



SHARE

SAFETY HEALTH AND RISK E-CONNECT NEWSLETTER

FEBRUARY 2021
ISSUE #2

LOCAL GOVERNMENT RISK MANAGEMENT SERVICES, INC., - A Service Organization of the ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA and the GEORGIA MUNICIPAL ASSOCIATION

SAFETY, RISK CULTURE, & LEADERSHIP ELEMENTS

*Check Out
This Month's
Director's
Corner **P.4***

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

SAFETY THEME

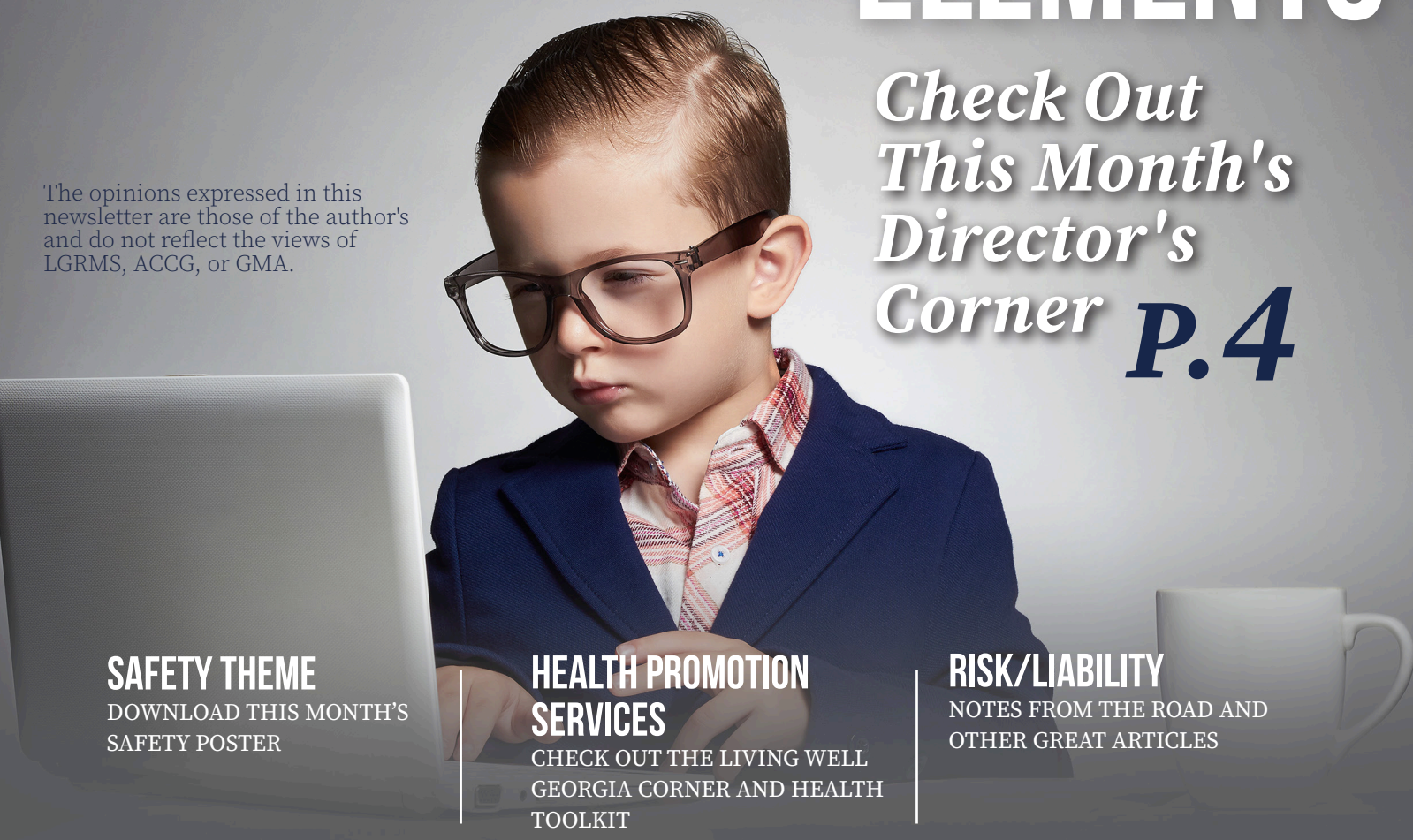
DOWNLOAD THIS MONTH'S
SAFETY POSTER

HEALTH PROMOTION SERVICES

CHECK OUT THE LIVING WELL
GEORGIA CORNER AND HEALTH
TOOLKIT

RISK/LIABILITY

NOTES FROM THE ROAD AND
OTHER GREAT ARTICLES



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www.lgrms.com

UPCOMING WEBINARS AND TRAINING EVENTS

For a current list of training events, please visit:

www.lgrms.com/trainingcalendar

Virtual Below 100

Tuesday, March 9, 2021

10:00am - 11:30am

Below 100 is a national initiative to reduce annual Law Enforcement deaths to below 100 per year. This one - hour and 30 - minute online course will explore the Five tenets of the BELOW 100 initiative.

Virtual Below 100

Thursday, March 11, 2021

2:00pm - 3:30pm

Below 100 is a national initiative to reduce annual Law Enforcement deaths to below 100 per year. This one - hour and 30 - minute online course will explore the Five tenets of the BELOW 100 initiative.

We will also send a complete list of upcoming and past webinars through e-mail. Please be on the lookout for those!



A NOTE FROM THE EDITOR

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

New Publication Format and Name Change

Welcome to the second edition of SHARE, the new combined monthly publication of Local Government Risk Management Services (LGRMS). Previously LGRMS published three Risk and Safety Bulletins. The monthly Safety Theme, geared toward our Worker Compensation (WC) members and one focused safety topic, the monthly Liability Beat, geared toward our GIRMA and IRMA Liability members, and heavily focused on law enforcement and personnel liability issues, and finally our quarterly Risk Connection, geared toward all pool members. Starting in January, all three were combined into a new publication called Safety Health and Risk E-connect (SHARE). SHARE will be sent to all GIRMA/IRMA, WC, and Health Promotion members 10 times per year.

SHARE will have two sections: (1) a general safety, risk, and health section, and (2) a worker safety- focused section similar to the old Safety Theme.

Rest assured we will still 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).

In this issue

The key to any successful organization is leadership. LGRMS Director Dan Beck discusses this in his article on Safety and Risk culture.

Awareness of hazards is key to keeping workers safe, our staff have written several short articles on preventing injuries and keeping people safe. They discuss icy surfaces, electrical safety, and fire safety.

For a healthy lifestyle our Health Promotion team discusses mindfulness, and has provided links and information for heart health and CDC guidelines on wearing a mask.

In the law enforcement realm we talk about having realistic expectations, and look at everything from pursuits to tire wear. We are also providing a Georgia Supreme Court discussion on warrantless, in-home arrest in the White v. State case.

Finally our worker safety theme focuses on good housekeeping and the importance of everything has a place and should be in its place.

Should you have any questions or concerns, please contact:

Dennis Watts, dwatts@lgrms.com, or Tammy Chapman, tchapman@lgrms.com.



DIRECTOR'S CORNER



By Dan Beck, LGRMS Director

SAFETY, RISK CULTURE, & LEADERSHIP ELEMENTS

I hope you and yours are all safe and healthy. How is your safety and risk management program going? If the answer is “not very well” or “I’m not sure” you might want to focus on building your safety culture. Your safety culture is made of many different elements: Leadership, Employee Engagement, Risk Management, Compliance, Training / Learning, Action Plans, Measures, Audits, Inspections, Observations, Investigations, communications, records, recognition, and many other elements.

I often ask, which of these safety culture elements is the most critical to the overall long-term success of your culture?

- Many say training is the most important element. I agree it is important, but what happens if everyone is well trained and knows what to do, and they aren’t giving the resources or direction to follow that training.
- Many say employee engagement is the most important element. Again, I agree it is very important, but what happens if the employees are truly engaged in building a superior safety culture, and they aren’t giving proper training or tools.

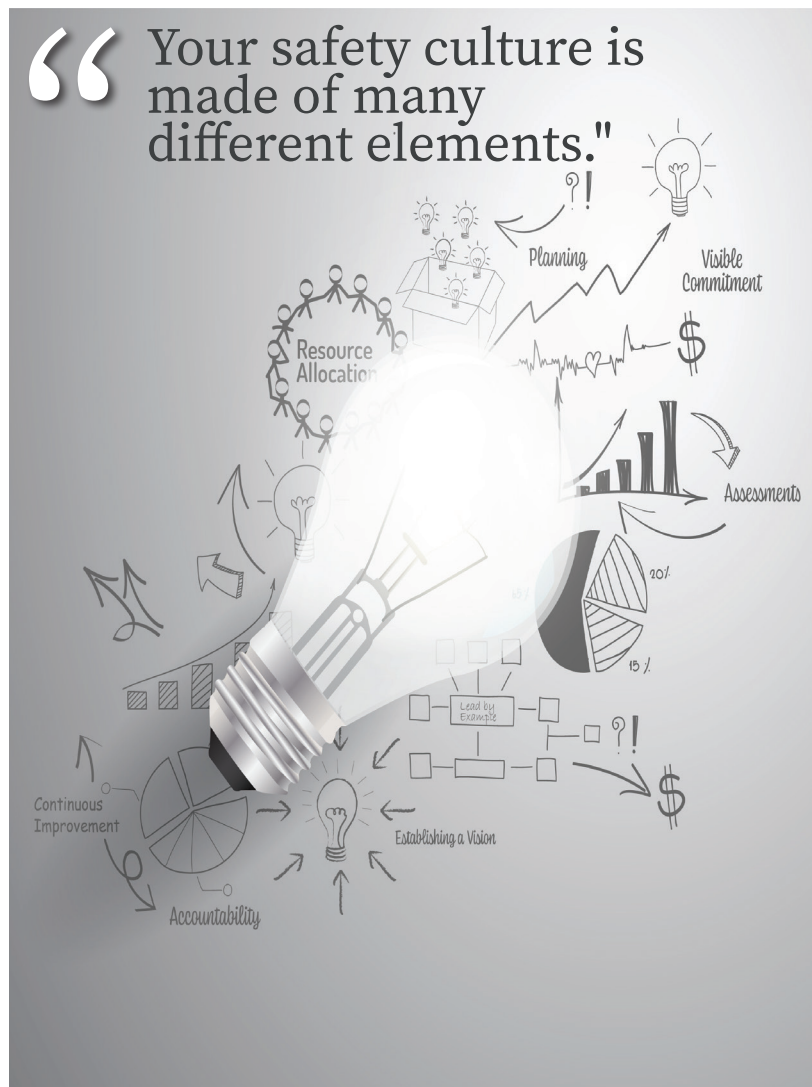
- Many say leadership is the most important element. In my and in many others opinion, these people are correct. Leaders is the most critical element of any long-term successful safety culture.

What does superior safety & risk leadership look like?

1. Establishing a Vision - Good leader know what they want their organization to look like and are able to engage their team in that vision. Example: We will have zero at fault collisions by 2025.
2. Assessments – Good leaders measure or assess difference between where they are and where they want to be. Example: We had 14 at fault collisions in 2020. We have no policy and have had no defensive driver training.
3. Planning – Good leaders develop long and short-term plans to incrementally move closer to their vision. Example: In 2021 we will develop a motor vehicle policy and we will conduct classroom driver training for all. In 2022, we will implement hands-on supervisor feedback.
4. Resource Allocation – Good leaders provide the resources required to implement the plan and move closer to their vision. Example: We will ensure that each employee has time for the training. We will work with a vendor or resource to purchase the training.
5. Accountability – Good leaders set clear expectations, remove barriers, provide feedback, and if necessary, establish consistent consequences for failure to follow plan and or

safety/risk expectations.

6. Continuous Improvement – Good leaders are not satisfied with the status quo. They continual strive for way to reduce risk.
7. Lead by Example – Good leaders always follow their own rules. They know that their non-compliance is a poison to the culture.
8. Visible Commitment – Good leader let you know what is important to them. They ask you about safety related activities (e.g. How is this training going? Did we correct this risk? Etc.). They measure safety and risk success / failure. They include safety and risk items within reoccurring meetings.





WHITE **vs.** STATE

GEORGIA SUPREME COURT DISCUSSES
**THE EFFECT OF A
WARRANTLESS,
IN-HOME ARREST ON SUBSEQUENT STATEMENTS**

Article Source: https://www.llrmi.com/articles/legal_updates/2021_White_v_State/

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Law Enforcement Risk Management Group, 700 N. Carr Rd. #595, Plainfield, IN 46168

On January 13, 2020, the Supreme Court of Georgia decided *White v. State*, which serves as an excellent review of the law related to in-home warrantless arrests and the admissibility of subsequent statements to police. The relevant facts of *White*, taken directly from the case, are as follows:

On October 16, 2016, Christian Poss called police to report that his 18-year-old son Samuel was missing. Three days later, after receiving reports pointing to White as a suspect, and without first obtaining an arrest warrant, police arrested White in the doorway of his home. After 17-year-old White arrived at the police station, he waived his Miranda rights and submitted to an interview. During the interview, White confessed that he and Brandon Warren had killed Samuel. White then led detectives to Samuel's body.

In his confession, played for the jury at trial, White said that he and Warren had entered into a suicide pact. White reported that he and Warren wanted to know what it was like to kill someone else before they killed themselves. White proposed that they kill his friend Samuel, because he would be an "easy" victim. In the early morning hours of October 15, 2016, White asked Samuel to come to White's house to help with a computer problem. Samuel agreed, and White and Warren picked up Samuel in White's car and drove to White's Houston County home. Before Samuel could exit the car in White's driveway, White strangled Samuel, and Warren stabbed him. White and Warren left Samuel's body in a creek bed and disposed of other incriminating evidence.ⁱⁱ

White was charged with malice murder and the statements that he made at the police station were admitted at trial. White was convicted by a jury and subsequently appealed various issues to the Supreme Court of Georgia. The issue that we will discuss concerns the admissibility of White's statement that occurred at the police station after his arrest.

On appeal, White argued that he was arrested in violation of the Fourth Amendment because when the police came to his residence to arrest him, one of the officers reached his arm past the threshold of the residence door before White exited the residence and was arrested. White argued that, when the officer crossed the threshold with his arm, the arrest was rendered a violation of the United States Supreme Court case, *Payton v. New York*,ⁱⁱⁱ in which the Court held that

[T]he Fourth Amendment generally prohibits police from making a warrantless and nonconsensual entry into a suspect's home to make a routine felony arrest.^{iv}

The Supreme Court of Georgia stated that they "have doubts" that White's arrest complied with the Fourth Amendment. However, they also stated that even if the arrest violated the Fourth Amendment, they agree with the trial court that the statement made by White did not need to be suppressed due to a potential *Payton* violation.

The court reasoned that the evidence did not need to be suppressed because all of the precedent cited by White on appeal were cases that involved statements that occurred after warrantless, in-home arrests where there was no probable cause to make an arrest.^v The court then noted

that the police, in the case at hand, had probable cause to arrest White. The court described the applicable legal principal as follows:

[W]here the police have probable cause to arrest a suspect, the exclusionary rule does not bar the State's use of a statement made by the defendant outside of his home, even though the statement is taken after an arrest made in the home in violation of Payton." New York v. Harris, 495 U. S. 14, 18-21 (110 S Ct 1640, 109 LE2d 13) (1990); see also Almodovar v. State, 289 Ga. 494, 497 (3) (713 SE2d 373) (2011); Stinski v. State, 281 Ga. 783, 785 (2) (b) (642 SE2d 1) (2007).vi

In other words, if the police violate Payton by making a warrantless, in-home arrest and later they obtain a statement outside the home, such as at the police station, the exclusionary rule does not require suppression of that statement under the "fruit of the poisonous tree doctrine" as long as there was probable cause to arrest the suspect. White did not dispute the probable cause to arrest him and did not allege that he was interrogated in his residence; rather he was interrogated at the police station. As such, the court held White's statement was admissible.

i S19A1004 (Ga. January 13, 2020)

ii Id.

iii 445 U.S. 573 (1980)

iv White at 6 (See Payton, 445 U.S. 573, 576)

v Id. at 6 (see See Taylor v. Alabama, 457 U. S. 687 (102 SCt 2664, 73 LE2d 314) (1982); Dunaway v. NewYork, 442 U. S. 200 (99 SCt 2248, 60 LE2d 824) (1979); Brown v. Illinois, 422 U. S. 590 (95 SCt 2254, 45 LE2d 416) (1975).

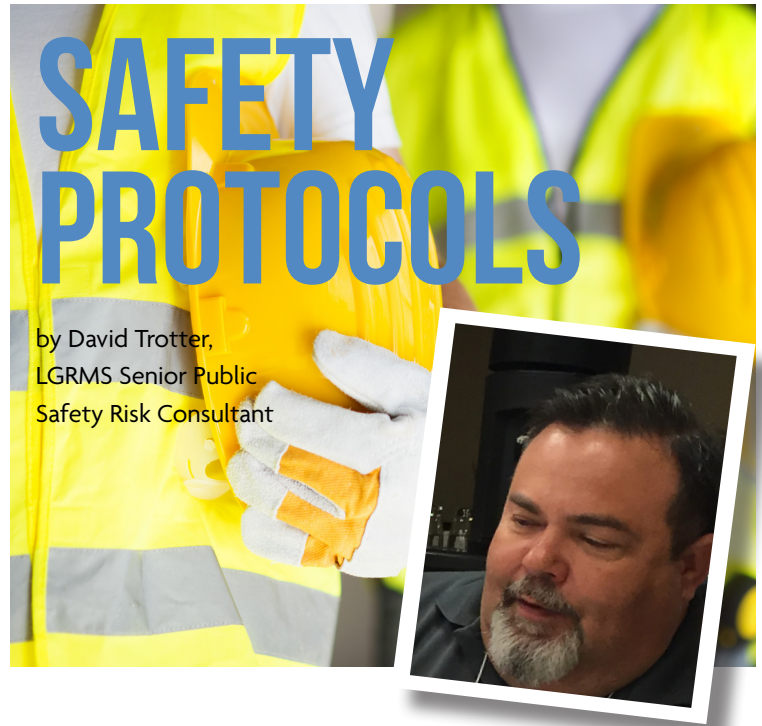
vi Id. at 7

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Link to article online: https://www.llrmi.com/articles/legal_updates/2021_White_v_State/

<http://www.llrmi.com>

<http://www.patctech.com>



COVID-19 still overshadows other safety issues in local government, and it is still an important issue. It is also still important for all local government employees to remember other safety protocols. In all situations, situational awareness should always have paramount consideration. Think before you act and weigh the consequences of your actions. In government offices and buildings, be aware of suspicious people and objects, such as packages or bags in which a verified owner cannot be identified. Watch for slip, trip, and fall hazards as well as electrical and chemical hazards. Public safety personnel must be aware of Below 100 tenants: wear your seat belt, wear your vest, watch your speed, W.I.N.- What's Important Now, and remember complacency kills. Let us all be safe out there and remember at the end of the day, it is most important to make it home to family and friends.

NOTES FROM THE ROAD

ELECTRICAL SAFETY

by
Steve Shields, LGRMS Loss Control Manager



In considering the next installment for this section, I was thinking about, what do we face often when severe storms strike? Storms like the one that recently hit Georgia and our neighboring state? Then it hit me: power line safety.

Power Line Safety

With the season of severe weather approaching, I thought it was a good time once again to cover power line/electrical safety when we encounter them.

- 1 – Always assume all overhead electrical lines are energized at lethal levels. Never touch them.
- 2 – Never touch a fallen overhead power line. Call the electric utility company to report a fallen electrical line.
- 3 – Stay at least 10 feet away from all power lines during cleanup and other activities.
- 4 – If working around overhead electrical lines, survey the area before starting work and layout the work area to remain away from electrical lines.
- 5 – If an overhead power line falls on your vehicle or equipment, stay inside the vehicle/equipment and

keep driving away. If the vehicle/equipment stalls, do NOT exit the vehicle/equipment. Call 911 for emergency assistance immediately. Let everyone in the area know to stay away and not touch the vehicle/equipment or try to get you out.

- 6 – Never operate electrical equipment when you are standing in water.
- 7 – If working in damp locations, inspect electrical cords and equipment to ensure they are in good condition and free of defects. Always use a ground-fault circuit interrupter (GFCI), remember your life may depend on it.
- 8 – Have a qualified electrician inspect electrical equipment that has gotten wet before powering it up.
- 9 – Never repair electrical cords unless qualified and authorized.
- 10 – Always use caution when working around electrical lines.

Information about Electrical Safety from OSHA Quick Card

Electrical Safety

Electrical hazards can cause burns, shocks and electrocution (death).



- Assume that all overhead wires are energized at deadly voltages. Never assume that a wire is safe to touch even if it is down or appears to be insulated.
- Never touch a fallen overhead power line. Call the electric utility company to report fallen electrical lines.
- Stay at least 10 feet (3 meters) away from overhead wires during cleanup and other activities. If working at heights or handling long objects, survey the area before starting work for the presence of overhead wires.
- If an overhead wire falls across your vehicle while you are driving, stay inside the vehicle and continue to drive away from the line. If the engine stalls, do not leave your vehicle. Warn people not to touch the vehicle or the wire. Call or ask someone to call the local electric utility company and emergency services.
- Never operate electrical equipment while you are standing in water.
- Never repair electrical cords or equipment unless qualified and authorized.
- Have a qualified electrician inspect electrical equipment that has gotten wet before energizing it.
- If working in damp locations, inspect electric cords and equipment to ensure that they are in good condition and free of defects, and use a ground-fault circuit interrupter (GFCI).
- Always use caution when working near electricity.

For more information:

OSHA[®] Occupational
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Administration
U.S. Department of Labor
www.osha.gov (800) 321-OSHA (6742)

OSHA 3294-04R-13



Realistic EXPECTATIONS

by Natalie Sellers,
LGRMS Law Enforcement Risk Consultant

Peter Oppenheimer once said; “Risk is the degree to which an outcome varies from expectation (both positive and negative)”. How realistic are your expectations when it comes to being involved in a high-speed pursuit?

From turning on lights and sirens to initiate a traffic stop, to then realizing that the violator does not intend to stop; the degree of risk can fluctuate from a positive expectation, to a negative expectation. Do your officers know when to call off a chase? Do they know what to do if the chase leaves their jurisdiction? Do you have good up-to-date policy that your officers have trained to extensively? Are supervisors involved in all pursuits? Has your agency received any training on Tactical Arousal Control Techniques?

Good risk management dictates that one must examine the range of potential outcomes to fully understand the risk

involved with pursuits. Only then can one determine if the risk of the pursuit outweighs the potential for harm. So often, we look at our surrounding to determine risk of pursuit, trying hard not to have tunnel vision. However, there is so much more we can do ahead of time to help decrease risks in pursuits.

Let's examine some of the factors involved in pursuits.

1. Training, policy, and supervision
2. Officer's physical and mental state
3. Vehicle safety
4. Loss of life
5. Weather and road conditions

Did you know that driving is a perishable skill? Just like firearms and defensive tactics, our fine motor skills begin to diminish over time without refresher training. How much

driver training does your agency conduct? When was the last time your agency hosted defensive driving class? If basic mandate was the last time your officers attended any type of driver training, chances are they need some form of driver training refresher course to help reduce accidents and injuries.

Because pursuits are considered a high-risk critical task in law enforcement, up-to-date policies help reduce departmental liability. Policy in which departments train on a yearly basis will assist officers in making good sound judgement before and during a pursuit. Supervision during pursuits is critical. Properly tailoring of policy, supervision, and training as a part of your yearly curriculum will improve overall efficiency and quite possibly pursuit outcomes.

When running radar and a car is traveling 60 mph in a 40-mph zone, the officer will have to do 80 mph to catch up to the violator. Assuming the car will comply, and weather and traffic conditions are favorable. If the 40-mph zone is the precursor to a School Zone and it is 3:00 pm, is it a good time to do 80 mph? If a pursuit is leading into another jurisdiction, does your officer follow or call off the chase? It is these types of questions that can be covered through training on departmental policy and therefore reduces mistakes and negative outcomes.

Tactical Driving is the phrase used when everyone involved in the pursuit is in-sync and understands what their responsibilities are. These tactics can only be acquired through scenario-based training that will test officer knowledge of policy, communication, and supervisor involvement.

Working long hours becomes custom in law enforcement. One of the most important components in pursuits is the ability to use all of one's fine motor skills. Long hours and lack of proper sleep can lead to a decline in fine motor skills. Prescription and over-the-counter medication can also reduce reaction time and lead to poor judgement, both of which can be fatal during a pursuit.

The same way you inspect your vehicle, you must inspect yourself and your abilities. Clint Eastwood once said, "...a man(woman) has got to know his limitations." Knowing your abilities and being able to recognize your limitations, as well as those of the vehicle, ensure safety for yourself and those around you.

The ability to prevent tunnel vision takes a lot of discipline and practice. Yet, another area where realistic scenario-based training is helpful in maintaining emotions and avoiding tunnel vision.

The vehicle being driven in any pursuit is as important as the driver's skills. Along with the parts of the vehicle such as brakes, tires, suspension, and O.E. (original equipment). Let's examine vehicle safety and why it is so important during pursuits.

O.E., or original equipment, plays a significant role in the handling of that vehicle. After market components may negate certain aspects of vehicle control as well as affect performance, handling, stopping, and reliability. The false economy of saving money by using sub-par brake pads, tires, and suspension can have negative consequences in high-speed situations. Keeping employees safe by maintaining vehicle integrity is never a bad choice and helps with positive outcomes.

All tires have a speed rating that can be seen on the outside of the tire. This is the recommended top speed that the vehicle with those tires should travel.

Beginning in 1991, the speed symbol denoting a fixed maximum speed capability of new tires must be shown



only in the speed rating portion of the tire's service description, such as 225/50R16 89S. The most common tire speed rating symbols, maximum speeds and typical applications are shown below:

Speeding is the most common part of law enforcement duties. Knowing the tires capabilities and condition will help ensure officer safety. Understanding the affect

L	75 mph	120 km/h	Off-Road & Light Truck Tires
M	81 mph	130 km/h	Temporary Spare Tires
N	87 mph	140 km/h	
P	93 mph	150 km/h	
Q	99 mph	160 km/h	Studless & Studable Winter Tires
R	106 mph	170 km/h	H.D. Light Truck Tires
S	112 mph	180 km/h	Family Sedans & Vans
T	118 mph	190 km/h	Family Sedans & Vans
U	124 mph	200 km/h	
H	130 mph	210 km/h	Sport Sedans & Coupes
V	149 mph	240 km/h	Sport Sedans, Coupes & Sports Cars

(TireRack.com)

that speed has on the vehicle, the tires, reaction time, and stopping distance is imperative in high-speed driving situations. So, whether it is responding to a call or a pursuit situation, inspection programs help officers understand and maintain proper care of the vehicle as

well as understand limitations.

Not all police vehicles are designed for pursuits. There has been an upward trend in moving to more spacious vehicles like trucks, Explorers, Durango's, and Tahoe's. Police Pursuit Vehicles (PPV) are certified to function under heavy demands. Therefore, it is important that only vehicles that are PPV certified be allowed to engage in pursuits. Checking the manufacturer's recommended top speed and incorporate that speed into your policy will help to avoid injuries, accidents, and liability. Even though the fleet may have different types of automobiles, only pursuit rated vehicles should be allowed in pursuits as a safety precaution.

The National Institute for Occupational Safety and Health (NIOSH) most recent Fatality Assessment and Control Evaluation (FACE) report detailed some steps that officers can take during high-speed response and pursuits to avoid risk of crash. In their investigations of officer-involved fatalities, they found that most fatalities occurred due to one of the four reasons listed below.

There are more than 750,000 state and local (excluding federal) law enforcement officers.² These officers face many job hazards, including: physical exertion, psychological and organizational stressors, and health issues. Some behavior-related hazards that put officers at risk of a crash on the job are:

- Not wearing a seat belt
- Speeding, particularly through intersections
- Being distracted while using a mobile data terminal or other electronic device while driving
- Experiencing tunnel vision from increased stress

<https://www.cdc.gov/niosh/topics/leo/default.html>

All things considered, to help control potential negative outcomes when it comes to pursuits and high-speed emergency response, do the research, and provide scenario-based training.

This is one area of law enforcement risk that departments can reduce exposures with good policy, scenario-based training, inspections, and supervisor involvement in

all pursuits. Always begin with the end in mind to avoid negative outcomes.

Some Resources:

<https://www.leonearmiss.org/>

<https://www.lgrms.com>

<https://www.cdc.gov/niosh/topics/leo/default.html>



ICE PROOF STEPS AT CITY AND COUNTY BUILDINGS

by Chris Ryan
LGRMS Loss Control Field Representative

Winter weather brings hazards in all shapes and forms. One potential hazard that can affect worker and citizen safety, as well as possible litigation, is ice accumulation on walkways, steps, and other trafficked areas. The easiest way to keep your city and county building steps free of ice continuously is to remove any kind of buildup that lands on them, whether it is hail, sleet, or snow. This may seem unnecessary if you don't plan to go outside. However, you really don't want to have to remove a thick layer of snow or ice when you're in a rush to head out for supplies or if emergency personnel need access. Other than that, you never know when someone might stop by. You don't want to put them at risk.

Rock Salt

Since you can't stand on your steps all day removing ice, take steps to prevent the stairs from freezing, even if you clear them or not. Rock salt is relatively inexpensive and

can be liberally sprinkled over the steps to thaw forming ice and prevent further icing. When facing a heavy snow, remove the snow and then sprinkle on the rock salt. Though rock salt works fast and is larger than table salt, table salt and even Epsom salt can be used in a pinch.

Other Options

When you absolutely don't have any kind of salt to use, it's time to look for other methods. Sand works well for traction, but you don't want to dig in the frozen ground and you probably don't have a sandbox in your living room. Kitty litter can absorb some of the moisture and provide some traction at the same time, as can Oil-Dri, if you happen to have it in your garage. While these won't melt the ice, they will help with traction on the steps.

Another method is to use outdoor and indoor mats that you occasionally shake off, but these need to be tacked down or they become a trip hazard themselves.

SAFETY FOCUS

Fire Safety Awareness

by Vincent Scott, LGRMS Loss Control Representative



Did you know in the United States that approximately 400,000 people receive medical care for treatment of burn injuries every year? In 2018 alone, there were 3,655 deaths from fire and smoke inhalation and another 40,000 people were treated in hospitals for burn-related injuries. Most burn injuries occur at home, but nearly 10% of all burn injuries occur in the workplace and as you may know, many of these injuries are preventable.

12 Ways to Prevent a Workplace Fire

Preventing fires is everyone's job. We all need to be alert to anything that could cause a fire and take responsibility to report any problem areas, so they can be corrected. Here are some reminders about fire prevention:

1. Practice good workplace housekeeping. Clutter contributes to fires by providing fuel and preventing access to exits and emergency equipment.
2. Place oily rags in a covered metal container. This waste must be properly disposed of on a regular basis.
3. Maintain machinery to prevent overheating and friction sparks.
4. Report electrical hazards. Many fires start in faulty wiring and malfunctioning electrical equipment. Never attempt electrical repairs unless you are qualified and authorized.

5. Maintain free access to all electrical control panels. Material or equipment stored in front of the panels would slow the shutting down of power in an emergency.
6. Use and store chemicals safely. Read the label and the Safety Data Sheet to determine flammability and other fire hazards. Provide adequate ventilation when using and storing these substances.
7. Use all precautions to prevent ignition in potentially explosive atmospheres, such as those containing flammable liquid vapors or fine particles. Use non-sparking tools and control static electricity as required.
8. Help maintain building security to prevent arson fires. Lock up as instructed, report suspicious persons, and don't leave combustible rubbish where it can be set afire outside the building.
9. Smoke only in designated areas and extinguish smoking materials safely. Never smoke in

storerooms or chemical storage areas.

10. Never block sprinklers, firefighting equipment, or emergency exits. Observe clearances when stacking materials.
11. Post emergency telephone numbers as well as the company address by the telephone in your station for quick access if a fire were to start in your work area.
12. Learn how to properly use a fire extinguisher.

While conducting training, it is vital for employees to understand the importance and commitment associated with fire safety. Employees should be required to sign an agreement acknowledging their responsibilities to ensure commitment. Employees should be informed that failure to comply with the guidelines could result in disciplinary action. It is also important to recognize those employees that exhibit outstanding fire safety behaviors to boost employee buy-in and encouragement.

“Report electrical hazards. Many fires start in faulty wiring and malfunctioning electrical equipment.”



Fun WITH SAFETY

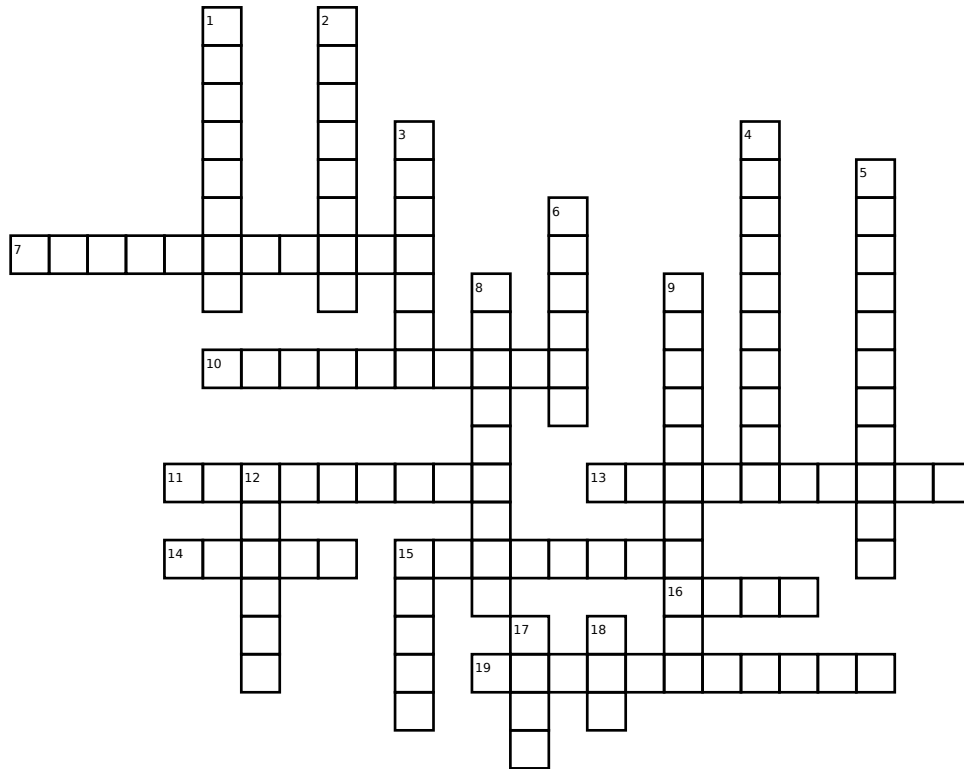
Who said safety can't be fun? Test your knowledge and see how much you have retained from the articles in this month's SHARE Newsletter. The puzzles below and on the adjoining page can be solved using words and clues scattered throughout the publication. **Check your answers to the crossword puzzle on p. 22.**

Fun With Safety.

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

AWARENESS
 FIRE
 EMERGENCY
 ELECTRICAL
 FLAMMABILITY
 HAZARDS
 COMMITMENT
 HEARTHEALTH
 WELLNESS
 WIN
 VISION
 LEADERSHIP
 ICEPROOF
 TRACTION
 FROZEN
 COVID
 VEST
 PURSUIT
 MOTORSKILLS
 VISIONBOARD
 SUPERVISION
 VEHICLE
 WEATHER
 ROADCONDITIONS
 DRIVING
 MINDFUL
 TOOLKIT
 VISUALIZE
 IMPROVEMENT
 COMPLIANCE

SHARE Crossword Puzzle



Down:

1. state of being in good health
2. entails creation of long and short term agendas to move toward ones vision
3. following someone or something
4. the action of inhaling or breathing in
5. illuminating form of energy
6. condition of being protected from or unlikely to cause danger
8. serious often dangerous situation requiring immediate attention
9. strong belief that something will happen at a future time
12. seize by legal authority and take into custody
15. device sends pulses of high-frequency electromagnetic waves that are reflected off the object back to the source
17. rubber covering placed on a wheel
18. to succeed in arriving at a place or state

Across:

7. good leaders do this to measure the difference between where they are and want to be
10. dedicated to a cause or activity
11. easily set on fire
13. cause to cease to shine or burn
14. GA interlocal risk management agency
15. inexpensive solution used to thaw ice
16. interlocal risk management agency
19. tool to help clarify concentrate and maintain focus on a specific life goal

LIVING WELL GEORGIA



Heart Health Month



Click the toolbox to access this month's Health Toolkit



Protect Your Loved Ones & Yourself

Click on the "play" button to watch the "I wear a mask because..." video from the Centers for Disease Control and Prevention (CDC).



Twenty-Twenty-Won

by Candace Amos
LGRMS Health Promotion Representative



What does “win” mean to you? Does it mean achieving success? Does it mean being the victor? Does it mean taking home the gold medal? How you define win, will decide how you define the year 2021.

According to Merriam-Webster, win has many meanings. The meaning that captured my attention was “to succeed in arriving at a place or a state”. What is the place or state that you want to arrive at in this new year? Is it saving for a vacation? Eating healthier? Buying a new home? Maybe it’s moving more? Or lowering your cholesterol? Could it be cleaning out the garage or simply smiling more?

Whatever place or state you want to arrive at, starts in the mind. Robin Sharma said, “Everything is created twice, first in the mind and then in reality.” Let your reality be guided by a mind set to your: personal values in life, goals, and vision.

Have you heard of vision boards? “A vision board is a tool used to help clarify, concentrate and maintain focus on a specific life goal. Literally, a vision board is any sort of board on which you display images and words that

represent whatever you want to be, do or have in your life.” Images resonate with your goal and intentions.

Focus your energy on your goal and intentions. Visualize that place or state. Visualize what you want to be, do, or have in your life. If it does not meet your personal values, it is less likely to be attained.

What you set your mind to can either harm or help. Making mindful changes are usually not at the top of resolutions list. However, visualizing a goal helps the mind to view that goal as a tangible possibility. It helps you see it as something that can be won.

Imagine yourself winning. Imagine what it would be like. What do you see? What is your vision for twenty-twenty-won? Go ahead and define your year. There is nothing you can’t do once you set your mind to it. Do what’s in your heart.

Your heart is powerful. It guides you and it is also your lifeline. Not only listen to it, but take care of it. February is Heart Health Month. Look at the included Heart Health Toolkit and check it out. Let’s win with our hearts in mind.

Vision Board Quote from Vision Boards | KATU



CLEAN UP FOR SAFETY

Safe Housekeeping Prevents Accidents

CLEAN UP FOR SAFETY: PRACTICING SAFE HOUSEKEEPING

Effective housekeeping can eliminate some workplace hazards and help get a job done safely and properly.

Poor housekeeping can frequently contribute to accidents by hiding hazards that cause injury. If the sight of paper, debris, clutter, and spills is accepted as normal, then other, more serious health and safety hazards may be taken for granted.

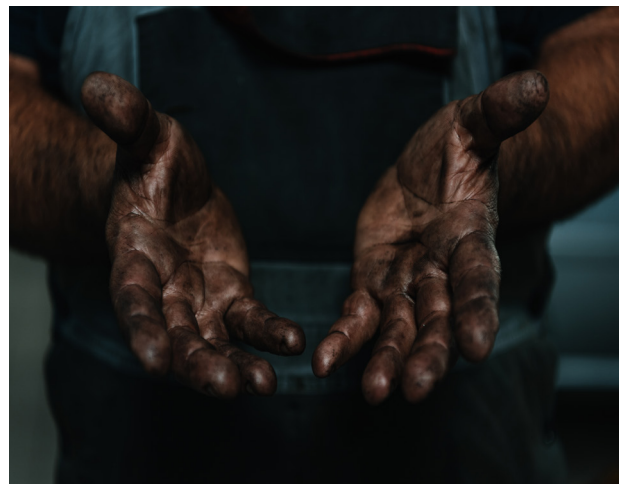
Poor housekeeping can be a cause of accidents, such as:

- Tripping over loose objects on floors, stairs and platforms.
- Being hit by falling objects (poorly shelved items).
- Slipping on greasy, wet, or dirty surfaces.
- Striking against projecting, poorly stacked items or misplaced material.
- Cutting, puncturing, or tearing the skin of hands or other parts of the body on projecting nails, wire, staples, or steel strapping.
- Cutting, puncturing, or tearing skin when reaching into a cluttered drawer.

A safe environment also requires paying attention to important details such as the layout of the workplace, aisle marking, the adequacy of storage, and ongoing maintenance. Housekeeping is not just cleanliness. It includes keeping work areas neat and orderly; maintaining halls and floors free of slip, trip, and fall hazards; and removing waste materials (like paper or cardboard) and other fire hazards from work areas.

Good housekeeping is also part of accident and fire prevention; it is an ongoing operation. It's not hit-or-miss, "wait until I get around to it"; it's a continuous process with active involvement by all employees. We have all seen a mess in the workplace at some point. If our first thought was, "Someone should clean that up," our very next thought should be, "Can I actively solve the problem?," by cleaning or picking it up or notifying the appropriate person to do so.

Let's all be involved and clean up for safety.



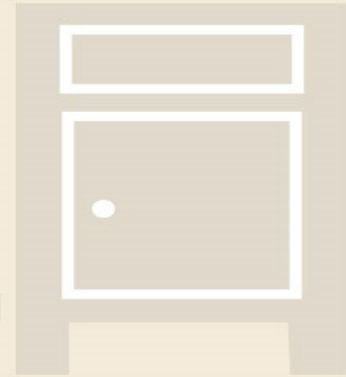
Down: 1. wellness 2. planning 3. pursuit 4. inhalation 5. electricity 6. safety 8. emergency 9. expectation 12. arrest 15. radar 17. tire 18. win **Across:** 7. Assessments 10. commitment 11. flammable 13. extinguish 14. GIRMA 15. rocksalt 16. IRMA 19. visionboard

Answer Key: Crossword

HOW CLEAN IS YOUR **WORK SPACE?**



If you're sitting at your desk reading this, brace yourself. The average workplace desk can be **400 times dirtier** than the average toilet seat! Have you ever stopped to think how clean your workplace really is?



THE FILTHY FACTS



Workplace equipment can be **400 times** dirtier than the average toilet seat



There are **16 million** microbes on the typical office keyboard



Only **3%** of offices sufficiently clean their equipment

HIGH GERM ZONES



Office telephones
25,127 microbes
per square inch



Keyboards
3,295 microbes
per square inch



Computer Mice
1676 microbes
per square inch

VS



Toilet Seats
49 microbes
per square inch

[Click the infographic above for the full printable version](#)

General Self Inspection Program

Location, Area, or Department: _____ Date: _____

Surveyor: _____

General Evaluation

	Needs Action	Needs Improvement	Good	Very Good
A. Property/Liability				
a. Fire protection	_____	_____	_____	_____
b. Housekeeping	_____	_____	_____	_____
c. Slip/trip/fall	_____	_____	_____	_____
d. Public safety	_____	_____	_____	_____
B. Employee Safety				
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

Public Safety

Yes No

- Public areas kept clear of storage and supplies.
Emergency lighting for public assembly areas in buildings.
Evacuation plans posted for public assembly areas in buildings.
Public areas have necessary warning or directional signs.
Construction work has barriers, covers, and markings.
Street and road signs noted in good condition, clear of obstructions.
Sidewalks smooth and even; no holes, no raised or broken areas.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Employee Safety

Safety Meetings

- Held in the department.
Meetings held ____ monthly ____ quarterly ____ other _____; documented
Different topic each time.
Covers department safety rules.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Safety Rules

- Rules specific for this department.
Rules are written, posted in the department.
Reviewed with new employees.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<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.
Employees trained on proper use.
Equipment properly maintained.
Shop equipment has proper guards to protect from pinch or caught-between type injuries.
Chemicals used in the department.
MSDS sheets available; employees trained on hazards, proper use, proper PPE to use.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Auto and Equipment

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

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Safety Meeting Attendance Sign Up Sheet

City/County: _____

Date: _____

Department: _____

Topic: _____

Attendees:

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

Next meeting scheduled for _____

Safety Coordinator _____



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SHARE

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LOCAL GOVERNMENT RISK
MANAGEMENT SERVICES,
INC., - A Service Organization
of the ASSOCIATION COUNTY
COMMISSIONERS OF GEORGIA
and the GEORGIA MUNICIPAL
ASSOCIATION

VISIT THE LGRMS WEBSITE

For more information.

www.lgrms.com



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