

Memo to Members

Dear Members,

As we approach the end of the year, we want to thank you for your partnership with us. Together, we have created the largest safety network in the state – more than 400 members strong – and we continue to work together to make a significant impact on worker safety and the safety of all South Dakotans.

We know that resources continue to be tight during this long economic recovery. We are committed to helping you keep your safety program strong and effective during these challenging times.

As members you have access to both South Dakota Safety Council and National Safety Council resources. We've added significant resources in the past year, including 50 new DVD titles in our video lending library. Coming in February you'll have access to three new exciting members-only benefits: an online organizational assessment tool, an online incident management tool and an easy-to-implement employee perception survey.

You can count on us to continue helping you stay current and in compliance. Our experienced staff and the training, consultation and resources we provide are focused on helping you reduce injuries and costly claims, increase productivity and stay competitive. We will continue to:

- Work with you to find cost-effective solutions that work
- Connect you with other South Dakota Safety Council members
- Provide you with the training tools you need.

We've worked with members since 1949 to protect people, property and your bottom line. We look forward to continuing our partnership with you. Remember that you are not a "customer" to us, you're a member!

Cary Swenson
Executive Director

Mark Your Calendar for the South Dakota Safety Council Annual Meeting Tuesday, January 29

9:00 a.m. - noon Workshop: *Preparing for the Unthinkable – Active Shooter*

Stefan Salmonson, PROtective Services, Inc.

12:00 - 1:00 p.m. Luncheon/Annual Meeting

Member price: \$45 for workshop and luncheon/annual meeting

Best Western Plus Ramkota Hotel

3200 W. Maple Street, , Sioux Falls

Please RSVP to sdsc@southdakotasafetycouncil.org or 605-361-7785/800-952-5539.

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Our office will be closed:

Monday, December 24 and Tuesday, December 25

Monday, December 31 and Tuesday, January 1

Our best wishes for a safe and happy holiday season

Managing Safety . . . and Everything Else!!

As more and more people are assigned the responsibilities of managing safety in addition to other tasks, we receive lots of calls asking us “Where do I start?” Here are some basic elements and tools.

Focus on the benefits of safety. Keeping employees safe and healthy is a good, ethical and moral way to operate a business – it is the right thing to do. Safety creates a stronger bottom line by reducing injuries and illnesses, decreasing worker’s compensation claims and lowering insurance premiums. It improves employee morale because it shows that the company or organization cares about their employees. It’s also the law.

Understand OSHA’s purpose.

Understanding that OSHA’s purpose is to encourage the reduction of workplace hazards and the implementation of safety programs should help motivate safety professionals to establish training programs, maintain injury and illness reporting and recording systems, and develop and enforce standards.

Perform inspections/identify hazards. Be involved in performing and/or evaluating inspections. These inspections will detect potential hazards, improve operations, increase efficiency and effectiveness, increase profitability, and ensure safe work practices are being followed by employees.

Investigate incidents. You also need to be involved in incident investigation, finding root causes, and understanding the costs of

incidents. This involvement will make it easier to manage employees’ behavior on the job.

Know the regs. Know how to access the [federal regulations](#) and how to apply them to your company.

Benchmark against most frequently cited standards.

By looking at the most frequently cited standards for [the U.S.](#), you will be able to “grade” and manage your safety and health programs. Remember that for most training classes, you must have a written program for that subject. For example, when you do hazard communication training, you must also have a written hazard communication program, along with attendance sheets and a copy of the curriculum that was presented in class. You must also measure participants’ knowledge to make sure they can apply the regulations to their jobs.

Responsibility for safety is an important position in any company or organization. Focusing on key elements will help you manage the responsibilities above and build a positive safety culture.



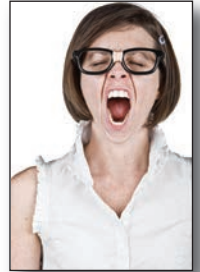
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January 16 – Free Member Video Conference on GHS

Join us January 16 for a free member video conference: [OSHA Final Rule for the Hazard Communication Standard - Globally Harmonized System \(GHS\)](#). Learn how changes will affect criteria for classification of hazards; new labeling requirements and standardization of substances; changes to the format of Safety Data Sheets (SDS); and employee and contractor training requirements. Viewing locations in Aberdeen, Mitchell, Sioux Falls and Rapid City. To register, contact [Connie Greguson](#) or [Diane Hall](#); 605-361-7785/ 800-952-5539.

New Study: Insomnia Associated with Costly Workplace Incidents

A recent study found insomnia associated with workplace “accidents and errors” and their costs at a significantly higher rate than eighteen other chronic conditions to which it was compared. The Harvard Medical School study estimated the average costs of insomnia-related accidents and errors at \$32,062, compared to \$21,914 for other factors. Simulations estimated that insomnia was associated with 7.2% of all costly workplace accidents and errors and 23.7% of all the costs of these incidents. These proportions are higher than for any other chronic condition, with annual U.S. projections of 274,000 costly insomnia-related incidents, having a combined value of \$31.1 billion. The study’s authors conclude that trials are needed to determine whether expanded screening, outreach, and treatment of workers with insomnia would yield a positive return on investment for employers. A recent [Time magazine article](#) provided background on the study. An [abstract](#) of the study is available in the October issue of the *Archives of General Psychiatry*.



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Top Fire Safety Questions for Businesses



Can you answer “yes” to all of them?

1. Is there a written program regarding fire safety?
 2. Are employees protected against fire risks?
 3. Are fire alarms installed and working?
 4. Have employees completed a fire extinguisher training program?
 5. Are fire extinguishers in working order?
 6. Is the workplace prepared for other fire-related safety issues?
 7. Are planned fire safety evacuation routes in place?
- Source: Cintas Corporation*

New Resource on Healthcare Worker, Patient Safety

The [Joint Commission](#) has released a new, free educational resource, “Improving Patient and Worker Safety: Opportunities for Synergy, Collaboration and Innovation.” Its purpose: to raise awareness and educate health care managers, employers and employees on the need for a culture focused on the safety of both patients and the workers who care for them. The authors contend that high rates of injuries and illnesses among health care workers serve as a warning that the health care environment as a whole must be transformed in order to improve safety. The publication highlights examples of health care organization practices that address patient and worker safety simultaneously and the benefits and potential cost savings achieved through collaboration between employee and patient safety departments. The publication also identifies functional management systems and processes, strategies and tools that have been used to successfully integrate health and safety activities. For more information, read the [monograph in full](#) and visit OSHA’s [Safety and Health Topics page on Healthcare](#).

MRSA Infection: An Emerging Workplace Threat

Methicillin-resistant Staphylococcus aureus (MRSA) is a type of staph bacteria that has resistance to methicillin and other related antibiotics such as oxacillin, penicillin and amoxicillin. MRSA is often carried in nasal passages where it doesn’t cause any problems, but if it gets into even a small wound, it can be life threatening. If a wound won’t heal – especially if there’s pus – see a doctor immediately. Helpful resources are available from the [National Institute for Occupational Safety and Health](#).

News from Federal OSHA

Final rule on head protection. Federal OSHA has updated its requirements for head protection to be consistent with the 2009 edition of the American National Standard for Industrial Head Protection. The direct final rule revises the personal protective equipment (PPE) sections of its general industry, construction, shipyard employment, longshoring, and marine terminals standards. Among the changes are provisions permitting optional testing for helmets worn in the backwards position, optional testing for helmets at colder temperatures than provided in previous editions, and optional testing for the high-visibility coloring of helmets. The rule was published in the [June 22, 2012 Federal Register](#) with the effective date contingent on whether significant adverse comments were received. Receiving none, OSHA confirmed in the [November 16 Federal Register](#) that the direct final rule became effective on September 20, 2012. For

the purposes of judicial review, OSHA considers November 16, 2012, as the date of issuance.

Temporary enforcement measures extended. Federal OSHA has issued a [memorandum](#) extending temporary enforcement measures in residential construction for three months, through March 15, 2013.

Comment sought on construction standards. OSHA is asking for comment from the construction industry as it launches Phase IV of its Standards Improvement Project, which will focus predominantly on construction standards. The goal: to improve and streamline OSHA standards by removing or revising requirements that are confusing or outdated, or that duplicate, or are inconsistent with, other standards. Find more information in the [December 6 Federal Register](#).

A Click Away: New Online Resources

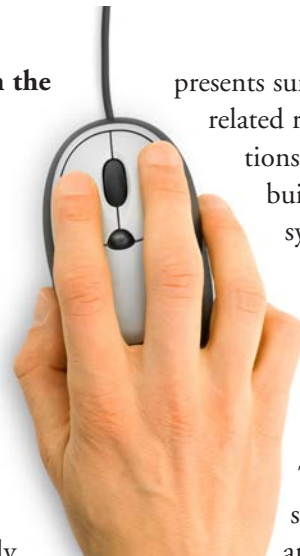
NIOSH Science Blog: ATV safety at work; joint pain in the workplace. Recent postings on the National Institute for Occupational Safety & Health (NIOSH) Science Blog include:

- Issues related to [use of all-terrain vehicles at work](#) and recommended best practices for employers and workers.
- [Joint pain in the workplace](#), an issue of particular significance for older workers. The blog posting provides background on arthritis and discusses possible solutions and workplace strategies.

Slips, trips and falls in wholesale and retail. Employees in wholesale and retail establishments experience a relatively high rate of slips, trips and falls. A new publication from NIOSH, [Preventing Slips, Trips and Falls in Wholesale and Retail Settings](#), addresses this issue.

Progress report on nanotechnology research. A progress report from NIOSH examines research on the safety of nanotechnology in the workplace. See [Filling the Knowledge Gaps for Safe Nanotechnology in the Workplace](#).

Preventing respiratory problems in damp buildings. “Dampness,” defined as the presence of unwanted and excessive moisture, can be an issue in office buildings, schools, and other nonindustrial buildings. A new alert from NIOSH, [Preventing Respiratory Disease from Damp Indoor Environments](#),



presents summary information on outbreaks of building-related respiratory disease, and provides recommendations on how to identify, respond to, and prevent building dampness and related respiratory symptoms and disease.

Buy Quiet program helps reduce hearing loss. The new “[Buy Quiet Program](#)” from NIOSH provides online tools to help companies buy construction equipment that is quieter in its operation. The program’s Power Tools Database has detailed specifications and sound measurements for a wide variety of brands and models of equipment.

“Move IT!” rig move safety for truckers. A new safety training DVD from NIOSH targets land-based oil and gas drilling and service workers. The 27-minute video covers rig move safety for truckers in the oil and gas fields. It helps make sense of the organized chaos that accompanies a drill rig move and highlights some easy ways to lower the risk of being injured or killed when moving to a new location. [You can stream this video](#) from the NIOSH YouTube channel or request a copy by sending an e-mail to [Ryan Hill](#) and referring to the DVD title “Move IT! Rig Move Safety for Truckers” and the NIOSH publication number “2012-168d” in your request.

Online Resources, continued

Preventing backover incidents in construction.

According to the Bureau of Labor Statistics, more than 70 workers died from backover incidents in 2011 – struck by a backing vehicle while standing, walking, or kneeling behind the vehicle. OSHA’s new [Preventing Backovers webpage](#) provides information about the hazards of backovers; solutions that can reduce the risk or frequency of these incidents; articles and resources; and references to existing regulations and letters of interpretation.

Internal combustion engines as ignition sources.

Investigations by OSHA and the U.S. Chemical Safety Board (CSB) have documented a history of fires and explosions at workplaces (oilfields, refineries, chemical plants, and other facilities) where an internal combustion engine was identified as or suspected to be the source of ignition. Internal combustion engines present an ignition hazard when used in facilities processing flammable liquids and gases. OSHA’s new [Internal Combustion Engines as Ignition Sources Fact Sheet](#) helps employers and workers understand the risks involved in the use of internal combustion engines, as well as some of the control strategies that should be used to prevent catastrophic events.

Identifying and controlling silica dust.

A new online resource from the [Center for Construction Research and Training](#) provides information and tools to help identify silica hazards, understand the health risk, and easily find equipment and methods to control the dust. The site also features a “[Create a Plan](#)” tool that generates job-specific silica control plans based on user responses to a series of questions about the tasks that will be performed and the materials that will be used. The new resource is available at www.silica-safe.org.

Common workplace operations involving cutting, sawing, drilling, and crushing of concrete, brick, block, rock, and stone products (such as in construction operations), and operations using sand products (such as in glass manufacturing, foundries, and sand blasting), can result in worker inhalation of small silica particles in the air. Inhalation of these particles has long been known to cause silicosis, a disabling and sometimes fatal lung disease. More information is available at OSHA’s [Crystalline Silica Safety and Health Topics page](#).

Life-saving AEDs, Year-end Savings

Use remaining safety budget dollars for 2012 to add the safe, reliable and easy-to-use [Philips HeartStart AED](#) to your safety program.

AED purchase includes cabinet, case, extra pads and fast response kit – a \$400 savings



Questions? Contact Connie at connie@southdakotasafetycouncil.org; 605-361-7785/800-952-5539

Are You Prepared for Winter Weather?

Don't wait until it's too late . . . now is the perfect time to take stock of your winter preparedness items. Invest in safety for you and

your loved ones – **it could save a life!**



Just \$19.95

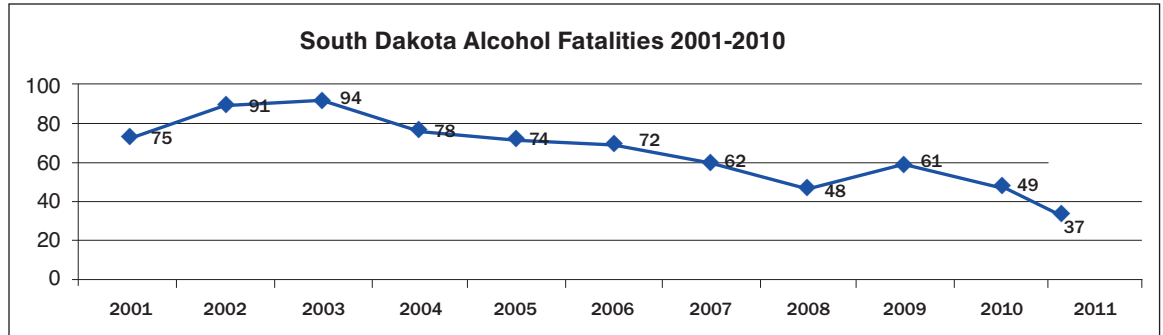
Want to make [this kit](#) available to your employees to purchase on their own? Ask about how you can coordinate an [Employee Purchase Program](#) at your facility to save on shipping costs. For more information, contact Diane at 800-952-5539/605-361-7785 or e-mail her at dhall@southdakotasafetycouncil.org.

‘Tis the Season: Raise Awareness of Impaired Driving

The holiday season provides an opportunity to raise awareness among employees about the risks of impaired driving. In South Dakota, impaired driving deaths have been on a downward trend from a high point in 2003. The South Dakota

Department of Public Safety, Office of Highway Safety reports that in 2011, thirty-seven (or 33 percent) of traffic-related deaths were alcohol-related. Sixteen (or 43 percent) of the lives claimed in alcohol-related

crashes were persons under the age of 30. More than 600 people were injured and thousands were ticketed for DUI. Odds are that your workplace can be affected directly or indirectly by impaired driving.



DUI FAQs

What is the legal blood alcohol concentration level in South Dakota for determining if a person is driving under the influence?

If an individual has 0.08 percent or more by weight of alcohol in their blood, they are presumed to be driving under the influence.

Do I have to be driving my vehicle to be charged with

driving under the influence?

No. An individual who is in actual physical control of a motor vehicle can be charged with DUI, even if they are not actually driving the vehicle. For example, an intoxicated person behind the wheel of a

vehicle with the keys in the ignition could still be charged with DUI.

Do I have to have a BAC level of .08 to be charged with driving under the influence?

No. If it is evident that alcohol consumption rendered a driver incapable of driving safely, the driver can be charged with driving under the influence of alcohol.

Source: South Dakota Department of Public Safety

Plan Ahead to Save Lives

- Plan a safe way home before any festivities begin
- Before drinking, designate a sober driver
- If you're impaired, use a taxi, call a sober friend or family member, or use public transportation so you are sure to get home safely
- If you happen to see a drunk driver on the road, don't hesitate to contact your local law enforcement
- If you know someone who is about to drive or ride while impaired, take their keys and help them make other arrangements to get where they are going safely
- Remember, whether you've had way too many or just one too many, it's never worth the risk to drive impaired
- Planning ahead can mean the difference between life and death – yours or someone else's

The alcohol-free drink recipes on the next page can be copied, posted or distributed. Also see [Impaired Driving – A Sample Safety Talk](#) on our website.



Alcohol-Free Drink Recipes



At any celebration, but especially during the holiday season, it can be easy to drink too much. Try these tasty non-alcoholic drinks at your next get-together. Find these recipes and more at www.southdakotasafetycouncil.org/fact/f-home.cfm.

Frozen Mockarita

2 cups cold water
1 cup lemon juice
1/2 cup lime juice
16-20 packets Equal
16-24 ice cubes

Combine all ingredients in blender. Blend on high for 10 seconds or until slushy. If desired, salt rim of cocktail glass before filling.

Cafe Au Lait

4 cups hot strong coffee
4 cups scalded milk
6 cinnamon sticks for garnish

Into 6 large mugs pour equal amounts of the coffee and the milk and garnish each serving with a cinnamon stick. Serves 6.

Candy Cane Hot White Chocolate

Indulge and top the hot chocolate with whipped cream and more crushed peppermint candy.

12 cups milk
9 ounces good-quality white chocolate (such as Lindt or Baker's), chopped
1 cup crushed red-and-white-striped candy canes or hard peppermint candies
1/4 teaspoon salt
Whipped cream
Additional crushed red-and-white-striped candy canes or hard peppermint candies

Bring milk to simmer in heavy large saucepan. Reduce heat to medium-low. Add white chocolate, 1 cup candy and salt; whisk until smooth. Ladle hot chocolate into mugs, dividing equally. Top with whipped cream and additional candy. Serves 12.

Cranberry Mint Tea

This is also very good served hot.
4 cups water
1 12-ounce package fresh or frozen cranberries
1 cup fresh mint leaves (about 1/2 ounce)
1/2 cup sugar
Fresh mint sprigs

Combine 4 cups water and cranberries in heavy medium saucepan and bring to boil. When cranberries begin to pop, reduce heat to low, cover and simmer mixture until cranberries are very tender, about 10 minutes.

Place 1 cup mint leaves in heat-proof pitcher or coffeepot. Set fine strainer atop pitcher. Pour cranberry mixture into strainer, pressing on solids to extract as much juice as possible; discard solids. Add 1/2 cup sugar to pitcher; stir until sugar has dissolved. Refrigerate mixture until cold. (Can be prepared 1 day ahead. Keep chilled.) Garnish with mint sprigs and serve. 4 servings.

Steaming Hot Holiday Punch

3 cups apple juice
3 cups orange juice
6 cups cranberry juice cocktail
3/4 cup maple syrup
2 tsp powdered sugar
1 1/2 tsp ground cinnamon
3/4 tsp ground cloves
3/4 tsp ground nutmeg
cinnamon sticks for garnish

Combine all ingredients in a very large heavy pan. Bring to boil, reduce heat and simmer for 10 minutes. May be placed in a crockpot or over very low heat to keep warm. Serve in mugs with cinnamon stick stirrers.

Mock Champagne

2/3 cup sugar
2/3 cup water
1 cup grapefruit juice
1/2 cup orange juice
3 tbsp grenadine syrup
28 oz chilled ginger ale

Combine sugar and water in saucepan over low heat. Stir until sugar is dissolved. Bring to boil and boil 10 minutes. Cool. Add sugar syrup to grapefruit and orange juices. Chill thoroughly. Add grenadine and ginger ale just before serving. Makes about 1 1/2 quarts.

Steaming Hot Holiday Punch

3 cups apple juice
3 cups orange juice
6 cups cranberry juice cocktail
3/4 cup maple syrup
2 tsp powdered sugar
1 1/2 tsp ground cinnamon
3/4 tsp ground cloves
3/4 tsp ground nutmeg
cinnamon sticks for garnish

Combine all ingredients in a very large heavy pan. Bring to boil, reduce heat and simmer for 10 minutes. May be placed in a crockpot or over very low heat to keep warm. Serve in mugs with cinnamon stick stirrers.

Hot Wassail

4 cups unsweetened apple juice
3 cups unsweetened pineapple juice
2 cups cranberry juice cocktail
1/4 tsp ground nutmeg
1 cinnamon stick
3 whole cloves
lemon slices

Combine all ingredients in a large kettle and simmer for 10 minutes. Serve hot.

The information in the Memo to Members is compiled from sources believed to be reliable. We've exercised reasonable care to assure its accuracy, but make no guarantees. The South Dakota Safety Council makes no representation or guarantees of results and assumes no liability in connection with the information contained in the Memo, including whether such information or suggestions are appropriate in all circumstances. Statements attributed to other sources do not necessarily reflect the opinion or position of the South Dakota Safety Council.

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OFF THE JOB

The information below can be used in your internal publications to promote holiday safety. For more holiday and winter safety tips, visit our [online fact sheet library](#) for resources to help protect your workers (and their families) from the special risks that the season brings.

Home (Safety) For the Holidays

Winter holidays are a time for family gatherings, decorations, shopping and good food. As you enjoy the season, consider these common sense tips to help make your holidays safe and healthy.

- **Holiday meals** Stay in the kitchen when you're cooking on the stovetop – cooking is one of the leading causes of home fires. Keep children at least three feet away from the stove. Be sure to thoroughly wash hands, utensils, countertops or anything else that comes in contact with raw poultry. Closely follow cooking instructions on the product label. Refrigerate or freeze leftovers in covered shallow containers within two hours after cooking.
- **Toy shopping** Look for age guidelines on the toy or its package. Toys for infants and children under three should be free of small removable parts that can be swallowed or fit into the mouth, ears or nose. If you're buying for several children in one family, remember that younger children may want to play with older kids' toys. Start your shopping early so you don't have to rush to and from packed stores.
- **Fire safety** Have your furnace and chimney inspected. When you cozy up by the fire, always use a fire screen and only burn material appropriate for fireplaces. Keep matches and lighters out of the reach of children – up high in a locked cabinet. Make sure your smoke and carbon monoxide alarms are working. Keep portable heaters at least three feet away from furniture, bedding, walls, clothing and other flammable items.
- **Decorations** Use flameless battery-powered candles. If you do use burning candles, place them in non-tip holders on a sturdy, stable surface away from curtains, trees, or other decorations that may catch fire easily. Don't leave candles burning unattended, and keep them out of the reach of small children. Inspect holiday lights and throw away any cracked or frayed cords. Read product instructions regarding the maximum number of cords that can be plugged into a single outlet. Turn off all light strings and decorations before leaving home or going to bed.
- **Traffic safety** Driving in winter means cold temperatures, snow, sleet, and ice that can lead to slower traffic and dangerous road conditions. Slow down in bad weather– it's probably the single most important thing you can do. Before heading out on the road, clear snow, frost and ice off all vehicle windows, head and tail lights, hood and roof. Make sure tires are properly inflated, gas tank is above half-full and washer fluid levels are high. And don't forget that [vehicle emergency kit](#) – just in case.

