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April 6, 2007 Lunch Meeting 12 Noon

NEW LOCATION

California State University, Dominguez Hills
Extended Education Building
1000 E. Victoria Street
Carson, California 90747

Mandatory Confirmation w/John O'Toole
By 4/3/07 @ (323) 258 – 2771

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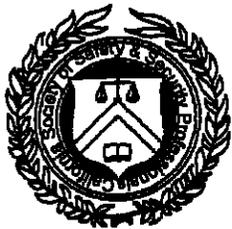
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CSSSP

California Society of Safety & Security Professionals Los Angeles County Chapter

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CSSSP will be meeting again at our new location California State University, Dominguez Hills, Extended Education Building. The address is: 1000 E. Victoria Street, Carson, California 90747. Take the Tamcliff entrance, upon entering make an immediate right onto the frontage road...on your left you will see a parking lot and at the far end of the parking lot are the Extended Education buildings (next to the Home Depot Soccer stadium). Before taking a left into the parking lot, stop in the turn lane at the yellow box and pay **\$3.00** for parking for the day. **BRING EXACT CHANGE**. Proceed into parking lot and go to middle Extended Education Building.

Our lunch will be buffet style and is \$20.00 per person. It is very important that you confirm your attendance with Mr. John O'Toole at (323) 258 – 2771. The food will be catered in and we need to have an accurate head count so we can have enough food for everyone. Please call in your reservations by Tuesday (4/3/07) so the food can be ordered.

April Speaker

Mr. Herman O. Jett, Area Manager, Cal/OSHA Consultation Service, Santa Fe Springs Office. He will present an overview of the services offered by Cal/OSHA Consultation Services and an update on the activities of Cal/OSHA in general.

February Speaker

Carla Slepak from CAL/OSHA Consultation Services spoke on the OSHA Log 300 and the usages of same in the workplace.

Memberships

Our newest Registered Safety & Security Professionals are:

Steven Wilmes

Dante Jackson

President's Message

Dear Colleague:

As my term is coming to a close this June, I wanted to reflect back on this past two years that I have had the pleasure and privilege of serving as your President. Some of the noteworthy changes that have taken place is foremost the changing of locations for our Chapter meetings.

We feel that the conducive atmosphere of our Extended Education auditorium fills our needs like no other location. We have the capability now to have more privacy. The audio visual aids are more conducive for usage by our guest speakers, and we now can enjoy buffet lunches. All in all it is felt by the membership that this is a more suitable location.

I have been informed by our Treasurer that approximately 40 per cent of the membership has not paid their dues. Please take a few minutes and send in your check for \$ 60.00 to keep our Chapter growing.

Again, I want to thank each and every one of you for the honor you have given me to serve you as your President.

Cheers,

Jeffrey Malek
President

Protect Children Online

Parents should take the following five precautions to make sure their children are safe online:

- Use Internet content filtering software such as the Net Nanny, Cyber Patrol.
- Locate your home computer(s) in the family room, living room or otherwise open area in your home.
- Limit the amount of time your children spend online.
- Educate your children to the dangers of online threats in the same manner you would about the dangers of talking to strangers.
- Make sure your Windows automatic updates are turned on and your content filters are up to date.

Survey: Working At Home Provides Convenience But Poses Risks

More Americans are choosing to work from home or telecommute, citing benefits such as a shortened commute or the ability to spend extra time with family.

Adding to this trend is the popularity of laptop computers and PDAs, which allow Americans to work at any time from any location, especially the home.

In a national survey of nearly 500 full - and part-time working adults -- conducted via Opinion Research Corporation's Caravan Omnibus -- 45 percent of adults said they work from home one or more days per week and 73 percent said they have a home office or work area at home, Fellowes Inc. announced on Jan. 3.

As more professionals opt to bring work home and maintain an office area within the home, two risks become prevalent: properly disposing of work-related documents and keeping a working area safe for kids and pets.

More than one-third of respondents said they dispose of work-related documents at home, and nearly 60 percent said they own a paper shredder. As shredders become a necessary household appliance, potential safety risks to families with children and pets need to be considered.

"While a home office or work area adds convenience to Americans' hectic lives, office supplies and office equipment carry safety risks," said Meri-K Appy, president of the Home Safety Council. "From paper shredders and sharp office supplies to fire risks caused by overheating or faulty wiring of electronic office equipment, it's important to evaluate your home office to ensure your work space is safe for the entire family."

In addition to purchasing a shredder that is equipped with safety features, Appy recommends the following home office and work space safety tips to help minimize the risk of injury.

- Install all home office equipment in areas that are out of the reach of children.
- Keep your work space off-limits to children unless an adult is with them.
- If you have an entire room devoted to work space, consider installing a door lock and keeping it locked when not in use.
- Keep scissors, letters openers and all sharp office supplies away from edges of desks. Ideally, they should be kept in a drawer, out of children's sight and reach.
- Keep file cabinet drawers closed when not in use and large home office equipment securely on a desk and out of the reach of children to avoid tip-over dangers.

- Install safety covers in unused electrical outlets.
- Make sure all electrical cords are in good condition -- if a cord is cracked, worn or feel warm when you touch it, throw it away and get a new one.
- When using extension cords, power strips and surge protectors, look for a certification label from an independent testing laboratory such as UL on both the package and the product itself.

Post-Storm Business Resumption Safety

There is no one-size-fits-all solution for business resumption following a disaster. Following a disaster, all businesses should do a hazard evaluation and assessment performed by a safety professional which would include the following:

- **Structural Security:** Have the structural integrity of the building or facility validated by qualified professionals before anyone enters the facility.
- **Safe Entry:** Contact the proper government agencies to get approval to resume occupancy of the building. Do not enter a facility or building unless the proper clearances have been attained.
- **Cleanup Safety:** Implement your cleanup and business resumption processes in a safe and healthful manner. You will accomplish nothing if your employees are injured or killed during the post-disaster phase-in period. Provide training in proper selection and use of personal protective equipment (PPE) for your employees and yourself such as eyewear, gloves and dust masks/respirators for cleaning, and where appropriate in other operations.
- **Air Quality Assessment:** Make sure the atmosphere in the workplace environment is tested for asbestos and other chemical/toxic agents. Air quality is an issue businesses may wish to pay careful attention to when restarting business operations.
- **Ventilation:** Have vents checked to assure that water heaters and gas furnaces are clear and operable. Dust and debris can stop or impede airflow, decreasing its quality and healthfulness. Safely start up heating, ventilation and air conditioning (HVAC) systems, which include prior inspection of lines before energizing and pressurizing of the systems. Test your systems now after inspection or have a qualified specialist do so. Blow cold air through HVAC systems first, as opposed to warm air, as it will help prevent the growth of mold in duct systems.
- **Interior, Exterior Exposures:** For interior spaces, ensure no wall or ceiling materials are in danger of falling. If such exposures do exist, the work environment is not ready for occupancy. Check for cracked windows and outside building materials, as these could fall onto pedestrians at any time -- now and in the future.

- **Protection Equipment:** For fire and smoke alarms it is important to assure that these have been cleaned and tested before allowing occupancy of the building. If such systems are wired into other systems ensure that they are still compatible and work in an efficient and effective manner. Thorough inspection of fire-fighting systems such as sprinkler and chemical equipment functions is a must do item.
- **Electrical Safety:** Have checks made of electrical systems, computer cables and telecommunications equipment to ensure that they are still safe and there is no danger of exposure to electricity. Wiring inspections should be conducted from the outside in to ensure all wiring and connections are not in danger of shorting out due to water damage from rain or fire-fighting efforts.
- **Use Existing Federal Guidelines:** Use existing start-up guidance materials provided by government agencies such as the Federal Emergency Management Agency (FEMA -- <http://www.fema.gov>) and the National Institute for Occupational Safety and Health (NIOSH -- <http://www.cdc.gov/niosh>).
- **Health/Sanitation Issues:** The general facility sanitation systems with the facility should be inspected and tested to guard against potential employee exposure to toxic agents. Food sanitation should also be an issue. Any unused foodstuffs should be discarded. If the workspace has a kitchen, inspect oven hoods and other ventilation devices to ensure they are not clogged and are working efficiently.
- **Office Furniture:** Inspect the furniture to ensure it can withstand expected loads and usages. Ensure that binder bins (storage devices screwed or bolted to railing systems on walls and panels) have not become unstable due to water damage or shaking due to explosions. Inspect office equipment to ensure it is level, stable and cannot tip over.
- **Lighting:** Make sure there are adequate illumination levels for employees. Emergency lighting should be checked to ensure it operates and functions in the correct manner.
- **Emergency Planning:** Ensure that there is a clear path of egress for the emergency evacuation of employees that the fire extinguishers are still operable and that checks for damage and serviceability are made to see if any fire extinguishers' facilities were used during the disaster. If damage is found, they should be replaced immediately.
- **Solid/Hazardous Waste Removal:** Broken glass, debris or other materials with cutting edges should be safely gathered and disposed of immediately. Ensure that such materials can be disposed before collection to avoid creating even bigger hazards for both employees and the public. Solid-waste disposal will be an issue, especially if hazardous waste is involved. Evaluate waste-disposal issues prior to beginning cleanup operations to ensure it can be properly disposed.

- **Power Checks:** If there is no access to electricity on the site, do not use fueled generators or heaters indoors. Ensure that there are no gas and sewer leaks in your facility. You will need to check with your local utilities for information regarding power, gas, water, and sewer usage.
- **Check Mainframes:** If your facility has mainframe computer applications, see that lines and cabling for chiller systems are checked to avoid chemical leak out.
- **Emergency Procedures:** Create a new emergency plan and distribute it to employees as soon as they return to work. In case of emergency, designate a place for employees to gather once out of the building or a phone number they should call following the emergency so that all can be accounted for. Frequently update the emergency contact list of names and phone numbers.
- **Machine Inspections:** Inspect the condition of drain, fill, plumbing and hydraulic lines on processes and machines. It would be prudent to have plumbing lines evaluated and tested in order to detect any hazardous gases.
- **Surfaces:** Make sure flooring surfaces are acceptable and free from possible slips, trips and falls -- the second leading cause of on-the-job deaths in the United States. ANSI standard A1264 - protection of floor and wall openings is a good starting point.

Safety After a Fire

The following are guidelines for different circumstances in the period following a fire:

- If you are with burn victims, or are a burn victim yourself, call 911; cool and cover burns to reduce chance of further injury or infection.
- If you detect heat or smoke when entering a damaged building, evacuate immediately.
- If you are a tenant, contact the landlord.
- If you have a safe or strong box, do not try to open it. It can hold intense heat for several hours. If the door is opened before the box has cooled, the contents could burst into flames.
- If you must leave your home because a building inspector says the building is unsafe, ask someone you trust to watch the property during your absence.