

# Safety Source

Ah September; the kids are in school, the days are a bit cooler, and fire season is upon us! Wait! What? Fire season?!?!? Yes, fire season!

September is National Campus Fire Safety Month, and October is National Fire Prevention Month. August and September are typically the worst time of the year for fatal campus-related housing fires. Unfortunately, some students do not realize how quickly a fire can occur, and most have not received fire safety education since elementary school. And according to the [National Fire Protection Association \(NFPA\)](#), a home structure fire was reported every 87 seconds in 2009.

Do you know where to evacuate to? Do you watch your food when cooking? Is your family prepared for a fire emergency? Continue reading to learn more about fire safety and prevention tips!

## Fire Safety - On Campus

If you get caught in a fire situation, survival is your top priority! You should:

- Feel the door handle - if the door handle is hot, do not open it
- Get to a window and call for help
- If the handle is not hot, open cautiously
- Check for smoke or fire before going out
- Get out of the building and phone for help
- Pull the fire alarm on your way out
- Knock on doors as you leave and yell “FIRE”
- Crawl low to the floor
- Close the door behind you
- Participate in emergency evacuation drills
- Take fire alarms seriously



## Fire Prevention Tips - At Home

Fires can be prevented, at home, if you take some simple precautions:

- Clean up immediately after parties and take all trash outside
- Do not overload electrical outlets
- Do not smoke while tired or impaired
- Keep space heaters and halogen lamps away from flammables
- Put out candles and incense when unattended
- Properly dispose fireplace and barbeque ashes in a non combustible receptacle (i.e. metal container)
- Never leave food unattended when cooking
- Extinguish all smoking materials thoroughly

You can also protect yourself from becoming trapped in a fire situation by following some important suggestions:

- Check smoke detectors to be sure they are in proper working condition. “Change your clock, change your battery” change fire alarm batteries with the fall Daylight Savings Time shift - which occurs on the first Sunday in November
- Plan escape route and know your designated meeting area.



**Coming in  
November**

**Stan Ergo**

**Mark Your  
Calendar:**



**Report a  
Safety Concern**



**Feedback,  
Please**

Send an email to [risk@csustan.edu](mailto:risk@csustan.edu) to submit your comments, or suggestions for past or future issues. We look forward to hearing from you!



## Defensive Driver Program

Not only is defensive driver training needed if driving for University business, but it is an important piece of safety on the road. You cannot control what other people on the road are going to do, so it is important that you put yourself in a solid position to avoid the consequences of any risk actions others may take. Defensive driving involves being aware of potential issues and taking actions to avoid them before they occur; not merely reacting to hazards as they come along.

If you will be driving for University business, you must register at [www.csustan.edu/defensivedriver](http://www.csustan.edu/defensivedriver). Once registered you will receive an e-mail with instructions on how to complete the training.

Unsure if you are cleared to drive for University business? At any time, you may access the defensive driver log on the travel resources page (<https://www.csustan.edu/financial-support-services-gateway/staff-faculty/travel-resources>). Think you should be cleared, but do not see your name; contact the program administrator Malinda Simao by phone (209) 667-3662 or email [msimao@csustan.edu](mailto:msimao@csustan.edu) for assistance.

This log will also show if you are cleared to drive a small vehicle or golf cart. Please note that the defensive driver course is a pre-requisite for small vehicle safety. You **must** complete defensive driver training prior to taking small vehicle safety.



## Small Vehicle Safety Program

Did you know that in order to drive a golf cart on campus you must complete Small Vehicle Safety Training? The training program includes vehicles such as: riding lawn mowers, utility vehicles, all-terrain vehicles, shuttles, and three or four wheeled electric or gas powered golf carts.

Who has to take Small Vehicle Safety? Anyone wishing to drive a small vehicle on campus must complete the training. Prior to attending Small Vehicle Safety Training, you must first register and complete Defensive Driver Training.



Most accidents associated with operating small vehicles are the fault of the driver and typically involve injuries to occupants. During the training you will become aware of some of the hazards associated with operating small vehicles on campus and how to best avoid hazards such as:

- Maneuvering around pedestrians
- Where you can and cannot drive small vehicles
- How fast is too fast
- Dangers associated with operating a “silent” vehicle
- Operating at night
- Occupancy limits

When we realize that golf carts and other small vehicles on campus have potentially serious hazards associated with them, then we can operate them safely and keep those on campus from potential harm.

For more information regarding the Small Vehicle Safety Program contact the program administrator Kellie Marshall by phone (209) 667-3572 or email [KMarshall@csustan.edu](mailto:KMarshall@csustan.edu).



## Distracted Driving

New technology in vehicles is causing us to become more distracted behind the wheel than ever before. Drivers - 53% of them - believe if manufacturers put “infotainment” dashboards and hands-free technology in vehicles, they must be safe. Make no mistake: This multitasking technology is about convenience, not safety.

With some state laws focusing on handheld bans and car-makers putting hands-free technology in vehicles, it is no wonder people are confused. However, while many drivers honestly believe they are making the safe choice by using a hands-free device, it is just not true. Your brain remains distracted by the conversation.

So what is distracted driving? Distracted driving is an activity that could divert a person’s attention away from the primary task of driving. Such activities includes texting, using a cell phone, eating and drinking, grooming, using a navigation system and adjusting a radio, CD player or MP3 player. All distractions endanger driver, passenger, and bystander safety.

The National Safety Council, and Safety & Risk, invites you to put safety first and to [Take Back Your Drive](#).

## Autumn Apple and Pear Salad

The Summer may be coming to an end, but eating something refreshing does not need to. This autumn apple and pear salad includes all sorts of things: sweetness from the apples, pears and dried cranberries; saltiness of the feta cheese and bacon; crunch from the toasted almonds and crisp bacon, which is also where the protein comes from. And to finish off the salad, a homemade balsamic vinaigrette which is the perfect blend of sweet and tangy flavors.

Ingredients:

### For the Salad

- 7 ounces mixed greens
- 1 Bartlett pear, thinly sliced
- 1 apple, any preference (pictured is Gala)
- 1/3 cup crumbled feta cheese
- 1/3 cup dried cranberries
- 3 tablespoons toasted slivered/sliced almonds
- 3 slices cooked bacon, chopped

### Balsamic Vinaigrette

- 3 tablespoons balsamic vinegar
- 2 tablespoons extra virgin olive oil
- 2 tablespoons water
- 1 tablespoon minced shallot
- 1 tablespoon honey
- 2 teaspoons dijon mustard
- Salt and pepper to taste



Instructions:

1. Add all of the salad ingredients to a large bowl
2. In a separate small bowl or jar whisk together the ingredients for the balsamic vinaigrette until combined.
3. Serve the vinaigrette alongside the salad to keep the ingredients from becoming soggy and wilted.

Note: This salad is best enjoyed the day it is made. And for extra protein, you can add grilled chicken or for less sugar content do not use the dried cranberries.

## Safety & Risk Management

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To subscribe, please email:  
[risk@csustan.edu](mailto:risk@csustan.edu) and place  
in subject line: "SUBSCRIBE  
safetysource".

## Reporting a Work Related Injury/Illness

If injured during normal business hours and in the campus area, immediately notify your supervisor or the Workers' Compensation Coordinator (WCC) at (209) 664-6921 so you can get medical help right away. Your employer is required to provide you a claim form within one working day after learning about your injury. If medical treatment is needed, instructions can be found on the [Human Resources \(HR\)](#) website.

If injured outside of normal business hours and/or out of area, go to the closest Emergency Room. For additional information and claim forms, please visit the [HR website](#) under Benefits or contact Vickie Harrang at [vharrang@csustan.edu](mailto:vharrang@csustan.edu) or (209) 664-6921.

## Planning for Retirement

Whether you are light years away from retirement, or on the home stretch, making the decision to retire is a critical one and should be planned carefully. Here are a few tips to consider:

- Create a login account on the "My CalPERS" website
- Attend a CalPERS retirement workshop offered on campus. Or, contact CalPERS for upcoming local sessions at (888) 225-7377
- Complete the CalPERS application within 90 days of retirement date. It is recommended to submit an application early



For additional information, please refer to the [CalPERS](#) website for more details.

### Questions or Information:

Faculty: Rose Jones, Benefits Specialist at (209) 664-6730

Management/Staff: Vickie Harrang, Leaves/WC Specialist at (209) 664-6921

## The Great Shakeout

In an earthquake, you may only have seconds to protect yourself before strong shaking knocks you down, or something falls on you. Practice quake-safe actions at 10:20 a.m., on October 20. Why? Because when the adrenaline kicks in, you may not act safely if you have not practiced the Drop, Cover, Hold On drill before that moment. Do not wait until the shaking - register at [www.ShakeOut.org/california/register](http://www.ShakeOut.org/california/register).

## Safety Spotlight

Safety is everyone's responsibility and we would like to highlight those that are making a difference on campus!



### Michael Tablett and Steve Hamer

Michael Tablett, Information Technology Consultant and Steve Hamer, Equipment Systems Specialist, are both employees of the Stockton Center Campus. Not only do they work in the field of technology, but they are both passionate about safety beyond the tech world.

Michael and Steve are very involved during the planning process of emergency evacuation drills, security measures, and safety trainings at the Stockton Cam-

pus. They have also worked on the identification and remediation of safety and security with campus personnel, Grupe Commerical Company, and Securitas Security.

Keep up the good work gentlemen!