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June 3, 2011 Lunch Meeting
12 Noon
Lakewood Country Club
3101 Carson Street
Lakewood, California 90712

Mandatory Confirmation w/John O'Toole
By 5/31/11 @ (323) 258 – 2771

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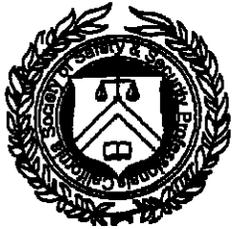
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CSSSP

California Society of Safety & Security Professionals Los Angeles County Chapter

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June Speaker

Mr. John Galletta, II is a Deputy States Marshall to the Office of Law Enforcement Federal Air Marshal Service out of Los Angeles.

Mr. Galletta is the Area Radiation Specialist and a Certified Instructor at the Riverside Sheriff's Department in Riverside, CA.

He will be speaking on the development, detection and prevention of "dirty bombs" activity in and around the Los Angeles Airport. This is a timely topic on terrorist threats in our community.

April Speaker

Mr. Jeffrey L. Malek, Esq. was not able to join us so our very own Mr. Dan Leiner stepped up to the plate and gave us a presentation – thank you!

President's Message

This will be my last message for my year as your Chapter President. I would like to thank all of the membership for their support over the past year. I would also like to thank the executive committee for their hard work and dedication in the ongoing growth of CSSSP.

This coming luncheon meeting is important to attend as we will be voting as a chapter on a By-Laws amendment. The amendment reads as follows, "**An elected officer who is absent from two or more consecutive meeting without cause shall be considered an abandonment of duty from his/her elected office. Certification of abandonment shall be by a majority of executive board officers. Upon certification, the newly vacated position will be filled using procedures set forth in Article VI, sect. 6&7 of By-Laws.**"

This is your chapter and the direction we move is up each of us.

We will also be voting on our new slate of officers for 2011/2012.

Reminder for all of our members who have not yet paid your membership dues, if you visit our website csssp.org we have a PayPal link that will make this very convenient or you may bring it to the meeting.

Again I would like to thank each and every one of you for your support this year, the progress we are making will ensure the chapter will be around for many years to come.

Jared Williamson
Chapter President

Lunch Menu

Polynesian Buffett – pineapple grilled beef tri tip and Mahi Mahi encrusted with coconut and macadamia nuts, topped with sweet mango sauce. Citrus marinated grilled chicken breast. Sticky rice, red roasted potatoes, and seasonal vegetables. Polynesian dessert display. Coffee, passion fruit iced tea and decaffeinated coffee..

New Members

Please make sure you notify us of any changes in employment with new email addresses and phone numbers. Contact John O'Toole at (323) 258 – 2771 with updated information.

Calling for Articles

If you have any articles or write ups you want to share with the membership, please feel free to forward to me and I will be happy to include them in our newsletter.

Office Safety & Security

Although office environments lack the cutting, crushing, twisting or pounding machinery of industrial spaces, that doesn't mean they're without risks ... from both inside and outside the building.

Here are some key considerations:

Parking Lot Security/Lighting. Because crime flourishes in the dark, we suggest a "buddy system" for workers to and from their cars. Parking lot access should be limited to controlled points, and the lots should be as well lit as possible. In fact, light is such a deterrent to crime that we suggest you keep your entire facility lit, inside and out, during non-business hours.

Entrance Area Safety. Reception areas should always be manned, all visitors registered (even if they wear the uniform of contract cleaning or other service personnel), and all doors, windows, and locks checked frequently for proper operation. Badge or other photo ID systems should be used, with entry code systems checked often. And if you ever see a door propped open with a chair so it doesn't lock behind employees outside on a break, you have every right to get really, really upset about it.

Suspicious Activity. Employees should be urged to report any suspicious persons or activity around the building, and suspicious packages should never be opened. Instead, report them to the authorities for proper search and disposal.

Information Safety. Second only to securing your people's safety is protecting your organization's vital business information. Unfortunately, it's increasingly easy for computer "hackers" or disgruntled employees to steal. For that reason, we suggest using the latest security software for your entire system, frequently updated, with information regularly backed up. Paper documents with critical information should be shredded as soon as they're no longer needed.

Equipment Security. We suggest keeping an inventory of all your critical equipment, hardware, and software. That's especially important as electronic devices shrink in size, and thus are easier to conceal and remove. Having an inventory (many experts suggest taking photos of important items) will also make it easier for your insurance carrier to process any claim should something "go missing."

Employee Valuables. Provide secure places, such as lockable drawers and closets, for employee property and encourage their use. Valuable is anything that reveals personal information, and advises that these items especially be locked away "during company gatherings or breaks."

Ventilation hazards. Do employees suffer from headaches, dizziness, or nausea? It could be from the air itself if, for example, your system intake is located near a parking or loading area, where vehicles spew carbon monoxide while idling. The same symptoms can also come from fumes emitted by copiers or other office equipment. The fixes are moving vents, adding filters, or relocating equipment, often at the suggestion of an HVAC professional.

Noise hazards. The clinking and clattering of copiers and printers can also damage hearing if it's loud enough. The solution may be as simple as moving the equipment or putting in carpeting or soundproof dividers, but managers have to be aware of a problem before they can solve it.

Lighting hazards. Office lighting is more important now than ever as workers spend hour after hour staring at monitors. Fixes may involve not only changing bulbs and fixtures but also eliminating glare-inducing, reflective surfaces on furnishings, walls, or window coverings.

Ergonomic hazards. Ever since the words "carpal tunnel" gained widespread use (accompanied by injury lawsuits), the physical fitting of worker to workspace has received greater emphasis. Proper ergonomics can often be gained by simply moving a desk or keyboard a few inches, but again, management has to be aware of the issue and its solutions first.

Lifting hazards. Anyone who's moved a crate of copier paper knows this office danger. Employees need to be trained in the proper way to lift and, indeed, to not lift, if the weight is too great or their condition not up to it.

Accident hazards. What safety manager has not seen boxes in aisles or on stairs, or the ever-popular file drawer left wide open, waiting for a victim to slam into or trip over it. Electrical devices are another common hazard, as workers staple power cords to the wall, lift devices by the cord, or stick their fingers into high voltage circuits, trying to make them work.

These are among the more concrete safety demons that live in the office. There are others, more psychological, such as undue stress or latent violence. Managers need to know the signs of these, too, to take action before they cause an explosion or meltdown.

Finally, setting up a *safety team*, which many feel should include both managers and employees. Such a team can "help to keep safety and security issues a focus."

Healthy Hearts = Healthy Workers

Unfortunately, a lot of people's hearts aren't as healthy as they should be. That probably goes for more than a few of your employees, too. That's why heart health is an important workplace wellness issue--one that deserves at least an annual training session. So to help you out, here's some useful training information you can incorporate into your lesson.

Tell them about the controllable risk factors. Risk factors are characteristics that increase a person's chance of heart disease. The following risk factors are controllable--by avoiding them your employees can reduce their risk of heart attack:

- *Smoking.* Smokers are more than twice as likely to have a heart attack than nonsmokers. Smoking increases blood pressure and heart rate, and narrows blood vessels.
- *High blood pressure.* The heart has to work harder when a person has high blood pressure. Over time, the heart enlarges and gets weaker, creating stress on the heart muscle.
- *High cholesterol.* A diet high in cholesterol and/or fat often causes atherosclerosis (a condition when plaque builds up along the walls of the arteries). Blood clots are more likely to form in these narrowed arteries and cause a heart attack.
- *Obesity.* People who are more than 20 percent over their ideal body weight have an increased risk of a heart attack. Being overweight increases the workload on the heart and arteries.
- *Sedentary lifestyle.* Lack of exercise can increase cholesterol levels and pack on the pounds.
- *Stress.* Anxiety and tension can trigger angina and other heart problems in some people.

- *Uncontrolled diabetes.* Diabetes affects the amount of cholesterol in the body. Studies show that heart or blood vessel disease is the cause of death in more than 80 percent of diabetics.

There are some uncontrollable factors employees should know about, too. Unfortunately, there are also some risk factors that a person can't control. But your employees still need to know about them anyway so that they can take extra care to change any avoidable risk factors. The fewer risk factors present--controllable or uncontrollable--the lower the risk of heart disease. Uncontrollable risk factors include:

- Family history of heart trouble (if someone in the family has heart disease, your risk goes up)
- Race (although African Americans don't have a higher risk of heart attack, those attacks they do have are often more damaging)
- Age (the older you are, the greater the risk)
- Gender (men are more likely to have heart attacks than women, but women are gaining)

Encourage employees to make some heart-healthy changes. What can you tell employees about keeping their hearts healthy and reducing the risk of heart attack? Plenty! Here are some things everyone can do:

- Maintain a healthy diet low in fat and refined sugar and high in fruits and vegetables (at least five servings a day).
- Get some exercise at least 30 minutes four or five times a week).
- Manage stress effectively (learn stress management and relaxation techniques).

Some people, however, have to do a little more:

- Smokers need to stop smoking - it's the best way to help prevent a heart attack.
- People with high blood pressure need to lower it with diet and exercise or medication when necessary.
- Those who are seriously overweight should begin a weight control program that combines a healthy weight-loss diet and physical activity.
- Diabetics should see the doctor regularly to monitor the disease, maintain a healthy diet, and get some exercise every day.