



# The Risk Connection

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Presented by Risk Management & Employee Benefits

- News You Can Use
- Safety Information
- Benefits Information
- Wellness Articles
- Training Schedule

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## New Ergonomics Training Program

The majority of County employees are required to perform much, if not all, of their everyday tasks on a computer, and while it is a wonderful and efficient tool, it can also be a detriment to the employee. In the many ergonomic evaluations that Risk Management has completed for County employees over the years, there are two common areas about which we have to coach employees the most: positioning of equipment and posture. Most employees have the right tools to work in an ergonomically friendly manner but most are

not educated on how to use these tools correctly. They also do not realize the awkward posture in which they are placing themselves. Unfortunately, they are too busy getting the widgets out the door to think about anything else.

In an effort to reduce costs from a monetary, mental and physical standpoint, Management Directive 1660 was recently adopted to educate staff of the potential dangers of repetitive motion injuries while using the computer. Over the next year, employees who regularly use com-



puters as part of their job will be asked to attend this informative training. The most important part of this process is YOU! With the knowledge you gain, you will be able to spot potential concerns and, most importantly, correct them to avoid an injury. After all, it is really only you who can prevent an injury, and you owe it to yourself to stay safe.

## Supervisors Training Workshop

The Personnel Services Department will be providing a four-day Supervisor's Training workshop designed to promote productivity and proficiency of Fresno County's supervisors. The topics and skills to be developed will include: Leadership and Supervisory Skills, Interpersonal Skills, Communication Strategies, Coaching and Mentoring, Delivering Constructive Criticism, Creative

Problem Solving, Recruitment and Interviews, Safety and Risk Management, ADA (Americans with Disabilities Act), CFRA (California Family Rights Act), FMLA (Family Medical Leave Act), Leaves of Absence, Discrimination, Progressive Discipline and Performance Evaluation, Grievances, MOUs (Memoranda of Understanding) and Labor Laws. Improving on these skills

not only lessens potential risk to the County, the departments, and all Fresno County employees, but also promotes a safer, more efficient work environment. In order to obtain maximum benefit from this workshop, all four days must be attended. More information and workshop schedules will be coming soon.

# West Nile Virus

Recently, there has been news about the first cases of the 2014 season of West Nile Virus having been detected in the Central Valley. West Nile Virus (WNV) is a disease spread by mosquitoes during the months that mosquitoes are known to proliferate. Though the name of the disease sounds very frightening, there is no need to panic as prevention is easy:



- Use insect repellent with DEET, picaridin or oil of lemon eucalyptus, while outdoors.
- Do not leave standing water near your house.
- Avoid areas where mosquitoes are most active, and the times of day when they are most active.

Of those that do contract WNV:

- about 80% experience no symptoms.
- their symptoms are mild, likened to having the flu (fever, headache, fatigue/aches).
- less than 1% experience severe symptoms.

In 2013, Fresno County had eight reported cases of WNV. So, though there is a threat from the disease, it is not one which warrants constant fear. With some preventative measures and caution, the chances of contracting WNV plummet drastically.

## Back Safety Quiz

Do you know how to prevent back injuries? Take our back safety quiz to find out if you are following the proper safety procedures.

1. Which of the following are contributing causes of back injuries?
  - a) Lifting objects incorrectly
  - b) Being physically unfit
  - c) Poor posture
  - d) All of the above
2. Which of the following should you not do while lifting objects?
  - a) Keep the object close to your body
  - b) Keep your back straight
  - c) Bend at the knees
  - d) Keep your feet together
3. Which of the following should you not do when lowering a load?
  - a) Twist your body
  - b) Keep the load close to your body
  - c) Bend your knees
  - d) All of the above
4. The most effective way to prevent back injuries at work is to
  - a) Prohibit workers from lifting
  - b) Have a separate staff which lifts objects
  - c) Implement an ergonomics program that redesigns tasks to minimize back hazards
  - d) None of the above





# WEDNESDAY, OCTOBER 22, 2014

7:30 am — 2:00 pm  
(County Plaza Building Ballroom)

This is your opportunity to obtain information from several different vendors all at one location. Plus, you will have a chance to experience free health and wellness screenings on-site.

**FREE** flu shots will be provided on a first-come first-served basis!

FREE  
FLU SHOT!



FREE  
MASSAGE!

CHECK YOUR  
BLOOD  
PRESSURE!



HEALTHY  
FOODS!

## Personnel Services Department

### Risk Management

County Plaza 16th Floor  
559-600-1850 Stop 188

### Employee Benefits

County Plaza 14th Floor  
559-600-1810 Stop 188

Answers to quiz on page 2

1. d 2. d 3. a 4. c

## Safety Class Schedule

### Back Safety

9/9/14 9:00-11:00 AM

11/5/14 9:00-11:00 AM

### Office Safety

9/25/14 9:00-11:00 AM

11/19/14 9:00-11:00 AM

### Office Ergonomics

9/23/14 9:00-11:00 AM

10/8/14 9:00-11:00 AM

10/23/14 9:00-11:00 AM

11/6/14 9:00-11:00 AM

11/18/14 9:00-11:00 AM

### Workplace Violence

10/22/14 9:00-11:00 AM

### Office Safety

9/25/14 9:00-11:00 AM

11/19/14 9:00-11:00 AM

### Hazard Communication

9/10/14 9:00-11:00 AM

11/13/14 9:00-11:00 AM

### CPR and First Aid

9/12/14 8:30 AM-4:00 PM

9/19/14 8:30 AM-4:00 PM

10/17/14 8:30 AM-4:00 PM

11/21/14 8:30 AM-4:00

Spaces for these classes may be reserved by emailing the Personnel-Training mailbox. All courses are free. See the Training Schedule on Personnel's Risk Management website.

## The Safety Corner By Devon Benbrook, County Safety Officer

### Eye Safety

Anywhere from 1,000-2,000 workers in the US suffer eye injuries in the workplace each day. The Bureau of Labor Statistics (BLS) reports that nearly 3 out of 5 workers were not wearing eye protection at the time of the accident. It is estimated that 90% of eye injuries could have been prevented if proper protection had been worn. Here is what you can do to avoid being part of this statistic.



- 1) Make sure you have the correct eye wear for the task at hand. For example, wearing protective eyeglasses meant to protect against particles flying into the eyes would be ineffective when working with chemicals, as they do not protect the sides of the face. Chemical goggles would be more appropriate.
- 2) Sunglasses are designed to protect the eyes against harmful UV rays, not flying particles. Use only approved eye protection. California Code of Regulations, Title 8, Section 3382 requires that eye protection be approved by the American National Standards Institute or ANSI.
- 3) Welding operations require that the appropriate shade number be used depending on the type of welding operation being utilized. See Section 3382 for the appropriate shade number.
- 4) While you may be protecting yourself appropriately, how about others nearby? Is the work area cordoned off to prevent flying materials from making contact with those passing by? Is the secured area big enough? If welding, are welding screens in place?
- 5) Are you a computer user? Do not think you are exempt here. Your eye muscles are constantly having to contract from looking at that computer screen all day. Do you ever do eye exercises? Check out the County's Computer Workstation Ergonomics Handbook on e-Services to see some exercises that you can do to reduce eye fatigue.

Take care of possibly your most cherished sense as your job and life depend on it. Wear the eye protection provided to you and report damaged protection ASAP!