



# SHARE

FEBRUARY 2024  
ISSUE #31

SAFETY HEALTH AND RISK E-CONNECT NEWSLETTER



# 10 WORKPLACE SAFETY TIPS

*p.15*

## DIRECTOR'S CORNER

Read the 2024 Action Plan for LGRMS. - p. 4

## RISK CONNECTION

Review lockout/tagout procedures to prevent injury. - p. 6

## LIABILITY BEAT

How officer training plays out in the courtroom. - p. 8

Photo credit Sunan Wongsang-nga

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The opinions expressed in this newsletter are those of the authors and do not reflect the views of LGRMS, ACCG, or GMA.



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## UPCOMING WEBINARS AND TRAINING

### Safety Coordinator I

HALF DAY | 8:30AM-12:30PM

Feb. 21 - Cartersville, GA

Feb. 22 - Gainesville, GA

### Safety Coordinator II

HALF DAY | 8:30AM-12:30PM

Mar. 12 - Tifton, GA

Mar. 13 - Statesboro, GA

Mar. 14 - Macon, GA

Mar. 20 - Cartersville, GA

Mar. 21 - Gainesville, GA

### Safety Coordinator III

HALF DAY | 8:30AM-12:30PM

Apr. 9 - Tifton, GA

Apr. 10 - Statesboro, GA

Apr. 11 - Macon, GA

Apr. 16 - Cartersville, GA

Apr. 17 - Gainesville, GA

### Advanced Worker's Compensation

HALF DAY | 8:30AM-12:30PM

Mar. 26 - Tifton, GA

Apr. 23 - Statesboro, GA

May 14 - Macon, GA

July 16 - Gainesville, GA

Aug. 6 - Cartersville, GA

### Law Enforcement Risk Specialist

HALF DAY | 8:30AM-12:30PM

Apr. 9 - Tifton, GA

Apr. 11 - Brunswick, GA

Apr. 23 - Rome, GA

Apr. 25 - Athens, GA

Events subject to change. Check website for updates.

[lgrms.com/training-event-calendar](https://lgrms.com/training-event-calendar)



## A NOTE FROM THE EDITOR

By Dennis Watts, Training, Communication, and Public Safety Risk Manager

Welcome to the February SHARE. SHARE is the monthly publication of Local Government Risk Management Services (LGRMS). SHARE is sent to all GIRMA/IRMA, and WC members 10 times per year.

SHARE has two sections: (1) a general safety, risk, section, and (2) a worker safety-focused section.

We cover those topics and issues most relevant to Local Governments in Georgia, plus some new features. We look forward to your feedback. The LGRMS SHARE is published on or around the 20th of each month. If you are not currently on the distribution list to receive our monthly newsletter, it can be downloaded for free from the LGRMS website ([www.lgrms.com](http://www.lgrms.com)).

### In this issue

In this issue, we have a variety of articles focusing on current topics affecting local governments.

Workers and worker safety is always our number one focus. As part of that, our focus for workers is some general safety reminders titled 10 Tips for Workplace Safety. Vincent Scott discusses key points in being safe and aware while working with equipment that generates or provides energy or has moving parts. This is done through practicing Lockout Tagout compliance.

Our Law Enforcement focus is part 2 of an article on professional demeanor in training. Jack Ryan from Legal and Liability Risk Management Institute discusses some pitfalls we can fall into when training our people. We provided part one in January and now part two.

Dan Beck will highlight some changes to the structure and staffing of LGRMS. Sadly, that involves our Health Promotion Services (HPS) moving to the Georgia Municipal Association and some resulting staffing losses in HPS. Look to GMA and ACCG for further information on where that program will be heading.

From the staff of Local Government Risk Management Services, we look forward to engaging with you this year.

For questions or issues on training, or any other services provided by LGRMS, contact Shamilla Jordan at [sjordan@lgrms.com](mailto:sjordan@lgrms.com) or Cortney Steptor at [csteptor@lgrms.com](mailto:csteptor@lgrms.com).

Be safe.

*Dennis*

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# PLANNING FOR THE FUTURE

*Organizational changes and plans*



## DIRECTOR'S CORNER

By Dan Beck, LGRMS Director

I hope you all had a happy new year, and you are excited about 2024. The LGRMS team has some new focus areas and a few other announcements.

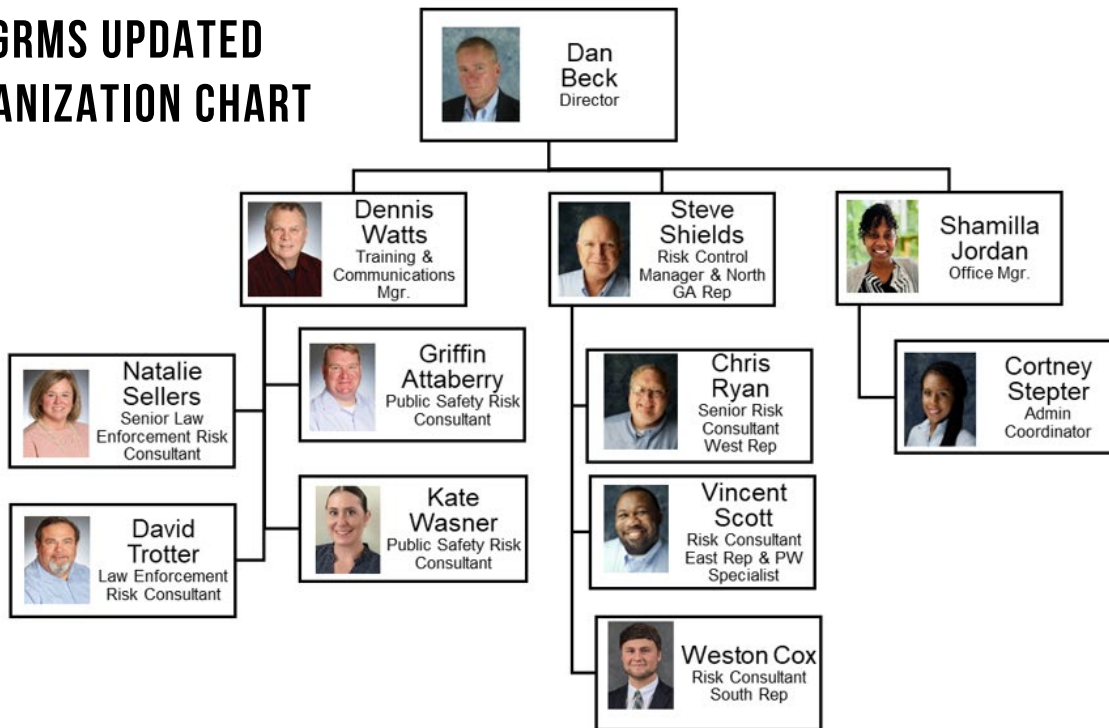
Let's start with staff and organizational changes. Due to recent events related to the LGRMS services shared with ACCG, we regret to announce the HPS (Health Promotion Services) Team will no longer be a part of

LGRMS. Candace Amos will continue to support GMA's health and wellness group.

Congratulations to David Trotter who will be taking on a new role as Law Enforcement Risk Consultant.

Take a look at the updated LGRMS organization chart.

### LGRMS UPDATED ORGANIZATION CHART





## 2024 LGRMS ACTION PLAN

### MOTOR VEHICLE OPERATIONS

- This continues to be the largest opportunity for improvement within the insurance pools.
- LGRMS will continue to focus on what we call our “Opportunity Members.” These members have high total incurred losses and high rates of motor vehicle incidents. We will work with these members to develop action plans and support them in policy review, leadership training, driver training and plan management. Driving simulator training will be focused on those members with the largest opportunity for improvement.
- In 2022, we worked with GPSTC to place our 4-hour interactive online training on their website. The training is called The Essentials of Law Enforcement Driving: Risks and Controls. This resource is available to all members at no additional charge. We will focus on increasing enrollment in this valuable training.

### LAW ENFORCEMENT RISK SPECIALIST (LERS)

- LGRMS is working to better communicate and connect with law enforcement organizations.
- The Law Enforcement Risk Specialist (LERS) program will provide basic law enforcement risk management training to identified individuals within each members LE agency. These LERS personnel will be responsible for assisting their agency with communication and risk management.

### LARGE ENTITY ANNUAL NETWORKING (LEAN)

- A Large Entity Annual Networking (LEAN) in-person meeting will be held August of 2024.
- We will work with LEAN and Opportunity Members to develop an annual service/support plan.

### FIREFIGHTER CANCER

LGRMS is in the process of developing an online interactive training on firefighter cancer. Once complete, we plan to place that training on the GPSTC LMS. We will roll out the firefighter incentive process in June of 2024.

### WEBSITE SIMPLIFICATION

LGRMS will work to redesign its website to make it easier to navigate and more value added.

# RISK CONNECTON

REDUCING RISK FOR YOU AND YOUR EMPLOYER



## LOCKOUT/TAGOUT PROGRAMS SAVE LIVES

*Review procedures to reduce risk in the workplace.*

By Vincent Scott  
LGRMS Risk Control Consultant

Controlling hazardous energy with a Lockout/Tagout Program is an important component of maintaining a safe work environment and protects employees from injury or death that could occur if equipment isn't safely turned off. Energy needs to be locked out to stop the release of hazardous energy when performing equipment repairs and maintenance. A stored energy release can cause environmental hazards, catastrophic injuries, and death.

Reduce risk by establishing and training employees on proper lockout/tagout (LOTO) procedures, which should

- Clearly communicate risk in the workplace,
- Provide safety while performing maintenance,
- Prevent injuries, damage, and errors.

Depending on the nature of the government operations, the responsibility for LOTO may fall under the facilities management or public works department. This is particularly true if the government is responsible for maintaining various facilities and equipment.



All equipment must be locked out and tagged to protect against accidental or inadvertent operation. Padlocks, lockout devices, tags, labels, hasps locks are to be applied and removed only by the authorized employee who is performing the servicing or maintenance.

No one should attempt to operate locked out equipment. All electrically energized equipment should be verified as zero energy state using testing equipment by a qualified person. Employees should know and follow Lockout/Tagout policies and procedures, proper care, maintenance, and be held accountable for the correct use of equipment provided for the job.

## Lockout/Tagout

The OSHA standard for The Control of Hazardous Energy (Lockout/Tagout), **Title 29 Code of Federal Regulations (CFR) Part 1910.147**, addresses the practices and procedures necessary to disable machinery or equipment, thereby preventing the release of hazardous energy while employees perform servicing and maintenance activities. The standard outlines measures for controlling hazardous energies — electrical, mechanical, hydraulic, pneumatic, chemical, thermal, and other energy sources.

In addition, **29 CFR 1910.333** sets forth requirements to protect employees working on electric circuits and equipment. This section requires workers to use safe work practices, including lockout and tagging procedures. These provisions apply when employees are exposed to electrical hazards while working on, near, or with conductors or systems that use electric energy.

### Why is controlling hazardous energy sources important?

Employees servicing or maintaining machines or equipment may be exposed to serious physical harm or death if hazardous energy is not properly controlled. Craft workers, machine operators and laborers are among the three million workers who service equipment and face the greatest risk. Compliance with the lockout/tagout standard prevents an estimated 120 fatalities and 50,000 injuries each year. Workers injured on the job from exposure to hazardous energy lose an average of 24 workdays for recuperation.

### How can employers protect workers?

The lockout/tagout standard establishes the employer's responsibility to protect employees from hazardous energy sources on machines and equipment during service and maintenance. The standard gives each employer the flexibility to develop an energy control program suited to the needs of the particular workplace and the types of machines and equipment being maintained or serviced. This is generally done by affixing the appropriate lockout or tagout devices to energy-isolating devices and by de-energizing machines and equipment. The standard outlines the steps required to do this. Additionally, **29 CFR 1910.147 App A**, may be used as a guide by the employer

in order to develop the minimum requirements necessary, in which to develop procedures specific to the standard.

### What do workers need to know?

Workers need to be trained to ensure that they know, understand and follow the applicable provisions of the hazardous energy control procedures. The training must cover at least three areas: aspects of the employer's energy control program; elements of the energy control procedure relevant to the employee's duties or assignment; and the various requirements of the OSHA standards related to lockout/tagout.

### What must employers do to protect workers?

The standards establish requirements that employers must follow when workers are exposed to hazardous energy while servicing and maintaining equipment and machinery. Some of the most critical requirements from these standards include the following:

- Develop, implement and enforce an energy control program.
- Use lockout devices for equipment that can be locked out. Tagout devices may be used in place of lockout devices only if the tagout program

# LIABILITY BEAT

HELPING CITIES AND COUNTIES REDUCE PROPERTY AND LIABILITY RISK



## HOW OFFICER TRAINING CAN IMPACT AGENCY LIABILITY (CONTINUED)

By Jack Ryan, Co-Director LLRMI

In the [January SHARE](#), we looked at the legal trend for close scrutinization of officer training in determining agency liability. Recent court decisions make clear that there is a need for agencies to review the content of all training irrespective of who is delivering the training. Here, we continue our review of relevant case law.

### Use of Force Training

In *Wright v. City of Euclid (Ohio)*, the United States Court of Appeals looked at the substance of use of force training within the Euclid Police Department. The court noted the following (excerpted from *Wright v. City of Euclid*, 962 F.3d 852, 880-81 (6th Cir. 2020)):

*Wright argues that his injury is directly attributable to the City's policy or custom of indifference to use of force. Euclid police officers undergo "defensive tactics training" that purportedly trains officers in methods to defend themselves or defuse a situation. Flagg maintains he used "defensive tactics" in subduing Wright.*

*This training contains a link to a YouTube video of a Chris Rock comedy skit entitled "How not to get your ass kicked*

*by the police!" The video shows numerous clips of multiple police officers beating African-American suspects. During the video, Rock says things such as: "People in the black community . . . often wonder that we might be a victim of police brutality, so as a public service the Chris Rock Show proudly presents: this educational video."*

*"Have you ever been face-to-face with a police officer and wondered: is he about to kick my ass? Well wonder no more. If you follow these easy tips, you'll be fine." "We all know what happened to Rodney King, but Rodney wouldn't have got his ass kicked if he had just followed this simple tip. When you see flashing police lights in your mirror, stop immediately. Everybody knows, if the police have to come and get you, they're bringing an ass kicking with 'em."*

*"If you have to give a friend a ride, get a white friend. A white friend can be the difference between a ticket and a bullet in the ass." InsaneNutter, Chris Rock-How not to get your ass kicked by the police! (Feb. 2, 2007), [YouTube](#).*

*Sergeant Murowsky conducts the use-of-force trainings and reviews all incidents of officer involved force. He*



stated that he thought the video was humorous and that it related to things that Euclid police officers have experienced. The City's use-of-force training also includes a PowerPoint presentation, the first page of which displays a stick figure cartoon portraying a police officer in riot gear beating a prone and unarmed civilian with a club with the caption "protecting and serving the poop out of you."

Sergeant Murowsky testified that he did not believe that the graphic conveys that the Euclid Police Department "beat[s] the hell out of people," but he didn't know what other message could possibly be taken away from the image.

Finally, the use-of-force training contains a meme that depicts two officers with their guns drawn and aimed at something. It is captioned "Bed bug! Bed bug on my shoe!" Sergeant Murowsky testified that he believed the image conveyed that the officers were overreacting to and escalating a situation.

Wright points to the Euclid Police department training on use of force to support his argument that the City has a custom of allowing excessive force. First, there is the link in the training materials to the YouTube video of the Chris Rock comedy sketch discussed earlier. As noted, it is entitled "How not to get your ass kicked by the police!" It includes numerous vignettes depicting police officers beating African-American suspects, with commentary from Rock about Rodney King and other matters as also described earlier.

The evidence further includes, as also noted, a slide from the same training titled "Defensive Tactics Training." The slide includes a cartoon in which a stick figure police officer in riot gear is shown beating a prone and unarmed civilian with a club with the caption "protecting and serving the poop out of you." Again, as noted, Murowsky testified that he did not believe that the image conveys that the Euclid Police Department "beat[s] the hell out of people," but that he didn't know what other message could possibly be taken away from the image.

Finally, the use-of-force training contains a meme that depicts two officers with their guns drawn and aimed at something. It is captioned "Bed bug! Bed bug on my shoe!" Murowsky testified that he believed the image conveyed that the officers were overreacting to and escalating a situation.

Wright has produced enough evidence such that a reasonable jury could find that the City's custom surrounding use of force is so settled so as to have the force of law and that it was the moving force behind violations of Wright's constitutional rights. We therefore REVERSE the district court's grant of summary judgment on the issue of municipal liability under § 1983. (citations omitted).

**Thus, the court found that the case against the city could go forward to a jury based on unprofessional training that, at least of the instance of the training sergeant with respect to the Chris Rock video, he found humorous.**

## **Training Plans Scrutinized**

An ongoing lawsuit in Louisville, Kentucky also provides an example of how PowerPoints and lesson plans may be used to allege that training was the moving force behind unconstitutional actions by officers. The following is excerpted from an article on WDRB.com:

*"There is no hunting like the hunting of man and those who have hunted armed men long enough and liked it, never really care for anything else thereafter..."*

The quote, from Ernest Hemingway in a 1936 Esquire magazine piece, appeared on the cover of a training course on executing search warrants used by the Louisville Metro Police Department.

Louisville police have since removed the words from the training manual, calling them "completely inappropriate."

But a recent court filing has brought scrutiny to the quote and images in the training materials, including a picture of a bloody Black man who appears to be dead as well as a cartoonish gang member shooting a gun alongside images of drugs and money... The training materials were filed in an ongoing lawsuit accusing at least 10 SWAT officers of raiding a vacant home to serve a search warrant on a drug suspect – only to handcuff a house painter, his girlfriend and her 11-year-old daughter.

In a statement to WDRB News, a police department spokeswoman said the training class was taught by someone outside the department and "the quote and pictures were removed from the curriculum about a year ago after LMPD's Training staff requested the instructor take out that portion."

Another example occurred in Portland, Oregon as attorneys prepared materials to turn over to lawyers for Don't Shoot Portland, a nonprofit that sued Portland police over its use of force during social justice protests in 2020. The following is excerpted from [OregonLive.com](https://www.oregonlive.com):

*A Portland Police Bureau training presentation on protests ended with a PowerPoint slide listing a prayer for a 'dirty hippy' and the promise to send 'my humble servants' with hats and bats to 'christen' their 'heads with hickory' accompanied by a photo of a helmeted officer raising his arm to a woman.*

*The city made the slide public, months after city attorneys turned it over to lawyers for the nonprofit Don't Shoot Portland, a Black-led nonprofit that advocates for social and racial justice. The group has sued the city in federal court alleging officers used excessive force responding to protests in 2020.*

*Wheeler called the slide "unauthorized" and said it was discovered last September while the city was reviewing and preparing documents to be turned over in the Don't Shoot Portland legal case.*

*The mayor said it's unclear who drafted or added the slide to the training material or if it was used in training. An initial investigation suggests it may have been created in 2018, "though further investigation is needed to confirm," according to the mayor's office.*

## **Warrior Style Training**

There have also been a number of cases where it is alleged that "warrior style" training is the moving force behind excessive force in order to make the agency a defendant in the case.

Although unsuccessful in *French v. City of Los Angeles*, the plaintiff alleged that customs and practices of the Los Angeles Police Department was the moving force behind an officer's off-duty shooting that was alleged to be unconstitutional. With respect to training, the person bringing the lawsuit reported the inappropriate custom to be, mandating training programs, such as "warrior training," that foster irrational fear that everyone is out to kill them or that unexpected danger lurks around every corner despite the potential for officers to overreact and use excessive force;..."

In *Oakry v. City of Tempe*, the Federal District Court outlined the facts as follows:

*In his First Amended Complaint, Plaintiff sues the City of Tempe and Tempe Police Department (TPD) Officers Ronald Kerzaya, David Hanson, and Amy Pfeifer. Plaintiff alleges that on the morning of June 15, 2019, multiple TPD officers responded to a domestic disturbance call at an apartment complex initiated by the mother of Plaintiff's three minor children. She confirmed that there were no drugs or weapons in the third-floor apartment and that Plaintiff had the couple's three children in the apartment. She informed the dispatcher that she would wait outside the apartment for police to arrive.*

*Defendant Kerzaya arrived at the scene first and went to Plaintiff's door. When Plaintiff opened the door, Kerzaya asked Plaintiff what was going on, and Plaintiff responded, "nothing" and "this is my house." Kerzaya replied, "I don't care if it's your house or not, put your hands behind your back," and Kerzaya moved into the apartment, less than 8 seconds after asking Plaintiff what was going on. Plaintiff told Kerzaya that he "was not allowed" to come into the apartment, and Kerzaya told Plaintiff to "put [his] fucking hands behind [his] back!" Plaintiff began to raise his arms in a "surrender" position, and Kerzaya pointed his taser at Plaintiff. Plaintiff told Kerzaya that he had not given the officer permission to enter, and voiced his objection to his children witnessing this show of excessive force inside their own home, but Kerzaya continued to hold Plaintiff at taser-point and repeated his demands that Plaintiff put his hands on his head. At some point, Plaintiff's 1-year-old son ran into the room and tugged at Plaintiff's shorts, and Plaintiff picked him up. Kerzaya yelled, "put the baby down and put your hands on top of your head!" and Plaintiff turned his body to shield his son.*

*Soon thereafter, TPD Officer Fernandez and Defendants Hanson and Pfeifer arrived and entered the apartment. Fernandez escorted the other two children out of the apartment, and Kerzaya, Pfeifer, and Hanson kept their tasers pointed at Plaintiff, who was still holding his son. Kerzaya instructed the other officers to "Shoot him low!" and Defendants Kerzaya, Hanson, and Pfeifer simultaneously fired their tasers at Plaintiff. Plaintiff fell to the ground and was able to avoid landing on top of his son. The officers moved Plaintiff away from his son and then tased Plaintiff two more times.*

*According to a news article containing an embedded video*

referenced in the First Amended Complaint, the officers involved in Plaintiff's arrest were ordered to undergo additional de-escalation and use of force trainings following Plaintiff's arrest.

On November 5, 2019, TPD Chief of Police Sylvia Moir held a press conference addressing Plaintiff's arrest and stated that Defendants Kerzaya, Hanson, and Pfeifer's tasing of Plaintiff had been reviewed, and it was "determined that no policy violations had occurred."

On August 29, 2020, Defendant Kerzaya "unconstitutionally held a black man at gunpoint while responding to a call at a hotel to remove a white trespasser."

In Count One, Plaintiff alleges a Fourth Amendment unlawful entry claim against Defendant Kerzaya. In Count Two, Plaintiff alleges Fourth Amendment excessive force claims against Defendants Kerzaya, Hanson, and Pfeiffer. In Count Three, Plaintiff alleges a municipal liability claim pursuant to *Monell v. Dep't of Soc. Servs.*, 436 U.S. 658, 98 S. Ct. 2018, 56 L. Ed. 2d 611 (1978), against the City of Tempe ("the City"). Specifically, Plaintiff alleges municipal claims for ratification/failure to discipline and failure to train/supervise against the City. (citations omitted).

As part of the complaint in this case, the plaintiff alleged that warrior style training was improper and was the moving force behind an officer's alleged excessive force. The court noted: "In the First Amended Complaint, Plaintiff alleges that the City "fail[ed] to adequately train any of these officers on proper and appropriate de-escalation tactics, or to equip these officers with basic training, strategy, and tactics to gain the compliance of a subject without resorting to an unconstitutional use of physical force" and that "rather than providing proper de-escalation and use of force trainings to Officers Kerzaya, Hanson, and Pfeifer, it is believed that [the City] used a hyper-aggressive 'kill or be killed' warrior-inspired program to teach these officers to use force liberally, unconstitutionally, and as a first resort."

While ultimately, this claim was abandoned by the plaintiff at the summary judgment stage of the proceedings, it is clear that courts are willing



LGRMS  
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# GMA SAFETY & LIABILITY MANAGEMENT GRANT OVERVIEW

Offered to members of GMA's property and liability fund (GIRMA) and worker's compensation fund (GMA WCSIF), this grant program provides a financial incentive to improve employee safety and general public liability. Examples of eligible requests include purchasing training videos, departmental accreditation expenses, and body armor. Tune in to this webinar, led by LGRMS Director Dan Beck, to learn about updates to the 2024 program.



Mar. 12, 2024 | 2:00-3:00PM



Virtual



<https://bit.ly/GMA-Grant-Webinar>

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to consider the substance of training as an issue that will support a failure to train claim. More, importantly, it is clear that persons bringing lawsuits see “warrior” style training as a failure by law enforcement to promote de-escalation.

**In Jones v. City of St. Paul, the court outlined the facts as follows:**

*In the early morning of March 15, 2017, the St. Paul Police were called to an apartment building at the corner of Sixth Street and Sinnen Street after a 911 caller reported screaming in the building. Officers Norman and Younce were nearby and responded to the call.*

*Handy and his girlfriend Markeeta Johnson-Blakney lived in the apartment building. According to Johnson-Blakney - and corroborated by cell phone footage - Handy woke her up at 2:00 a.m. with the belief that someone intending to harm him was in their apartment. At the time, he was under the influence of Tetrahydrocannabinol (THC) and n-ethyl pentalone (referred to as Molly), which can cause agitation, aggression, paranoia, and hallucinations, among other things. Although Johnson-Blakney assured him that no one was in the apartment, Handy armed himself with a handgun with an extended magazine. Handy ultimately discharged the handgun in the apartment, firing sixteen shots. He then left the apartment with the handgun and went into the street.*

*When Norman and Younce arrived at the apartment building, they met Johnson-Blakney and a neighbor, Jill Mollner, coming down the stairs, presumably to follow Handy outside. Johnson-Blakney and Mollner testified that they told the officers that Handy had a gun, but that it was not loaded.*

*Norman and Younce pursued Handy down the street, and both ultimately shot him numerous times after apparently believing that he was about to shoot Norman. After being shot, Handy rolled onto his side and continued to move. Not knowing whether Handy still had the gun, Younce fired one more shot at Handy. Shortly after the shooting - within seconds according to Norman and Younce - Wild and other officers arrived on the scene. After Wild arrived, Norman and Younce handcuffed Handy and called for medical assistance at 2:26:36 a.m. At this point approximately ten more officers were on the scene. Younce believes that one of the newly arrived officers checked on Handy’s condition while Wild stood guard over Handy’s nearby gun.*

The court noted the plaintiff’s claim that the actions of the officers in shooting Handy was the result of speech made by a St. Paul officer espousing a warrior style approach to law enforcement.

*According to plaintiff, the St. Paul Police Department espouses a “warrior mentality” in which officers are instructed to treat suspects as enemy combatants. She bases this belief on a 2012 speech made by a St. Paul police officer unrelated to this case in which he encouraged officers to treat suspects as enemy combatants. There is no evidence in the record that Norman or Younce were in the audience during the speech or that they otherwise agree with or were trained under that approach. Further, Todd Axtell, who has been the chief of the St. Paul Police Department since 2016, banned warrior training. He views police officers as guardians rather than warriors. As such, he believes that police officers are collaborative partners with the community and has emphasized that philosophy throughout his tenure.*

In its consideration, the court noted that both officers had mandated de-escalation training and also had crisis intervention training (CIT), thus allegation that the officers were not trained on de-escalation failed.

Ultimately, the court found that based on the Chief’s testimony regarding the ban on warrior style training as well as the agency’s philosophical approach to law enforcement, plaintiff could not establish that warrior style training was the moving force behind the shooting.

It is noted that Minnesota has restricted “Warrior Style” training by state statute.

## Learn More

The Legal & Liability Risk Management Institute offers training and expert consulting services for law enforcement, jails and corrections, insurance pools, risk managers, and attorneys. Find training and learn more at [www.llrmi.com](http://www.llrmi.com).



*Take a moment to exercise your brain and relieve stress by solving these fun safety puzzles! Answers on page 17.*

## WORD SEARCH

Words can go in any direction. Words can share letters as they cross over each other.

break	communication	hat
help	injury	justice
lockout	posture	risk
tagout	warrior	



## CRYPTOGRAM

Decode the message from a SHARE article in this issue. Each letter in the phrase has been replaced with a random letter or number.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
															5										




# SAFETY THEME

KEEPING OUR MEMBERS SAFE ON THE JOB AND AT HOME

## 10 TIPS FOR WORKPLACE SAFETY

Every workplace has a culture. The culture of workplace safety cannot exist on best practice guidelines and policies alone. A safe working environment is based on how well the people in management, and those who do the work, our employees, adhere to—and communicate about—safety standards.

The best foundation for any successful workplace safety effort is one that encourages employees to identify

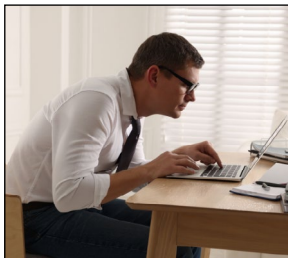
unsafe behaviors and opportunities for improvement, while also making well-informed safety decisions during daily routine tasks.

Here are 10 General Workplace Safety Tips Every Employee Should Know. Are there other tips applicable to the types of jobs your employees do that we could add to these? Give us a call, or reach out on Facebook or LinkedIn, to let us know!



### 1. Be aware of your surroundings.

This step requires knowing the particular hazards of your job or workplace. Once you've learned these risks, you are able to keep clear of potentially hazardous areas, and potential hazardous situations. Also, always be alert of machinery. Don't become complacent.



### 2. Keep correct posture to protect your back.

If you work at a desk, keep your shoulders in line with your hips to avoid back problems. If you're picking things up, use correct form so your back doesn't get hurt. Avoid stooping and twisting. If possible, always use [ergonomic designed furniture and safety equipment](#) so everything you need is within easy reach. Stand up and walk around periodically.



### 3. Take regular breaks.

So many work-related injuries and illnesses occur because a worker is tired, burned out and not alert to their surroundings. Taking regular breaks helps you stay fresh on the job. One trick to staying alert is to schedule the most difficult tasks when your concentration is best, like first thing in the morning. Get away from your desk, or equipment while on break.



#### 4. Use tools and machines properly.

Take the proper precautions when using tools, and never take shortcuts. Taking shortcuts is the leading cause of workplace injury. It's a huge safety risk to use scaffolding as a ladder or one tool in place of another for a specific job. Using tools the right way greatly reduces



#### 5. Keep emergency exits accessible.

In case of an emergency, you'll need quick, easy access to the exits. It's also recommended to keep clear access to equipment shutoffs in case you need to quickly stop them from functioning. Those emergency exit stairwells should not be used for temporary storage.



#### 6. Report unsafe conditions to your supervisor.

Your supervisor needs to be informed about any workplace safety hazards or risks. They may not know there is a hazard unless you tell them. You might be saving a coworker from serious injury if you report them. It is everyone's job to help make a safe work environment.



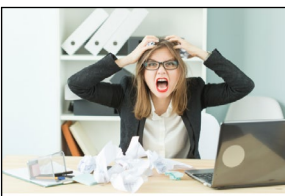
#### 7. Use mechanical aids whenever possible.

Instead of attempting to carry or lift something that's really heavy in an attempt to save a sliver of time during your workday, take the extra minute to use a wheelbarrow, conveyor belt, crank or forklift, or ask for help. Too many injury risks are involved with trying to lift something that weighs too much.



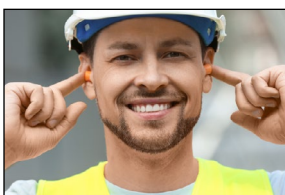
#### 8. Drive defensively.

The public roads are one of the most dangerous workplace environments that our employees deal with routinely. While operating vehicles avoid distractions, such as cell phones. Pay attention to what is on the road with you. Focus on driving, not the next job you're headed to. Slow down and increase following distance. This allows you more reaction time. Remember you may be a great driver, but others may be on their cell phone or otherwise distracted.



#### 9. Reduce workplace stress.

Stress can lead to depression and concentration problems. Common causes of workplace stress include long hours, heavy workload, job insecurity and conflicts with coworkers or managers. Take your concerns about workplace stress to your supervisor to see how they might help you address them.



#### 10. Wear the correct safety equipment.

If you're not wearing the correct Personal Protective Equipment for a task, you may get injured. Depending on the job, equipment like earplugs, earmuffs, hard hats, safety goggles, gloves or a full-face mask greatly reduce the risk of workplace injury.

It's up to all of us to get employees onboard with workplace safety efforts, encouraging them to become active members in the process. Share with them the workplace injury statistics and the inherent risks their

job presents to them on a daily basis. Provide incentives that reward them for exemplifying great workplace safety behavior. These simple initiatives really do make all of the difference.

# SAFETY THEME POSTER

FEBRUARY 2024  
ISSUE #31

LGRMS  
RISK CONTROL  
ACCG | GMA



## 10 TIPS FOR WORKPLACE SAFETY

1. Be aware of your surroundings.
2. Keep correct posture to protect your back.
3. Take regular breaks.
4. Use tools and machines properly.
5. Keep emergency exits accessible.
6. Report unsafe conditions to your supervisor.
7. Use mechanical aids whenever possible.
8. Drive defensively.
9. Reduce workplace stress.
10. Wear the correct safety equipment.



LOCAL GOVERNMENT RISK MANAGEMENT SERVICES, INC.

A Service Organization of the ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA and the GEORGIA MUNICIPAL ASSOCIATION



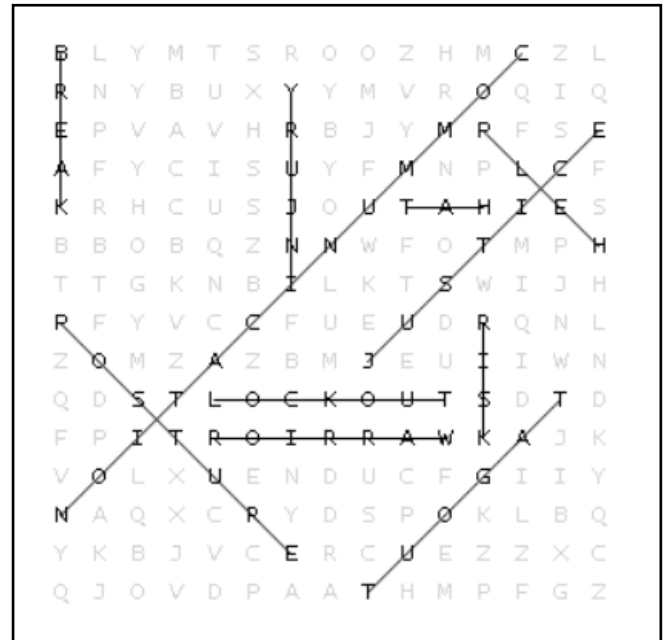
*Are you protecting your back on the job? Click here to read proper lifting techniques.*



*Do you know when to use a safety helmet on the job? Click here to read more.*



## WORD SEARCH ANSWERS



## CRYPTOGRAM ANSWERS

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
10	19	17	14	21	13	23	1	24	20	12	2	22	3	25	5	7	16	18	8	4	26	15	11	9	6

K E E P      C O R R E C T      P O S T U R E      T O  
 12 21 21 5      17 25 16 16 21 17 8      5 25 18 8 4 16 21      8 25  
 P R O T E C T      Y O U R      B A C K  
 5 16 25 8 21 17 8      9 25 4 16      19 10 17 12

# CONTACT LIST FORM

Date: .....

**ORGANIZATIONAL INFORMATION**

ACCG

GMA

ADDRESS

CITY

STATE

ZIP CODE

COUNTRY

PHONE

E-MAIL

**CONTACT INFORMATION**

PRIMARY CONTACT NAME

TITLE

ROLE

LOSS CONTROL

HEALTH & WELLNESS

EMAIL ADDRESS

PHONE NUMBER

ARE YOU THE SAFETY COORDINATOR

YES

NO

IF NO, PLEASE PROVIDE NAME & EMAIL

SECONDARY CONTACT NAME

TITLE

EMAIL ADDRESS

**MEMBER DISTRIBUTION LISTS & ACCESS**

Select all that apply

SHARE Newsletter

LGRMS WEBSITE

LocalGovU

BrainShark

Other

**FOR LGRMS OFFICE ONLY**

Contact info has been added to:

Date Received: \_\_\_\_\_

Request Recieved by: \_\_\_\_\_

CAMPAIGN MONITOR

IMIS

EMAIL LIST

BrainShark

SHARE LIST



## General Self Inspection Program

Location, Area, or Department: \_\_\_\_\_ Date: \_\_\_\_\_

Surveyor: \_\_\_\_\_

### General Evaluation

	Needs Action	Needs Improvement	Good	Very Good
<b>A. Property/Liability</b>				
a. Fire protection	_____	_____	_____	_____
b. Housekeeping	_____	_____	_____	_____
c. Slip/trip/fall	_____	_____	_____	_____
d. Public safety	_____	_____	_____	_____
<b>B. Employee Safety</b>				
a. Safety meetings	_____	_____	_____	_____
b. Safety rules	_____	_____	_____	_____
c. Work conditions	_____	_____	_____	_____
d. Auto/equipment	_____	_____	_____	_____

### Property/Liability

	Yes	No
Fire protection	<input type="checkbox"/>	<input type="checkbox"/>
Emergency numbers posted	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguishers available/serviced	<input type="checkbox"/>	<input type="checkbox"/>
Fire alarm panel showing system is operational; no warning lights.	<input type="checkbox"/>	<input type="checkbox"/>
Automatic sprinkler system control valve locked in open position.	<input type="checkbox"/>	<input type="checkbox"/>
Automatic sprinkler heads clear of storage within three feet.	<input type="checkbox"/>	<input type="checkbox"/>
Flammable, combustible liquids stored in UL-listed containers.	<input type="checkbox"/>	<input type="checkbox"/>
Flammable, combustible liquid containers stored in proper cabinet or container.	<input type="checkbox"/>	<input type="checkbox"/>
Smoking, No Smoking areas designated/marked.	<input type="checkbox"/>	<input type="checkbox"/>
Any cigarette butts noticed in No Smoking areas.	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_

### Housekeeping

Stairwells clear of combustible items.	<input type="checkbox"/>	<input type="checkbox"/>
Furnace, hot water heater, and electrical panel areas clear of combustible items.	<input type="checkbox"/>	<input type="checkbox"/>
Work and public areas are clear of extension cords, boxes, equipment, or other tripping hazards.	<input type="checkbox"/>	<input type="checkbox"/>
Floor surfaces kept clear of oils, other fluids, or water.	<input type="checkbox"/>	<input type="checkbox"/>
Stored items are not leaning or improperly supported; heavy items are not up high.	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_

### Slip/Trip/Fall

Stair treads are in good condition; not worn, damaged or loose.	<input type="checkbox"/>	<input type="checkbox"/>
Handrails for all stairs/steps.	<input type="checkbox"/>	<input type="checkbox"/>
Guardrails for all elevated platforms.	<input type="checkbox"/>	<input type="checkbox"/>
Stair handrails are in good condition; not loose or broken.	<input type="checkbox"/>	<input type="checkbox"/>
Floor surfaces are even, with non-slip wax if applicable.	<input type="checkbox"/>	<input type="checkbox"/>
All rugs are held down or have non-slip backing.	<input type="checkbox"/>	<input type="checkbox"/>
Any holes, pits or depressions are marked with tape, barricades, or guardrails.	<input type="checkbox"/>	<input type="checkbox"/>
Wet floor signs are available and used.	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_

## General Self Inspection Program

<b>Public Safety</b>	Yes	No
Public areas kept clear of storage and supplies.	<input type="checkbox"/>	<input type="checkbox"/>
Emergency lighting for public assembly areas in buildings.	<input type="checkbox"/>	<input type="checkbox"/>
Evacuation plans posted for public assembly areas in buildings.	<input type="checkbox"/>	<input type="checkbox"/>
Public areas have necessary warning or directional signs.	<input type="checkbox"/>	<input type="checkbox"/>
Construction work has barriers, covers, and markings.	<input type="checkbox"/>	<input type="checkbox"/>
Street and road signs noted in good condition, clear of obstructions.	<input type="checkbox"/>	<input type="checkbox"/>
Sidewalks smooth and even; no holes, no raised or broken areas.	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____		

### **Employee Safety**

#### **Safety Meetings**

Held in the department.	<input type="checkbox"/>	<input type="checkbox"/>
Meetings held ___ monthly ___ quarterly ___ other _____; documented	<input type="checkbox"/>	<input type="checkbox"/>
Different topic each time.	<input type="checkbox"/>	<input type="checkbox"/>
Covers department safety rules.	<input type="checkbox"/>	<input type="checkbox"/>

#### **Safety Rules**

Rules specific for this department.	<input type="checkbox"/>	<input type="checkbox"/>
Rules are written, posted in the department.	<input type="checkbox"/>	<input type="checkbox"/>
Reviewed with new employees.	<input type="checkbox"/>	<input type="checkbox"/>

#### **Work Conditions**

Employees exposed to: ___ Heat ___ Cold ___ Rain/sleet/snow ___ Use of chemicals ___ Noise ___ Work in confined spaces ___ Work in trenches ___ Traffic ___ Blood/body fluids ___ Other _____		
Proper personal protective equipment available Respirators, goggles, face shields, chemical gloves, traffic vests, appropriate clothing Trench boxes/shoring for trenching, ear plugs/muffs, body armor (law enforcement) Confined space equipment, harness, air testing equipment, ventilation equipment, tripod Fire department turn-out gear, blood-borne pathogens kits		
Personal protective equipment required to be worn.	<input type="checkbox"/>	<input type="checkbox"/>
Employees trained on proper use.	<input type="checkbox"/>	<input type="checkbox"/>
Equipment properly maintained.	<input type="checkbox"/>	<input type="checkbox"/>
Shop equipment has proper guards to protect from pinch or caught-between type injuries.	<input type="checkbox"/>	<input type="checkbox"/>
Chemicals used in the department.	<input type="checkbox"/>	<input type="checkbox"/>
MSDS sheets available; employees trained on hazards, proper use, proper PPE to use.	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____		

### **Auto and Equipment**

Seat belts provided.	<input type="checkbox"/>	<input type="checkbox"/>
Seat belts required to be used.	<input type="checkbox"/>	<input type="checkbox"/>
Drivers noted wearing seat belts.	<input type="checkbox"/>	<input type="checkbox"/>
All lights working including strobe lights, turn signals.	<input type="checkbox"/>	<input type="checkbox"/>
Tires in good condition, tread, sidewalls.	<input type="checkbox"/>	<input type="checkbox"/>
Glass in good condition; not cracked, broken.	<input type="checkbox"/>	<input type="checkbox"/>
Reflective tape, signs in good condition.	<input type="checkbox"/>	<input type="checkbox"/>
Any periodic, documented, self-inspection of the vehicles/equipment.	<input type="checkbox"/>	<input type="checkbox"/>
Proper guards on mowers, other equipment.	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____		

# *Safety Meeting Attendance Sign Up Sheet*

City/County: \_\_\_\_\_

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Topic: \_\_\_\_\_

Attendees:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____
_____	_____

Next meeting scheduled for \_\_\_\_\_

Safety Coordinator \_\_\_\_\_



# CONTACTS

LET US KNOW HOW WE CAN HELP YOU.

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C: 404.623-8055

### Cortney Stepter

Administrative Coordinator  
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