

SOUTH DAKOTA SAFETY COUNCIL

# MEMO TO MEMBERS

## South Dakota Safety & Health Conference

Join nearly 600 of your colleagues October 14 for the 23rd annual [South Dakota Safety & Health Conference!](#)

- ▶ **Stay current.** Learn the latest about workplace safety issues and safety management strategies, tools and trends; effective leadership; OSHA compliance; HR issues; workers' comp trends, and more!
- ▶ **Visit the exhibits.** Our experienced exhibitors offer products and services that support your workplace safety, health and human resources programs — bring your issues and questions!
- ▶ **Re-charge and re-connect.** Network with colleagues and speakers — a welcoming group who share your issues and concerns, and who have the experience and expertise to help.

**Here are just a few reasons you'll want to join us:**

- Our “can’t miss” opening session “Purpose + Passion + Process = Payoff” features **Dr. Alan Zimmerman, CSP**, offering practical tools you can use immediately — real-life stuff that really works.
- You also won't want to miss two half-day sessions with **Nicole Price**, Vice President of Training with Cy Wakeman, Inc., about creating diverse teams in the workplace and the five groundbreaking “New Rules of the Workplace.” Both sessions are pre-approved by the HR Certification Institute.
- Join **Chad Sheehan** for a half-day session that will teach you to recognize and survive workplace violence. This session continues the work begun at the workplace violence prevention forum in May.
- **Sarah Sladek**, a nationally recognized expert on generational differences will provide sessions about the coming changes in our workforce, and how to manage radically different generations.
- The Governor's Workplace Safety Awards Luncheon will feature special guest **Deborah Hersman**, CEO of the National Safety Council as our luncheon speaker. **Governor Dugaard** and **Lt. Governor Michels** have been invited to honor South Dakota employers for achieving excellence in safety.



Whether your organization is large or small, if the safety and health of employees is all or part of your job, plan to join us October 14 at the Sioux Falls Arena and Convention Center!

▶ Find details [online](#).

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**SAFETY COUNCIL**  
CHAPTER OF THE NATIONAL SAFETY COUNCIL

[southdakotasafetycouncil.org](http://southdakotasafetycouncil.org)

## Best Practices for Workplace Safety Committees



BY NICHOLAS DILLON  
Director, Education and Risk Services,  
Aegis Corporation

As many different employers attempt to get organizational involvement in the safety and health movement within their organization, most consider the use of safety committees.

Safety committees take many different forms. Ideally, the committee should have representation from both management and labor, as well as from all departments and shifts. A formal safety committee is not the only way. In small organizations it may be as effective to have all employees attend a monthly or quarterly (at a minimum) safety meeting during which safety issues and concerns are discussed and recent incidents and injuries are reviewed.

In my more than 20 years in the field of risk management, I have worked with and established safety committees for clients across the country. Here are a few best practices that are sure to be effective for implementing a safety committee in your organization.

When considering the concept of putting together a safety committee, you must first have a good grasp of your workplace safety culture. Safety and health needs to be a top priority and hold a preeminent position from top leadership down.

### SAFETY CULTURE AT A GLANCE INCLUDES THE FOLLOWING:

- Commitment
- Involvement
- Communication and trust
- Learning and reporting
- Training and responsibility



Make sure that one of the main objectives of establishing a safety committee is to work on reducing injuries/illnesses, accidents, or near misses. This always helps set the stage for leadership buy in and support.

### BEST PRACTICES FOR SAFETY COMMITTEES INCLUDE THE FOLLOWING:

- The committee should include both employer and employee representatives and meet at least quarterly.
- The committee should have a mission and purpose that impacts the organizational bottom line.
- The committee should have a role of fact finding, investigation, and perhaps training as needed.
- The committee should consist of management staff and representatives from all departments.
- The committee should share all initiatives and accomplishments with the organization as a whole. This helps to solidify its effectiveness.
- The committee should have incident and vehicle accident review programs.

As the Director of Education and Risk Services for Aegis Corporation, Nicholas works as part of the Loss Control Department to ensure their effectiveness, as well as creating new systems that will provide the company with the most efficient way to service clients. He also manages the continuing education function and is a valued resource for the loss control staff. Currently Nicholas is an Authorized OSHA/MSHA Instructor.



## Assessing Safety Culture

[A new article in OHS Online](#) makes the case that the true nature of a culture is revealed through its conversations. Relying only on observations can lead to an assumption trap, author Tom Wojick explains. The human brain forms patterns to help us deal with complexity and those patterns may feed assumptions that exclude certain information and nuance. “Open and honest talk” can provide context for observations and an understanding of culture.

So, does your culture value conversations, or is it relying on assumptions and patterns? Wojick offers the following questions to help in making that assessment:

- Is it like pulling teeth to get employees to talk in meetings?
- How often do safety leaders practice walking and talking about the site?
- Is the word stupid—or a similar insult—ever used to describe safety incidents or the employee involved?
- What emotion(s) best describes the mood of the safety culture? Frustration, boredom, disappointment—or excitement, curiosity, and passion?
- Do managers abhor meetings and feel that they are a waste of time?
- How often have employee safety recommendations been implemented?

“A positive safety culture is a repeatedly observant one, not just of behavior but also of its tone and content,” Wojick concludes. “Safety leaders would be well served to develop a practice of deeply listening and observing before making assessments and judgments.”

## The Data Gap

[A related article in National Safety Council’s \*Safety+Health\* magazine](#) examines the “data gap”—information that may not be shared about safety. It describes common factors that may prevent accurate information sharing, including filtering, particularly when information is perceived to be “bad news.” It’s a natural tendency, but is clearly a barrier to continuous improvement. Recommended solutions include:

- Treat data as the start of the discussion—not the end of it.
- Recognize that the tendency to filter data and mute bad news is natural. Strategize about how to identify when this is happening and how to respond.
- Encourage a climate that allows asking questions and challenging data, especially the “good” data—as part of the problem-solving process.

“The more employees experience that sharing what’s really going on is ‘safe,’ the more likely you are to get information that will help you understand the actual barriers to safety excellence and take the action needed for improvement.”

## Safety Focus: Root Cause vs. Prevention

“Is the Focus of Safety Professionals Off?” asks *EHS Today*. Among the key points:

- Safety must be part of the job, not just a goal.
- Discuss risks and hazards with workers to help them understand the reasons for safety policies and procedures—and to help the safety supervisor understand all aspects of the job.
- It’s essential to eliminate the problems/root causes underlying incidents and injuries, not just attempt to prevent them.

► [Read the full article on the \*EHS Today\* website.](#)

### HOW TO REACH US SOUTH DAKOTA SAFETY COUNCIL

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## News from OSHA: Proposed Rules on Beryllium; Recordkeeping

### OSHA PROPOSES LOWER BERYLLIUM LIMITS.

A [new federal OSHA proposal](#) would lower allowable levels of beryllium, a widely used material that can be extremely damaging to the lungs. The current eight-hour permissible exposure limit (PEL) is 2.0 micrograms per cubic meter of air. That standard was originally established in 1948 by the Atomic Energy Commission and adopted by OSHA in 1971. OSHA's proposed standard would reduce the PEL to 0.2 micrograms per cubic meter. The proposed rule would also require additional protections, including personal protective equipment, medical exams, other medical surveillance and training.

The 1971 limit significantly reduced fatalities due to acute beryllium disease but, over time, it became clear that exposure below that limit also had damaging long-term health effects. OSHA initially proposed lowering the PEL for beryllium in 1975. The nation's primary beryllium product manufacturer, Materion, and the United Steelworkers approached OSHA in 2012 to suggest a stronger standard.

Workers who inhale beryllium particles can develop a debilitating, incurable illness known as chronic beryllium disease, and are also at increased risk of lung cancer. Dangers arise when beryllium-containing materials are processed in a way that releases airborne beryllium dust, fume, mist or other forms. The majority of current worker exposures to beryllium occur in operations such as foundry and smelting operations, machining, beryllium oxide ceramics and composites manufacturing and dental lab work. Comments on the rule must be submitted by November 5.

► For details see the [August 6 Federal Register](#).

### OSHA: RECORDKEEPING IS ONGOING OBLIGATION.

In related news, federal OSHA is seeking to clarify that the duty to make and maintain accurate records of work-related injuries and illnesses is an ongoing obligation, and that duty does not go away if the employer initially fails to record an incident. OSHA will accept comments through September 27.

► Learn more in the [July 29 Federal Register](#).



## Working Alone: Controlling the Risks

The challenges of protecting lone workers are as varied as the settings and occupations involved. People may work alone in a set location or may travel for construction, utility or agricultural work. They may work at night or on weekends in warehouses, factories or retail settings, such as gas stations. A recent article in National Safety Council's *Safety+Health* magazine highlights a helpful resource from the Washington State Department of Labor and Industry. The guidance document poses questions that employers should ask when considering the safety of their lone workers, and provides suggested strategies to protect them. Among the questions:

- Is it safe for a person to be working alone on this particular job?
- Is the person medically fit? Is his/her temperament suited to working alone?
- What training is needed to ensure a safe environment?
- How will the person be supervised?

To help protect and track the lone worker, the agency recommends:

- Periodic visits from supervisors.
- Regular contact between the lone worker and supervisor using phone, radio, computer or other device.
- Warning devices that are activated in the absence of activity or if specific signals aren't received periodically from the lone worker.
- Checking to be sure the worker has returned to base or their home after completion of a shift or project.

► See the complete PowerPoint,™ "[Working Alone Safely – Controlling the Risks of Solitary Work](#)" on the Washington DLI website. Find additional practical advice in a [lone worker fact sheet](#) from the Canadian Centre for Occupational Health and Safety.

## National Safety Council Calls for Workplace Policies Around Opioid Painkiller Use

National Safety Council (NSC) is calling on employers to develop workplace policies around the use of opioid prescription painkillers after reviewing research and court cases showing the negative impacts of these medicines on employee safety and worker's compensation costs. Many workers who have taken opioid painkillers following on-the-job injuries have become addicted, suffered additional injuries or fatally overdosed, NSC says. As a result, courts have ordered employers and worker's compensation insurance carriers to pay for detoxification, medication-assisted treatment and death benefits to surviving family members.

Among the facts cited by NSC: Workers who use opioid painkillers for more than a week to treat on-the-job injuries have double the risk of being disabled one year later (Washington State Department of Labor and Industries). Worker's compensation claims also skyrocket. The average lost time worker's compensation claim for workers using opioid painkillers can total as much as \$117,000—900 percent higher than the cost for workers who do not take opioid painkillers (Worker's Compensation Research Institute.)

Among NSC's recommendations for employers:

- Educate workers about the risks of opioid painkillers.
- Provide supervisor education focused on identifying impaired employees.
- Expand drug testing programs.
- Evaluate employee assistance programs and make sure they include access to treatment.

► **Related article:** [Employment Lawyer: Expand Traditional Drug Testing for Safety](#) (Safety News Alert)

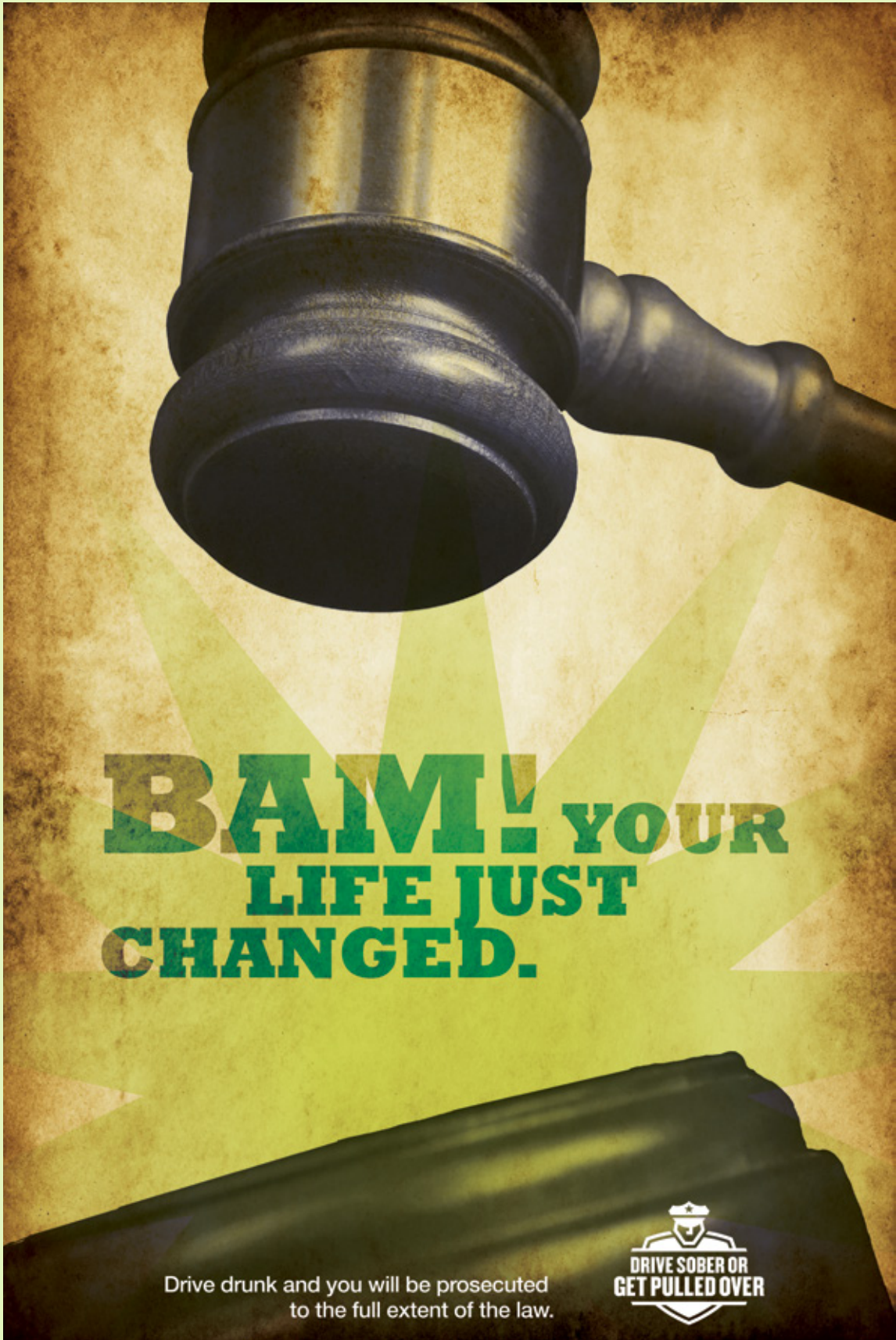


On a hot late summer day, it's easy to throw back a few drinks while enjoying the beach or fishing on the dock—and it's easy to forget that driving home with a buzz is drunk driving.

As summer winds down, don't let your employees wind up a statistic because of poor choices about drinking and driving. Make use of the following tips (and the poster on the next page) to help employees make a plan before getting behind the wheel.

### WHAT CAN WE DO?

- Plan for a safe ride – designate a sober driver, use a cab/public transportation or stay at the location of the celebration.
- Offer to be a designated driver, or be available to pick up a loved one anytime, anywhere.
- Buckle up – the best defense against a drunk driver.
- Report drunk driving – call 911 when witnessing impaired driving behavior. Be prepared to provide location, license plate number and observed dangerous behavior.



Drive drunk and you will be prosecuted  
to the full extent of the law.





## UPCOMING TRAINING

### ► September 14

#### Forklift Train-the-Trainer PLUS

**8:00 a.m. – 1:00 p.m. | South Dakota Safety Council**

Looking for a smart and effective way to re-energize or completely revamp your forklift training without a huge time commitment? Attend our Forklift Train-the-Trainer PLUS workshop! Get a new DVD program and the training to implement it all for just the cost of the program.

**Members: \$395.00 + tax | Nonmembers: \$495.00 + tax**

### ► September 15

#### Introduction to Safety

Take this course if you are newly responsible for company injury and illness prevention programs, a supervisor, or a member of your safety committee. (It's also a great refresher session if you're an experienced safety manager.) Learn the basics of safety management, hazard identification, ergonomics, accident records and emergency preparedness. One of three required courses for the [Workplace Safety Certificate](#), to be completed within a two-year period.

**Members: \$150.00 + tax | Nonmembers: \$250.00 + tax**

### ► September 22–23

#### OSHA 10-hour General Industry Training Course

**8:00 a.m. – 2:00 p.m. each day  
South Dakota Safety Council**

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.

**Members: \$285.00 + tax | Nonmembers: \$345.00 + tax**

### ► October 1

#### DOT Hazardous Materials Transportation (non-bulk)

**8:30 a.m. – 12:00 p.m. | South Dakota Safety Council**

Does your company:

- generate hazardous waste?
- ship chemicals to customers?
- move hazardous materials in commerce by highway, air, rail or water?

If so, you are a "Haz Mat Employer" under the U.S. Department of Transportation (DOT) regulations at 49 CFR 100-185. HazMat employers are required to provide training to any employee involved in the safe transport of hazardous materials, including loading, handling, packaging or preparing for transport.

**Members: \$350.00 + tax | Nonmembers: \$450.00 + tax**

### ► October 2, November 6

#### First Aid/CPR/AED Training, Hands-on

**8:30 a.m. – 4:00 p.m. | South Dakota Safety Council**

Be prepared and be in compliance. Learn the skills to maintain the life of a victim until emergency medical personnel arrive. Upon course completion, attendees receive National Safety Council First Aid/CPR/AED certificates. *We will train up to 10 people at your workplace for only \$490 (plus expenses).*

**Members: \$70.00 + tax | Nonmembers: \$80.00 + tax**

### ► October 6–9

#### Fundamentals of Industrial Hygiene

This course is for you if you are a safety, health and/or environmental professional or manager with industrial hygiene responsibilities but limited training or experience in this area. It's based on the National Safety Council's Fundamentals of Industrial Hygiene technical manual. This course will help you develop an understanding of industrial hygiene principles and practices by examining four key processes—anticipation, recognition, evaluation and control. It is part of the Advanced Safety Certificate series.

**Members: \$1,295.00 + tax | Nonmembers: \$1,495.00 + tax**

### ► October 21

#### Defensive Driving Course, Basic (4-hour)

**12:30 p.m. – 4:30 p.m. | South Dakota Safety Council**

DDC-4 is a fast-paced, four-hour driver improvement program that also makes an ideal refresher course. It's designed for employees who have already been through the eight-hour course, employees who have had traffic violations, or those who drive a company vehicle or their own vehicle on company time. This course also meets DOT regulations for special transportation services driver training.

**Members: \$75.00 + tax | Nonmembers: \$95.00 + tax**

## Hear the Beep Where You Sleep: Fire Prevention Week, October 4–10

Did you know that roughly half of home fire deaths result from fires reported between 11 p.m. and 7 a.m., when most people are asleep?

Smoke alarms save lives. If there's a fire in your home, smoke spreads fast and you need smoke alarms to give you time to get out. In fact, having a working smoke alarm cuts the chances of dying in a reported fire in half!

How often should you replace your home's smoke alarms? And, how often do you need to test them? Test your knowledge with the [Fire Prevention Week quiz](#) from the National Fire Protection Association (NFPA). Visit NFPA's "[Smoke Alarm Central](#)" for all of the information you need to make sure your home smoke alarms are properly installed and maintained.

Also, download our free [Home Fire Safety Checklist](#).

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### MEMO to Members is a publication of the South Dakota Safety Council.

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.

EDITOR Ann Kulenkamp | EDITORIAL ASSISTANT Kristy Zack | DESIGNER Melissa Litecky

## Safely Sharing Rural Roads During Harvest

Harvest season means more farm vehicles will be sharing the roadways with other vehicles. A few reminders:

Vehicle drivers, watch for slow-moving farm vehicles—not just on the road but along the sides and entering the roadway. Also watch the roadside, shoulders and ditches for all terrain vehicles (ATVs), which are frequently used on the farm to haul supplies or get to the field.

For ATV users, make sure all family members know and follow necessary precautions. Parents should determine children's ability to operate an ATV based on physical size, coordination, balance, ability to judge distances, willingness to follow rules and peripheral vision.

- Visit the National Education Center for Agricultural Safety [www.necasag.org](http://www.necasag.org) for more rural roadway information and Farm Safety Week (September 20–26, 2015) resources you can download and share.



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