



## 2012 ADOSH Regional Safety Summit -YUMA

February 22-23, 2012 at the Yuma Main Library

### Class Descriptions

**OSHA 10 Hour-General Industry:** This OSHA Training Institute Class is designed to give an introduction to General Industry Hazards and Employee Rights. A full 10 hours of classroom time is required for the 10 Hour Card. A \$5.00 cash fee is required by OTI and is payable on the first day of class.

Intended audience: All General Industry employees

Instructors: Jenny Mandeville ADOSH Trainer, Joe Ornelas – ADOSH Trainer, Jessie Atencio – ADOSH Asst. Director

### DAY 1 – February 22, 2012

#### Small Business Track

**Employer Rights and Responsibilities for OSHA Compliance:** Fear of the unknown can cause business owners and management to bury their heads in the sand, and this class is designed to take away that fear give you an idea of what it is like to experience an OSHA inspection, the duty of the employer, and the rights of the employer during and following the inspection.

Intended audience: Management, Safety Personnel and all interested parties

Instructor: Babak Emami, ADOSH Consultation Supervisor

**OSHA Consultation Services:** “We’re from the government and we’re here to help.” A line familiar to all of us, but in this case it really is true! ADOSH Consultation Services can help employers and safety personnel assess their safety programs and provide guidance on compliance issues. It is a free service that too few companies take advantage of and yet can provide many benefits that companies may not be aware of. Intended audience: Management, Safety Personnel and all interested parties.

Instructor: Babak Emami, ADOSH Consultation Supervisor

**On-Line Resources for Safety Management:** Resources you need to help with OSHA compliance is a few keystrokes away. Learn the bounty of resources available on-line through OSHA, NIOSH, CDC, State OSHA Plans, Colleges and Universities, Insurance Providers, and other government agencies. This class will help those who feel overwhelmed by employer requirements for OSHA compliance by sharing what is already out there so you don’t have to re-invent the wheel! Intended audience: Management, Safety Personnel and all interested parties. Instructor: Bill Garton, ADOSH Consultation

**Getting Back To Work– Employment Resources:** Explore employment opportunities and learn how to use the Bureau of Labor Statistics website to plan for future work or career changes. You can take advantage of the latest research to know where to look for work; what jobs skills are needed and; which industries are thriving. Designed to help give you an edge in job hunting and career planning.

Intended audience: All interested parties. Instructor: Jerry Coley, SCF-AZ

**Small Business Development Services:** Learn what the Small Business Development Centers, working through our community colleges, can offer to the small business owner. You will be surprised at the services they provide to help you start your own business or help your established business grow! Intended audience: Business Owners, Entrepreneurs and interested parties

Instructor: Randy Nelson – Yuma County Community College SBDC

**I’m the New Safety Officer—What Should I Do First?:** This class is designed for the person who has just been handed the new safety officer hat and is overwhelmed with responsibility and uninformed about requirements. Evaluating and planning for company safety, Written safety programs, resources and requirements will be reviewed. You are not alone! Intended audience: Business Owners, Safety Officer, Safety Committee Members and interested parties

Instructor: Diane Robinson – Yuma County Safety Coordinator

#### Safety Team Track

**Intro to Job Hazard Analysis:** This is a quick class on performing Job Hazard Analysis including: how to strategies; who should perform the evaluation; how to use the JHAs to improve safety and production; auditing and revising. This information is a good foundation for the Accident Investigation Classes which directly follow.

Intended audience: Management, Safety Officers and Safety Committee Members;

Instructor: Jenny Mandeville – ADOSH Training Officer

**Accident Investigation I and II:** This two-part, two-hour class explores the necessary procedures for investigating workplace accidents including: Forming Safety Investigation Teams, Planning for Accident Response, Documenting the Event, Root Cause Analysis, Report Writing, Recommendations, and Resolution. Put on your running shoes...this is a fast paced class!

Intended audience: Management, Safety Officers and Safety Committee Members

Instructor: Jenny Mandeville – ADOSH Training Officer

**Violence in the Workplace:** Assessing the Workplace; Local Gangs and Violence Trends; Preventative Measures— This 3 Hour series will address the **second leading cause of workplace fatalities—Homicide**. Prevention requires a thorough workplace assessment for known and predictable vulnerabilities and the application of some basic work practice and engineering controls. Learn the factors that put your employees at risk and what you can do to prevent violence at your business.

Intended audience: Management, Safety Personnel and all interested parties

Instructors: Local Law Enforcement and Security Leaders

## DAY 2 – February 23, 2012

### **Facility Maintenance and Service Track**

**Electrical Safety / APS Demonstration:** The basics of electrical hazards will be covered and a demonstration given by APS Safety Blue Hat Carl Moore using the famous APS Weenie Wagon! If you haven't seen this demonstration, you won't want to miss it! This is a foundation class for the Arc Flash Awareness class which follows. Intended Audience: Maintenance Personnel, Safety Teams, All interested parties, Instructors: Jessie Atencio –ADOSH Asst. Director and Carl Moore – APS Safety

**Arc Flash Awareness:** An overview of Arc Flash hazards and the proper approach boundaries; PPE; and the requirements for working on live electrical circuits. This class is not intended for the qualified electrician, but is an awareness level class to understand the hazards of arc flash and working with live electricity. WARNING: Some graphic slides and videos are used of actual arc flash/blast and electrocution incidents. Intended Audience: Maintenance Personnel, Safety Teams, All interested parties, Instructors: Joe Ornelas –ADOSH Trainer

**Slip, Trip and Fall Prevention:** The basics of walking-working surface safety are discussed and a highly informative demonstration of personal fall arrest systems will be given by Mike Maloney from Carson Sales. You will learn the correct way to choose and wear a harness; the forces a fall arrest system places on the human body; adequate anchorage; and what you can do to prevent harness trauma. Intended Audience: Maintenance Personnel, HVAC Services, Safety Teams, All interested parties, Instructors: Jessie Atencio –ADOSH Asst. Director, Mike Maloney – Carson Sales.

### **Exposure to Blood or Other Infectious Materials Track**

**Bloodborne Pathogens and Other Potentially Infectious Materials:** This class is a review of BBP and OPIM with an emphasis on removal and cleanup of potentially contaminated items such as: linens, uniforms, spills, trash, sharps and surfaces. WARNING: slides or videos of actual exposures or injuries may be used for this presentation. Procedures for safe handling are discussed. Intended audience: Management, Safety Officers and Safety Committee Members, All interested Parties. Instructor: Diane Robinson – Yuma County Safety Coordinator, Yuma County Health Department Personnel

**Contagion! Workplace Health Hot Topics:** A frank discussion regarding health concerns in the workplace such as TB, MRSA, C Diff, Meningitis, Flu, and other nasty stuff. Why won't Workers Compensation Insurers cover some of these conditions? How can we be sure to document workplace exposure so that treatment is covered for our employees? Answers to these questions and more! Intended audience: Management, Safety Officers and Safety Committee Members, All interested Parties Instructor: Diane Robinson – Yuma County Safety Coordinator, Yuma County Health Department Personnel

**Hazard Communication—Cleaning Solvents and Antimicrobials:** What are the hazards associated with cleaning solvents and new antimicrobial cleaners? This class discusses the solvents and their hazards, and includes preventative measures to be taken while using these materials. Intended audience: Management, Safety Officers and Safety Committee Members, All interested Parties Instructor: Diane Robinson – Yuma County Safety Coordinator, Yuma County Health Department Personnel

### **Emergency Planning Track**

**Emergency Action Plans—General Industry/Construction / Agriculture:** General Industry and Construction/Agriculture are divided into two classes to discuss the different needs for emergency planning in diverse settings. Does your company need a written EAP or is a verbal one all that is required? What are the elements of an effective emergency action plan? Are your employees required to use fire extinguishers or other fire fighting equipment? How can your emergency action plan help you preserve life and property? Intended Audience: Maintenance Personnel, Safety Teams, All interested parties, Instructor: Jessie Atencio –ADOSH Asst. Director

**First Aid Kits—What Do We Really Need?** Did you ever wonder what you must have on hand for first aid? Do you need a metal cabinet hanging on the wall to comply with OSHA? Does someone have to be trained in First Aid and CPR at your facility? Ask the hard questions in this class and get some answers that will help you with your emergency planning. This class is a companion class to Emergency Action Planning. Intended Audience: Maintenance Personnel, Safety Teams, All interested parties Instructor: Jessie Atencio – ADOSH Asst. Director

### **Advanced Safety Management Track**

**Learning from Workplace Fatalities:** Rethinking what we have learned, or not learned, from the history of workplace fatalities in the United States. After 40 years of OSHA, why do we still have approximately 5,000 workplace fatalities each year? WARNING: slides or videos are used of actual fatal incidents during this presentation. Intended audience: Management, Safety Officers and Safety Committee Members, Interested Parties Instructor: Jenny Mandeville – ADOSH Training Officer

**Creating A Powerful Safety Culture:** Which dynamic runs your company's safety program: power or force? This class explores the two dynamics and how each impacts the outcome of your safety program. Topics discussed: Incentive vs. Discipline; Empowering Employees; and Choosing Life over Death. Intended audience: Management, Safety Officers and Safety Committee Members, Interested Parties Instructor: Jenny Mandeville – ADOSH Training Officer

**Effective Employee Training:** This class discusses meeting safety training challenges of diverse generations in the workforce. What motivates Generation X and Y? With over 70 million from the Tech Generations in the workforce, we need to change some paradigms and update our techniques to effectively communicate our safety values. Lots of information to get you thinking all crammed into an hour of instruction. Intended audience: Management, Safety Officers and Safety Committee Members, Interested Parties Instructor: Jenny Mandeville – ADOSH Training Officer

**Questions? Call Jenny Mandeville 602-542-1640 or Diane Robinson 928-373- 1138**