

# **The California Commission on Health and Safety and Workers' Compensation**



## **Worker Occupational Safety and Health Training and Education Program (WOSHTEP) 2020 Advisory Board Annual Report**

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# **2020 ADVISORY BOARD ANNUAL REPORT**

## **Worker Occupational Safety and Health Training and Education Program (WOSHTEP)**

### **I. Executive Summary**

The WOSHTEP Advisory Board is submitting its sixteenth Annual Report in compliance with its mandate in Labor Code section 6354.7 to prepare an annual written report evaluating the use and impact of the programs developed for WOSHTEP.

Between its inception in 2003 and 2020, WOSHTEP has served more than 29,327 workers and over 2,924 small business employers, providing tens of thousands of hours of instruction. In addition, participants in WOSHTEP training sessions often provide training and resources to workers at their workplace, thereby significantly broadening the program's reach. To date, WOSHTEP has offered health and safety information or training in numerous industries, including janitorial services, construction, small manufacturers, corrections and rehabilitation, staffing agencies, food service or restaurants, health care, telecommunications, agriculture, transportation, cities, and schools.

WOSHTEP has developed partnerships with a number of unions, community organizations, business associations, and government agencies to reach worker leaders and employers throughout California.

WOSHTEP activities in 2020 are described in the following pages, including in the Appendix.

### **Overview of WOSHTEP Activities**

#### **2020 Accomplishments**

In 2020, key accomplishments include:

- Conducting 10 three-day Worker Occupational Safety and Health (WOSH) Specialist training sessions in Northern, Central, and Southern California, reaching 199 worker leaders in diverse industries and occupations. In Spring 2020, these classes were converted to online courses and conducted via Zoom, maintaining the interactivity of the in-person classes as much as possible.
- Conducting 23 Awareness Sessions to educate vulnerable working populations and community-based organizations about occupational safety and health. In 2020, 1,550 workers were reached through Awareness classes.

- Conducting 13 presentations, including webinars and presentations in classes and at Consulates.
- Continuing to develop the WOSHTEP statewide trainer network through partnerships, community events, and targeted outreach.
- Rapid response to worker health and safety concerns during the COVID-19 pandemic through targeted trainings on workplace hazard assessment and hazard control while adapting existing WOSHTEP courses to an online format.
- Continuing to advance local promotores networks in Yolo County and surrounding areas by hosting an online conference and several targeted trainings.
- Continuing to advance the development of members of the Southern California Community Health Promotoras Committee for Workplace Safety and Health to serve as community educators and leaders who can effectively advocate for the prevention of injury and illness among vulnerable Latino immigrant workers. Highlights include:
  - Participation in and development of awareness sessions, TOTs and Specialist courses as well as one-on-one mentorship with workplace and community leaders.
  - Collaboration with Los Angeles Trade Technical College (LATTC) and other community-based organizations to secure opportunities for promotoras to grow as community educators.
- Conducting a statewide in-person Young Worker Leadership Academy in February 2020 at UC Berkeley. Four academy teams were able to conduct health and safety activities virtually in their communities during Safe Jobs for Youth Month, May 2020, despite the challenges presented by the COVID-19 pandemic shutdown.
- Conducting ten half-day training sessions, to teach a total of 441 small business owners and managers how to write and implement an effective Injury and Illness Prevention Program (IIPP) (including one specifically for growers and farm labor contractors). This training has also been adapted for staffing agencies and provides information on the dual health and safety responsibilities of staffing agencies and host employers to protect temporary employees. One of the five IIPP training sessions this year was conducted for staffing agencies. In summer 2020 these classes were converted to online courses and conducted via Zoom, maintaining the interactivity of the in-person classes as much as possible.

As part of this training, conducted with Cal/OSHA Consultation Service consultants, the following materials are disseminated:

- A guidebook and IIPP template as well as tools and factsheets to aid with implementation of the workplace's IIPP.
- A copy of the generic small business training resource packets developed for WOSHTEP. Copies of the training materials for the janitorial and the restaurant industries, also developed for WOSHTEP, are made available at the IIPP trainings for owners and managers in these industries.
- Materials for a model IIPP Training Program for Agriculture are disseminated at the IIPP trainings for small agricultural business owners and managers to help them to effectively develop and implement their IIPPs. The interactive training program targeting staff in the agricultural industry responsible for creating or implementing IIPPs provides materials such as an IIPP guide and template, a resource list, and tools tailored for the agricultural industry.
- CHSWC staff presented on WOSHTEP trainings and materials at the 105<sup>th</sup> International Association of Industrial Accidents Boards and Commissions (IAIABC) Convention in Pittsburgh, Pennsylvania.

The training activities and materials for the Small Business Injury and Illness Prevention Program project were developed in partnership with the California Department of Industrial Relations, Cal/OSHA Consultation, State Compensation Insurance Fund, Small Business California, California Small Business Association, and the California Department of Public Health's Occupational Health Branch. In addition to English, materials have also been developed in Spanish, Chinese, and Vietnamese. All of the above [Small Business Injury and Illness Prevention Program](#) materials are available on the CHSWC website.

### **Past Accomplishments**

Accomplishments from 2003 to 2019 are described in the [WOSHTEP Annual Reports](#) for those years.

[A summary of WOSHTEP publications](#) is available on the CHSWC website.

## **II. Background and Purpose of WOSHTEP**

### **Background**

California is a national leader in worker protection and injury and illness prevention through the implementation of Labor Code section 6354.7, effective January 1, 2003. This provision includes the creation of a Workers' Occupational Safety and Health Education Fund (WOSHEF) administered by CHSWC.

Pursuant to Labor Code section 6354.7(a), insurance carriers that are authorized to write workers' compensation insurance in California are assessed \$100 or .0286

percent of paid workers' compensation indemnity amounts, whichever is greater, for claims reported for the previous calendar year to the Workers' Compensation Insurance Rating Bureau (WCIRB). This assessment is then deposited into the WOSHEF. CHSWC uses these funds each year to develop and implement WOSHTEP through interagency agreements with the Labor Occupational Health Program (LOHP) at the University of California, Berkeley (UC Berkeley), and the Labor Occupational Safety and Health Program (LOSH) at the University of California, Los Angeles (UCLA). LOHP subcontracts with the University of California, Davis, Western Center for Agricultural Health and Safety (WCAHS) to operate WOSHTEP's Central Valley Resource Center.

CHSWC administers interagency agreements with LOHP at UC Berkeley and LOSH at UCLA to design and carry out needs assessments with key constituencies, develop curricula, conduct training, operate a resource library of health and safety resource materials, and build a statewide network of trainers.

### **Purpose and Objectives**

The purpose of WOSHTEP is to promote workplace health and safety programs. WOSHTEP focuses on developing injury and illness prevention skills among workers and their representatives, who can then take a leadership role in promoting workplace health and safety. This program is being delivered through a statewide network of training providers.

CHSWC's mandate for WOSHTEP is to:

- Develop and provide a core curriculum addressing competencies for effective participation in workplace injury and illness prevention programs and on joint labor-management health and safety committees.
- Develop and provide additional training for any and all of the following categories:
  - Industries on the high hazard list.
  - Hazards that result in significant worker injuries, illnesses, or workers' compensation costs.
  - Industries or trades in which workers experience numerous or significant injuries or illnesses.
- Provide health and safety training to occupational groups with special needs, such as those who do not speak English as their first language, workers with limited literacy, young workers, and other traditionally underserved industries or worker groups.
- Give priority to training workers who can take a leadership role and are able to train other workers or who have significant health and safety

responsibilities, such as those either serving on a health and safety committee or as designated safety representatives.

- Provide resources and materials that help small business owners and managers involve their employees in injury and illness prevention efforts.
- Operate one or more libraries and distribution systems of occupational health and safety training materials.
- Establish a labor-management Advisory Board to assist with developing the program and outreach to key constituencies.
- Prepare an Annual Report evaluating the use and impact of WOSHTEP.
- Establish and maintain WOSHTEP and an insurance loss control services coordinator to respond to employer inquiries and complaints:

The loss control services coordinator in CHSWC informs employers of the availability of loss control consultation services, responds to their questions, and investigates complaints about the services provided by their insurer. If an employer and an insurer are unable to agree on a response to a complaint, the loss control services coordinator will investigate and recommend action necessary to bring the loss control program into compliance. Ongoing outreach efforts are being made to reach California employers to let them know what services are available to them from their workers' compensation insurance carrier.



## **Project Team**

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## **Labor-Management Advisory Board**

A labor-management Advisory Board for WOSHTEP has been established, as mandated by legislation. Its role is to:

- Guide the development of curricula, teaching methods, and specific course materials about occupational safety and health.
- Assist in providing links to the target audience.
- Broaden partnerships with worker-based organizations, labor studies programs, and others that can reach the target audiences.
- Prepare an Annual Report evaluating the use and impact of WOSHTEP.

**WOSHTEP Advisory Board Members**

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### **III. WOSHTEP Components**

#### **WOSH Specialist Training Program**

The WOSH Specialist training curriculum is intended to build knowledge and skills in many areas of injury and illness prevention. In order to be recognized as WOSH Specialists and receive a certificate of completion, participants in the WOSH Specialist training are required to successfully complete core training, which consists of six modules plus a minimum of three supplemental modules relevant to their workplace. Materials are printed in English, Spanish, and Chinese and are updated regularly.

The 24-hour WOSH Specialist training sessions are offered statewide. These classes have been adapted for online delivery.

#### ***Core Curriculum***

The core curriculum addresses competencies for effective participation in workplace injury and illness prevention programs and on joint labor-management health and safety committees. The core curriculum consists of the following modules:

- Promoting Effective Safety Programs
- Identifying Hazards in the Workplace
- Controlling Hazards in the Workplace
- Health and Safety Rights and Responsibilities
- Workers' Compensation and Return-to-Work Programs
- Taking Action

#### ***Supplemental Modules***

Supplemental modules on the following topics have been developed to address the participants' needs:

- Bloodborne Pathogens
- Chemical Hazards and Hazard Communication
- Communicating Effectively about Workplace Health and Safety
- How Adults Learn Best: Sharing Health and Safety Information in the Workplace
- Preventing Musculoskeletal Disorders: Introduction to Ergonomics



- Workplace Health and Safety Committees
- Workplace Violence Prevention
- Workplace Emergency Preparedness

A new supplemental module on Sexual Harassment in the Workplace was developed in 2019, has been pilot-tested, and will be finalized by the end of 2020. Additional topics will be considered for development as future needs are identified.

### **WOSH Specialist Training**

Pilot training concluded in August 2004. During the remainder of 2004 and through 2020, 272 WOSH Specialist training courses (including the 4 pilot trainings) were conducted in Northern, Central, and Southern California, as described in the Advisory Board Annual Reports for 2004 through 2019 and in this report for 2020. To date, 5,155 WOSH Specialists have been trained in Northern, Central, and Southern California.

In 2020, 10 WOSH Specialist courses were conducted. See the Appendix to this report for descriptions of the 2020 WOSH Specialist training sessions.

### ***WOSH Specialist Refresher Training***

Refresher training sessions have been provided regularly since 2005 to WOSH Specialists who have attended a Specialist course. Refreshers have been held in English and Spanish, with some sessions involving simultaneous translation in Spanish and Chinese. Refresher training is held in a variety of settings to assist WOSH Specialists in carrying out activities they pursue in their workplace after completing the WOSH Specialist training. In these training sessions, WOSH Specialists discuss successes and challenges they face in implementing injury and illness prevention practices learned during the WOSH Specialist course. Revised training materials and new health and safety resources are distributed, and updates such as changes in workers' compensation laws and the Cal/OSHA Heat Stress standard are discussed.

To date, Refresher training sessions have been conducted for over 800 WOSH Specialists. Refresher training from 2005 to 2019 is described in the Annual Reports for those years. Refresher training sessions are offered on an as-needed basis.

### ***Statewide Network of WOSH Specialist Course Trainers***

To begin development of a statewide network of trainers in 2005, as mandated by the Labor Code, LOHP and LOSH developed a Training of Trainers (TOT) program and offered the first two WOSH Specialist TOT courses in April and July 2005. TOT courses from 2006 through 2019 are described in the Annual Reports for those years.

TOT courses are taught as needed. To date, over 251 WOSH Specialists from Northern, Central, and Southern California have been trained to be trainers. These “network trainers” from Northern, Central, and Southern California have been delivering WOSH Specialist course modules in English and Spanish since 2006. Outreach to identify network trainers is ongoing.

### ***Follow-up with WOSH Specialists and Trainers***

LOHP, WCAHS and LOSH have each developed a listserv and a group email list for Northern, Central, and Southern California WOSH Specialists and trainers. Through periodic communication, WOSH Specialists and trainers are invited to meetings and events that will supplement their knowledge of workplace health and safety and injury and illness prevention practices. In addition, LOHP and LOSH publish and email newsletters in English and Spanish to update WOSH Specialists on actions that have been taken in the workplace and on upcoming courses or skill-building conferences and workshops. Articles are written by program staff, WOSH Specialists, and trainers. Also, articles published monthly in WCAHS’ bilingual *Proximamente* training newsletter are distributed to individuals who have previously attended a WOSHTEP-sponsored training. Article topics have included hazard assessment and control, underlying causes of workplace injuries, and COVID-19 best practices. Safety messages are also shared on the WCAHS Twitter and Instagram accounts. LOHP and LOSH have WOSH Specialist Facebook pages to encourage Specialists to stay in touch with one another and with WOSHTEP staff about health and safety issues that arise in their workplaces. Efforts are made to implement alternative ways to communicate with WOSH Specialists who do not have access to a computer and with those who do not speak English.

### ***WOSH Specialist Accomplishments***

WOSHTEP staff follow up with WOSH Specialists to learn about their accomplishments and challenges since completing the training. WOSH Specialists have reported a range of accomplishments since the program’s inception. Key accomplishments are listed in the WOSHTEP Annual Reports for 2003 through 2019 and in this report.

### ***Awareness Sessions and Presentations***

LOHP, LOSH, and WCAHS have also conducted shorter Awareness Sessions, drawing on the WOSH Specialist curriculum, to help promote awareness of workplace health and safety issues and interest in the WOSH Specialist course. In 2020, 23 awareness classes were held, attended by 1,550 participants. To date, 24,027 workers have been reached through awareness classes.

In addition to awareness sessions, two promotora trainings and a number of presentations were also conducted at which the WOSHTEP curriculum and materials were promoted. In 2020, 13 presentations were given, including webinars and presentations in classes and at consulates.

In 2010, LOSH developed an Awareness Module “Preventing Workplace Injuries and Illnesses” in [English](#) and [Spanish](#). The module includes a resource book, an instructor guide, and [activity cards](#) that can be used in workplace and community settings to inform workers and community members about general OSH topics.

Awareness Sessions and Presentations in 2004-2019 are described in the Annual Reports for those years.

See the Appendix to this report for detailed descriptions of 2020 Awareness Sessions, Promotora Trainings, and Presentations.

### **State Building & Construction Trades Council of California, AFL-CIO (SBCTC)**

In 2008, efforts began with the SBCTC to assess the potential to adapt and incorporate WOSHTEP training into Apprenticeship Training Programs. Presentations and discussions were held with building trades representatives at meetings of the Los Angeles and California Apprenticeship Council. In addition, LOSH staff attended California Construction Academy conferences in Northern and Southern California, presenting a workshop on health and safety at the Southern California conference.

In 2009-10, LOSH prepared a building trades needs assessment report, [“Opportunities to Integrate Worker Health and Safety Education into Building Trades Apprenticeship Programs,”](#) which summarized LOSH’s activities, findings, and recommendations that resulted from the needs assessment. The report includes an overview with background information on the current conditions of worker health and safety in the construction industry. Apprenticeship and pre-apprenticeship programs are also described in this section. Assessment methods, findings, and recommendations are then detailed. The report concludes with next steps, including plans for pilot testing and disseminating adapted WOSHTEP materials and suggestions for areas of future exploration.

In 2011, in partnership with the SBCTC, LOHP and LOSH completed and disseminated a [Construction Case Study Training Guide](#), based on the needs assessment report, with adapted WOSH Specialist curriculum materials. The Guide includes trade-specific health and safety case studies, including green job case studies, which can be incorporated into pre-apprenticeship and apprenticeship training on health and safety and on green jobs. WOSHTEP staff continue to promote the Case Study Guide at training sessions and encourage its use.

These materials continue to be promoted during training sessions and provided on an ongoing basis.

In addition, LOHP developed a [factsheet](#) to address the hazards of applying spray polyurethane foam insulation, a common task aimed at increasing energy efficiency. The factsheet is for construction industry apprentices and contractors.

In 2019, in order to expand WOSHTEP's work with apprenticeship programs and to reach young and new workers, LOHP developed and conducted health and safety training in pre-apprenticeship programs for students learning about auto repair and the medical assistant profession. These training sessions were conducted in partnership with SEIU in Sacramento and Oakland in August and with Jewish Vocational Services in San Francisco in October. Eleven auto mechanic pre-apprentices and 17 medical assistant pre-apprentices attended the classes.

### **Small Business Health and Safety Resources for Training Employees**

In 2005, WOSHTEP launched an effort to develop industry-specific training guides for employers to use to teach their employees essential health and safety skills. These training guides were introduced in 2-hour training programs for owners and managers of small businesses in these industries during the first few years after WOSHTEP was established. A generic training guide for general industry was also developed. These guides are now distributed during the program's current activities focused on small businesses – WOSHTEP's IIPP training. See more details on the training programs and guides below.

#### ***Restaurant Supervisor Safety Training Program***

In partnership with the State Compensation Insurance Fund, Cal/OSHA Consultation, and the California Restaurant Association (CRA), LOHP and LOSH completed the first set of health and safety resources for owners and managers of small restaurants in June 2005. Materials for the Restaurant Supervisor Safety Training Program include a training guide for two short training sessions and tip sheets on the most common restaurant hazards, which managers can use to tailor training to the specific hazards in their own restaurant. This training also includes information regarding training and supervising young workers. The [materials](#) are available in English, Spanish, and Korean.

#### ***Protecting the Safety and Health of Restaurant Workers***

In partnership with the Koreatown Immigrant Worker Alliance (KIWA), LOSH developed materials for training restaurant workers in hazard identification and control and injury prevention. The materials, which include a workbook in [English](#), [Spanish](#), and [Korean](#), were based on a needs assessment conducted by KIWA with restaurant owners in Los Angeles.

Since November 2005, 27 workshops have been held, reaching over 293 owners or managers from over 183 restaurants or food-service programs. In addition, materials are being shared across the country. Oregon OSHA is posting the restaurant tip sheets on its website. Materials developed for the restaurant industry are now being distributed to the employers from restaurants attending the Small Business IIPP training, described below.

### ***Small Business Safety Training Program for General Industry***

In 2007, generic health and safety training materials were developed and pilot-tested for small businesses across many industries. These materials include training activities that owners and managers of small businesses can conduct with their employees, as well as additional resources to help them. Since 2007, 20 general small business workshops on how to provide health and safety training to their employees have been held, reaching 423 owners or managers of over 240 small businesses. The general industry [training guide](#) is now distributed during the Small Business IIPP trainings, described below.

In 2008, federal OSHA also funded LOHP to develop a [national version of the WOSHTEP general Small Business Resources training packet](#), which is posted online and distributed at training workshops with other state partners.

### ***Janitorial Industry Safety Training Program***

In 2008, LOHP developed a Small Business Safety Training Program for the janitorial industry. This project began with a needs assessment, which included interviews with seven janitorial employers about health and safety hazards and training needs. Employers identified English and Spanish as the primary languages spoken by janitors, as well as Chinese, Tagalog, and Arabic.

Training materials include activity sheets and discussion questions to spark conversation between management and employees. On the back of the activity sheet is a list of tips that both management and employees can use to improve health and safety at work. Since 2009, over 178 owners and managers in over 57 businesses have received this training in partnership with the Pacific Association of Building Service Contractors and the Independent Maintenance Contractors Association in both Northern and Southern California.

[Materials developed for the janitorial industry](#) are distributed to janitorial employers during the Small Business Injury and Illness Prevention Program training, described below.

### ***Dairy Industry Safety Training Program***

In 2008, WOSHTEP Central Valley Resource Center staff initiated the Dairy Industry Safety Training Program. Tip sheets on health and safety, activities, and a [fotonovela in English](#) and [Spanish](#) on the proper handling of animals were developed. Since 2008, training sessions for over 75 dairy industry owners and managers have been conducted using the [Dairy Safety Training Guide in English](#) and [Spanish](#).

### ***Injury and Illness Prevention Program for Small Businesses***

In 2012, CHSWC and LOHP designed materials and a training program for small business owners and managers in general industry throughout California to help

them reduce work-related injuries and illnesses and comply with Cal/OSHA's IIPP standard.

This effort has been guided by an advisory committee that includes representatives from DIR, CHSWC, Cal/OSHA Consultation Services, the State Compensation Insurance Fund (State Fund), the California Department of Public Health's Occupational Health Branch, Small Business California, the California Small Business Association, and LOHP. In addition to providing input on developing the project, the partners are also assisting with setting up training and conducting outreach to their constituents.

The training sessions developed are conducted in partnership with consultants from Cal/OSHA Consultation Service and/or loss prevention specialists from the State Fund. To prepare State Fund trainers to co-teach the class with LOHP and LOSH trainers, LOHP and Cal/OSHA Consultation Service trainers conducted a TOT program in 2015 with the State Fund loss prevention specialists. Two TOT programs were held that year.

The Small Business IIPP training project includes:

- A half-day interactive training program targeting owners and managers from small businesses to assist them in creating and implementing their IIPPs. In 2020, WOSHTEP's LOHP staff conducted seven IIPP training sessions in Northern California. WOSHTEP's LOSH staff conducted two IIPP training programs in Southern California. And WCAHS staff conducted one IIPP class for small business employers and farm labor contractors in the agriculture industry (see description below). A total of 441 participants were reached through the ten IIPP trainings in 2020.
- Training materials, including a generic model IIPP guide, template, and program tools, such as a factsheet on promoting employee involvement, a sample accident investigation form, and a hazard-identification checklist.
- All [materials created for this program](#) are available in English, Spanish, Chinese, and Vietnamese.

Registration and evaluation forms are routinely collected from the participants in the IIPP Small Business training. In 2014, a post-training survey was conducted with 79 respondents, 1 to 18 months after the training was completed to assess the impact of the project. In their evaluation, most trainees reported that they gained some or a lot of knowledge from the training. Nearly half the trainees reported that they remediated a hazard not addressed before the training. Over half developed or improved the IIPP after the training. Most responded that employee involvement in safety has improved since the training. One particular success highlighted in the evaluation of the training has been that the course is taught with a specialist from Cal/OSHA Consultation Services, who presents information and answers participants' questions. LOHP did a poster presentation at the American Public Health Association annual meeting in November 2014 on the evaluation results.

## ***Injury and Illness Prevention Program for Agriculture***

To better serve the needs and address the limited availability of staff working in agriculture, the Central Valley WOSHTEP Resource Center at UC Davis' Western Center for Agricultural Health and Safety adapted the standard IIPP presentation for agriculture and reduced the length of the class from 4 hours to 90 minutes. During the training session, WCAHS trainers give an overview of the Cal/OSHA IIPP standard and discuss why it is important to conduct effective and timely investigations of occupational injuries and illnesses. An emphasis is given to new requirements and emerging issues. Trainees also work in teams to discuss challenges and potential solutions both for conducting hazard assessment and control as well as for using participatory methods to train workers and involve them in health and safety planning. Cal/OSHA consultants are also present to discuss any potential updates, go over most common hazards and fines as well as practical solutions and help answer questions. In 2019, WOSHTEP's WCAHS staff conducted one IIPP training program specifically for employers and farm labor contractors in the agricultural industry with four participants. To date, 170 farm owners/managers or farm labor contractors have attended an IIPP class on agriculture, conducted by WCAHS at UC Davis.

In addition, as part of the Small Business Program for agriculture, WCAHS staff attended the annual California Farm Labor Contractor (FLC) Association Ag Labor Forum where they host a table and provided information about workers' rights and WOSHTEP trainings. The 2020 event will be held virtually and WCAHS will have a 'virtual booth.'

## **Injury and Illness Prevention Programs for Large Employers in General Industry**

In 2012, CHSWC and LOHP also designed a model training program to assist larger businesses throughout California to develop and implement their IIPPs. The design and materials for this program parallel those for the IIPP training program and materials for small businesses. Training materials, including a generic model IIPP guide, template, and program tools, such as factsheets, a sample accident investigation form, and a hazard-identification checklist were developed.

In FY 2014/15, CHSWC and LOHP, together with key partners from Cal/OSHA, the State Compensation Insurance Fund, small business associations, and others, prioritized WOSHTEP's outreach and training efforts to target businesses with 250 or fewer employees and to provide only the half-day training sessions. This decision was made partly because business owners and managers, even at large companies, found it hard to commit to a full day of training. Prior to the decision to offer only the half-day class, 86 participants from 75 employers received the day-long training.

The [general industry IIPP materials](#) are also being used in training sessions conducted nationally and internationally by LOHP. In 2012, LOHP created a national version of the IIPP materials, which have been used around the country.



In October 2014, LOHP adapted its national general industry IIPP training program and taught portions of the class to garment industry union representatives and complaint handlers in Bangladesh. The materials were translated into Bengali for this purpose.

Between 2012 and 2019, 1,383 owners/managers statewide have attended an IIPP half-day or day-long training.

### **Young Worker Health and Safety Programs**

CHSWC believes strongly in the importance of educating young workers and keeping them safe as they enter the workforce. According to the National Institute for Occupational Safety and Health (NIOSH), in 2017, 377 workers under age 24 died from work-related injuries, including 22 workers (under age 18). The occupational injury rate for young workers age 15-19 treated in emergency rooms was 1.25 times the rate of workers age 25 and over. A goal of the WOSHTEP Young Worker Health and Safety Program is to identify unique ways to effectively engage young workers as health and safety promoters at work, at school, and in their community.

#### ***Young Worker Leadership Academy***

In 2005, WOSHTEP funding helped support the first Young Worker Leadership Academy (YWLA), held in Anaheim, California. CHSWC co-sponsored this Academy with LOHP, LOSH, the California Center for Civic Participation, and the California Partnership for Young Worker Health and Safety. The goals of the YWLA are to teach youth about workplace health and safety and their rights on the job; help youth identify education, policy, and media strategies to prevent young people from getting hurt on the job; and provide a forum for these youth to plan specific actions in their own communities to promote young worker safety during Safe Jobs for Youth Month in California in May each year.

Following the 2005 Leadership Academy's success, WOSHTEP funding supported two YWLAs each year through 2010, one in Northern California and one in Southern California, held at UC Berkeley in January and at UCLA in February. (See the Annual Reports for 2006-2010 for details.) Starting in 2011, one statewide Academy has been held in Berkeley in February every year. From 2005 to 2020, 124 teams (a total of 484 youth) from communities throughout California have participated in 21 Academies. In addition, from 2006 to 2020, 97 YWLA graduates have returned to serve as youth mentors, helping to lead Academy activities and planning and conducting their own outreach activities afterward.

Almost all the YWLA teams (106 teams) have successfully conducted creative activities to promote health and safety among young workers in their communities, usually during Safe Jobs for Youth Month in May. Activities have included:

- Holding workshops at schools and in the community on health and safety hazards.



- Developing new materials, such as wallet cards, buttons, posters, art work and brochures for youth, and a training video for employers to use with young workers.
- Creating public awareness through school billboards and sponsoring a two-week-long school event with fun activities and young worker health and safety information.
- Media outreach, including being interviewed on a local Spanish-language radio station and developing and airing both radio and video public service announcements (PSAs).
- Policy development, including school board or school-level policies requiring that all youth seeking work permits be provided with information on young worker rights and responsibilities in the workplace, as well as requiring youth in two districts to pass a short quiz.

YWLA teams have reached thousands of people, mainly youth, through these activities. They have also reached many low-wage, Spanish-speaking or immigrant families or community members with little awareness of U.S. workplace laws.

In 2020, 6 teams (24 youths) attended the YWLA held February 6-8 at UC Berkeley, with 4 YWLA graduates from earlier YWLAs returning as youth mentors to help lead activities. Youth mentors attended an additional youth mentor training workshop held several weeks before the Academy.

The COVID-19 Pandemic started shortly after the 2020 YWLA. Sadly, several teams' hard work of planning community events to share what they had learned at YWLA were canceled due to Shelter in Place orders. It was an extremely hectic time of uncertainty and rapid transition. Many of the YWLA participants and their family members were still working outside of their homes as essential workers. The YWLA staff worked with teams to brainstorm project alternatives and were impressed with what the teams were able to create under such difficult circumstances.

Four teams reshaped their plans and completed community projects in the midst of the unfolding pandemic. These projects included a video in Spanish about how workers can stay safer during the pandemic, an interactive community zoom call for high school students to learn about occupational health and safety, and participating in LOHP's "Safe Jobs for Youth Month" social media campaign.

Four teams successfully conducted activities in their communities to promote safe jobs for youth, reaching over 500 youths and adults, in addition to unknown numbers reached through LAUSD's proclamation of May as "Safe Jobs for Youth Month". This was one of the successful activities of one of the teams. Other activities included conducting participatory workshops at school and in the community for other students, parents and other community members; and presentations to two different school boards to promote policies in support of training and information for students.

As a result of the 21 Academies held from 2005 to 2020, a network of youth who can help promote workplace health and safety in their communities has been developed. A virtual academy is planned for 2021, due to the COVID-19 pandemic. The Academy will be modeled on our in-person Academy, creating opportunities for 6 teams from different communities to come together to learn about workplace safety and leadership for change, and to plan for education, outreach or policy change actions for their own communities. The Academy will be held over multiple zoom sessions, March 4-6, 2021.

### **Young Worker Leadership Academy Guide**

With additional funding from the California Wellness Foundation, LOSH and LOHP developed a 64-page guide, "[Teens Speak Out for Safety on the Job: Lessons Learned from the Young Worker Leadership Academy](#)," to share the YWLA model with organizations in California as well as nationwide. This guide describes the YWLA process and includes all the teacher instructions, handouts, and other materials needed to set up an Academy. This model has been shared with organizations and agencies around the country through the national Young Worker Safety Resource Center. The guide has been used by the Massachusetts Coalition for Occupational Safety and Health (MassCOSH) to conduct seven of its own Young Worker Leadership Academies since 2008, and by the New Zealand Young Workers Resource Centre.

### **Carve-Out Program**

#### ***Carve-Out Conference***

With the assistance of LOHP and LOSH WOSHTEP staff, CHSWC planned and conducted a statewide conference on workers' compensation carve-outs and the promotion of injury and illness prevention activities. The August 2007 conference, attended by approximately 200 people, included three workshops and a presentation on how employers and unions either currently participating in a carve-out or considering establishing a carve-out can build injury and illness prevention activities into their program. Prevention activities that were promoted included establishing health and safety committees and conducting health and safety training and hazard investigations. Interest expressed in other roundtables and discussions with constituents since this conference indicate the need for another carve-out conference.

#### ***Carve-Out Materials for the WOSH Specialist Course***

Materials necessary for teaching the WOSH Specialist course to unions and employers participating in a carve-out have been developed. The materials were also adapted for use in the construction industry. In 2007, the new materials were used in a WOSH Specialist course for members of labor unions who are participants in a workers' compensation carve-out.

## **Wellness Roundtable and Booklet**

On July 16, 2008, CHSWC hosted a roundtable discussion called Workplace Wellness: How to Address Both Occupational and Lifestyle Issues on the Job. Seventeen people attended the program, including three national experts on the subject. A number of recommendations, described in the 2008 and 2009 WOSHTEP Annual Reports, were made at the meeting and guided the development of materials and training programs.

In 2010, a wellness booklet, "[The Whole Worker: Integrating Wellness & Occupational Health and Safety Programs](#)," was developed by LOHP. The objectives of this booklet are to:

- Develop a general understanding of what constitutes an integrated approach to health promotion and occupational health and safety programs.
- Explore barriers to integration of workplace health promotion and workplace health and safety programs.
- Identify strategies for overcoming challenges to integration of programs.
- Identify resources for promoting programs that address worker health in a holistic fashion.

The booklet provides examples of specific wellness/health promotion programs that integrate wellness and occupational health and safety as well as resources on both areas of improving health in the workplace.

## **WOSHTEP Resource Centers**

Resource Centers at LOHP, WCAHS, and LOSH continue to house and act as distribution systems of occupational safety and health training materials, including, but not limited to, all those developed by WOSHTEP. These centers provide information and technical assistance.

New health and safety materials are added to the WOSHTEP Resource Centers on an ongoing basis. These materials are identified by staff through attendance at meetings and conferences, as well as through literature searches and review of the weekly *Cal/OSHA Reporter*.

## ***Central Valley Resource Center Development***

In 2007, the University of California, Davis (UC Davis) Western Center on Agricultural Health and Safety (WCAHS) was identified as an appropriate partner for extending WOSHTEP to the Central Valley. WOSHTEP staff were hired in 2008 and mentored by LOHP. WOSHTEP's Central Valley Resource Center staff have recruited participants and conducted WOSH Specialist training every year as well as conducted

activities to promote heat stress prevention, and developed agriculture-related small business projects.

In 2008, the first agricultural industry to be selected for development of a targeted small business model was dairy. This selection was made at the suggestion of the WOSHTEP Advisory Board and with the support of a researcher at UC Davis who could help develop and promote small business health and safety resources for the dairy industry. A *fotonovela* with basic information on how to handle and move cattle, a particularly hazardous activity responsible for the majority of injuries among dairy workers, was developed and is part of the educational packet.

[The materials](#) were finalized in English and Spanish in 2010, and training programs were offered to dairy owners and managers beginning in 2011.

Technical assistance on agricultural safety and health is provided on an ongoing basis and as requested. In 2014, the Spanish version of the booklet was provided to the Environmental and Occupational Health program of the Migrant Clinician Network so that it could print 700 copies for use in conducting educational sessions.

### **Multilingual Health and Safety Resource Guide**

LOHP developed a Multilingual Health and Safety Resource Guide for CHSWC and it is a free online resource for finding health and safety information in multiple languages. It consists of worker training materials, such as factsheets, checklists, and other resources that can be printed for distribution to employees participating in workplace IPPs.

The Multilingual Health and Safety Resource Guide covers a broad range of topics, including identifying and controlling hazards, legal rights and responsibilities, ergonomics, chemical hazards, and violence prevention. It also provides information on hazards in specific industries and occupations, including agriculture, construction, health care, and office work.

Resources in the Guide are available in over 23 languages, including Spanish, Chinese, Arabic, Croatian, Haitian Creole, Hmong, Japanese, Khmer/Cambodian, Korean, Polish, Portuguese, Russian, Serbian, Swahili, Tagalog, Thai, and Vietnamese. [The Multilingual Health and Safety Resource Guide](#) is updated regularly, most recently in 2019.

### **Websites**

Information about WOSHTEP can be found in the [WOSHTEP section](#) of the Commission's website. The website promotes public access to and awareness of WOSHTEP and products developed for the program. These materials include a WOSHTEP brochure, materials developed for WOSHTEP trainings, and a multilingual health and safety resource guide. In addition, [Labor Occupational Health Program \(LOHP\)](#), [Western Center for Agricultural Health and Safety \(WCAHS\)](#), and

[Labor Occupational Safety and Health \(LOSH\)](#) maintain linked websites with information on WOSHTEP and health and safety resources.

### **Database and Evaluation**

CHSWC, LOHP, and LOSH track data from all training. The WOSHTEP staff tracks program participants and creates reports that will facilitate evaluation of the program.

About five years after the inception of the program, an independent evaluation consultant designed and tested a comprehensive evaluation plan for two elements of WOSHTEP: the WOSH Specialist course and the Small Business Restaurant Supervisor Safety Training workshop. The evaluations are described in the 2008 and 2009 WOSHTEP Annual Reports. Evaluation results indicate that both programs have had a positive impact on workers and employers.

Since that time, the WOSHTEP team has been conducting course evaluations after each of the WOSH Specialist training sessions. The feedback from the course evaluations has been very positive. Staff also conduct follow-up surveys with Specialists once or twice a year to assess whether they have been able to take positive actions in their workplace. The WOSHTEP team collects anecdotal information through these surveys on steps taken to improve health and safety as well as challenges faced. These stories are often presented in Resource Center newsletters.

### **Industries and Occupations Served by WOSHTEP to Date**

To date, WOSHTEP has provided health and safety information or training to numerous industries, including janitorial, construction, small manufacturers, corrections and rehabilitation, health care, telecommunications, food service or restaurants, laundry, agriculture, transportation, schools, refineries, warehousing, garment work, meat packing, recycling, and state and local government.

### **National Outreach**

WOSHTEP is gaining national recognition through CHSWC, LOHP, and LOSH presentations at national and state conferences, such as the International Association of Industrial Accident Boards and Commissions (IAIABC), the National Institute for Occupational Safety and Health (NIOSH), the American Society of Safety Professionals, the American Public Health Association, the National Council for Occupational Safety and Health, and the Annual Conference of the California Community Health Workers Network, as well as through articles written for publications such as the *IAIABC Journal*, *Public Health Reports*, the Bureau of National Affairs SafetyNet monthly newsletter, *New Solutions: A Journal of Environmental and Occupational Health Policy*, and the quarterly magazine for Foodservice Consultants Society International (FCSI).

## **APPENDIX: 2020 WOSH Specialist Trainings, Training of Trainer Courses, Refresher Trainings, Injury and Illness Prevention Trainings, Awareness Sessions, Presentations and Webinars**

### **WOSH Specialist Trainings**

- A WOSH Specialist class was taught virtually via Zoom by LOHP trainers for an open enrollment audience on April 21, 23, 28 and 30, three hours per day. 18 participants completed the class.
- A WOSH Specialist class was taught virtually via Zoom by LOHP trainers for an open enrollment audience on July 21, 23, 28 and 30, three hours per day. 20 participants completed the class.
- A virtual WOSH Specialist Training was conducted by LOSH staff for Teamsters Local 2010. August 11, 13, 18, 20. In English with 34 participants.
- A WOSH Specialist class was taught virtually via Zoom by LOHP trainers for an open enrollment audience on August 18, 20, 25 and 27, three hours per day. 13 participants completed the class.
- A WOSH Specialist class was taught virtually via Zoom by LOHP and Contra Costa County network trainers for an open enrollment audience on September 1, 3, 8, and 10, three hours per day. 8 participants completed the class.
- A WOSH Specialist class was taught virtually via Zoom by LOHP and UC Davis WCAHS trainers for an open enrollment audience on September 15, 17, 22 and 24, three hours per day. 26 participants completed the class.
- A virtual WOSH Specialist Training was conducted by LOSH staff for Teamsters Local 2010, September 15, 17, 22, 24. In English with 12 participants.
- A WOSH Specialist class was taught virtually via Zoom by LOHP and UC Davis WCAHS trainers for an open enrollment audience on October 6, 8, 13 and 15, three hours per day. 23 participants completed the class.
- A WOSH Specialist class was taught virtually via Zoom by LOHP and UC Davis WCAHS trainers for an open enrollment audience on October 27 and 29 and November 3 and 5, three hours per day. 17 participants completed the class.
- A WOSH Specialist class was taught virtually via Zoom by LOHP trainers for an open enrollment audience on November 3, 5, 10, and 13, three hours per day. 28 participants completed the class.

## **Training of Trainers (TOT) Courses**

- A virtual TOT was conducted by LOSH staff for Community Health Promoters. The 8-hour course on Workplace Health and Safety Online Teaching Methods was completed August 4, 6, 7, 2020. In Spanish, with 10 participants.
- A virtual TOT was conducted by LOSH staff for Community Health Promoters. The 8-hour course on Coronavirus Infection Control was completed August 18, 20, 21. In Spanish, with 10 participants.
- A virtual 8-hour TOT was conducted by LOSH staff for Community Health Promoters. The 8-hour course on the Prevention of Exposure to Wildfire Smoke was completed August 25, 27, 28. In Spanish, with 10 participants.

## **Refresher Training**

- A Refresher course was conducted by LOSH staff for Community Health Promoters on Heat Illness Prevention August 11, 12, 13, 14. In Spanish for 10 participants.

## **Injury and Illness Prevention Program (IIPP) Trainings for Small Businesses .**

- An IIPP training course for staffing agencies was conducted in Monterey Park, CA on March 10 for 10 participants. The 4-hour session was conducted in English by two LOHP trainers in partnership with a Cal/OSHA Consultation specialist and with representatives from State Compensation Insurance Fund.
- An IIPP training course for small businesses was conducted virtually on May 19 for 9 participants. The 4-hour session was conducted in English by two LOHP trainers in partnership with a Cal/OSHA Consultation specialist and with representatives from State Compensation Insurance Fund.
- An IIPP training course for staffing agencies was conducted via Zoom on June 18 for 18 participants. The 4-hour session was conducted in English by two LOHP trainers in partnership with a Cal/OSHA Consultation specialist and with representatives from State Compensation Insurance Fund.
- An IIPP training course for small businesses was conducted virtually on June 30 for 102 participants. The 4-hour session was conducted in English by two LOHP trainers in partnership with a Cal/OSHA Consultation specialist and with representatives from State Compensation Insurance Fund.
- A second IIPP training course for small businesses was conducted virtually on June 30 for an additional 95 participants. The 4-hour session was conducted in English by two LOHP trainers in partnership with a Cal/OSHA

Consultation specialist and with representatives from State Compensation Insurance Fund.

- An IIPP training course for small businesses was conducted virtually on July 14 for 112 participants. The 4-hour session was conducted in English by two LOHP trainers in partnership with a Cal/OSHA Consultation specialist and with representatives from State Compensation Insurance Fund.
- An IIPP course was completed by LOSH staff in partnership with State Fund and Cal/OSHA on August 5. A total of 28 employers and supervisors participated.
- An IIPP course was completed by LOSH staff in partnership with State Fund and Cal/OSHA on August 26. A total of 40 employers and supervisors participated.
- An IIPP training course for small businesses was conducted virtually on September 29 for 22 participants. The 4-hour session was conducted in English by two LOHP trainers in partnership with a Cal/OSHA Consultation specialist and with representatives from State Compensation Insurance Fund.

### **IIPP Trainings for Small Business in Agriculture**

- An IIPP training course for agriculture was conducted on March 3 in Sonoma, CA by WCAHS trainers for 5 participants, in English. The 2-hour session was conducted in partnership with a Cal/OSHA Consultation specialist.

### **Awareness Sessions**

- An Awareness Session was conducted via webinar on April 2 by an LOHP trainer. The 1-hour training was on protecting service workers for an audience of 78 participants, in Spanish.
- An Awareness Session was conducted via webinar on April 2 by an LOHP trainer for the National Domestic Worker Alliance. The 1-hour training was on protecting service workers for an audience of 90 participants, in English.
- An Awareness Session was conducted via Zoom and Facebook Live on April 2 by an LOHP trainer for the National Domestic Worker Alliance. The 1-hour training was on protecting service workers for an audience of 270 participants, in Spanish.
- An Awareness Session was conducted over two days (1.5 hour sessions each day), via Zoom, on April 13 and April 15 by two LOHP trainers. The topic



was occupational safety and health training and was conducted for 10 public health graduate students at UC Berkeley, in English.

- An Awareness Session was conducted via Zoom and Facebook Live on April 16 by an LOHP trainer for the National Domestic Worker Alliance. The 1-hour training was on protecting domestic workers and personal protective equipment for an audience of 56 participants, in English.
- An Awareness Session was conducted via webinar on April 16 by an LOHP trainer for the National Domestic Worker Alliance. The 1-hour training was on protecting domestic workers and personal protective equipment for an audience of 176 participants, in Spanish.
- An Awareness Session was conducted on May 14 via Zoom and Facebook Live by an LOHP trainer for the National Domestic Worker Alliance. The 1-hour training was on return to work for an audience of 152 participants, in Spanish.
- An Awareness Session was conducted on May 14 via Zoom and Facebook Live by an LOHP trainer for the National Domestic Worker Alliance. The 1-hour training was on return to work for an audience of 45 participants, in English.
- An Awareness Session was conducted on May 14 via Zoom and Facebook Live by an LOHP trainer for Mujeres Unidas y Activas. The 1-hour training was on protecting domestic workers and on ergonomics, safe disinfectants, green cleaning and COVID-19 for an audience of 29, in Spanish.
- An Awareness Session was conducted on June 3 via Zoom, by an LOHP trainer for UNITE-HERE. The 1-hour training was on protecting hospitality workers from COVID-19 and safe disinfecting, for an audience of 65, in English.
- An Awareness Session was conducted on June 3 via Zoom, by an LOHP trainer for UNITE-HERE. The 1-hour training was on COVID-19 and safe disinfecting for an audience of 65, in Spanish.
- An Awareness Session was conducted on June 10, via Zoom, by an LOHP trainer for La Colectiva, a domestic worker center. The 1-hour training was on protecting domestic workers from COVID-19 for an audience of 82, in Spanish.
- An Awareness Session was conducted on June 18, via Zoom and Facebook Live, by an LOHP trainer for the Chinese Progressive Association. The 1-

hour training was on COVID-19 protections and safe disinfecting for an audience of 40, in Spanish.

- An Awareness Session was conducted by a WCAHS trainer on June 25 via Webinar. The 1-hour training was on COVID-19 hazard assessment for an audience of 100 individuals, in English.
- An Awareness Session was conducted by a WCAHS trainer on June 26 via Webinar. The 1-hour training was on COVID-19 hazard assessment for an audience of 150 individuals, in English.
- An Awareness Session was conducted by a WCAHS trainer on August 13 via Webinar. The 1-hour training was on COVID-19 hazard assessment for an audience of 38 individuals, in Spanish.
- A virtual 2-hour Awareness Session was co-facilitated by LOSH staff and WOSH trainers on the topic of Coronavirus Infection Control on September 9, 2020 for 10 participants. In Spanish.
- A virtual 2-hour Awareness Session was co-facilitated by LOSH staff and WOSH trainers on the topic of Coronavirus Infection Control on September 11, 2020 for 12 participants. In Spanish.
- A virtual 2-hour Awareness Session was co-facilitated by LOSH staff and WOSH trainers on the topic of Heat Illness Prevention on September 16, 2020 for 10 participants. In Spanish.
- A virtual 2-hour Awareness Session was co-facilitated by LOSH staff and WOSH trainers on the topic of Heat Illness Prevention on September 18, 2020 for 12 participants. In Spanish.
- A virtual 2-hour Awareness Session was co-facilitated by LOSH staff and WOSH trainers on the Prevention of Exposure to Wildfire Smoke on September 23, 2020 for 10 participants. In Spanish.
- A virtual 2-hour Awareness Session was co-facilitated by LOSH staff and WOSH trainers on the Prevention of Exposure to Wildfire Smoke on September 25, 2020 for 12 participants. In Spanish.
- An Awareness Session was conducted via Zoom on December 15, 2020 by LOHP trainers. The 1.5-hour training was on Health and Safety for Airport Workers – Protecting Workers from COVID-19 for an audience of 38 participants, in English, Spanish, and Chinese.

## **Presentations, and Webinars conducted during which WOSHTEP curriculum and materials were promoted**

- A 1-hour webinar on empowering at promise students by teaching them OSH skills was conducted by an LOHP trainer in English on January 24, in partnership with the Reaching At Promise Students Association (RAPSA).
- A presentation and interactive resource table on workers' rights; diabetes prevention; heat illness prevention; sexual harassment prevention was led by WCAHS trainers at the Western Stream Forum Conference in Sacramento on February 19 and 20, in English and Spanish.
- A 1-hour webinar was conducted on March 10, via Zoom, by an LOHP trainer in partnership with the Health Initiative of the Americas. The webinar was on COVID-19-related issues for farmworkers, in Spanish.
- A 1-hour webinar was conducted on May 6, via Zoom and Facebook Live, by an LOHP trainer in partnership with SEIU-USWW. The webinar was on COVID-19 protections and safe distancing, in Spanish. Many participants attended live, and at least 3880 watched it.
- A 1-hour webinar was conducted on May 6, via Zoom and Facebook Live, by an LOHP trainer in partnership with SEIU-USWW. The webinar was on COVID-19 protections and safe distancing, in English. Many participants attended live, and at least 1600 watched it.
- A presentation on COVID-19 symptoms, spread, and prevention was led by WCAHS staff at a farm labor contractor forum via Zoom on June 30, in English and Spanish.
- A presentation on improving agricultural health and safety through targeted education and training led by WCAHS staff at the APHA Annual Conference via Zoom on October 27, in English.
- A presentation on wildfire smoke exposure was led by WCAHS staff for the American Society of Safety Professionals via Zoom on November 10, in English.
- A presentation on workers' rights was led by WCAHS staff for the Puentes Promotores via Zoom on November 13, in Spanish.
- A presentation on how adults learn was led by WCAHS staff at 2020 Rootstock via Zoom on November 12, in Spanish.
- A 1-hour webinar was conducted on November 19, via Zoom and Facebook Live, by an LOHP trainer in partnership with the Reaching At Promise Students

Association (RAPSA). The webinar was on empowering at promise students by teaching them OSH skills, in English.

- A presentation on the principles of the Hierarchy of Controls and their application in response to the Covid-19 pandemic was led by a LOSH trainer during the first Inland Empire Health and Wellness Fair via Zoom on December 5, in English.
- A presentation on sexual harassment prevention and workers' rights was led by WCAHS staff for the HealthNet Promotores via Zoom on December 10, in Spanish.