

The RISK CONNECTION

General Sanitation Guidelines During the COVID-19 Pandemic

by *Dennis Watts, LGRMS Training & Communications Manager*



A Service organization of the Georgia Municipal Association and the Association County Commissioners of Georgia



The Risk Connection is a publication of Local Government Risk Management Services, Inc., a service organization of the Association County Commissioners of Georgia and the Georgia Municipal Association, whose purpose is to educate and inform cities and counties about loss control methods and risk management. Any questions or comments should be directed to Dennis Watts, Editor, 3500 Parkway Lane, Suite 110, Norcross, Georgia 30092, 678.686.6284, dwatts@lgrms.com

With the current COVID-19 Pandemic, GMA and ACCG Members are facing the potential for workforce reductions and increased expenses while they maintain essential operations and their essential support functions. Even the most prepared are finding some area that may have been overlooked.

There are no easy answers other than going back to fundamental risk management applications: the 'what' and the 'why' and then developing the best 'how'. The 'how', under COVID-19 circumstances, may require several changes and/or adjustments as conditions change or we receive better information.

While this bulletin gives guidance directed toward our public works and other related personnel concerning the hygiene of employees, vehicles, and work areas, they are applicable to all local government employees, including administration, law enforcement, and others.

Some of the principles we are trying to incorporate are:

- Enhanced personal hygiene. Touching exposed surfaces and then touching eyes, nose, or mouth may be more of a risk than just being in the same airspace. Regular handwashing, using hand sanitizer, and breaking years of 'face touching' habits is a primary defense.



- Frequently wash your hands with soap and warm/hot water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol. Always wash hands that are visibly soiled.



Please Route to the Following People:

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Administration | <input type="checkbox"/> Attorney |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Fire/EMS | <input type="checkbox"/> Water/Sewer |
| <input type="checkbox"/> Public Works | <input type="checkbox"/> Other |
| <input type="checkbox"/> Sanitation | |

The opinions expressed in this publication are those of the authors and not necessarily those of the ACCG or GMA; they are not intended to provide specific legal advice. Readers should seek legal advice on specific concerns from their own legal advisors.

General Sanitation Guidelines During the COVID-19 Pandemic (Continued)

- Use of face masks in public areas are now considered a proper protocol. Cloth masks that are washable are adequate for this purpose.
- Avoid close contact with people who are sick.
- If you feel sick (even ‘just not feeling very well’), stay home until you feel better. (This is still cold and flu season, as well.)
- Reduce employees’ circle of contacts. Schedule the same ‘smallest’ teams of people to work together and keep the teams consistent. Have employees and teams use the same vehicles each time where possible.
- Reduce exposure to our most vulnerable employees. That includes anyone over 60 years old and those with the more susceptible underlying conditions (heart disease, diabetes, respiratory issues, and compromised or suppressed immune systems). Look for options for these employees to reduce work-related contact with others where practicable.
- If possible, work vehicles should be assigned to the same work group or crew throughout the COVID-19 timeframe.
- Develop an equipment and site cleaning protocol that sanitizes all touchable surfaces. If this is not practical on some equipment, make sure personnel are using gloves and other necessary PPE when operating.
- Develop a vehicle cleaning protocol that sanitizes touchable surfaces with approved anti-viral cleaning products, inside

and out. Door handles, grab bars, and other frequently touched surfaces.

- Limit access to and number of personnel per vehicle. It will minimize the potential of exposure and if exposed will hopefully limit those in contact. Reduce number of personnel in vehicles at one time, if possible. Members may have some employees who can drive separately to the work location.

Members still need to address all the management, supervisory, safety functions and goals. Pre-job briefings should still contain information that is important to overall job safety.

Members may have employees who gather in a group for work assignments and other discussions. Maintain social distancing as much as is possible. They then go straight to their work vehicles.

Additional resources are available at the following links:

https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html

<https://dph.georgia.gov/covid-19-daily-status-report>

https://www.apwa.net/MyApwa/Apwa_Public/Coronavirus_and_the_Public_Works_Community.aspx?utm_source=Informz&utm_medium=Email&utm_campaign=Informz%20Emails&_zs=QuBAE1&_zl=rFwf5

LGRMS Training Calendar

LGRMS Training Calendar www.lgrms.com

Due to the COVID 19 Pandemic and State wide Shelter in place order, all in person LGRMS training is on hold through the end of May. Please see our Training Calendar on the LGRMS website for the most current information, and check it regularly. Training planned for the month of June is still a go at this point, but that may change based on the situation in coming weeks.

LGRMS Website www.lgrms.com

We have established a COVID 19 resource section on the LGRMS website. It has three sections, Law Enforcement, Human Resources, and General. Articles, resources, links to important state and federal websites, as well as other current information will be placed there. GMA and ACCG also have updated information on COVID 19 on their websites as well.

Useful websites for more information.

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

<https://www.usa.gov/coronavirus>

<https://dph.georgia.gov/covid-19-daily-status-report>

<https://www.fda.gov/emergency-preparedness-and-response/counterterrorism-and-emerging-threats/coronavirus-disease-2019-covid-19>

<https://www.dhs.gov/coronavirus>

<https://www.coronavirus.gov>

<https://www.nih.gov/health-information/coronavirus>

<https://www.fema.gov/coronavirus>

Fighting Firefighter Cancer with Firefighter Controls

As you may know, Firefighter Cancer is a trending concern within Georgia and Nationally. Like any other health-related exposure, there are two main questions:

1. What are the exposures that may be contributing to cases of cancer among firefighters?
2. What can be done to control these exposures?

Although firefighters are exposed to many hazardous environments, there are two main exposures that contribute to cancer. These main exposures are diesel exhaust from fire engines and soot particles from fighting fires.

Short-term exposure to diesel exhaust can result in irritations to one's eyes, nose, and throat. It can also cause headaches and dizziness. Long-term exposure to diesel exhaust can increase the risk of both cardiovascular/respiratory disease and lung cancer. How do you control exposure to diesel exhaust?

1. Educate firefighters on the hazards of diesel engine exhaust.
2. Install an exhaust removal system in fire station bay to remove diesel exhaust from fire engines.
3. Store all firefighter protective gear in an area sealed from fire station bay.

Firefighters are exposed to the hazards of soot particles from both inhalation and skin absorption. Dr. Stuart Baxter, Professor of Environmental Health at University of Cincinnati, states "A major cause of cancer in firefighters is Polycyclic Aromatic Hydrocarbons absorbed through the skin as a result of contact with soot, persistently and under hot conditions. The especially high permeability of the groin area results in increased testicular cancer and possibly other types of cancer." So how do you control exposure to the hazards of soot particles?

1. Educate firefighters on the hazards of soot particles.
2. While fighting fires, firefighters should always wear proper protective equipment, turnout gear, and respiratory protection (SCBAs).
3. Immediately after every fire exposure, fighters should go through a decontamination process with soap, water, and brush. This process will reduce contamination of 85%.
4. Immediately after decontamination, the firefighter should clean all exposed areas of their skin (head, face, neck, hands, etc.) with soap and water or wet wipes.
5. After returning to the station, the firefighter should shower to remove any contaminants that remained after the initial cleaning.
6. Firefighter equipment and turnout gear should NOT be stored in the living or working spaces of homes or fire stations. Even equipment that has been decontaminated after the fire, has the potential for hazards exposure to you, your co-workers, or family members.

7. Clean and inspect all equipment after decontamination.
8. Wash all turnout gear using a washer extractor.

We highly recommend using a washer extractor to clean all turnout gear after being exposed to firefighting environments. There are many systems on the market. The cost range is from \$4,000 to \$15,000. Below is a link to an article, [How to buy bunker gear washing machines - FireRescue1](https://www.firerescue1.com/fire-products/fire-station-equipment/articles/1654030-How-to-buy-bunker-gear-washing-machines-FireRescue1), that may assist you with your research and shopping.

<https://www.firerescue1.com/fire-products/fire-station-equipment/articles/1654030-How-to-buy-bunker-gear-washing-machines/>

Both GMA (Georgia Municipal Association) and ACCG (Association County Commissioners of Georgia), provide safety grants that assist with the purchase of these washer extractor systems. Over the last few years, we have provided reimbursement funds for several departments to purchase new washer extractor systems. For more information on GMA's and ACCG's grant process, please use the following link or call Dan Beck, Director of LGRMS at (678) 686-6280.

[https://www.lgrms.com/Loss-Control/Grant-Safety-Discount-Info-\(ACCG-GMA\).aspx](https://www.lgrms.com/Loss-Control/Grant-Safety-Discount-Info-(ACCG-GMA).aspx)



To Reduce Injuries, Effingham County Rethinks the Status Quo of Moving Pitching Mounds

by *Kevin Howarth*



When we watch local baseball and softball games as fans, cheering on our kids or favorite local teams, we often don't think of the logistics of adjusting the field for different games. Many modern ballfields serve multiple purposes so that taxpayers get the most bang for their buck. While a few ballfields still have clay pitching mounds, portable pitching mounds are more common so that cities and counties can use one field for multiple sports.

For a regular baseball game, the pitching mound needs to be 60 feet, 6 inches from home plate. But Little League requires 46 feet and PONY games can vary in length depending on the age of the players. That means needing to move the pitching mound a lot—a time-intensive, injury-prone task. With softball, it even means removing the mound completely from the field, as rules say a softball pitching circle must be level with the field.

At Effingham County, Parks and Landscaping Director Seth Zeigler struggled with the typical way of moving pitching mounds—having about four to six people using two furniture dollies placed under both ends of the pitching mound to lift, move, and place it in a new location. While this method works, it's difficult and awkward for people to lift the pitching mound off the ground and move it. A pitching mound is designed to sit flush on the ground, and so it is tough to move one from flush surface to flush surface.

“When you pick them up, they're pretty heavy because they have dirt on top of the AstroTurf and fiberglass along with clay, conditioner, and water,” said Zeigler. “From the factory, a pitching mound is probably 200 pounds and they weigh even more with the extra dirt on them.”

In his role for the county and as a ball coach for his children, Zeigler noted that these mounds get moved a lot. “We have six fields and we're moving up to six mounds off the field every day or two. We worked with the recreation director to schedule games in a way that lessened the number of times we moved the mound, but we still had to move the pitching mounds a lot.”

With 25 years of golf course management as part of his background, Zeigler brought a fresh perspective to Effingham County's parks and recreation department. “In the golf course industry, you're always trying to figure out the best way to solve problems and make things better,” said Zeigler. “When we had an employee injure himself picking up a pitching mound, human resources told us we needed to do something different. That lit a fire under me and I came up with a new solution.”

This new solution was unprecedented—simple in hindsight but not something seen at other cities and counties. Zeigler's idea turned the moving of pitching mounds from a four- to six-person job into a one-person job. Plus, all manual lifting is eliminated.

Experiments began that included putting boards on a garden wagon, widening it so the wagon could hold the mounds. Zeigler kept working off that idea and trying to figure out a different way to move mounds that would be more efficient and become a one-person job where nobody would ever get hurt.

Eventually, Zeigler devised a solution where he placed a mid-sized device on a small riding vehicle that looks like a trencher, somewhere in size between a lawnmower and a tractor. The device looks like a furniture dolly attachment that scoops up the pitching mound from one side and hooks chains on the other side. A cable then lifts the mound hydraulically and the employee can drive off with it to place the mound elsewhere.

This way, moving the mound only takes 5 to 10 minutes. While the vehicle is very slow and takes a long time to get from the parks and recreation shop to the field, moving the mound off the field is very quick. Plus, employees require very little training to use this method. If they can operate typical parks and recreation equipment, they can move pitching mounds with this machine.

According to Zeigler, this solution eliminated the risk of injury and reduced the number of people who move a pitching mound. “I didn't want anybody to get hurt,” he said. “I'm really excited about this solution. The employees are extremely happy they don't have to pick up the pitching mounds anymore. It's like night and day. I'm an advocate of working smarter, not harder. We hit a home run with this one.”

For cities and counties wrestling with similar issues, it helps for parks and recreation directors and managers to put themselves into situations their employees face. “I know a lot of managers are not always out there,” said Zeigler. “I’m hands-on, which puts myself in situations so I can truly understand them. Many times, managers don’t get to see the problem and just hear about it. Being out here in the field with some of the crew and seeing first hand the issues they were having helped me figure out a solution.”

At a minimum, safe lifting training and ensuring enough manpower when moving pitching mounds is essential if cities and counties use dollies or a similar solution. But if possible, consider completely removing the need to manually lift pitching mounds by using a solution similar to Effingham County’s. By doing so, you reduce the risk of injury and, consequently, your number of workers compensation claims.

Face Masks, A Step Toward Safety

by Julie Hyer, Public Safety Risk Consultant, LGRMS

On April 3rd Federal health officials recommended that people cover their mouths and noses with cloth face masks/coverings when in public. These fabric masks/coverings should be worn to help prevent someone from spreading the virus to others. Without testing, you may not know you have the virus. With asymptomatic people these masks may help protect others around them.

I started making masks prior to April 3rd. I felt more comfortable wearing one. I have now made at least 50 masks for family and friends who needed them. It is heartwarming to know you can do something for others. When I started it took me about 30 minutes to put together my first mask. Now it takes 7 to 10 minutes. I hadn’t sewn in years.

Your mask should cover the bridge of your nose, your mouth, and both sides of your face. Many individuals who have on masks, pull it down off their noses. With this they lose the effectiveness of the covering. Wearing the face covering properly protects you and others.

There are many websites available to give directions on making masks, with a number of different designs. My personal choice was <https://www.instructables.com/id/DIY-Cloth-Face-Mask/>

This site gives detailed instructions and patterns for a number of face sizes. The actual pattern I used is attached. I liked this one because it gives actual measurements. Supplies needed will depend on which mask you chose to make. With any cloth mask you will want to use tightly woven cotton material. It would be helpful to hold the material up to the light to make sure it is tightly woven.

Most directions call for using elastic behind the ears. Because it may be difficult to find elastic in some locations, here are some alternatives you can use: elastic headbands, hair ties, binding, even rubber bands. Improvise using your imagination. I have made alterations, such as, I am now using binding that allows the wearer to tie the binding behind their head. You just need to make certain that the mask is secure to the face.

I prefer making a mask that calls for two layers of fabric with an opening to insert a disposable filter. I use coffee filters for my disposable filter. There are a number of options. This filter gives another added layer of protection.

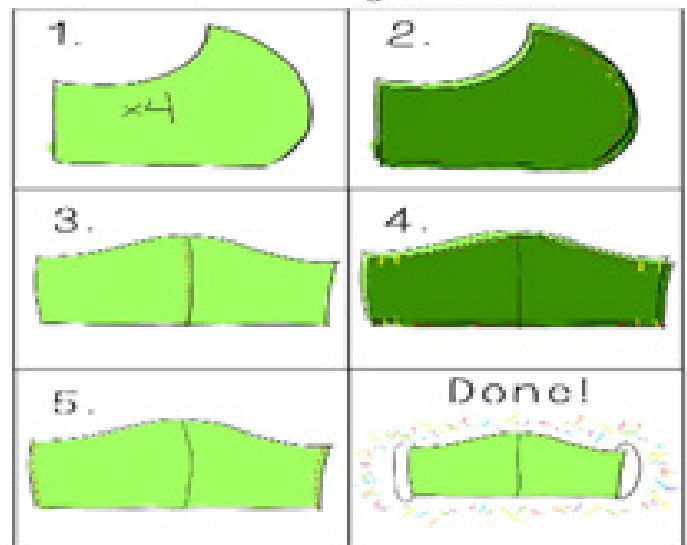
There are even directions for no sew masks, here is a site with easy to follow directions:

<https://www.thespruce.com/no-sew-mask-4801991>

When it is time to remove your mask, The World Health Organization says you should take off your mask by removing the elastics or straps from behind your ears. Don’t touch the front of the mask and keep the mask away from your face. If you do touch the front of the mask, anything prevented from getting on your face is now on your hands.

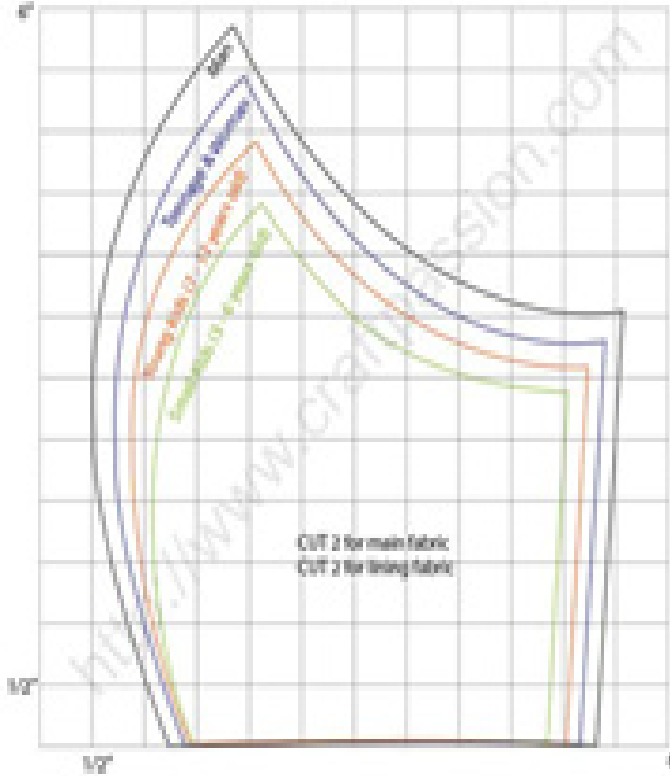
Reminder: Dr. Deborah Birx, the White House coronavirus task force response coordinator, said masks should be used only as an “additive” to social distancing, not a substitute.

Reversible Face Mask! Free Pattern by Sew Chibi for the Sewing Rabbit



Face Mask Pattern - Free Sewing Pattern - Craft Passion

Visit <http://www.craftpassion.com> to download the free sewing pattern seen below.



Here are a few examples of some of the masks I have made for family and friends.



Protect others by covering yourself!

Aaron Cross Blog

by Aaron Cross, Cause Mapping RCA Investigator, Instructor & Program Developer

April 6, 2020 - Case Studies & Examples

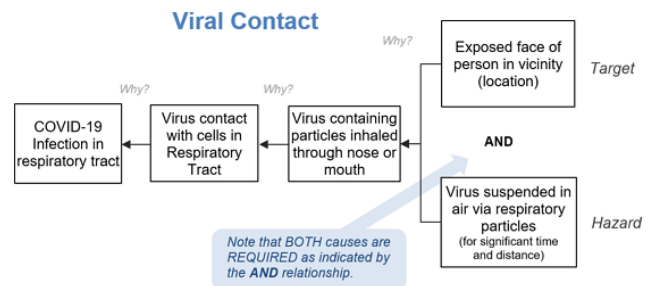
Most of us have seen the recent change in guidelines around the use of masks or scarves to cover our faces in public. What is the reason for this recent reversal in guidelines? In my series of blogs on the COVID-19 pandemic, I've used our Cause Mapping® method to thoroughly explain the specific cause-and-effect relationships that play a critical role in transmission and infection of the virus.

In this blog, I use the Cause Map™ diagram to reveal why a face covering of any kind can play a critical role in reducing airborne transmission. You may be surprised at how it reduces the risk. My previous blog focused on explaining surface transmission of COVID-19 and the many things you can do to reduce your risk. As we dig into airborne transmission, we see the same fundamental relationship required for being infected. In order for a virus to cause infection, it must enter and make contact with the cells within your respiratory tract.

Exposure to the Virus Requires Two Causes

The most common routes of virus entry are through your nose and mouth. Airborne contact through your nose or mouth requires two causes: the virus must be suspended in the air AND your exposed face must be at the same location. As the causal relationships demonstrate below, both causes are required. If you take away either one, you can't have an airborne contact and transmission.

In the below graphic, we see a visual representation of the cause-and-effect relationships involved in this viral contact. To read it, start on the left side and ask Why? So, in this instance, "COVID-19 Infection in respiratory tract." Why? Because the virus made contact with cells in the respiratory tract. We can continue reading from left to right following this pattern. See below.



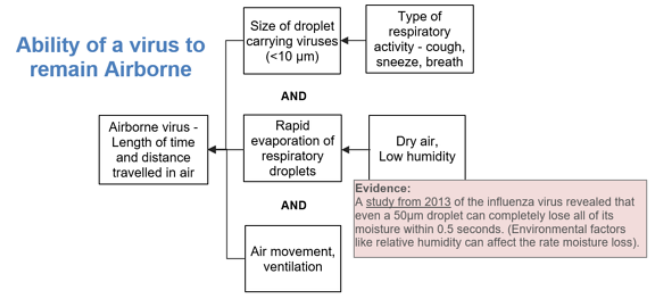
This fundamental relationship is important because it highlights two ways to reduce risk. By controlling either cause, you can reduce the risk of becoming infected by the deadly virus. An obvious solution here is to avoid public locations as much as possible. And, if you must go out in public, then another option to consider is to protect yourself from airborne contact by

covering your mouth and nose.

Up until recently, experts have recommended against this tactic by arguing that unless you use the proper mask, with the proper fit, you can still contract the virus. While that is true, even something simple like a scarf will provide a barrier to entry, especially if you're in the vicinity of larger respiratory particles.

One Sneeze Can Produce 20,000 Droplets

Let's look at the other cause required in this fundamental relationship of contact: the infectable virus must be suspended in the air. For this to happen, it must be projected from someone who has the infection. To be more specific, every time you sneeze, cough, or even breathe, you project respiratory droplets. If you're infected, the virus rides along on these droplets. The number and size of droplets varies based upon the respiratory action. For example, one sneeze can produce 20,000 droplets, in contrast to several hundred droplets from a cough. The largest and heaviest droplets fall to the ground—typically, within a six-foot radius. This helps explain the six-foot social distancing recommendations. However, the smallest droplets, those less than 10µm in diameter can stay suspended in air.



Another concern is the number of viruses that catch a ride with these respiratory droplets. For comparison, a study of the influenza virus revealed that small respiratory particles (< 5µm) from the breath of flu patients carried 8.8 times more flu virus than the larger respiratory droplets—not exactly what you would expect. This fact, along with the ability for smaller droplets to stay suspended in air and travel over long distances, increases our risk of contact.

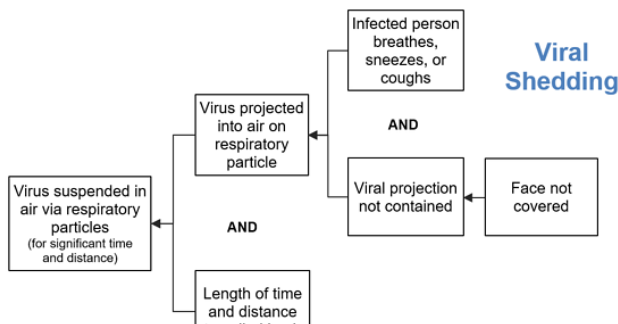
Two Benefits of Wearing a Mask

Now, here's where the wearing of masks comes in: this risk can be significantly reduced by containing at the source (infected person). A major benefit of a facial covering is to keep an infected person from projecting the virus.

The same 2013 study showed that using a simple surgical mask can reduce the release of even the smallest droplets. Covering your face is more effective if you're infected rather than if worn by those who are uninfected—for airborne and surface contact. So why ask that everyone covers their faces? Because one of the unique challenges with COVID-19 is that many of those who are infected don't know it. It is estimated that 25 percent of those infected are asymptomatic, and yet still have the ability to spread the virus (according to this March 2020 study). Ironically, by wearing a facial covering to protect yourself, you may be protecting others. As the Cause Map diagram shows, the same solution (wearing a mask) controls two different causes, which means it can reduce the risk of spreading the virus in two ways:

- It helps the uninfected person avoid contact with the virus, and
- It can significantly mitigate the spread by those people who are already infected.

Now that I have you officially freaked out, let me highlight one bit of good news. The virus making contact within your respiratory tract is not sufficient to cause infection. As demonstrated on the Cause Map diagram below, the viral load (the number of virus particles taken in), the ability for the virus to enter your respiratory system AND the virus connecting with your cells are all required to become infected (you can see this with the AND relationship on the Cause Map diagram when you download the pdf). So, while you could possibly inhale an airborne particle carrying the virus, the longer it is away from its host, the more likely it is to lose its virulence (ability to infect).



Virus Ability to Remain Airborne

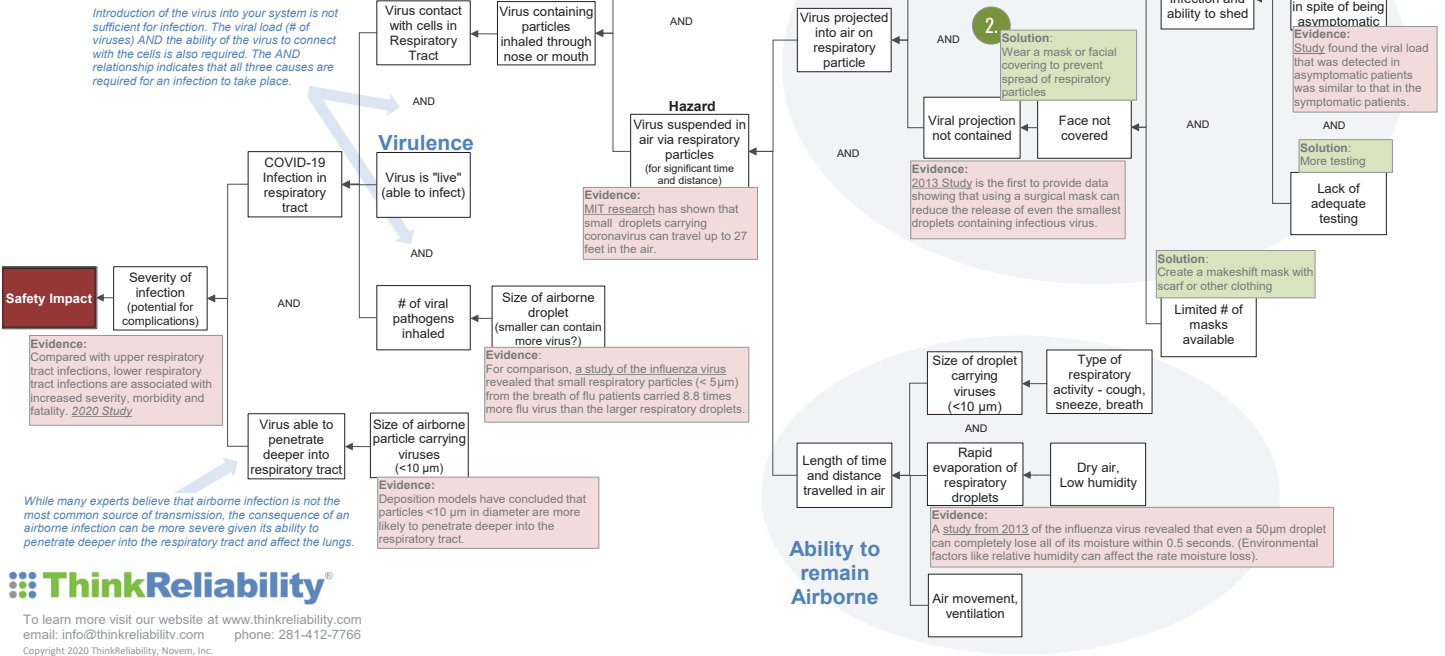
Another concern with airborne transmission is its ability to penetrate deeper into the respiratory tract. Lower tract infections are associated with increased severity and morbidity. So, it's important to understand how long they are suspended and the distances they can travel. As you can see on the Cause Map diagram below, the ability to remain airborne is based on several factors, including the initial size of the droplet along with the fact that as soon as it is expelled, it immediately begins to lose moisture. A study from 2013 of the influenza virus revealed that even a 50µm droplet can completely lose all of its moisture within 0.5 seconds. (Environmental factors like relative humidity can affect the rate moisture loss. See my previous blog here for details.) Now with less weight, the virus can remain suspended in air for longer periods of time. Research has shown that these airborne particles can stay suspended in air and can travel a distance up to 27 feet given the right conditions. Although, just because the virus is in the air and traveling, that does not necessarily mean that the virus is still viable enough to infect.



How Wearing a Mask Can Prevent Airborne COVID-19 Infection and why you should take it seriously...

The Cause Map™ diagram below is an effective tool for providing a thorough explanation for how airborne contact can result in a COVID-19 infection. The Cause Map diagram also shows how a face mask provides two ways to reduce risk of transmission.

1. Wearing a mask can reduce risk of infection from inhaling respiratory droplets suspended in air.
2. Wearing a mask can significantly mitigate the spread by those people who are already infected. Even low quality masks have been shown to catch small droplets. This application of the mask is extremely critical given that an infected person who is asymptomatic may not be aware that they are spreading the virus.



ThinkReliability®
To learn more visit our website at www.thinkreliability.com
email: info@thinkreliability.com phone: 281-412-7766
Copyright 2020 ThinkReliability, Novem, Inc.





SAFETY THEME

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

Home Safety



For Today and Every Day

Home Safety While Sheltering in Place

As many Georgians are continuing to Shelter in Place or require quarantine, we are spending much more time in our homes. Reducing risk inside and around the home needs more emphasis with more of us spending time at home instead of at work.

Visit the Georgia Emergency Management Agency for more tools and tips for all disasters. gema.georgia.gov/plan-prepare/ready-georgia

Have easy access to important phone numbers: the police, the fire department, poison control, and trusted family, friends, and neighbors, in case of an emergency.

Emergency Medical Care

Call 911 or your local number.

Poison Control Center (United States)

800-222-1222

Considerations in the Kitchen

- Keep a distance between flammable objects (such as papers, curtains, and plastics) and fire sources (oven, stove top, portable heater).
- Know what harmful products are in your house and how to use them safely. This includes items from cleaning solutions to lighters. Follow all instructions and keep them out of reach of children and pets.
- Never leave sharp objects (such as knives or skewers) or other such tools and utensils misplaced or unattended.
- Ensure electrical cords aren't draped across other appliances or the counter or stove top.
- Leave space around appliances for proper ventilation.

- Considerations In the bathroom,
- Keep electrical appliances wrapped and away from water.
- Use non-slip strips or floor mats.
- Always keep the room clean and as dry as possible.

In the Bedroom

- Never smoke.
- As always, ensure that everything else is a safe distance away from a source of fire or heat.
- Opt for mattresses with open flame-resistant protection.
- You're most vulnerable when you sleep. Even in bed, keep a phone and emergency light source within reach.

In the Garage

This is probably where you store most of your tools and equipment.

- Take precautions with flammable liquids, chemicals, and anything producing fumes. Good ventilation is a necessity.
- Keep poisonous substances (paint thinner, antifreeze, rat poison, etc.)



locked up and out of reach of children and pets.

- Keep your space clean and organized, especially as many tools are sharp, heavy, or otherwise dangerous.

In the Yard

- Know what chemicals are being used to treat your lawn. Follow all cautions when using.
- If you've got a pool, keep it locked down or fenced in when not in use.
- Be careful when working in bad weather. Use sand, salt, and good-traction footwear on ice and snow.
- Use proper personal protective equipment (just as at work) while doing home projects.

On the Stairs

- Keep steps clean and dry.
- Always install stable and sturdy railing on both sides of the stairs.
- Ensure that the distance between the rails is narrow enough to prevent a child or infant from falling through. Less than four inches is a good rule of thumb!
- Keep stairs well lit.

Guard Against Fire

- Install smoke detectors, check them regularly, and replace the batteries at least once a year.
- Avoid overloading outlets and extension cords.
- Keep fire extinguishers handy and know how to use them.
- Have a plan. Establish a safety exit and

ensure all family members know and understand it. Practice with drills and ensure it's never blocked.

- Never block heaters or heat-exuding appliances. Do not pile things on or near them. Give these a wide berth—they need plenty of “breathing room” to ensure they don't overheat.
- Ensure that all materials are fire-resistant if you're renovating or just fixing up something around the house.
- Never leave any type of fire or hot appliance unattended.
- Remove dry vegetation around your home, especially during the dry seasons.
- Cover the fireplace with a stable and large metal fire frame.

Households with Children

- Never leave children alone or unattended near water, fire, or electrical appliances.
- If a child is missing, always check bodies of water (pool or bathtub) first—you can prevent a drowning by mere seconds.
- Unload and lock away firearms and any other weapons.





- Keep medications and chemicals safely out of reach.
- Keep choking hazards (small items and small food) safely out of reach.
- Keep heavy or breakable objects safely out of reach.
- Use round-edged furniture. Avoid sharp objects and accessories.
- Secure household items. Prevent tipping by securing bookcases, shelves, and other objects or appliances that could disastrously fall.
- Immediately replace any damaged, frayed, or faulty materials or appliances that could pose a hazard to an unsuspecting child.
- Cover outlets, ground appliances, and coil extension cords when not in use. Although these rules should always be followed, they are especially important with children underfoot.
- Remove access to trunks, old refrigerators, car trunks, and any other such area where children could get locked in.
- Keep beds and cribs as bare as possible—infants in particular are susceptible to suffocation.
- Protect kids from plants. Plants are beautiful, infuse the air with oxygen, and decorate a room. But they can be toxic if consumed. Know what plants you have

General Tips for Households with Elders

- Keep rooms well lit. Elders often have trouble with vision (or other senses, in which case it's even more important for them to see).
- Use night lights or motion-sensor lights for easy navigation.
- Arrange furniture for easy navigation.
- Rearrange furniture and items to make often-used objects more accessible.
- Ensure easy access to phone numbers in case of an emergency or in order to contact family or a trusted neighbor.

Trustworthy COVID-19 Resources

We have established a COVID-19 resource section on our website, with sections for Law Enforcement, Human Resources, and General.

It will be updated regularly with current information, articles, and resources, as well as links to important state and federal websites. GMA and ACCG also have updated information on COVID-19 on their websites.

Useful Websites for More Information

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

<https://www.usa.gov/coronavirus>

<https://dph.georgia.gov/covid-19-daily-status-report>

<https://www.fda.gov/emergency-preparedness-and-response/counterterrorism-and-emerging-threats/coronavirus-disease-2019-covid-19>

<https://www.dhs.gov/coronavirus>

<https://www.coronavirus.gov>

<https://www.nih.gov/health-information/coronavirus>

<https://www.fema.gov/coronavirus>

<https://www.lgrms.com/Resources/COVID-19-Resource-Page.aspx>



LGRMS
RISK CONTROL
ACCG | GMA

3500 Parkway Lane . Suite 110
Norcross, GA 30092
Phone: 678.686.6279
Fax: 770.246.3149

Visit Us Online!
www.lgrms.com

More information on our training classes, including descriptions
of all courses, is available online.

Our online calendar is always the most up to date so be sure
to check it frequently!

www.lgrms.com