

# Memo to Members

## Annual Meeting Provides Highlights of 2011, Networking, OSHA Update

We were happy to see many of you at our Annual Meeting on Tuesday, January 31. It was a great opportunity for members, staff and [board members](#) to visit face to face, conduct organizational business and share a good meal. The meeting also included a workshop on OSHA's priorities with Mike Maslowski, OSHA Bismarck Office. For more information about our work last year, see the [South Dakota Safety Council 2011 Annual Report](#), included as part of this publication, following page 6.



## Upcoming Training: OSHA, Emergency Preparedness, Train-the-Trainer

We've got great training opportunities coming up this spring. Take a look!

[OSHA 10-hour General Industry Safety and Health Training](#), April 19-20

This 10-hour course covers specific OSHA standards, including material handling, machine guarding, exit routes, fire protection, electrical, hazard communication and other OSHA compliance regulations. OSHA Training Institute will issue course completion cards to each student.

### First Aid/CPR/AED Training

[Instructor Development Training](#), April 17-19

This *revised* two and a half day course is designed to prepare you to teach First Aid CPR/AED using the latest methods and materials from the National Safety Council. It's perfect for organizations that regularly train people in First Aid and CPR/AED.

[First Aid/CPR/AED Employee Training, Hands-on](#), April 25 and May 30

### Train-the-Trainer PLUS

Looking for a smart and effective way to re-energize or completely revamp your compliance training without a huge time commitment? With our Train-The-Trainer PLUS workshops, not only do you get a comprehensive, up-to-date video-based training package, you also receive the instruction to implement it — for just the price of the video program!

April 13 [Respiratory Protection](#)    April 26 [Hazard Communication](#)    April 27 [Forklift](#)

And don't forget our free member videoconference, [Protecting Critical Infrastructure](#) on April 18. You'll learn about protecting your company's critical assets and infrastructure, and no-cost resources available from the Protective Security Advisor for Homeland Security in the South Dakota district.

See a complete training listing on [page 5](#) and all course details [online](#).

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Motorcycle Training  
Training Schedule
- 6 Off-the-Job Safety



### Revised Acetylene Standard In Effect

OSHA's direct final rule revising the Acetylene Standard for general industry went into effect March 5. The revised standard replaces a reference to an outdated consensus standard with an updated reference from the Compressed Gas Association Pamphlet G-1-2009, Acetylene. The update will provide employers with guidance that reflects

current industry practices to better protect their workers from injury or death. In a [December 5 Federal Register](#) notice, OSHA published the direct final rule and announced it would go into effect after three months, barring any significant adverse comments. OSHA received only one comment, which it determined was not significant.

### DOT Revises Hours-of-Service Rules

The Federal Motor Carrier Safety Administration has revised the hours-of-service (HOS) regulations.

The changes limit the ability of drivers to work the maximum number of hours currently allowed (or close to it) on a continuing basis, to reduce the possibility of fatigue. Long daily and



weekly hours are associated with an increased risk of crashes and with the chronic health conditions associated with lack of sleep. These changes will affect only the small

minority of drivers who regularly work the longer hours. The following provisions were effective February 27, 2012: the rule changes that affect Appendix B to Part 386—Penalty Schedule; Violations and Monetary Penalties; the oilfield exemption in § 395.1(d)(2); and the definition of on-duty time in § 395.2. Compliance for all the other rule changes is not required until July 1, 2013. [A comparison of the new rule](#) with the old rule is available online.

### OSHA Extends Temporary Enforcement Measures for Residential Construction

The U.S. Department of Labor's Occupational Safety and Health Administration (OSHA) will extend for six months its [temporary enforcement measures](#) for fall protection in residential construction, through September 15, 2012. The measures include priority free on-site compliance assistance, penalty reductions, extended abatement

dates, measures to ensure consistency, and increased outreach. This is part of OSHA's effort to help employers comply with the [new fall protection requirements](#). Multiple easy-to-read fact sheets, PowerPoint and slide presentations, as well as other educational materials are also available on OSHA's [Fall Protection in Residential Construction page](#).

### OSHA Warns of Hazards During Tornado Recovery

Violent storms and tornados have already affected many parts of the country, and as spring officially arrives, OSHA is urging heightened awareness, safe work practices and the use of personal protective equipment by workers during cleanup. OSHA's [Tornado Preparedness and Response page](#) is designed to help businesses and their

employees prepare for tornados, and to provide information about hazards that workers may face in the aftermath of a tornado. It includes information to help businesses [develop an emergency plan](#), [checklists](#) and [additional resources](#) pages and a [Response/Recovery page](#).

#### South Dakota Safety Council

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Diane Hall, Membership Representative

Connie Greguson, Office Administrator and Coordinator, South Dakota Operation Lifesaver

Rick Kiley, Director, Motorcycle Rider Education Program

## A Click Away: New Online Resources

### *Respirator Videos in English and Spanish*

Federal OSHA has posted a series of 17 [short videos](#) to help workers learn about the proper use of respirators on the job, both in general industry and construction. The videos, nine in English and eight in Spanish, cover topics including OSHA's respiratory standard, respirator use, training, fit-testing and detecting counterfeit respirators. They are available with closed captioning for streaming or download from OSHA's website.

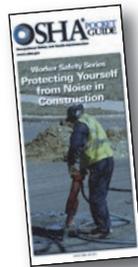


### *New Safety Publications for Home Healthcare Workers*

Several new publications addressing hazards faced by home healthcare workers have been released by the National Institute for Occupational Safety & Health (NIOSH). Among the topics covered: musculoskeletal injuries, needlesticks, latex allergies, car crashes, unsafe conditions and violence. The publications are linked from the NIOSH [What's New page](#); see the February 13 listing.

### *Residential Roofing*

Federal OSHA has released three new fact sheets that address hazards and solutions for the following residential roofing activities: [installing roof sheathing](#), [installing standing seam metal roofs](#), and [replacing roofs](#).



### *Pocket Guide: Hearing Protection in Construction*

Federal OSHA's [Protecting Yourself from Noise in Construction](#) is a 28-page pocket guide designed for workers, but also helpful for small contractors.

### *Chemical Contact with Skin (Spanish)*

The National Institute for Occupational Safety and Health (NIOSH) has released two new Spanish-language resources that address skin contact with chemicals:

- Effects of Skin Contact with Chemicals: Guidance for Occupational Health Professionals and Employers* (Pub. No. 2011-200) (Spanish): [Efectos de las sustancias químicas al contacto con la piel, Guía de salud ocupacional para profesionales de la salud y empleadores](#)
- Effects of Skin Contact with Chemicals: What a Worker Should Know* (Pub. No. 2011-199) (Spanish): [Efectos de las sustancias químicas al contacto con la piel, Lo que deben saber los trabajadores](#)

Skin disorders are among the most frequently reported occupational illnesses, resulting in an estimated annual cost in the United States of over \$1 billion. While the rates of most other occupational diseases are decreasing, skin disease rates are actually increasing.

### *Poll: Transportation Professionals and Sleep Loss*

The National Sleep Foundation's (NSF) [2012 Sleep Foundation Poll](#) is the first to ask transportation professionals, including pilots, train operators, truck, bus, taxi and limo drivers about their sleep habits and work performance. About one-fourth of train operators (26%) and pilots (23%) admit that sleepiness has affected their job performance at least once a week, compared to about one in six non-transportation workers (17%). A significant number say that fatigue has caused safety problems on the job.



# Effective Safety Committees: Do's and Don'ts

A safety committee is responsible for enhancing workplace safety and health by listening and acting upon the safety concerns and suggestions of all employees. Employees are the experts in their jobs. They know what will make their tasks safer and help prevent incidents from happening in the workplace.

Safety committee members need to contribute actively to the work of the committee and to share responsibility for accomplishing the safety goals of their organization. The following guidelines provide expectations for members and can also be used as an evaluation tool:

- Come to committee meetings on time and be prepared.
- Show respect for the committee leader.
- Be an active and positive contributor.
- Encourage others to participate.
- Help the committee leader and members stay focused on the meeting goals.
- Share your knowledge and experience.
- Ask questions to increase your understanding.
- Speak up when you disagree.
- Be flexible with your own opinions so that the group can build consensus.
- Help the committee leader bring ideas together.
- Follow through with your committee assignments.
- Set a good example by working safely and being a role model.



## Top ten safety committee pitfalls and how to avoid them

1. **Lack of purpose/mission.** Identify the committee purpose so that members will have a common vision of what they are supposed to accomplish.

2. **Wrong size.** Committees need to represent both labor and management. Committees that are too small put a burden on the members and have a harder time accomplishing their goals. Committees that are too large can be hard to guide which may slow down progress in reaching goals.

3. **Inadequate training.** Members need necessary skills and information to fulfill their responsibilities, both in terms of addressing safety issues and effective group process.

4. **Lack of leadership.** Leaders need to be focused on goals, and stimulate and motivate committee members to participate.

5. **Ineffective meetings.** Effective meetings need an agenda/road map – to keep the meeting focused on goals.

6. **Lack of follow-up.** Actions, decisions and assignments must be taken seriously, with follow-up from members.

7. **Lack of communication.** Minutes are a key communication tool which document and communicate what the committee has accomplished. These must be distributed/posted for all employees.

8. **Management domination.** Make sure that both labor and management participate. Discussions should not be dominated by management.

9. **Lack of member participation.**

10. **Lack of top management support.** Committees need top management support and commitment. This includes providing resources, acting on committee recommendations, and recognizing the committee's contributions.

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**Members need to contribute actively to the work of the committee and to share responsibility for accomplishing the safety goals of their organization.**

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Call us with your safety committee questions – our safety and health consultants can help! Contact us at [sdsc@southdakotasafetycouncil.org](mailto:sdsc@southdakotasafetycouncil.org) or 605-361-7785/800-952-5539.

## When Every Second Counts, Put Your Trust in a Proven AED

Sudden cardiac arrest can happen to anyone, anywhere, at any time . . . and every minute that passes lowers the chance of



survival by 10%. A **nearby AED is essential to beating the clock.** Is your facility equipped?

We've done the homework for you. [Philips HeartStart](#)

[AEDs](#) not only have a spotless track record, but are also the quickest to shock and the easiest to use and maintain in the industry. As always, members receive a huge discount on units when ordering through our office – but did you know that

members also receive over \$400 worth of accessories for FREE? Have some questions? Ready for replacement pads or batteries? Need a quote? Contact Connie Greguson at 605-361-7785/ 800-952-5539 or [connie@southdakotasafetycouncil.org](mailto:connie@southdakotasafetycouncil.org).

*Want to become a certified First Aid trainer?* Our two-and-a-half day [Instructor Development Course](#) will prepare you to teach your own First Aid/CPR/AED classes for your employer and for the general public using the latest methods and materials from National Safety Council's First Aid Program. Get trained by the best to become one of the best! For more information, contact Connie at 605-361-7785/800-952-5539 or [connie@southdakotasafetycouncil.org](mailto:connie@southdakotasafetycouncil.org).

### Training Calendar

- April 13 .....Respiratory Protection Train-the-Trainer PLUS
- April 17-19 .....First Aid/CPR/AED Instructor Development Training
- April 18 .....Free Member Videoconference: Protecting Critical Infrastructure
- April 19 .....10-Hour OSHA General Industry Safety and Health Training
- April 25, May 30....First Aid/CPR/AED Employee Training, Hands-on
- April 26 .....Hazard Communication Train-the-Trainer PLUS
- April 27 .....Forklift Train-the-Trainer PLUS
- July 18 .....Free Member Videoconference: OSHA Final Rule for the HazCom Standard: Globally Harmonized System

Also see our [Teen Driver Education Program](#) and [online schedule](#) containing teen driver classes – member employees can receive a discount for their kids.

### Auto Donation to SDSC Benefits Driver Education Programs

A big thanks to the South Dakota Auto Body Association and State Farm Insurance for donating a vehicle to the South Dakota Safety Council. The car will be used in our behind-the-wheel training programs for teen drivers, immigrants and refugees, as well as to help employers improve workplace driving skills. The Ford Taurus was presented to the South Dakota Safety Council at the South Dakota Auto Body Association annual conference in Sioux Falls on March 9.

## Stay informed. Stay prepared.

### Oregon Scientific weather radio

Need to seek shelter? Just grab it and go!

- Easy to set up – no codes to look up!
- Certified Public Alert™ monitor
- S.A.M.E. technology (specify alerts for your area only)
- Rechargeable battery

Members pay just \$42.95! Find more information [online](#) or contact Diane about a group purchase: 605-361-7785/800-952-5539 or [dhall@southdakotasafetycouncil.org](mailto:dhall@southdakotasafetycouncil.org).



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## Bring 'em Back Safe!

Upcoming safety observances can reinforce your safety awareness activities and help your workers return to work as safe as when they left.

### **Distracted Driving Awareness Month: April**

Driver distraction is a leading factor in crashes on South Dakota's roads and nationwide. Distracted Driving Awareness Month is a good opportunity for you to raise awareness and to implement or enhance distracted driving policies. The South Dakota Safety Council has [comprehensive distracted driving resources](#) for the workplace on our website. They will help you provide education, develop strategies, launch a new cell phone policy or reinforce an existing one. For more information, contact Diane Hall at 605-361-7785/800-952-5539; [dhall@southdakotasafetycouncil.org](mailto:dhall@southdakotasafetycouncil.org).

### **Severe Weather Awareness Week, April 23 – 27**

Here's a great opportunity to practice your "take shelter" drill: Emergency sirens will sound for the statewide tornado drill at 10:15 a.m. CDT on Wednesday, April 25, to allow schools, business, hospitals and other organizations to practice their emergency plans. See weather safety fact sheets in our [online fact sheet library](#), including [Thunderstorms](#), [Tornadoes](#) and [Coping With Heat Stress](#).

### **National Bike Month: May**

Make use of bike safety fact sheets, including [Bicycle Helmet](#), [Bike Safety](#) and [Riding Bikes to School](#). Also, our bicycle helmet group distribution program allows employees to purchase quality helmets for themselves and their families. We do the leg work for you (customized info sheets, order forms, etc). If you're interested, contact Diane at 605-361-7785/800-952-5539 or [dhall@southdakotasafetycouncil.org](mailto:dhall@southdakotasafetycouncil.org).



### **National Safe Boating Week, May 19 - 25**

Drownings spike in the summer. Raise awareness of boating and water safety with fact sheets including [Drowning](#) and [Water Safety](#).

### **National Safety Month: June**

Sponsored by the National Safety Council, National Safety Month draws attention to critical safety issues. This year's themes: Week 1 Employee wellness    Week 2 Ergonomics  
Week 3 Fall Prevention    Week 4 Driving Safety

## **Register Now for Motorcycle Safety Training!**

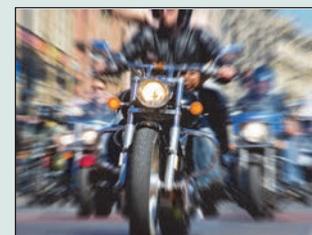
As the state's designated motorcycle safety training center, we offer courses throughout the state to help motorcyclists prepare for their license tests. We also administer the license test as the final step in our courses.

### **Basic Rider Course**

The Basic Rider Course consists of 15 hours of instruction (5 hours in the classroom and 10 hours on-cycle. Come to the classroom session prepared to ride.) Motorcycles are provided for your use at no extra charge.

### **Experienced Rider Course**

The Experienced Rider Course consists of 4 hours of riding practice and up to one hour of classroom activities conducted between riding exercises.



Online registration is easy and secure. See our [motorcycle safety Web page](#) for more information.



# SOUTH DAKOTA SAFETY COUNCIL 2011 ANNUAL REPORT

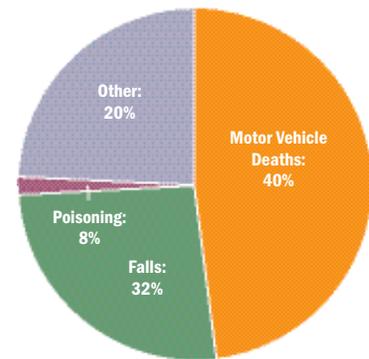
**Our Mission:** To improve the quality of life for the people of South Dakota by reducing incidents, injuries and occupational illnesses from preventable causes.

At the South Dakota Safety Council, helping people prevent unintentional injuries – at work, on the road, at home and at play – is our job. Unintentional injuries take the lives of nearly 400 South Dakotans each year, send thousands more to the hospital, and cost our state hundreds of millions of dollars. The repercussions affect families, friends, co-workers and entire communities. Occupational illness, including ergonomic problems, lung diseases and hearing damage can be equally devastating and may take years to surface. Through training, education and community outreach we work with individuals, organizations, families and communities to implement effective prevention strategies and programs.

Relationships with our members are central to our mission. More than 400 organizations strong, our members represent a full spectrum of industries in South Dakota: manufacturing, utilities, government, health care, construction, transportation, education and more. They employ nearly 100,000 workers and confront diverse safety concerns across a variety of work environments. The programs and services we provide help employers prevent injuries and costly claims, increase productivity and stay competitive. Our efforts reach the workplace and beyond, because the vast majority of unintentional-injury deaths and disabling injuries occur away from work – and those incidents are on the rise.

Significant progress has been made in reducing injuries, particularly on our roads and in our workplaces. These successes are the result of effective education, legislation and enforcement; advances in technology and engineering; and the hard work and support of organizations like the South Dakota Safety Council. Still, unintentional injury remains the leading cause of death among South Dakotans from ages 1 – 44 and a critical public health issue.

In this annual report, you'll learn about how we delivered on our mission in 2011. The firm foundation provided by past leaders, the leadership of our board of directors today, our bonds with member organizations and other partners, and the commitment of our staff have made the South Dakota Safety Council a leader in safety. Together, we continue to build on our 62-year history, making South Dakota a safer place to live.



**Top three causes of unintentional-injury death in South Dakota, 2005-2009\***

*Source: South Dakota Department of Health  
\* Most current data.*



## SOUTH DAKOTA SAFETY COUNCIL

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CHAPTER OF THE NATIONAL SAFETY COUNCIL

# Making South Dakota

## The Problem of Injury in South Dakota

Unintentional injuries are the number one killer of children, youth and adults though age 44 in South Dakota. For South Dakotans as a whole, unintentional injuries are the sixth leading cause of death, for males they are fourth, and for American Indians in our state they are second only to heart disease. The great majority (72 percent) of unintentional-injury deaths in South Dakota result from motor vehicle crashes and falls.

Another important measure of our injury problem is our fatality rate: the number of deaths per 100,000 residents. Historically, South Dakota's rate has been significantly higher than the national average (most recently 46 versus 41.1) and the average for surrounding states (44).

These tragic deaths and their enormous impact on others are the tip of the iceberg. Unintentional injuries are a leading cause of hospitalization for all ages. Thousands more seek treatment in emergency departments.

In the workplace, South Dakota continues to post one of the highest worker death rates in the nation. Fatal occupational injuries in the State have ranged from a high of 46 in 1999 to a low of 22 in 2007.

The good news: traffic deaths are declining. Based on preliminary reports for 2011, there were 109 deaths on South Dakota's roads, down from 140 in 2010 and the lowest number in nearly a half century. While still significantly above the national rate of 1.1, our traffic death rate (per one hundred million miles traveled) steadily declined from 2.3 in 2006 to 1.6 in 2010 (most current data). Seat belt use dipped in 2011, from 74.5 percent to 73.4 percent, compared to the national rate of 84 percent. However, child passenger restraint use for young children jumped nine points to 91 percent and seat belt use for teens aged 14 – 17 increased eight points to 72 percent.

## 2011 Program Highlights

Our programs and services helped South Dakotans stay safer at work, on the road, at home and in the community. Among the past year's highlights:

**Occupational safety and health training.** More than 400 people attended the 19th annual South Dakota Safety & Health Conference, gaining practical solutions to help them reduce workplace injuries and related costs. Attendees took part in diverse and engaging educational sessions, learned about valuable safety resources from our fifty-plus exhibitors and networked with safety colleagues. Forty-one South Dakota workplaces were recognized for outstanding achievement in safety at the conference's Governor's Safety Awards luncheon.



Our partners in presenting the conference were the Sioux Empire Society for Human Resources Management, Chiropractic Associates of South Dakota, South Dakota Department of Labor and Regulation, Avera, and Sanford Health.



*Conference attendees learned from local and national experts, quizzed exhibitors, networked and celebrated exceptional safety programs at the Governor's Safety Awards Luncheon. Above left, South Dakota Safety Council Board Chair Marianne Von Seggern welcomed the crowd.*

In conjunction with the conference, eighteen people attended the four-day Principles of Occupational Safety & Health course, a steppingstone to the National Safety Council's Advanced Safety Certificate; and ten more completed the four-day OSHA 30-Hour General Industry Training Course.

# a Safer Place in 2011

Year-round workplace safety training sessions covered 30-plus topics in compliance assistance, safety management and emergency care (First Aid/CPR). Our professional development programs helped individuals support their organizations and expand their skills at the same time. Ten safety and health professionals earned the Workplace Safety Certificate, a program offered in partnership with the South Dakota Department of Labor. Eighteen people participated in the Advanced Safety Certificate series, completing the four-day *Principles of Occupational Safety and Health* course.

In addition, members took advantage of the expertise provided by our certified safety professional (CSP) and other safety professionals, and the opportunity for onsite customized training. Our outreach activity included ongoing program support to workplace safety and health networks in Sioux Falls and Aberdeen. We held membership meetings throughout the state, in communities including Brookings, Mitchell, Rapid City, Sioux Falls, Watertown and Yankton. New this year: a series of member video conferences sponsored by Avera. Member retention remained strong at 92 percent.

**Traffic safety and driver training.** Nearly 200 high school age and novice drivers received classroom and behind-the-wheel driver training. Our comprehensive program included “rules of the road,” defensive driving crash avoidance techniques, winter driving skills, work zone safety and the “Alive at 25” program.

The Operation Lifesaver railroad crossing safety program reached more than 23,000 people through presentations in communities throughout the state.

We continued to partner with the Department of Public Safety and the State Patrol to offer “Alive at 25” to the state of South Dakota — a program proven to increase safe driving behavior in young adults 14-25. We reached more than 500 students in six locations.

More than 100 people joined the South Dakota Safety Council, former Miss South Dakota Loren Vaillancourt and State Senator Shantel Krebs (R-Renner) in a one-mile walk/5K run to raise awareness of distracted driving at Howard Wood Field in Sioux Falls. Vaillancourt, whose brother was killed by a distracted driver, had made the issue a centerpiece of her reign as Miss South Dakota.

The “Join the Race Against Distracted Driving” event was sponsored by the South Dakota Safety Council and State Farm Insurance, with additional support from Cadillac of Sioux Falls.

Funds raised through the event will support the South Dakota Safety Council’s ongoing awareness and education about distracted driving.



*Individuals, families and other teams heard words of inspiration from Senator Krebs (left) and Loren Vaillancourt before the start of the race.*

## **South Dakota Motorcycle Rider Education Program.**

Through a contract with the state of South Dakota, we offered training to 1,826 motorcyclists in preparation for their license tests. We provided 246 classes in 14 locations statewide. We continued to offer user-friendly online registration.

**Training packages and safety resources.** In partnership with National Safety Council, J.J. Keller, ManComm, Kidde, FLI, CLMI and Philips, we provided comprehensive safety products and training materials to our members.

## Make the Most of Your Membership

We invest every membership dollar in the promotion of safety and health. Your membership provides the foundation for developing safety programs that work. And our community programs help keep your employees safe away from work. Protecting lives and protecting your bottom line are inextricably linked.

More than 400 South Dakota employers have forged partnerships with the South Dakota Safety Council. Whether you're updating an existing safety program or starting from scratch, membership in the South Dakota Safety Council gives you access to the resources you need:

- Free use of more than 250 industry-specific videos
- Member discounts on all occupational and commercial vehicle and driver training
- Free telephone consultation on safety and health issues
- *Memo to Members*, a digest of the latest safety and health news, issues and regulatory developments
- E-mail newsletters, the *Membership Minute* and *Membership Solutions*
- The annual South Dakota Safety and Health Conference, a great opportunity for education and networking
- Packaged training, technical manuals, periodicals and other products, discounted for members
- Local safety networks, developed to give members throughout the state training and networking opportunities
- Free 8-hour First Aid/CPR/AED class
- Free 4-hour Defensive Driving course

*There's still lots to do. Thank you for helping to make South Dakota a safer place to live!*

## Board of Directors

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South Dakota Operation Lifesaver

Rick Kiley, Director  
Motorcycle Rider Education

Diane Hall  
Membership Representative