops and ORNG Range OIC efforts. It was also discussed that ORARNG staff can often be seen out of compliance with cell phone laws.

d. Accidents/Injuries. Technician injuries reviewed, very low incidents this quarter with 32 overall for year vs 34 at this time last year. .

e. COL Dunn discussed LOD's. He noted that LOD's are being generated for injuries without any reports going to Safety, such as 2 crush injuries. 68 of 130 LOD's appear to be injury related vs illness related. There were no accident reports generated for these injuries.

5. Next SSHC meeting will be 2 December 2010, 0900, Rm 236.

DONALD F BOND
COL (ret)
Joint Chief of Staff

DISTRIBUTION:
B (Army)
AFGE
AGP
AGI

STANDARD OPERATING PROCEDURE (SOP)

Automated External Defibrillator (AED)

with

Basic Life Support (BLS)

1. General: The Automatic External Defibrillator (AED) is a portable device that is used to deliver an electrical shock to the heart (defibrillation) to a victim of sudden cardiac arrest. Sudden cardiac arrest occurs when the heart's electrical impulses suddenly become chaotic, causing the heart to abruptly stop-pumping blood effectively. The victim becomes unresponsive, has no detectable pulse and stops breathing. The only definitive treatment to restore an effective heart rhythm is defibrillation; CPR alone is not effective.
2. Responsibilities:
 - a. The AED will be stored in **YOUR FACILITY NAME HERE**
 - b. The Safety and Occupational Health Office is the proponent for maintaining the AED in accordance with instructions outlines in paragraph 4. Contact the Occupational Health office, (XXX) XXX-XXXX, with deficiencies or when supplies are needed.
 - c. Only AED trained and certified personnel will use the AED Device. See Appendix A for a current list of trained personnel.
3. Emergency Procedures: In the event of a medical emergency, the first employee on the scene should immediately should call **911 FROM YOU LOCATION. IF YOU USE A CELL PHONE MAKE SURE YOU GIVE GOOD DIRECTIONS. IF ON CAMP BEAUREGARD, CAMP MINDEN, GWLC, JACKSON OR ANY TRAINIG SITE POST SECURITY HAS TO BE NOTIFIED IN ORDER TO BRING EMERGENY SERVICES WHERE NEEDED WITHOUT DELAY.**
4. Maintenance of the AED
 - a. **ASSIGNED PERSONNEL** will be responsible for checking the AED monthly. Check will include system self check and battery status. Notify the Occupational Office of any problems, (XXX) XXX-XXXX.
 - b. If AED is used, user will notify the Occupational Health Office who will ensure pads are replaced.
5. Training Criteria for use of Automatic External Defibrillator (AED)
 - a. Personnel must take a Heartsaver AED class via American Heart Association. A certified instructor conducts training. A list of currently trained personnel is included in Appendix A. Contact the Safety Office for further information on training.
 - b. Refresher training will be provided semi-annually. Recertification is required every two years.
6. Any questions regarding this SOP should be directed to your installation occupational health nurse.

Signature Block
SS/DSS/COS/CSD

7. AUTOMATED EXTERNAL DEFIBRILLATOR MAINTENANCE CHECKLIST

Unit Serial Number

YEAR

Location

Battery Expiration Date

Daily check:

Visually inspect the AED to ensure proper location, cleanliness, no signs of tampering or inappropriate opening and handle display reads OK.

Weekly check:

Perform AED function check according to manufacturer.

Monthly check:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<u>AED</u> * Placement visible, unobstructed * Check the status/service indicator light * Open case, check unit for cracks												
<u>Defibrillator cables & connectors</u> * Inspect for any outward signs of damage. * Engage/disengage connectors (pads to cables, to AED)												
<u>Supplies available</u> * 3 sets of unexpired defibrillator pads in sealed packages. * PPE – gloves, pocket mask * Razor, scissors and alcohol wipes * Hand towel												
<u>Power supply</u> * Inspect battery – status display * Verify AED Signals on handle - OK												

Quarterly Check:

Review video on proper care and use of the AED.

* Immediately report any deficiencies to SAFETY AND OCCUPATIONAL HEALTH
(XXX) XXX-XXXX