



OREGON MILITARY DEPARTMENT
JOINT FORCE HEADQUARTERS, OREGON NATIONAL GUARD
1776 MILITIA WAY
P.O. BOX 14350
SALEM, OREGON 97309-5047

AGP

November 17, 2011

MEMORANDUM FOR RECORD

Subject: Safety Meeting for November 15, 2011

The Oregon Military Department Safety Committee met on 15 November 2011, at the Military Department in room 219. The meeting convened at 1:30 PM. The status of Member attendance was as follows:

Jeff Beck	AGI	Chairman	Present
Bruce Vollstedt	AGI	Vice Chair	Present
Robin Webb	AGP	Safety Manager/Recorder	Present
Bryce Dohrman	AGC	Risk Manager	Absent
Terri Kroeker	DS-Air	Member	Absent
Terry Sevey	Trng Sites (RTI/Camp Adair)	Member	Present
Dave Provost	AGI	Member	Present
George Wilson	Region 2 (CW)	Member	Absent
Mark Duncan	Region 3	Member	Present
Ted Thornley	Region 4	Member	Present
John Unger	South (Region 5)	Member	Present
Russell Turner	Central (Region 6)	Member	Present
Mark Fillman	East (Region 7/8)	Member	Absent
David Stuckey	OEM	Member	Absent
Cherie Cline	OEM	Alternate for OEM	Present
Robert Fraser	SSO	Member	Present

1. Review of Minutes: First order of business is to review the minutes from the October meeting. A motion was made to approve the minutes by John Unger and a second was given by Bruce Vollstedt.

2. Review of Accident/Incident Reports for October:

There were no Accident/Incident reports for October. Jeff indicated good job everyone for working safely.

3. November Safety Topics: The Safety Topics for November were reviewed by the committee. Topics were Ergonomics, Slip, Trips and Falls (Watch Your Step), and a reminder to turn back your clocks and check your smoke alarm batteries.

Jeff reminded everyone on Ergonomics that Robin has resources for having evaluations done on your workstations. For those in outlying areas, maybe Supervisors could do quick assessments of work stations and can use the diagram provided. Bruce also

indicated that it's a good idea to take a marker and mark the date on your smoke alarms with the 10 year batteries so that you remember to change the smoke alarms out.

Robin reminded everyone about tire studs and Jeff stated that AGI has been busy putting studded tires on most of the fleet vehicles so if you are going over the pass, make sure you take a vehicle that is winter ready.

4. Safety Committee Trng date reschedule: Robin indicated the Safety Committee training and Safety Manager/Supervisor Training has been scheduled for January 2012. The Safety Committee training is January 11th and the Safety Manager/Supervisor Training is scheduled for January 18th, both classes here at JFHQ.

5. Due Outs:

- a. Hazard Log:** Jeff indicated he put out a memo to the Operations and Maintenance Supervisors last week as a reminder and a meeting is scheduled for tomorrow morning with time designated to talk about the Hazard Log items. Robin indicated she has an Executive Safety Committee Meeting scheduled on December 2nd so it would be great to have something updated to take to the meeting. Jeff indicated he has given everyone to the 28th of November to get the log updated.
- b. AED Status & Maint. Update:** Robin indicated the classes went well and she has AED pads for those who still need them. It was determined that Ashland and Grants Pass already had new ones and Bend and COUTES still were in need so those were given to Bruce to take over to the other side of the Mountain.
- c. Confined Space list update:** Robin stated she is still working this issue.
- d. Lake Oswego Walk Though:** Jeff stated he and George did the walk through of the building and didn't notice any obvious hazard issues but will look at the Hazard Log again to make sure there isn't anything still out there. Robin stated there is a "Vacated" tab on the Master Hazard Log they were moved to.
- e. Drive Safety Course:** Robin stated this was the AARP class that was being offered in the month of November for free to AARP members or members of the military. Jeff indicated he called on it and it's two four hour classes or one six hour class and is during the work week, locations and dates they had selected.
- f. Water Fountain at Camp Withycombe:** Jeff indicated the folks at Camp Withycombe have already requested OSHA Consultation to come out and do a site visit. At this point no one has had to enter the vault other than training but they are getting ready to winterize the fountain.

- g. Compressed Air Piping – Umatilla:** Bruce indicated that this was brought up at the last meeting with an OSHA Fact Sheet. The fire system at Umatilla is PVC, he hasn't been up there yet as the building is not ours at this point. Jeff indicated they are talking about a Strategic handoff so not sure what is all ours yet. As soon as we know what becomes ours we will follow up on this.

6. New Business:

a. Propane Gas Buffers: Robin stated there was a concern that surfaced about the maintenance guy using the Propane buffer while people are still in the building due to the smell of Propane. The air handlers shut down around 6:00 or so, limiting the "fresh air intake". There should be some kind of training also on how to use these as our new maintenance guy turned it sideways to change out the pad and when he turned it back on it blew white gas smoke everywhere. The Operator's Manual is located in the Maintenance Shop so we probably should make sure everyone who is required to operate it review it. A recommendation was given that maybe the custodian operates the machine later in the evening when the amount of employees in the building is less. Jeff will look at the information surrounding this issue and report back at the next meeting.

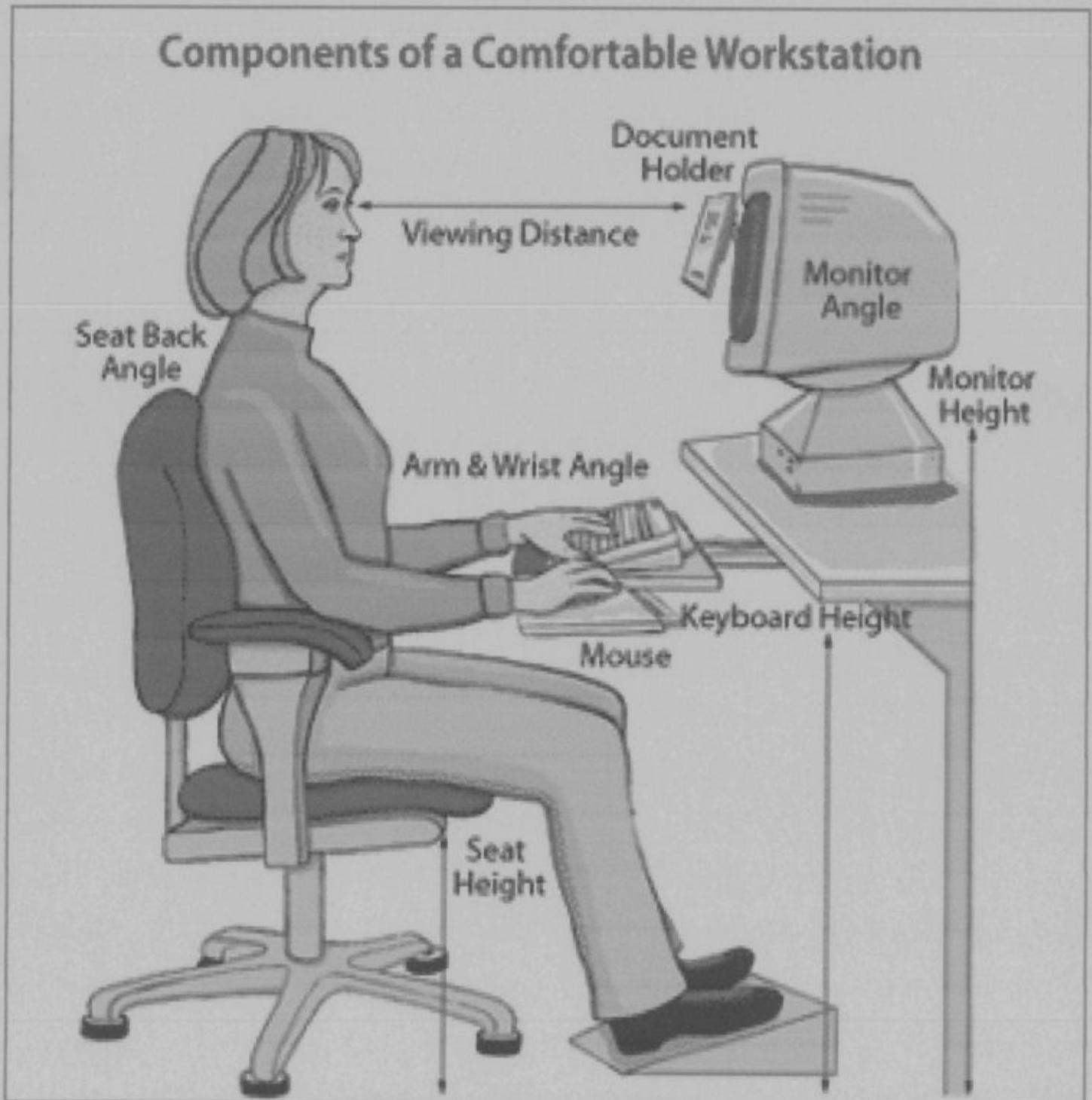
7. Next Meeting Date: The next meeting is scheduled for Tuesday at 1:30 PM, December 20th, 2011 in the JAG Conference room 219. Mark Duncan will book the room for 2012. The conference call number is 866-308-7464 and password is 244952. Meeting adjourned at about 2:00 PM.

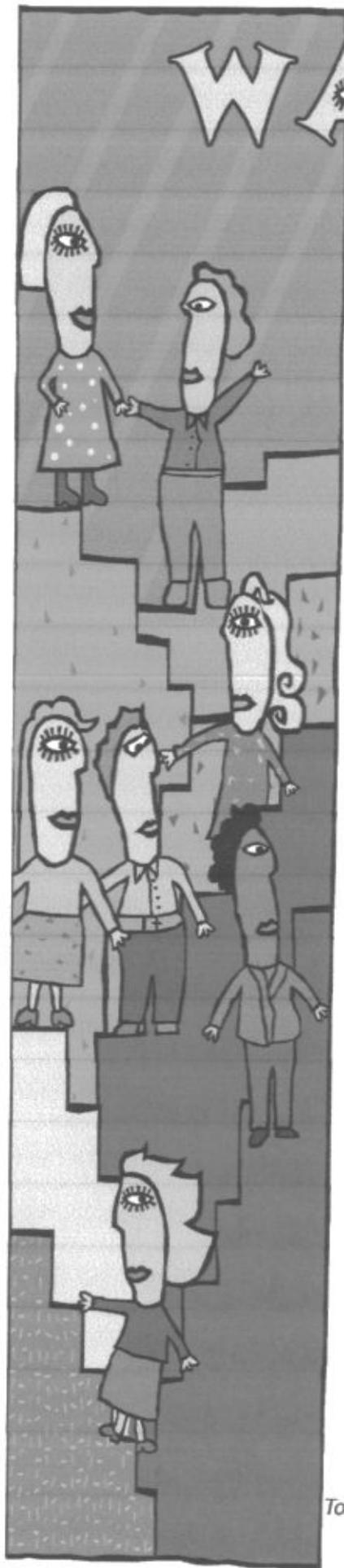
/s/

Robin Webb
Safety Manager & Recorder

ERGONOMICS

If you suffer from back pain, neck pain, or wrist/arm pain after working, you may be suffering from a workstation that is not properly set up. For more information, contact Robin Webb at robin.m.webb@mil.state.or.us or 503-584-3581.





WATCH

YOUR STEP

**Use hand rails and watch
your step on stairs**

**Keep stairways lit and
free of objects**

Don't obstruct your vision

**Avoid areas that pose
slipping hazards**

Always clean up spills

**Wear shoes with
slip-resistant soles**

SORM
STATE OFFICE of RISK MANAGEMENT

Helping reduce risks at state agencies

To report unsafe conditions, contact Robin Weber 35781

DON'T FORGET!!

Turn Your Clocks Back One Hour
SUNDAY NOVEMBER 6TH



This is also a great time to test your smoke alarms, states the Oregon State Fire Marshal, Mark Wallace. If you test the alarm and it doesn't work, you need to replace the entire alarm. Maintaining your alarm includes testing it to be sure the battery is working, vacuuming it to get rid of dust and cobwebs and inspecting the alarm to determine if it is 10 years old or older. If so, you should replace the entire alarm.



From 2006 through 2010 in Oregon, 40% of residential fires had no smoke alarm present or the smoke alarm did not operate. These fires resulted in 37 fatalities, 342 injuries and more than \$89 million in property loss.

Working smoke alarms provide early warning to a fire, allowing you vital minutes to escape and increase your chances of surviving a fire.

Additional Safety Tips:

1. Install smoke alarms on every level of your home, inside each sleeping area and outside each sleeping area.
2. Replace smoke alarms 10 years old or older
3. Hard-wired alarms should have battery back up
4. Never disconnect or remove batteries from smoke alarms for other uses
5. Make a home escape plan and practice it

For more smoke alarm and fire safety information, contact your local fire department or visit

http://www.oregon.gov/OSP/SFM/CommEd_SA_Program.shtml#Information_for_the_Public

Safety Committee Training

Due to our increase in workers compensation costs over the last several years, the Executive Safety Committee decided to institute a 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 will be scheduled sometime in January. The class instructors are Marc Snook and Robin Webb. A list of training classes are as follows:

Location	Date	Class
JFHQ	January 2012 11th	Safety Committee
JFHQ	January 2012 18th	Safety Committee <i>toget / Manager trng</i>

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 classes 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

Employee Guide: This is a two hour presentation in which topics such as teamwork, customer service, stress, health, workplace violence and discrimination will be 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 next class is yet to be determined.

If you are interested in attending, log into ILearn or contact Paul Geck at 503-584-3815.

Webb Robin M

From: Webb Robin M [robin.m.webb@state.or.us]
Sent: Thursday, November 10, 2011 9:10 AM
To: MCLAUGHLIN Dave J; WEBB Robin M
Cc: HAVERKOST Ronald L
Subject: RE: Scanned image from AGP Sharp MX-M453N scanner

Thanks Dave, so I will relay that this is actually a "Permit Required Confined Space." Thanks for all your help.

-----Original Message-----

From: McLaughlin Dave J [mailto:dave.j.mclaughlin@state.or.us]
Sent: Wednesday, November 09, 2011 11:35 AM
To: WEBB Robin M
Cc: HAVERKOST Ronald L
Subject: RE: Scanned image from AGP Sharp MX-M453N scanner

Robin,

Ron Haverkost asked me to answer this for you.

In the original message, there are two flaws in the analysis. First, the comment that the space is designed for human occupancy because of the ladder. This is incorrect, as many sewers have fixed ladders, but one would be hard-pressed to argue that a sewer is designed for human occupancy. The other flaw in this logic is that the question is not whether or not the space is designed for human occupancy, but whether or not the space is designed for continuous human occupancy. Many spaces, and it appears that this space is among these, are designed with periodic occupancy in mind, but not continuous occupancy.

The other flaw in the analysis is the statement that it is not a permit space as long as the ventilation remains on. The need for ventilation to maintain a safe atmosphere indicates the potential for a hazardous atmosphere, which clearly makes the space a permit-required confined space. Ventilation is always a control measure and does not eliminate hazards.

Under the confined space standard, if the only potential hazard is atmospheric, a permit space may be entered under the "alternate entry" provisions described in paragraph (c)(5) of the standard. The standard is available at http://www.orosha.org/pdf/rules/division_2/div2_j.pdf#page=35.

We are also in the process of adopting a rule to replace this one, and you can find information regarding the new language at http://www.orosha.org/pdf/notices/proposed2011/conf_sp_prop_rules.pdf.

Please let me know if I can be of any further assistance.

David McLaughlin
Industrial Hygienist/Technical Specialist
503-947-7457
800-922-2689

Webb Robin M

From: Beck, Jeffery A Mr NGOR [jeffery.a.beck@us.army.mil]
Sent: Monday, October 10, 2011 4:22 PM
To: Wilson, George M Mr NGOR; Webb Robin M
Cc: Beck, Jeffery A Mr NGOR
Subject: Withycombe AFRC Memorial Fountain (UNCLASSIFIED)
Signed By: There are problems with the signature. Click the signature button for details.

Attachments: IMG-20110930-00013.jpg



IMG-20110930-00
013.jpg

Classification: UNCLASSIFIED

Caveats: NONE

George/Robin,

Based on the attached photo and the following Confined Space determination. The fountain equipment vault is not a Permit Required Confined Space.

Determination; it IS designed for human occupancy (see ladder), does have limited entrance and egress (ladder only), there is no potential for a hazardous atmosphere (as long as fan is in operation).

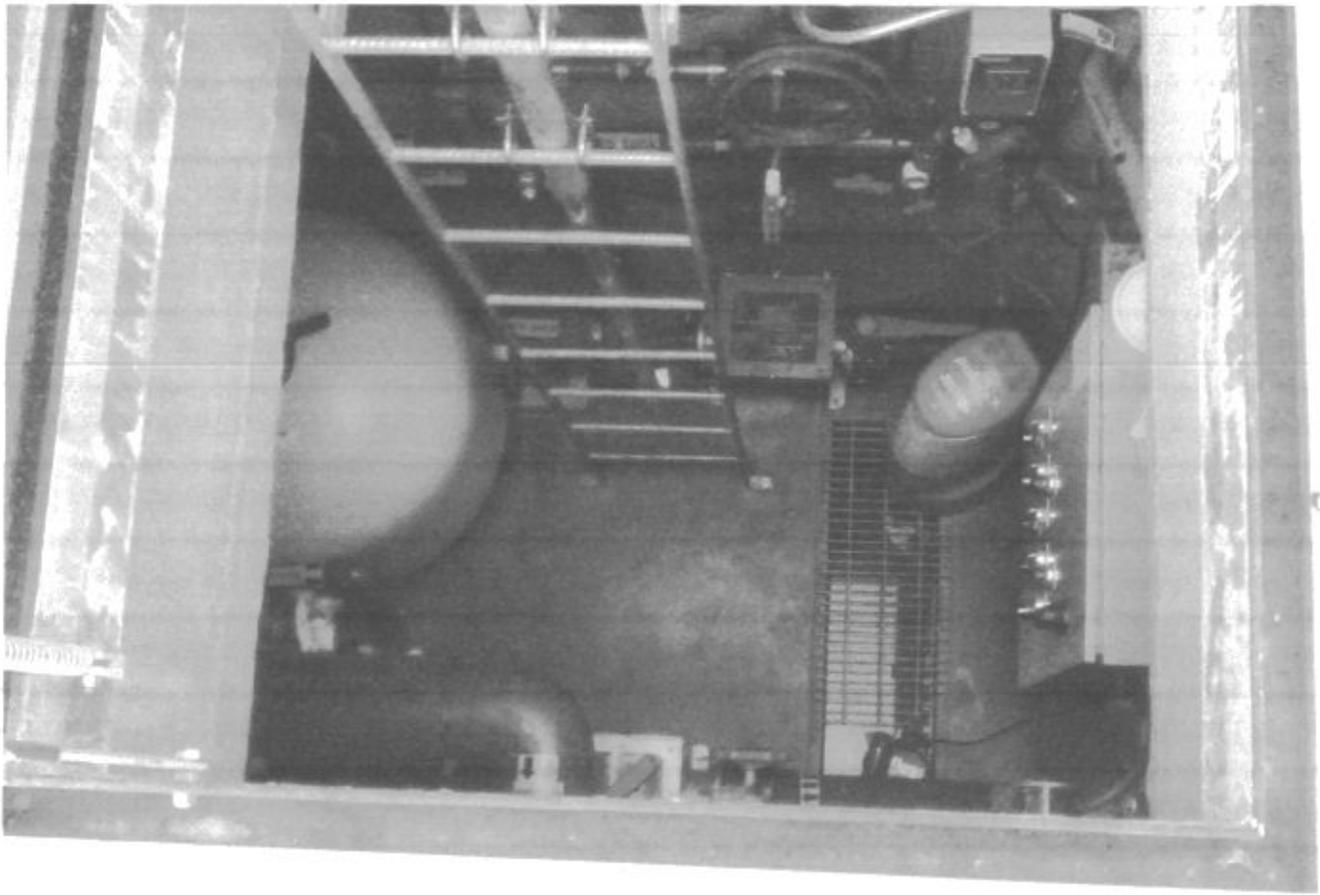
I think we should still follow a checklist prior to entry. Something like the following:

1. Ensure fan is on and blowing air
2. Ensure additional staff is present
3. Notify supervisor of any repairs needed to any equipment in vault

Let me know your thoughts, Jeff

Jeffery A. Beck
Facility Operations Manager
OMD / AGI - Operations
503-584-3532 (office)
503-339-6215 (cell)

Classification: UNCLASSIFIED
Caveats: NONE





November 2005

Carbon monoxide poisoning from an internal combustion engine

In November 2004, a 50-year-old janitor began working about noon in a 1,000-square-foot office building in Redmond. The man was found dead on the floor at about 8:20 p.m. after his wife called his employer to say that he hadn't come home from work.

Reconstruction of the events leading to his death showed that he began using a propane powered floor buffer/burnisher at about 12:30 p.m. Sometime after that, he collapsed, unconscious from carbon monoxide poisoning and later died. The buffer was still idling next to him when he was found. The building was closed and there was almost no mechanical ventilation.

Tests of the buffer and calculations using the building dimensions indicate that carbon monoxide (CO) concentrations in the building took only a few minutes to reach the level considered immediately dangerous to life or health (IDLH) of 1200 ppm established by the National Institute of Occupational Safety and Health (NIOSH). Carboxyhemoglobin (COHb) is the blood indicator of exposure to CO. The level in the victim's blood was greatly elevated.

Mild exposure to carbon monoxide can cause nausea, dizziness, or headache. Prolonged or high exposure may worsen symptoms and include vomiting, confusion, collapse, loss of consciousness, and muscle weakness. Symptoms vary from person to person. Severe exposure can result in permanent brain and heart damage or death. Medical problems such as heart and lung conditions, vascular disease, anemic conditions, barbiturate and alcohol use, and smoking increase susceptibility to carbon monoxide poisoning.

Deaths like this one are easily prevented using simple precautions like these:

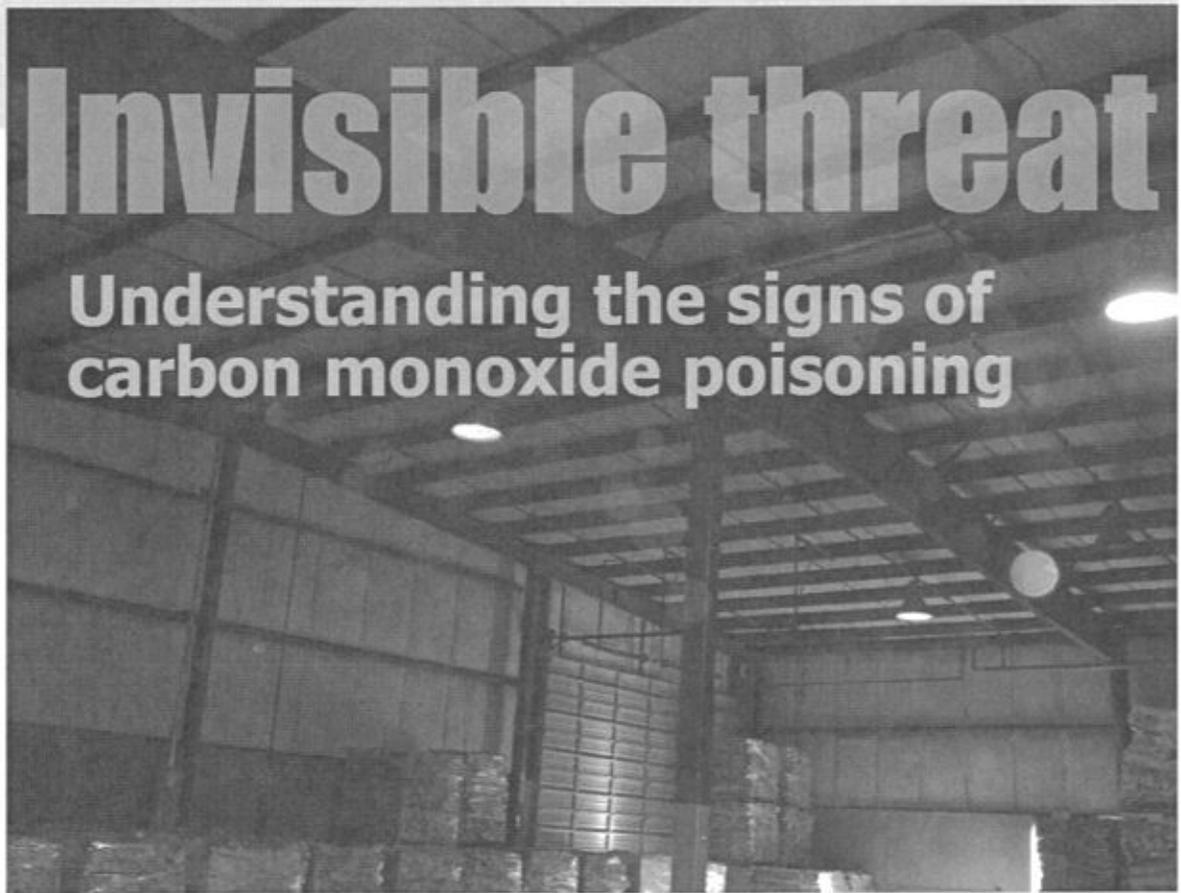
- Teach employees the symptoms of CO poisoning.
- Train employees in the proper use of internal combustion equipment indoors and methods of ventilation.
- Keep all internal combustion equipment for indoor use in good operating condition.
- Use natural or mechanical ventilation when possible to keep CO levels below the PEL.
- Have a procedure to check on the welfare of people who work alone indoors with internal combustion equipment.
- In extreme cases, have the operators use personal CO monitors.
- When possible, locate the internal combustion equipment outside and run the operating lines to the inside location.
- Do not use internal combustion equipment indoors when there is a feasible alternative.

Carbon monoxide is a colorless, odorless, tasteless, poisonous gas. Carbon monoxide is produced by the incomplete burning of any material containing carbon, such as gasoline, natural gas, oil, propane, coal, or wood. It is harmful when breathed because it displaces oxygen in the blood and deprives the heart, brain, and other vital organs of oxygen. It is one of the leading causes of poisoning by toxic inhalation and is a common workplace hazard. Internal combustion engines are a common source of exposure.

Oregon
OSHA

Oregon OSHA
www.orosha.org
(800) 922-2689

This information applies to any device that produces carbon monoxide. Examples are heaters, generators, sprayers, pressure washers, drywall equipment, forklifts, and anything else with an internal combustion engine or that burns a petroleum fuel, gas, wood or coal.



Invisible threat

Understanding the signs of carbon monoxide poisoning

By Melanie Mesaros

On a chilly day in November 2008, Mike Tillery and his brother reported to work at a warehouse in Wallowa. They had no idea they would later end up spending four days in the hospital for carbon monoxide poisoning.

"I had the worst headache in the world," said Tillery. "I kind of blew it off as being hung over, even though I didn't drink the night before. That's what it felt like."

It started when the pair began their routine at a wood products company that produced bundled kindling. The warehouse space to stack pallets was filling up so a supervisor asked them to stack the wood higher. Tillery, an experienced forklift operator, was running the propane-powered forklift for several hours to stack the pallets but the warehouse door was kept closed to keep out the cold.

By lunchtime, Tillery and four of his co-workers, including his brother, were all feeling sick — a mix of dizziness and intense headaches.

"I went home and ate lunch and walked into the building and instantly felt weak," he said. "I was light-headed. I didn't feel like I knew where I was."

Tillery tried to shake off the sick feeling, but after 15 minutes of work, he had enough.



"I went home and ate lunch and walked into the building and instantly felt weak. I was light-headed. I didn't feel like I knew where I was."

— Mike Tillery

"I couldn't do it any more," said Tillery. "I had to step back and a supervisor said, 'What's going on?' I didn't know but something wasn't right."

The Tillery brothers stopped working and went outside to get some air. A short time later, they decided they were going home, as were the three others who were also feeling sick. A secretary working in a different part of the business overheard the discussion and wondered if carbon monoxide caused their sickness.

Once Tillery got home, he laid down, intent on a nap. Just before he drifted off to sleep, his brother had received a message from a co-worker who went to the doctor instead of going home. The message said they all needed to get to the hospital right away.

"I didn't really understand you could get carbon monoxide poisoning this way," said Tillery. "I knew you could get it from diesel, but not propane."

Oregon OSHA health inspector Pendra Surette investigated the incident and said there's a misconception about the hazards of using propane-powered forklifts because they "burn" cleaner than diesel.

"It's the 'if you don't see it, it must be OK' mentality," Surette said.

Surette said it can be any type of propane-powered engine – heaters or buffers – that pose the same risks. She hopes employers understand the importance of training employees on how to recognize the symptoms of carbon monoxide.

"It took an individual (secretary) in a separate building to recognize it because of a previous experience," Surette said.

The company was cited for \$6,250 for training deficiencies and failing to report the incident to Oregon OSHA within eight hours.

Tillery's exposure level was near lethal and he may have been saved by the few trips he took outside throughout the morning.

"The doctors said we were extremely lucky," he said. "I was more concerned about making a job for us that day and losing a day's pay. I just didn't put two and two together about the forklift." ■



An investigation photo of the warehouse in Wallowa.



Tillery, sitting at the wheel of the forklift during the investigation, is now feeling much better and has been working on other outdoor construction projects.

Carbon monoxide – how it harms you

By Ellis Brasch

Carbon monoxide's reputation as a silent killer is well known in the construction industry. In Oregon, there have been five construction-related accepted disabling claims for carbon monoxide poisoning between 1999 and 2008. Most involved employees who were working with gasoline-powered tools in poorly ventilated areas. Yet, each year, more than 400 Americans die from unintentional carbon monoxide poisoning, more than 20,000 visit emergency rooms, and more than 4,000 are hospitalized. Many victims were probably not even aware of what poisoned them.



Where does it come from?

Carbon monoxide is produced when a carbon-based substance doesn't burn completely. Gasoline, natural gas, oil, propane, coal, and wood all produce carbon monoxide. Small gas-powered engines and tools are typical sources of carbon monoxide in the construction industry.

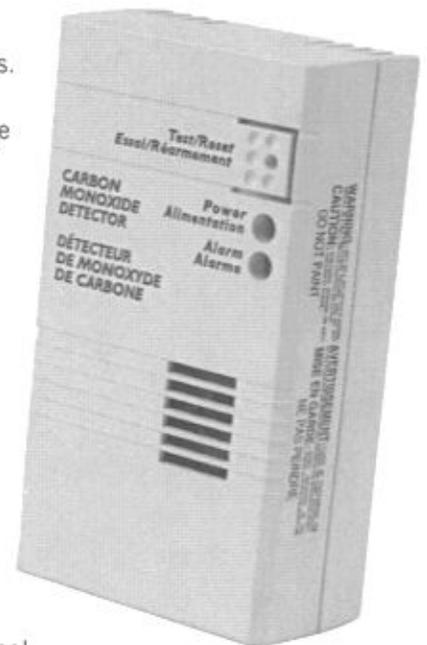
What does it do to you?

Carbon monoxide robs your blood of oxygen when it enters your lungs. That means less oxygen for your heart, brain, and other vital organs. Headache, fatigue, dizziness, and drowsiness are warning signs. Large amounts of carbon monoxide can overcome you without warning, causing you to lose consciousness and suffocate.

When does it become dangerous?

The answer depends on a number of factors, including the concentration of carbon monoxide in the air, how long you're exposed, and your exertion level. Oregon OSHA doesn't allow a worker to be exposed to more than 50 parts per million averaged over an eight-hour time period (carbon monoxide is measured in parts per million or "ppm").

Other safety and health organizations, however, have established guidelines at lower exposure levels. For example, the American Conference of Governmental Industrial Hygienists (ACGIH) has assigned carbon monoxide a threshold limit value or "TLV" of 25 ppm for a normal eight-hour workday. At higher exposures, the National Institute for Occupational Safety and Health (NIOSH) warns that carbon monoxide levels above 1,200 ppm could cause death or irreversible health effects within 30 minutes – known as "immediately dangerous to life and health."



What are common hazards for construction workers?

- **Small gas engines and tools.** Too many workers are poisoned because they use small gasoline-powered engines and tools in poorly ventilated areas – even places that many would consider well ventilated, such as parking garages.
- **Confined spaces.** Any worker who enters a confined space needs to be aware of the potential for atmospheric hazards – existing hazards and hazards produced during work. All manholes should be considered confined spaces and appropriate air monitoring should be done before and during entry.



Recommendations for prevention

- **Training.** Educate workers about the sources of carbon monoxide poisoning, its symptoms, and how to control exposure.
- **Maintenance.** Keep internal combustion equipment in good operating condition.
- **Ventilation.** Use natural or mechanical ventilation when possible to keep carbon monoxide levels below the permissible exposure limit.
- **Working procedures.** Have a procedure to ensure the safety of those who work alone indoors with internal combustion equipment.
- **Monitoring.** Test air regularly in confined spaces and other areas where carbon monoxide may be present.

