Transitioning into 2014; Cal/OSHA has new initiatives for ensuring that California Workers have a safe and healthful work environment.

A few of the Cal-OSHA hot topics include:

- Confined Spaces
- Heat Illness
- Hazardous Communication (GHS)
- Increased inspections for wood framing contractors.

The campuses have safety programs available for confined space, heat illness and ongoing online training modules to ensure compliance with the new Global Harmonized System (GHS) standard.

For more information on the safety programs at your campus, log on to the following links:

⇒ San Bernardino Valley College & Crafton Hills College — Safety Programs

For additional information on how to log on for Global Harmonization System training log on to the following link:

⇒ SBCCD On-line Safety Training—Information

Cal-OSHA new and proposed changes also include the following:

- Use of forklifts, trucks and excavators (1593 & 3650)
- Tree Maintenance (2950 & 3420-3428)
- Head/Hand Protection (3381 & CSO 1520)
- Horizontal Pull Saws (4309)
- Airborne Contaminants - Ethyl benzene (5155)
- Traffic Control (1589 & 1590)
- Safe Patient Handling (5120)

For additional information on the Cal-OSHA updates and proposed changes, please contact SBCCD Environmental Health & Safety at (909) 382-4070 or via email at wfields@sbccd.cc.ca.us.

Additional resources are also available at the Cal-OSHA website at www.dir.ca.gov/dosh.
Welcome SBCCD’S New Emergency Preparedness Manager—Laura Whitehead

Welcome Laura Whitehead, the new SBCCD Emergency Preparedness Manager (EMP). Reporting to the SBCCD Chief of Police, Laura will be managing the emergency preparedness program for the District Offices, the Valley College Campus and the Crafton Hills Campus.

As the EPM, Laura will provide SBCCD with emergency preparedness and response training for staff, faculty, and students. In addition, Laura will be the Coordinator for the Emergency Operations Center (EOC) during disaster situations. Laura came to us from the High Desert, where she was the Emergency Services Officer for the Town of Apple Valley and the Apple Valley Fire Protection District. She managed and coordinated the Emergency Preparedness Program and Disaster Service Worker programs for the Town and Fire District, and mentored the Apple Valley Unified School District with its Emergency Program. Laura is a C.E.R.T. (Community Emergency Response Team) Program Manager and trainer.

Laura received her Bachelor of Science Degree specializing in Public Relations from the University of Oregon’s School of Journalism and Communications in 1994, and she received her Master of Science degree in Public Safety with a specialization in Emergency Management in 2010 and is a Certified Emergency Manager (CEM).

Laura’s office is located at the San Bernardino Valley Campus in the Campus Center. Wish Laura a warm-hearted SBCCD welcome and feel free to contact her at 909-384-8667 or via email at lwhitehead@sbccd.cc.ca.us for emergency preparedness related training and or questions.

PREVENTING DISEASE TRANSMISSION

By following some basic guidelines below you can greatly decrease your risk of getting or transmitting an infectious disease.

◊ Avoid contact with blood and other body fluids when possible.
◊ Do not eat, drink or touch your mouth, nose or eyes before you wash your hands.
◊ Avoid handling any personal items, such as pens or combs.
◊ Do not touch object that may be soiled with blood.

Wash your hands thoroughly with soap and warm running water as follows:

1. Turn on warm water.
2. Wet hands with water.
3. Apply liquid soap to hands.
4. Rub your hands together vigorously for at least 15 seconds, covering all surfaces of the hands and fingers.
5. Rinse your hands with water.
6. Dry your hands thoroughly with a paper towel.
7. Turn off the faucet using the paper towel.

For additional information, please visit the Center for Disease Control website at http://www.cdc.gov/
NEW ERGONOMICS INTERACTIVE SOFTWARE

SBCCD Environmental Health & Safety through Keenan & Associates has a new interactive online ergonomics software available for employees.

No longer will you have to wait for an ergonomic evaluation, you can assess your workstation right away with this new, simple to use interactive software, Workstation Safety Plus.

Workstation Safety Plus is a 30-40 minute e-learning ergonomic software that you can utilize from the comfort of your own work station. The software includes the following features for use:

- Self Assessment Tool with video-based stretching exercises and other modules to encourage longer term behavior change.
- Automated Communication, which ensures that the risk assessment program becomes proactive and encourages employees to engage.

This resource is available in conjunction with regular ergonomic evaluations that can be utilized as a tool to prior to a scheduled ergonomic evaluation or any time following an ergonomic evaluation as a refresher.

For additional information on how to be assigned access to the Workstation Safety Plus or to schedule a regular ergonomic evaluation for your work station, contact SBCCD Environmental Health & Safety at (909) 382-4070 or email wfields@sbccd.cc.ca.us.

COMMON SAFETY VIOLATIONS IN COLLEGE OFFICES

In a continuing effort to promote and increase Safety Awareness at the campus/district-site communities, Environmental Health & Safety has developed a simple resource to refer to for Common Safety Violations in College Offices that an employee or student-worker might encounter in a typical office setting.

Over the new few weeks, Administrative Services and District Facilities may be posting a new office space diagram with 19 of the most common safety violations in applicable locations.

Most office safety violations can be avoided by keeping areas clean, neat and well organized.

Do not try to store more materials than your office was designed to handle.

Do not obstruct the existing fire safety systems that are there to protect all occupants.

Do not exceed the electrical capacity of the room with plug strips and extension cords.

For a hard copy of the new Common Safety Violations In College Offices diagram, please contact SBCCD Environmental Health & Safety at (909) 382-4070 or email wfields@sbccd.cc.ca.us.

For violations outside of your control notify your Site Safety Officer for SBVC at (909) 384-8958, at CHC at (909) 389-3210 or SBCCD Environmental Health & Safety at (909) 384-4070 for district-site locations.
SBCCD Environmental Health & Safety is working closely with the Vice President’s of Administrative Services (Site Safety Officers) at SBVC and CHC on the following safety initiatives for 2014:

1. Consolidation of existing SBVC/CHC, safety programs.


3. Providing live safety training modules through campus professional development.

4. Increasing the awareness of how to report a safety concern through ongoing campaigns.

5. Working collaboratively with the new Emergency Preparedness Manager to improve the emergency preparedness response and programs at the SBCCD.

6. Ensuring compliance with the SBCCD Sewer Mgmt. Plan through ongoing maintenance.

7. Ensuring compliance with the new Global Harmonization Standard, training requirements.

8. Ensuring compliance with routine safety inspections as prescribed in the Injury & Illness Prevention Programs.

NEW WORKERS’ COMPENSATION MATRIX

SBCCD Human Resources and Environmental Health & Safety, working closely with our workers’ compensation consultant has created a new tool for managers, supervisors and administrators to utilize and follow the life cycle of a Workers’ Compensation claim in an easy to follow matrix.

The matrix includes a simple flow tree that covers information on medical treatment procedures, terminology, definitions of technical terms and important timelines that should be followed once a Workers’ Compensation claim is initiated, which includes:

1. Timely notification to Cal-OSHA.
2. Timeline on completing the DWC-1 claim.
3. Timeline on claim administrator’s responsibilities.

For additional information or a copy of the Workers’ Compensation Matrix, please feel free to contact, Amalia Perez, Human Resources Analyst at (909) 382-4070 or email amperez@sbccd.cc.ca.us.