



Safety Newsletter

March 2018

1 Cause of Vehicle Accidents by County Employees

Backing Up!!!

According to the National Safety Council, one out of four vehicle accidents can be blamed on poor backing techniques. Backing accidents cause 500 deaths and 15,000 injuries per year. The use of safe vehicle backing tips by employers and employees can help prevent accidents while on the job.

Get to know a vehicle's blind spots. In a medium- sized truck, blind spots can extend up to 16 feet in front and 160 feet behind a vehicle. Drivers need to remember that mirrors can never give the whole picture while backing.

Think in advance. Drivers should not put themselves into unnecessary backing situations.

Park defensively. Drivers must choose easy exit parking spaces that don't crowd neighboring vehicles and park their vehicle in the center of the parking space.

When parking in an alley. If an alley doesn't permit driving all the way through or have the room to turn around, a driver should back into it (if local ordinances permit) so that when leaving the vehicle can pull forward into the street.

Do a walk-around. Walking around a vehicle gives a driver firsthand view of the backing area and any limitations. They can check for children, soft or muddy areas, potholes, tire hazards, and other dangers.

Know the clearances. When performing a walk-around, drivers can check for obstructions, low-hanging trees and wires, and any other potential clearance-related problems.

Every backing situation is new and different. Sometimes a driver visits the same location several times a day and should be watchful each visit for changes and any new obstacles.

Use a spotter. A driver should use another person to help them when backing. The driver and spotter should use hand signals instead of verbal ones and make sure they understand each

other's signals. Don't have the spotter walking backwards while giving instructions.

When driver's spot for themselves, they need to return to the vehicle and start backing within a few seconds after finishing the walk-around. This will allow very little time for people and/or obstacles to change behind the vehicle.

Backing without a spotter should only take place after a driver has as much information about the area as possible. A back up alarm can help warn away pedestrians and drivers of other vehicles who may try to enter the area the vehicle is backing into.

Long-Term Solutions to Safe Backing

- Installation of rear-vision camera systems in vehicles eliminates rear blind spots. Investing in a rear-vision camera system for vehicles can put drivers in full visual control of the rear of a vehicle.
- No amount of forward-driving experience can help a driver with backing a truck or other vehicles. All drivers need to practice, practice, practice in safe surroundings until they become familiar with the way the vehicle backs up compared to the direction the steering wheel is turned.
- Creation and support of a company-wide training program. The program should include a driver's course to teach and review backing techniques, as well as covering equipment usage, hand signals, dangers to avoid, and other risk-lowering topics.

This publication was produced with information from the National Safety Council and Texas Department of Insurance.

Safety Meeting



A safety meeting is usually a brief 15-20 minute discussion with employees about safety hazards that exist in their job or work environment. The goal of the meeting is to educate employees about safety hazards and empower them to work safely to reduce or eliminate injuries. The meeting can be an add-on to a regularly scheduled staff meeting or it could be a tailgate meeting with a crew out in the field before the work day begins.

Why have safety meetings?

Safety meetings give employees the ability to express their concerns about safety in the workplace. It is also a great way to educate management about the hazards which are within their control and responsibility. In addition, if employees are educated about safety in their work environment, they are more inclined to work safer because they have the knowledge to spot potential hazards. Cal/OSHA (Title 8) the County's Injury Illness Prevention Program (IIPP) requires communication between the management and employees commonly satisfied through periodic safety meetings. Guidelines for communications can be found in Standard Safety Operations Manual (SSOM) document 601 <http://safety.rc-hr.com/SafetyCenter/SafetyManual.aspx>

What should be discussed in these meetings?

The most important component of a safety program is the written programs or policies and procedures that have been established which outline expectations of employees in terms of working safely. Programs like the IIPP and Emergency Action Plan should be very familiar with all staff. Employees cannot be expected to work safely if they do not know their responsibilities. Departments should consider discussing these programs in detail at least once a year with all staff. In addition to written program awareness, discuss what else is going on in specific work environments, new operations or work groups. Discussion topics could include computer ergonomics, workplace security, safe work practices, new equipment/machinery, actual injuries or illnesses without revealing names, or even trends that may be occurring such as an increased number of trip and fall injuries, security incidents, etc. Consider creating a meeting schedule with topics picked that pertain to the workplace or operations. Ask staff for topics or ideas to include.

be | prepared

Tips for a good meeting

Here are some tips to pull off a good meeting.

- Hold meetings in a comfortable, non-distracting environment.
- Managers and supervisors should be in attendance for the entire meeting which shows commitment.
- Meeting topics should relate to the specific work environment or operations. If addressing a specific safety concern research the problem before the meeting.
 - For example, what procedures are in place for dealing with violent individuals or consult with the manufacturer for machinery safety issues.

Safety Meeting ~ continued

Here are some free Internet safety meeting resources to pull topics from. Some of these sites offer free email subscriptions also.

County Human Resources Safety Division Website
<http://safety.rc-hr.com/SafetyCenter/SafetyTopics>

California OSHA Consultation
<https://www.dir.ca.gov/dosh/consultation.html>

Title 8 Regulations Index
<https://www.dir.ca.gov/title8/index/T8index.asp>

Federal OSHA Topic Index
<https://www.osha.gov/pls/publications/publication.AthruZ?pType=Industry>

National Institute for Occupational Safety and Health
www.cdc.gov/niosh/

National Safety Council Safety and Health Magazine and Safety Tips
<http://www.safetyandhealthmagazine.com/publications/3>
<http://www.safetyandhealthmagazine.com/topics/175-safety-tips>

- Discuss in detail the topics that you want to convey to employees. Gather any necessary handouts and make the appropriate number of copies for all staff. Review handouts with the employees. Simply passing out handouts with little or no interaction is not an effective way of delivering a safety meeting.
- Get employee feedback! Open up a questions and answers period toward the end of your meeting. Take recommendations or suggestions seriously. If questions are raised that cannot be answered, do not guess at an answer. Let your audience know that you will need to do some further research and that you will get back to them. Consult with Management or the County Safety Division if assistance is needed. Contact the County Safety Division at 951-955-3520 if assistance is needed with regulatory, policy or procedure guidance.
- Safety meetings should be well documented. The name of the office/unit, date and location of the meeting, safety and health subject matter covered, name of the presenter, and attendance sheets, with signatures of all attendees must be maintained on file for three (3) years.

WORK **SAFE** STAY **SAFE**

April Distracted Awareness Month

Distracted driving is a public health issue that affects us all. The latest statistics show motor vehicle fatalities are up 6% from 2015. [More than 40,000 people](#) were killed on our nation's roadways last year, and distracted driving is a major contributor.

Each death is 100% preventable. From cell phones to dashboard infotainment systems to evolving voice command features – all pose a threat to our safety. Just one second of your attention is all it takes to change a life forever.

Distracted Driving Awareness Month in April is a united effort to recognize and eliminate preventable deaths from distracted driving.

Join us to help save lives.



Click logo to read more



**PLEASE PRINT AND
POST THE FOLLOWING
PAGE IN YOUR
EMPLOYEE
BREAKROOM**

HOW TO RESPOND

When an active shooter is in your vicinity



RUN

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible



HIDE

- Hide in an area out of the shooters view
- Silence your cell phone
- Barricade your hiding place



FIGHT

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the shooter



See

Something



Hear

Something



Say

Something

Reporting Suspicious Activity

To report suspicious activity, contact your local law enforcement agency. Describe specifically what you observed, including:

- Who or what you saw;
- When you saw it;
- Where it occurred; and
- Why it's suspicious.

If there is an emergency, call 9-1-1 or call your local law enforcement agency

BANNING
POLICE DEPARTMENT
Phone: (951) 922-3170

BEAUMONT
POLICE DEPARTMENT
Phone: (951) 769-8500

BLYTHE
POLICE DEPARTMENT
Phone: (760) 922-6111

CATHEDRAL CITY
POLICE DEPARTMENT
Phone: (760) 770-0300

CORONA
POLICE DEPARTMENT
Phone: (951) 736-2330

DESERT HOT SPRINGS
POLICE DEPARTMENT
Phone: (760) 329-2904

FEDERAL BUREAU OF
INVESTIGATION; RIVERSIDE
Phone: (951) 686-0335

HEMET
POLICE DEPARTMENT
Phone: (951) 765-2400

INDIO
POLICE DEPARTMENT
Phone: (760) 347-8522

MURRIETA
POLICE DEPARTMENT
Phone: (951) 696-3615

PALM SPRINGS
POLICE DEPARTMENT
Phone: (760) 323-8116

RIVERSIDE COUNTY
SHERIFF'S DEPARTMENT
Phone: (951) 955-2400