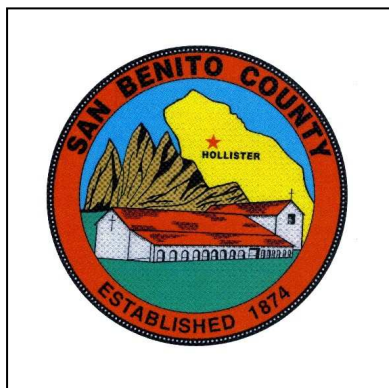


San Benito County



Individual Highlights

Slips	1
Spills	2
Trips	2
You are only as safe	4
General Earthquake	4
BBB Consumers Alert	5
Smart About Balms	6
How to Stay Motivated	6
Artificial Sweeteners	8
What's Wrong With This Picture?	9

*** PLEASE SAVE THE DATE ***

November 3rd

Seasonal Flu Clinic at Vets Hall
1:30pm to 6:30pm

November 4th

Hearing Testing
7:30am to 10:30am at Public Works
11:15am to 1:30pm at Admin. Prkg Lot
Please call Dina for details 636-4000

November 5th at 9am

New Hire Orientation

November 11th

Veterans Day – HOLIDAY

November 16th

NACO – Contact HR for Details

Administrative Office Closure Days

11/25 – 11/27

SLIPS happen when there is not enough friction or traction between your feet and the surface you are walking on.

THE COMMON CAUSES OF SLIPS ARE:

- ☞ Wet Surfaces
- ☞ Spills
- ☞ Worn Shoe Soles
- ☞ Weather Hazards

WALKING SURFACES CAN BE WET FROM:

- ☞ Spilled Beverages
- ☞ Cleaning Agents
- ☞ Rain
- ☞ Normal Working Operations

DECREASE YOUR RISK OF SLIPPING BY:

- ☞ Slowing Your Pace
- ☞ Paying Attention To Where You're Going

If you see an area of flooring that is wet, take a detour around it. Not only is the wet floor a slip hazard, standing water could also be camouflaging a missing drain cover or grate.

IF YOU HAVE TO WALK ACROSS A WET SURFACE:

- ☞ Shorten your stride to keep your center of balance under you.
- ☞ Walk with your feet pointed slightly outward and make wide turns at corners.
- ☞ Wear slip-resistant footwear, which usually has soft rubber soles and heels, with rubber cleats for more traction.

If you work in or near areas that are always wet, the best solution is to get rid of what is causing the wet floors. If you can't remove the cause, try to reduce the amount of time the floor stays wet.

DEALING WITH AREAS THAT ARE ALWAYS WET:

- ☞ Maintain proper drainage.
- ☞ Use false floors, grating, mats, raised platforms, non-skid strips, non-skid waxes or gritty floor coatings when possible.
- ☞ Use doormats to create a slip-free transition area between wet and dry areas.

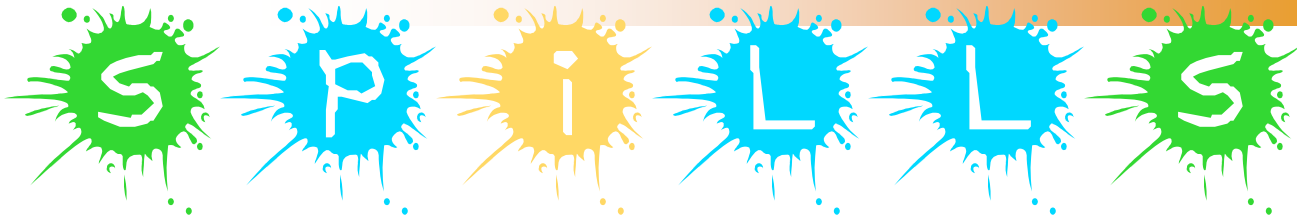
FOR TEMPORARY WET SURFACES:

- ☞ Dry Them When Possible
- ☞ Post Warning Signs

MOPPING FLOORS IS A COMMON HOUSEKEEPING TASK IN WORKPLACES:

- ☞ Make sure passersby are aware that the surface is wet.
- ☞ Clean one side of the room at a time so people coming through the room will have a dry area to walk on.

SPILLS.....on next page



Good housekeeping can prevent slip injuries:

- ☞ Scan your environment for spills
- ☞ Clean all spills immediately, even if you did not cause them, since others could slip and get hurt.
- ☞ If the liquid is greasy, make sure you use a suitable cleaning agent.
- ☞ After cleaning, dry the floor if possible or use signs or barriers to warn people of the wet surface.
- ☞ If you can't clean the spill, draw attention to the area so that others will see it, then report the problem to your supervisor.
- ☞ Make sure your working areas and walkways are well-lit, since seeing a spill is the first step to avoiding it.
- ☞ If machinery leaks, use a drip pan to collect the fluid while waiting for the leak to be repaired.



A trip occurs when your foot strikes an object causing you to lose your balance and fall.

COMMON CAUSES OF TRIPS INCLUDE:

- ☞ Clutter
- ☞ Uncovered Cables
- ☞ Wrinkled Carpet or Rugs
- ☞ Uneven Walking Surfaces
- ☞ A Hole or Stump In The Ground
- ☞ An Obstructed View
- ☞ Poor Lighting
- ☞ Taking Shortcuts
- ☞ Open Drawers
- ☞ Obstacles Around Corners

GOOD HOUSEKEEPING WILL PREVENT MANY TRIPS:

- ☞ Keep the floors and walkways in your work area free of clutter.
- ☞ Scan your work area and remove any obstacles.
- ☞ Never put anything on walkways.

CABLES AND ELECTRICAL CORDS:

- ☞ Route them so they don't cross walkways.
- ☞ Cover any cables or cords that must cross walkways with cable covers.
- ☞ If temporary, you can secure the cord with heavy-duty tape.
- ☞ Consider using cordless tools when available.

MATS, RUGS AND CARPET:

- ☞ Get rid of wrinkles or curled edges.
- ☞ Secure them by tacking or taping them down.
- ☞ Some carpets may need to be re-laid or stretched to get rid of bunches and wrinkles.

UNEVEN WALKING SURFACES:

- ☞ Report uneven or defective flooring and stair treads.
- ☞ Pay attention when entering or exiting elevators – the flooring may not match up and you could trip.
- ☞ Sidewalks can be uneven from one section to the next, so watch out.

WORKING OUTDOORS:

- ☞ Soft soils, sand, holes, stumps, logs and rocks
- ☞ Wet grass and muddy areas
- ☞ Be sure of your footing when walking through these areas.

OBSTRUCTED VIEW:

- ☞ Tie back long hair.
- ☞ Carry smaller loads.
- ☞ Use an aid like a cart or dolly with wheels.

POOR LIGHTING:

- ☞ Always use the available light source.
- ☞ If you must enter an unlit area, use a flashlight and walk slowly.
- ☞ Replace burned-out light bulbs and have faulty switches repaired.
- ☞ Walking from a bright area to a dark area can cause temporary vision problems. – give your eyes time to adjust before moving on.
- ☞ Avoid wearing sunglasses in low-light areas.

TAKING SHORTCUTS:

- ☞ Taking a shortcut means you might walk across uneven surfaces or face obstacles.
- ☞ Stay on flat, established walkways as much as possible.

OPEN DRAWERS:

- ☞ Close bottom drawers of tool carts or file cabinets as soon as you are done with them.

OBSTACLES AROUND CORNERS:

- ☞ Corners are blind spots.
- ☞ Unless there is a safety mirror, you can't see what's around the other side.
- ☞ Walk carefully around corners and look for obstacles on the floor.

Preventing slips, trips and falls is not difficult to do. You just have to want to do it.

- ☞ Practice good housekeeping – Keep all areas free of clutter and spills. This takes teamwork from everyone.
- ☞ Always be on alert – scan your environment, watch where you walk, and remove any obstacles.
- ☞ Use safety signs where hazards cannot be removed, but change the signs frequently so that you are your co-workers don't become "blind" to them.
- ☞ Use stairways and ladders properly.

QUIZ

1. True False Slips occur when there is too much friction or traction between your feet and the surface you are walking on.
2. True False You can decrease your risk of slipping by slowing down and paying attention to where you're walking
3. True False Pools of water on the floor or in the parking lot could be camouflaging a missing drain cover or grate.
4. True False If you must walk across a wet surface, lengthen your stride.
5. True False The best solution to working on or around wet floors is to get rid of what is causing them to be wet.
6. True False You should only clean up a spill if you caused it.
7. True False Wearing sunglasses outside is not a good idea when working in icy or snowy conditions.
8. True False Some causes of tripping include uncovered electrical cords, wrinkled carpet and poor lighting.
9. True False Cables and electrical cords should be routed so they don't cross walkways.
10. True False People can trip over a bottom drawer if it's left open.

You're Only as Safe as Your Least Safe Worker

As a supervisor, the safety of your people directly reflects on your own management skills. In other words, you're only as safe as your least safe worker. So how do you make everyone better at safety? Here's a proven approach to safety management that will make a difference over the long haul.

When observing or assessing safety conditions, be sure to ask these six questions:

1. Are employees in the right area?
2. Are people paying attention?
3. Are people using PPE?
4. Are they using correct equipment?
5. Is equipment working properly?
6. Are there other obvious hazards?

Those six questions can help prevent accidents.

Here are six others to ask yourself after a mishap or near-miss:

1. Was someone careless?
2. What safety rules were broken?
3. Were conditions unsafe?
4. Did anyone take a shortcut?
5. Is this worker accident-prone?
6. Should the worker have been in that area?



General Earthquake Safety

Deaths and injuries from earthquakes are typically caused by building collapse, flying glass, ignition of broken gas lines, downed electrical lines, and overturned appliances, furniture and bookcases. Earthquake and evacuation drills should be exercised at least twice a year.

DURING AN EARTHQUAKE

If you're outdoors, move to a clear area away from trees, buildings, and overhead electrical wires and poles.

If you're indoors, get under a sturdy desk or table or stand against an interior wall or in a doorway. Stay away from windows and watch out for falling objects, plaster, or ceiling tiles.

AFTER AN EARTHQUAKE

Check for injuries and provide first aid, if necessary.

Check for fires and gas leaks. Check electric and water lines. Shut off services, as needed.

Be prepared for aftershocks.

Do not touch downed power lines.

Refer to your emergency guidelines for further information.

Better Business Bureau Alerts Consumers about U.S. Census Workers: Be Cooperative, But Cautious!

For years, Better Business Bureau has educated consumers about not giving out personal information over the telephone or to anyone who shows up at their front door. With the U.S. Census process beginning, BBB advises people to be cooperative, but cautious, so as not to become a victim of fraud or identity theft.

The first phase of the 2010 U.S. Census is under way as workers have begun verifying the addresses of households across the country. Eventually, more than 140,000 U.S. Census workers will count every person in the United States and will gather information about every person living at each address including name, age, gender, race and other relevant data.

"Most people are rightfully cautious and won't give out personal information to unsolicited phone callers or visitors, however the Census is an exception to the rule," said Steve Cox, BBB spokesperson. "Unfortunately, scammers know that the public is more willing to share personal data when taking part in the Census and they have an opportunity to ply their trade by posing as a government employee and soliciting sensitive financial information."

The Census data will be used to allocate more than \$300 billion in federal funds every year, as well as determine a State's number of Congressional representatives. Households are actually required by law to respond to the Census Bureau's request for information.

During the U.S. Census, households will be contacted by mail, telephone or visited by a U.S. Census worker who will inquire about the number of people living in the house. Unfortunately, people may also be contacted by scammers who are impersonating Census workers in order to gain access to sensitive financial information such as Social Security, bank account or credit card numbers. Law enforcement in several states have issued warnings that scammers are already posing as Census Bureau employees and knocking on doors asking for donations and Social Security numbers.

The big question is - how do you tell the difference between a U.S. Census worker and a con artist? BBB offers the following advice:

- If a U.S. Census worker knocks on your door, they will have a badge, a handheld device, a Census Bureau canvas bag and a confidentiality notice. Ask to see their identification and their badge before answering their questions. However, you should never invite anyone you don't know into your home.
- Census workers are currently only knocking on doors to verify address information. Do not give your Social Security number, credit card or banking information to anyone, even if they claim they need it for the U.S. Census. While the Census Bureau might ask for basic financial information, such as a salary range, it will not ask for Social Security, bank account or credit card numbers nor will employees solicit donations.
- Eventually, Census workers may contact you by telephone, mail or in person at home. However, they will not contact you by e-mail, so be on the look out for e-mail scams impersonating the Census. Never click on a link or open any attachments in an e-mail that are supposedly from the U.S. Census Bureau.



Smart About Balms

Physically and cosmetically, chapped lips are a pain. Here's how to prevent your lips from drying, cracking and bleeding this winter:

Apply lip balm every time you head outdoors. The emollients, which include petrolatum (petroleum jelly), beeswax, lanolin and cocoa butter, help keep lips moisturized in cold, windy weather.

Wear it indoors, too. Overheated rooms can also dry out lips.

Guard against winter sun. Choose a balm with both UVA and UVB protection. Good choices include balms containing zinc oxide or titanium dioxide.

Limit flavored lip balms, which may tempt you to lick your lips and remove the balm - and the protection.

How to Stay Motivated to Keep Exercise Exciting

It can be easy to lose your motivation if you get bored with your exercise routine. Here's how to spice up your routine.

By [Diana Rodriguez](#)

Medically reviewed by [Lindsey Marcellin, MD, MPH](#)



So you've done what you thought was the hard part: You started a regular exercise routine to get fit and healthy. But now you're finding out that keeping up with it is as hard as starting out in the first place. You need to keep exercising, but how do you do it without getting bored and losing motivation?

Motivation to Keep Exercise Exciting

Ask yourself what makes fitness fun. What motivates you most and keeps you focused and centered on a workout? These methods can help you stay focused and interested in your exercise routine:

- **Find a buddy.** Working out is often more enjoyable when you do it with someone else. Find a friend who will exercise with you, and won't let you back out of your gym dates.
- **Set goals and a schedule.** If you don't plan time for exercise and dedicate yourself to it, it's hard to stay motivated. Schedule times and dates for workouts on your calendar, and jot down what you plan to do and goals you want to accomplish.

- **Push yourself.** Don't work out to the point of injury, but push yourself during exercise routines — don't give up because you don't feel like it or you're tired. Push yourself to go a little harder or a little longer, and you'll feel great afterward.
- **Read or listen to music.** If you're walking on a treadmill or using a stair-climbing machine, try reading so you lose track of the minutes while you're burning calories. Or pump yourself up with some favorite music: high-energy, fast-paced songs can give the boost you need to get through your exercise routine. Create a playlist or CD of songs that motivate you for a workout.
- **Cut out the routine from your exercise routine.** You're more likely to lose motivation if you stick to the same workout routine, so come up with options so that you don't get bored. Walk one day, run another, hop on a bike, and try different aerobic and weight machines.
- **Where to work out.** Your environment can have a big impact on how well you focus on your exercise routine. If you prefer being outside, schedule an exercise program around outdoor activities. If you get too distracted by other people in a health club, try investing in videos or exercise equipment and do your workout at home.
- **Eat for exercise.** Don't exercise on an empty stomach, but don't eat a huge meal right before exercising, either. Stick to a healthy, balanced diet for lots of energy, and have a light, healthy snack before a scheduled workout so that you don't feel hungry.

To make working out a part of your lifestyle, you may need to occasionally come up with new and fun ways to exercise. Just keep your end goal in mind — better health, fitness, and happiness — and find ways to enjoy your workout.

Artificial Sweeteners: How Bad Are Saccharin, Aspartame?

By CLAIRE SUDDATH Claire Suddath – Tue Oct 20, 3:20 pm ET

Too much sugar will make you fat, but too much artificial sweetener will ... do what exactly? Kill you? Make you thinner? Or have absolutely no effect at all? This week marks the 40th anniversary of the Food and Drug Administration's decision to ban cyclamate, the first artificial sweetener prohibited in the U.S., and yet scientists still haven't reached a consensus about how safe (or harmful) artificial sweeteners may be. Shouldn't we have figured this out by now?

The first artificial sweetener, saccharin, was discovered in 1879 when Constantin Fahlberg, a Johns Hopkins University scientist working on coal-tar derivatives, noticed a substance on his hands and arms that tasted sweet. No one knows why Fahlberg decided to lick an unknown substance off his body, but it's a good thing he did. Despite an early attempt to ban the substance in 1911 - skeptical scientists said it was an "adulterant" that changed the makeup of food - saccharin grew in popularity, and was used to sweeten foods during sugar rationings in World Wars I and II. Though it is about 300 times sweeter than sugar and has zero calories, saccharin leaves an unpleasant metallic aftertaste. So when cyclamate came on the market in 1951, food and beverage companies jumped at the chance to sweeten their products with something that tasted more natural. By 1968, Americans were consuming more than 17 million pounds of the calorie-free substance a year in snack foods, canned fruit and soft drinks like Tab and Diet Pepsi.

But in the late 1960s, studies began linking cyclamate to cancer. One noted that chicken embryos injected with the chemical developed extreme deformities, leading scientists to wonder if unborn humans could be similarly damaged by their cola-drinking mothers. Another study linked the sweetener to malignant bladder tumors in rats. Because a 1958 congressional amendment required the FDA to ban any food additive shown to cause cancer in humans or animals, on Oct. 18, 1969, the government ordered cyclamate removed from all food products.

Saccharin became mired in controversy in 1977, when a study indicated that the substance might contribute to cancer in rats. An FDA move to ban the chemical failed, though products containing saccharin were required to carry warning labels. In 2000, the chemical was officially removed from the Federal Government's list of suspected carcinogens.

In 1981, the synthetic compound aspartame was approved for use, and it capitalized on saccharin's bad publicity by becoming the leading additive in diet colas. In 1995 and 1996, misinformation about aspartame that linked the chemical to everything from multiple sclerosis to Gulf War syndrome was widely disseminated on the Internet. While aspartame does adversely effect some people - including those who are unable to metabolize the amino acid phenylalanine - it has been tested more than 200 times, and each test has confirmed that your Diet Coke is safe to drink. Nor have any health risks been detected in more than 100 clinical tests of sucralose, a chemically altered sugar molecule found in food, drinks, chewing gum and Splenda.

The fear-mongering and misinformation plaguing the faux-sweetener market seems to be rooted in a common misconception. No evidence indicates that sweeteners cause obesity; people with weight problems simply tend to eat more of it. While recent studies have suggested a possible [link between artificial sweeteners and obesity](#), a direct link between additives and weight gain has yet to be found. The general consensus in the scientific community is that saccharin, aspartame and sucralose are harmless when consumed in moderation. And while cyclamate is still banned in the U.S., many other countries still allow it; it can even be found in the Canadian version of Sweet'n Low. Low-calorie additives won't make you thinner or curb your appetite. But they help unsweetened food taste better without harming you. And that's sweet enough.

What's Wrong with This Picture?



I hope you all are enjoying this safety newsletter.
If you have any safety stories/information or suggestions you would like
posted, please send me an email.

Dina Bies
481 Fourth Street
Hollister, CA 95023
(831) 636-4000
(831) 636-4010 fax
dbies@cao.co.san-benito.ca.us