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The Informer

A monthly newsletter addressing workplace safety by Iowa Municipalities Workers' Compensation Association.

Manual on Uniform Traffic Control Devices

The Manual on Uniform Traffic Control Devices (MUTCD) is a document issued by the Federal Highway Administration (FHWA) that specifies the standards to which traffic signs, road surface markings and signals are designed, installed and used. The MUTCD has evolved from road signs placed and maintained by automobile clubs in the 1920's to becoming codified in 1966 when Congress passed the Highway Safety Act. The Act required all states to comply with the standards as a condition of receiving federal highway funds. States are allowed to supplement the MUTCD but must remain in "substantial conformance" with the national MUTCD and adopt changes within two years after they are adopted by the FHWA. The most current version is the 2009 edition with revisions through May 2012. Iowa has a supplement to the MUTCD that may be found at: http://mutcd.fhwa.dot.gov/resources/state_info/iowa/ia.htm.

The MUTCD consists of nine parts and several appendices. Part six, Traffic Controls for Street and Highway Construction, Maintenance, Utility, and Incident Management Operations, contains the information most IMWCA members should be familiar with.

Temporary Traffic Control (TTC) is designed to keep traffic flowing as well as protect the workers in the work zone. The following are key elements of worker safety and TTC management that should be considered to improve worker safety:

- A. Training: All workers should be trained on how to work next to motor vehicle traffic in a way that minimizes their vulnerability. Workers having specific TTC responsibilities should be trained in TTC techniques, device usage and placement.
- B. Temporary Traffic Barriers: Temporary traffic barriers should be placed along the work space depending on factors such as lateral clearance of workers from adjacent traffic, speed of traffic, duration and type of operations, time of day, and volume of traffic.
- C. Speed Reduction: Reducing the speed of vehicular traffic, mainly through regulatory speed zoning, funneling, lane reduction, or the use of uniformed law enforcement officers or flaggers should be considered.
- D. Activity Area: Planning the internal work activity area to minimize backing-up maneuvers of construction vehicles should be considered to minimize the exposure to risk.
- E. Worker Safety Planning: A trained person designated by the employer should conduct a basic hazard assessment for the worksite and job classifications required in the activity area. This safety professional should determine whether engineering, administrative or personal protection measures should be implemented. This plan should be in accordance with the Occupational Safety and Health Act of 1970, as amended, "General Duty Clause" Section 5(a)

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(1) - Public Law 91-596, 84 Stat. 1590, December 29, 1970, as amended, and with the requirement to assess worker risk exposures for each job site and job classification, as per 29 CFR 1926.20 (b)(2) of "Occupational Safety and Health Administration Regulations, General Safety and Health Provisions" (see Section 1A.11).

The MUTCD requires all workers within the right-of-way or who are exposed to traffic or work vehicles to wear safety apparel that meets the American National Standards Institute (ANSI) class 2 or 3 for high-visibility. This includes emergency responders and law enforcement within the TTC zone. Equipment and vehicles

moving within the activity area create a risk to workers on foot. When possible, the separation of workers on foot and moving equipment provides improved safety to minimize exposure to moving vehicles and equipment.

The best way to learn about the MUTCD and keep current on recent or pending changes is to take advantage of your Local Technical Assistance Program (LTAP). Iowa LTAP offers work zone safety workshops annually. This year's workshops are already underway, but it's not too late to take advantage of this training. To find an upcoming event that fits your schedule visit www.intrans.iastate.edu/events/workzone-safety/2014WZ-safety-workshop.pdf.

Safely Speaking

New Best Practices members

The Best Practices program is a voluntary program that recognizes and rewards members for improvements in safety and loss control. Best Practices members receive a monetary gift used to further their safety efforts. Members also receive a plaque and certificates to hang in each of the workplaces. Members must renew yearly. Learn more at www.imwca.org.

Congratulations to our newest Best Practices Members, Clay County and Fairfield!



City of Fairfield
Photo by Andy Hallman of the Fairfield Ledger.

Clay County not pictured.

Safely Speaking

Slip, trip, fall trivia

Slips, trips and falls are preventable. Here are a few tips everyone can use to help prevent an injury, or worse:

- Design workplace and processes to prevent potential exposures to slip and trip hazards.
- Good housekeeping—maintain clear, tidy work areas free of clutter.
- Follow safe walking practices and routes.
- Wear proper footwear with good traction.
- Learn to fall "properly". There are techniques that can minimize fall injuries.
- Ladder safety—use the proper ladder to access heights. Chairs, desks, cabinets and other makeshift devices should never be used to stand on.

Welcome new employee



The Iowa League of Cities welcomes Lisa Jones as a medical-only claims examiner with the IMWCA. Jones began her workers' compensation career in 1997 as an adjuster with Travelers. After spending several years working for a third party administrator, where she helped to create and later managed an independent appraiser program,

Jones returned to workers' compensation in 2006 when she became an adjuster with Continental Western Group.

Jones, originally from New England, has lived in Iowa with her husband since 1996.

Solid Waste Workshop returns this March

We are once again hosting the Solid Waste Safety Workshop at Ziegler Caterpillar in Altoona on March 4.

The free workshop, with lunch included, is designed for management and safety personnel of landfills, recycling centers and transfer stations.

Register or learn more online at www.imwca.org. Contact losscontrol@iowaleague.org with questions.

Hand washing is important

It's that time of year-- when it's too cold to be outside and it seems like everyone being trapped inside creates an environment of extra germs and potential sicknesses. We know that hand washing is one of the best ways to prevent illness and reduce the spread of disease-causing germs.

Everyone knows how to wash their hands, but not everyone may be familiar with how long to wash in order for it to be effective. Here are guidelines from the Center for Disease Control (CDC) for proper hand washing:

1. Wet your hands with clean, running water (warm or cold), turn off the tap and apply soap.
2. Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air dry them.

If soap and water are not available, the CDC recommends using an alcohol-based hand sanitizer that contains at least 60 percent alcohol. This can reduce the number of microbes on the hands, but does not eliminate all types of germs. Also, hand sanitizers are not as effective when hands are visibly dirty.

In addition to hygiene, washing hands is important for those working with chemicals on the job. A substance can get into the body three ways – inhalation, ingestion and absorption. Precautions should be taken, like wearing gloves when working with chemicals, to prevent absorption through the skin. If the chemical does come in contact with the skin, that's when hand washing becomes important. Directions on how to handle cleanup of spills for specific chemicals can be found on the safety data sheets.

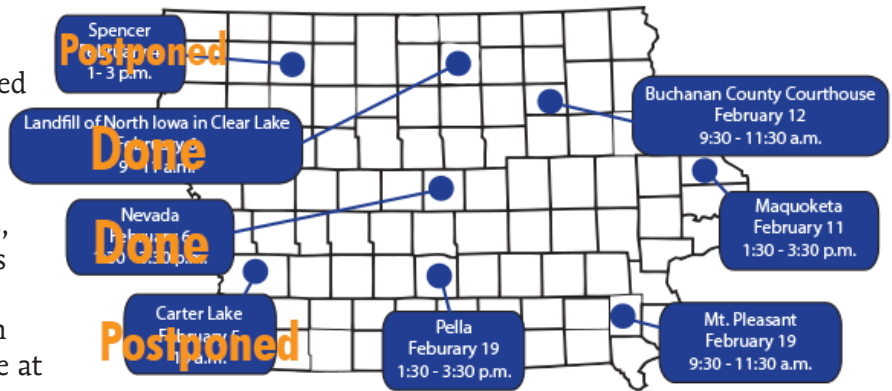
Source: www.cdc.gov/Features/HandWashing/

Safely Speaking

See you around the state in February

Already this month, IMWCA staff has presented Regional Workshops in Spencer, Nevada, the Landfill of North Iowa and Carter Lake.

You still have a chance to attend a Regional Workshop to learn more about office ergonomics, dealing with an aging workforce, job descriptions and more. The event features 15-minute lightening sessions and ends with an open forum. Learn more or register for a remaining workshop online at www.imwca.org.



IMWCA Informer is a monthly newsletter published by the Iowa Municipalities Workers' Compensation Association (IMWCA) in cooperation with the Iowa League of Cities.

This newsletter is designed to educate local officials on workers' compensation issues. Suggestions for articles or topics to appear in IMWCA Informer are always welcome. Contact IMWCA at (515) 244-7282. You may also view this publication online at www.imwca.org.

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