

The California Commission on Health and Safety and Workers' Compensation



Worker Occupational Safety and Health Training and Education Program (WOSHTEP) 2005 Advisory Board Annual Report

Commission Members

John C. Wilson (2005 Chair)

Allen Davenport

Leonard C. McLeod

Alfonso Salazar

Kristen Schwenkmeyer

Robert B. Steinberg

Darrel "Shorty" Thacker

Angie Wei

Executive Officer

Christine Baker

State of California
Department of Industrial Relations

December 2005

TABLE OF CONTENTS

I. Executive Summary.....	1
II. Background and Purpose of the WOSHTEP Program	2
Background.....	2
Purpose and Objectives	2
Project Team.....	3
Labor-Management Advisory Board	4
III. WOSHTEP Accomplishments	6
Needs Assessment.....	6
Key Findings from the Needs Assessment.....	6
Actions Taken Based on Needs Assessment Findings.....	7
WOSH Specialist Curriculum	8
Core Curriculum	9
Supplemental Modules.....	9
Pilots	10
Felbro	10
Home Care Workers	10
Joint Labor Management Open Enrollment.....	10
Community-Based Immigrant Worker Enrollment.....	10
WOSH Specialist Trainings	11
Awareness Trainings	12
Refresher Trainings	14
WOSH Specialist and Trainer List Serves	15
WOSH Specialist Accomplishments	15
Statewide Network of WOSHTEP Trainers.....	15
Small Business Health and Safety Resources.....	16
Young Workers.....	16
LOHP Young Worker Research Team	16
LOSH Peer Educator Model	17
Young Worker Leadership Academy.....	17
Resource Centers.....	18
Multilingual Health and Safety Resource Guide	18
Website.....	19
Database.....	19
IV. Future Plans in 2006 and Beyond	19
Training	19
Delivery Structure	19
Employer Participation through Awareness Trainings	19
Small Business Health and Safety Resources.....	20
Young Worker Leadership Academies.....	20
Carve-out Health and Safety Training.....	20

Resource Centers.....	20
Training Materials in Other Languages and Multilingual Guide.....	20
Website.....	21
Database.....	21
Evaluation System.....	21
Brochure	21
Strategic Plan.....	21

2005 ADVISORY BOARD ANNUAL REPORT

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

The WOSHTEP Advisory Board is submitting its second 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.

I. Executive Summary

In 2003, the first year of WOSHTEP, key accomplishments included a needs assessment, the design of the WOSH Specialist curriculum and the development of Resource Centers in Northern and Southern California.

In the second year, 2004, key accomplishments included conducting several pilots and completing the core and supplemental modules of the WOSH Specialist curriculum.

In 2005, all aspects of WOSHTEP were expanded and key accomplishments included development of:

- A trainers' network to deliver the WOSH Specialist course statewide and the presentation of the first training-of-trainers courses.
- A list serve for WOSH Specialists to help them stay current on health and safety issues and resources and act as a resource to each other.
- Health and safety resources for small businesses, which were adapted to the restaurant industry, as well as training offered to owners and managers of small restaurants.
- A Young Worker Leadership Academy to develop the knowledge of young workers about health and safety issues in the workplace and their rights and responsibilities, as well as to develop leadership skills for young workers to take a leadership role in their own community.

II. Background and Purpose of the WOSHTEP Program

Background

California has the exciting opportunity to serve as a national leader in worker protection and injury and illness prevention. Workers' compensation reform legislation, Assembly Bill (AB) 749, effective January 1, 2003, included a provision for the creation of a Workers' Occupational Safety and Health Education Fund (WOSHEF) administered by the Commission on Health and Safety and Workers' Compensation (CHSWC).

Pursuant to Labor Code Section 6354.7(a), insurance carriers who 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 WOSHEF. CHSWC uses these funds each year to develop and implement WOSHTEP in collaboration with two partners, the Labor Occupational Health Program (LOHP) at the University of California, Berkeley, and the Labor Occupational Safety and Health (LOSH) Program at the University of California, Los Angeles.

Purpose and Objectives

CHSWC's mandate for WOSHTEP is to:

- Develop and provide 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, illness or compensation costs.
 - Industries or trades where workers are experiencing 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 groups of workers.

- Give priority to training workers who can take a leadership role and are able to train other workers and workers who have significant health and safety responsibilities, such as those serving on a health and safety committee or serving as designated safety representatives.
- Operate one or more libraries and distribution systems of occupational health and safety training material.
- Prepare an Annual Report, developed by the WOSHTEP Advisory Board, evaluating the use and impact of WOSHTEP.

Project Team

CHSWC Staff Participants	
Christine Baker Executive Officer	Janice Yapdiangco Associate Governmental Program Analyst
Irina Nemirovsky Research Program Specialist II	Oliva Vela Staff Services Analyst
Selma Meyerowitz Associate Governmental Program Analyst	Chellah Yanga Office Assistant

Contributing Partners Labor Occupational Safety and Health Program (LOSH), UCLA
Linda Delp Director
Laurie Kominski Associate Director of Program Administration
Deogracia Cornelio Associate Director of Education
Carol Frischman Youth Project Director
Aleyda Moran Program Representative
Itzel Molina-Williams Spanish Bilingual Trainer
John Caceres Spanish Bilingual Trainer

Contributing Partners Labor Occupational Health Program (LOHP), UC Berkeley
Robin Baker Director
Diane Bush Program Coordinator
Robin Dewey Program Coordinator
Laura Stock Education Coordinator
Suzanne Teran Program Coordinator
Valeria Velzaquez Program Coordinator
Karen Andrews Resource Center Coordinator

Labor-Management Advisory Board

A labor-management Advisory Board for WOSHTEP is mandated by legislation and has been established. The Board meets bi-annually. Its role is to:

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

Members of the Advisory Board are as follows:

WOSHTEP Advisory Board

Bob Balgenorth
State Building and Construction Trades
Council

Marti Stroup Fisher
Associated General Contractors of
California

Judith Freyman
ORC, Inc.

Deborah Gold
State of California
Division of Occupational Safety and Health

Scott Hauge
Small Business California

Jonathan Hughes
United Food and Commercial Workers
Union (UFCW) Local 428

Laura Kurre
Service Employees International Union
(SEIU) Local 250

Tom Rankin
California Labor Federation

Jason Schmelzer
California Manufacturers & Technology
Association

Christina Vasquez
Union of Needletrades, Industrial and
Textile Employees (UNITE)

Len Welsh
State of California
Division of Occupational Safety and Health

Karen Wong
California Department of Corrections and
Rehabilitation

Chad Wright
Laborers Tri-Funds

**WOSHTEP Advisory Board
Ex-Officio Members**

Dave Mack
Chubb Group of Insurance Companies

Charles Boettger
Municipal Pooling Authority

Simmi Gandhi
Garment Workers Center

Dan Hair
Zenith Insurance Company

Susan Harada
Toyota Motor Sales, U.S.A., Inc.

Kristina Harrell
California Rural Legal Assistance
Foundation

Scott Henderson
Henderson Insurance Agency

Barry Hoschek
Liberty Mutual Insurance Group

Mark Jansen
Zenith Insurance

Chris Leichty
Zenith Insurance

Keith Lessner
Property and Casualty Insurance
Association of America

Lauren Mayfield
State Compensation Insurance Fund

John McDowell
LA Trade Technical College – Labor
Studies Program

Julia Quint
Department of Health Services –
Occupational Health Branch

Fran Schreiber
Kazan, McClain, Edises, Abrams,
Fernandez, Lyons & Farrise

Ed Walters
Clarendon Insurance Group

III. WOSHTEP Accomplishments

Needs Assessment

CHSWC recognizes the important role that key stakeholders, including employers, labor, educators, insurers, governmental agencies and community-based organizations, play in determining the success of WOSHTEP.

Therefore, CHSWC, LOSH, and LOHP have conducted, and continue to conduct, needs assessment activities with key constituency groups in order to develop, assess and adapt the core and supplemental curriculum and to implement effective training programs and outreach to the target audience statewide.

The initial needs assessment phases included:

- A survey of state, national and international occupational safety and health training programs. The survey can be found on CHSWC's website: www.dir.ca.gov/chswc. This Survey includes websites and descriptions of available programs and lists of courses for each program. It is based on CHSWC's mandate under Section 77(a) of the California Labor Code to "examine other states' workers' compensation programs and activities to prevent industrial injuries and occupational diseases."
- Meetings and interviews with key stakeholders, including workers and their representatives, employers, insurers, community-based organizations serving hard-to-reach workers, and potential training providers, seeking input on:
 - Curriculum topics and design, including:
 - Core content
 - Length of the training
 - Additional training resources needed for high hazard industries, industries with significant hazards, and/or occupational groups with special needs.

Key Findings from the Needs Assessment

- The curriculum should be based on prevention activities rather than having a regulatory-driven focus.
- There is an urgent need for multilingual training materials.
- A different approach is required for very small employers.
- It is important to find creative, effective incentives for participation.
- Key stakeholders are very interested in participating.

- Training programs should be piloted with diverse populations and in different settings due to the diversity in size of employers, languages and types of industry in California.
- Training should be adapted to the different literacy levels of workers and should consider their specific social and cultural needs.
- Training for young workers requires a different approach. Community-based education and peer-led education are effective strategies for young workers.

Actions Taken Based on Needs Assessment Findings

- Core and supplemental modules for a Worker Occupational Safety and Health (WOSH) Specialist curriculum have been developed to prepare workers to actively participate and support injury and illness prevention efforts in their workplaces. The content of these modules incorporates stakeholder feedback.
- A Multilingual Health and Safety Resource Guide has been developed by LOHP and is posted on CHSWC's website at www.dir.ca.gov/chswc. This Guide is updated regularly.
- An evaluation system is being created to measure the effectiveness of the health and safety training programs and actual results.
- Continuing discussions with stakeholders are taking place about incentives and additional curriculum needs of special populations, including immigrant workers and young workers.
- Two Resource Centers, each with a library and distribution system for occupational health and safety training material, have been established in Northern and Southern California. This collection of resources includes material developed by WOSHTEP.
- A statewide trainers' network, including WOSH Specialists and others with responsibility for occupational health and safety, has been established. CHSWC, LOHP and LOSH are continuing to look at existing training networks and initiating discussions with community colleges, adult schools, insurance carriers and others interested in participating as part of the statewide network of trainers mandated by the statute.
- A group interview has been conducted by LOSH with representatives of community organizations following their participation in the WOSH Specialist course. LOSH has also developed a follow-up interview guide which has been piloted with individual graduates of the WOSH Specialist course. The

interviews identify the health and safety challenges that graduates face in their place of work.

- An innovative small business health and safety training program has been developed and piloted by LOHP and offered by LOHP and LOSH to owners and managers of small restaurants. This program is available in English and Spanish.
- A Young Worker Leadership Academy was piloted by LOHP and LOSH to teach youth about workplace health and safety and to provide a forum for participants to plan educational health and safety activities in their own communities.

WOSH Specialist Curriculum

The WOSH Specialist curriculum is designed to build knowledge and skills in many areas of injury and illness prevention. Participants are required to successfully complete core training consisting of six modules plus a minimum of three supplemental modules relevant to their workplace in order to be recognized as WOSH Specialists and receive a certificate of completion.

The curriculum was piloted and reviewed by occupational health and safety experts and members of the WOSHTEP Advisory Board and student materials have been printed in three languages, English, Spanish and Chinese. It is being presented statewide.

The training approach is:

- Based on the principles of effective adult learning techniques.
- Based on activities that can be tailored and modified for a variety of settings and occupations of various target audiences.
- Designed to be technically accurate.
- Developed to be practical and applied, providing participants with the necessary skills to effectively promote health and safety in the workplace.
- Designed to be taught by trainers with a range of experience in occupational health and safety.

The overall objectives for the curriculum are to increase participants' abilities to:

- Describe the importance and key elements of a successful Injury and Illness Prevention Program (IIPP) in the workplace.
- Identify a full range of potential hazards on the job and specify root causes of injury and illness.

- Evaluate control measures for common hazards.
- Explain the legal requirements for maintaining a healthy and safe workplace in order to support employers' compliance efforts.
- Participate actively in injury and illness prevention efforts and problem-solving in the workplace.
- Serve as a health and safety resource for others, including co-workers, joint labor-management committees, unions and employers.
- Contribute to the reduction of workers' compensation costs through preventive actions and early return-to-work efforts.

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 needs of the participants:

- 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

Additional topics will be considered for development as needs are identified.

Pilots

Four settings, described below, were selected to pilot the curriculum, based on the following criteria:

- A geographic spread throughout the state.
- A diversity of types and sizes of industries in order to assess how versatile the curriculum will be.
- The ability to address WOSHTEP legislative mandates.
- Industries with significant hazards and injuries.
- Under-served occupational groups, including those who do not speak English as their first language.
- Workers who will have significant safety and health responsibilities.
- Joint labor-management support.
- Readiness to commit to serving as a pilot site, including participation in follow-through and evaluation.

Felbro, Inc.

Trainers from LOSH provided this training in Spanish with all Spanish-speaking participants -- 6 graduates.

Home Care Workers

Trainers from LOHP and a trainer from The Shirley Ware Education Center at SEIU United Healthcare Workers-West provided this training in English with simultaneous translation by native-speaking interpreters into Spanish and Chinese – 15 graduates.

Open Enrollment

Training participants were workers interested in WOSHTEP leadership training from 13 different unions representing 11 different workplaces throughout Northern California. Trainers from LOHP provided the core training in English – 20 graduates.

Community-Based Immigrant Worker Enrollment

In an effort to identify future WOSH Specialist trainers, LOSH conducted the 24-hour WOSH Specialist training in August 2004 for leaders and outreach workers representing community worker-advocacy centers serving immigrant and limited English-speaking workers. Training in English -- 17 graduates.

WOSH Specialist Trainings

Pilot training concluded in August of 2004. During the remainder of 2004 and continuing through 2005, additional WOSH Specialist training courses were conducted. These included:

- Laney College, Oakland, CA – August 23, 2004 through December 13, 2004. In English – 17 graduates.
- Chrysalis, a nonprofit organization that runs a program called Streetworks for economically disadvantaged and homeless individuals, in Los Angeles, CA – September 29, October 7, 13 and 20, 2004. In English – 13 graduates.
- Mr. Clean Maintenance Services, a janitorial service company for grocers, based in Bloomington, CA – September 9, 16, 24 and 30, 2004. In Spanish – 15 graduates.
- SEIU Local 1877, for worker leaders in the janitorial industry, Los Angeles, CA – November 9 – December 21, 2004. In Spanish – 17 graduates.
- Seal Methods, Inc., a manufacturer in Santa Fe Springs, CA – November 20, December 11 and 18, 2004, January 8 and 21, 2005. In Spanish – 14 graduates.
- Phoenix House, a statewide nonprofit substance abuse treatment program, in Los Angeles, CA -- January 11, 18, and 27, 2005. In English - 22 graduates.
- Open Enrollment for Supervisors/Managers representing current companies whose frontline workers were trained (Felbro, Seal Methods, Chrysalis, & Phoenix House) plus So Cal Off-Track Betting & Techmer PM -- March 9, 16, and 23, 2005. In English -13 graduates.
- San Diego City College, San Diego, CA -- April 30, May 7, and May 21, 2005. Launched as Labor Studies 123A. Participants received 1.5 credits. In English -- 17 graduates.
- Open Enrollment for Southern California labor representatives who can educate members/coworkers, research workplace hazards and controls, and advocate for stronger health and safety policies in the workplace at the local, regional, and state level. This course was offered in partnership with the Southern California Coalition for Occupational Safety and Health (SoCalCOSH) and the UCLA Downtown Labor Center. June 6, 13, & 20, 2005. In English – 14 graduates.
- Immigrant worker course for worker leaders in the janitorial industry held in June of 2005. This course was co-sponsored by the Service Employees International Union (S.E.I.U.), Local 1877, the Oakland City Center and University of California, Berkeley. The course was taught by LOHP's bilingual trainers and two trainers from the San Mateo County Central Labor Council who were recent graduates of the first WOSH Specialist training-of-trainers course. Taught in Spanish -- 21 graduates.

- The State of California Department of Corrections and Rehabilitation has decided to provide WOSH Specialist training to joint labor-management health and safety committee members in all of its institutions statewide. LOHP co-taught the first group, Department of Corrections and Rehabilitation administrative staff, in Sacramento, California, in July and August 2005, with recent graduates of the WOSH Specialist training-of-trainers course. Another class was taught at the California Medical Facility in Vacaville, CA, in October and November 2005. Taught in English -- 41 graduates.
- Open enrollment class for workers and frontline supervisors, including current companies and organizations which previously sent workers to training or awareness sessions (Mr. Clean Maintenance, Esperanza, and CRLA), held on October 6, 13, and 20, 2005. In Spanish – 12 graduates.
- Open enrollment class was offered through the Los Angeles Trade Technical Community College Labor Studies Program and co-sponsored with the SoCalCOSH, from September through December 2005. LOSH co-taught the 3-unit course with graduates from the July WOSH Specialist Training-of-trainers course. In English – 31 participants.
- SBC and CWA co-sponsored course for workers in the SBC Business Operations West Department in November 2005. The course was co-taught by new WOSH trainers. In English – 14 graduates.

Awareness Trainings

LOHP and LOSH have also conducted the following shorter awareness trainings, drawing on the WOSH Specialist curriculum, to help promote awareness of and interest in the WOSH Specialist course and to meet the specific needs of targeted industries and workers:

- Summer Institute for Union Women held on UCLA campus on July 8, 2004. This three-hour awareness session entitled “Safety and Health” was a Spanish-English bilingual session attended by 15 participants including high school and University youth, garment workers, and union members from SEIU representing janitors and AFTRA staff representing workers in the entertainment industry.
- Cypress Mandela/Women in Skilled Trades Training Center/Oakland, CA, August 4, 2004, for 35 pre-apprenticeship construction students who are being trained to work in a variety of building trades as roofers, plumbers, cement masons, heavy equipment operators, and laborers. As the result of this training, six Cypress Mandela students signed up for the Fall 2004 Laney WOSH Specialist Class.
- UNITE-HERE! Hazard Communication trainings held in downtown Los Angeles on August 21 and August 28, 2004. These four-hour awareness trainings were

conducted in Spanish for a total of 56 frontline workers, members of UNITE HERE! many of whom launder hospital linens or work as custodians. Four UNITE HERE! staff later participated in the June 2005 WOSH Specialist course.

- Chrysalis Hazard Communication training on September 15, 2004, as a preview to the full 24-hour WOSHTEP course conducted September – October 2004. This two-hour awareness session conducted in English was attended by 31 clients of the non-profit's Streetworks program.
- La Raza Center Legal sponsored an awareness session with 40 day laborers in construction, home care workers and house cleaners in San Francisco, CA, on January 29 and February 5, 2005. This non-English speaking work force performs high-hazard jobs and for many participants. This was the first time they have ever received health and safety training.
- Garment Worker Center, Los Angeles, CA. A 20-hour Spanish-Chinese bilingual health and safety awareness training was conducted in five sessions from February 6 – March 1, 2005. Nine Spanish speakers and two Mandarin speakers participated.
- Esperanza Community Housing Health Promotores Training Program, Los Angeles, CA, received a three-hour occupational safety and health, Confronting Hazards at Work awareness session held on March 4, 2005, presented to 20 people. Two LOSH University students conducted a WOSHTEP prevention-awareness session in Spanish to a group of low-income individuals in South Los Angeles, Latinas/Latinos ages 17 to 55, who are enrolled in a program designed to increase access to good jobs and to help hard-to-reach community residents gain access to health services. A promotora working with day laborers attended the June WOSH Specialist course.
- Members of Hotel and Restaurant Employees Union (HERE), Local 2, received training on April 26, 2005, in Los Angeles, CA. Fifteen hotel employees including housekeepers, cooks, banquet servers, and cashiers, were taught the supplemental module Preventing Musculoskeletal Disorders: Introduction to Ergonomics in Spanish. This work force is at risk for a high injury rate due to workload issues. Most participants speak English as a second language.
- AFSCME, Local Union 3299, Los Angeles, CA, representing UCLA food service workers, received training September 23 and 14, 2005. A two-day health and safety awareness session drawing from the WOSH Specialist curriculum was taught to 11 union members. The training was taught in English and Spanish using simultaneous translation.

- San Francisco City College Workforce pre-apprentice training program received training in November 2005. Twenty-five Chinese-speaking pre-apprentices participated. Instruction was in English with translation into Chinese.
- Tesoro Refinery, Rodeo, CA, received training in December 2005. Seventeen members of a labor-management committee participated.

Refresher Trainings

Refresher trainings have been provided to a number of trained WOSH Specialists in a variety of settings to assist them in carrying out activities they chose to pursue in their workplaces after completion of the WOSH Specialist training. Refresher trainings were conducted as follows:

- An eight-hour SEIU United Healthcare Workers-West refresher training-of-trainers was conducted on January 29, 2005, for 15 participants. The IHSS Consortium in San Francisco has decided to utilize the company's trained WOSH Specialists to teach two-hour awareness training classes on identifying and controlling hazards to the Consortium's 500+ employees. To date, 4 WOSH specialists have conducted ongoing trainings for 140 of their homecare co-workers in English, Spanish and Chinese.
- A three-hour follow-up session for participants and their supervisors was held at Mr. Clean Maintenance Services on February 24, 2005, to address underlying causes and alternative solutions to preventing slips and falls. The company owner and manager, who had met with LOSH prior to the training to discuss ways to evaluate progress, later implemented smaller health and safety groups to explore ways to prevent slips and falls and sent four managers to WOSH Specialist training in October 2005.
- An open enrollment eight-hour refresher course was conducted in Berkeley on March 3, 2005. Fifteen WOSH Specialists received refresher training on overcoming challenges/strategies for problem-solving, changes in workers' compensation legislation, and using the WOSHTEP Resource Center.
- UCLA-LOSH co-sponsors the educational component of quarterly SoCalCOSH meetings to which WOSH Specialists and trainers are invited. Sixteen specialists and trainers participated in a two-hour forum on July 22, 2005, which included a presentation on ergonomics by a Cal/OSHA Consultation representative and addressed health and safety committees. Another forum on November 18, 2005, addressed disaster preparedness and heat stress.

WOSH Specialist and Trainer List Serves

LOHP and LOSH have each developed a list serve, an electronic group email list, for Northern and Southern California WOSH Specialists and Trainers. Through the list serves, WOSH Specialists and Trainers are regularly invited to meetings and events that will supplement their knowledge of workplace health and safety/injury prevention practices.

WOSH Specialist Accomplishments

WOSH Specialists have reported a range of accomplishments to date including:

- Requesting or offering health and safety information to co-workers on risk mapping for identifying hazards, causes of hazards, ergonomics, Cal/OSHA rules and regulations, and Injury and Illness Prevention Plans.
- Participating in efforts to identify hazards on the job, including surveys, inspections and research.
- Participating in efforts to reduce or eliminate hazards; conducting or helping to conduct health and safety trainings.
- Developing or helping to develop health and safety programs or policies; recruiting new members to a workplace health and safety committee; speaking at public Cal/OSHA hearings.
- Negotiating health and safety training for members of joint labor-management health and safety committees.

Statewide Network of WOSHTEP Trainers

To begin development of a state wide network of trainers as mandated by statute, LOHP developed a training-of-trainers curriculum and presented a WOSH Specialist 24-hour Training-of-trainers course to 13 participants in April 2005 in Northern California. LOSH adapted this curriculum for a 30-hour course which was presented in July in Southern California to 16 participants. In both courses, the trainers were able to learn effective training skills and become familiar with teaching the modules. They will complete an apprenticeship that will include teaching a minimum of two classes with a master trainer and completing an evaluation process. To date, seven trainers from the Southern California network and eight trainers from the Northern California network have delivered modules of the WOSH Specialist course. These courses have been offered in either English or Spanish. Two additional trainers from Southern California will deliver their first training in January 2006.

Small Business Health and Safety Resources

LOHP worked in conjunction with the California Restaurant Association (CRA), the State Compensation Insurance Fund (SCIF) and Cal/OSHA Consultation to develop a small business health and safety training model for the restaurant industry. Activities included needs assessment and design and development of appropriate materials for a training-of-trainers workshop for employers who will, in turn, train their employees on key health and safety topics. Materials, which are available in English and Spanish, are industry-specific and organized as short, practical modules for owners and managers of restaurants. Pilot training was conducted with over 70 workers in 4 restaurants. An additional pilot training for 13 restaurant owners and managers was also conducted.

Young Workers

CHSWC believes strongly in the importance of educating young workers and keeping them safe as they enter the workforce. Statistics show that over 200,000 teens are injured on the job annually in the United States; at least 77,000 of these injuries are serious enough to require hospital treatment. A goal of WOSHTEP is to engage young workers as health and safety promoters at work.

LOHP Young Worker Research Team

In conjunction with the California Partnership for Young Worker Health and Safety, WOSHTEP funding supported an evaluation project conducted by youth to help identify youth-engagement strategies. The goal of this project was to provide an opportunity for high school students to engage in workplace health and safety issues so they can become advocates and leaders in the workplace. As part of the project, six high school students worked at LOHP to develop and conduct an evaluation plan, which included focus groups and a written survey of over 400 other high school students.

The project was conducted with extensive assistance from Youth in Focus, an Oakland-based youth development organization with extensive experience in youth-led projects.

The young worker research team completed a report entitled “The Incredibles on the Job” and developed recommendations that were presented to the California Partnership for Young Worker Health and Safety, a statewide task force that includes representatives from key government agencies and organizations that play a role in both protecting and educating California’s young workers. The final report, completed in December 2004, described several relevant key findings:

- Most youth get or want their information from people they trust.

- Most youth think that the best way to help youth is to teach youth (especially by being peer educators).
- Incentives that would attract youth to being peer educators include stipends and school or community service credits.

LOSH Peer Educator Model

To enhance knowledge and presentation and leadership skills, eight Peer Educators from Manual Arts High School participated in one or more of the following conferences and workshops: Summer Institute for Union Women held at UCLA; quarterly meeting of the California Resource Network for Young Worker Health and Safety in Anaheim; Let Children Be Children, Lewis Wickes Hine Crusade Against Child Labor, a historical photography exhibit at the Los Angeles City Hall; Professional development workshop for teachers at United Teachers Los Angeles; Teach-in on Labor for Students at UCLA; and the 2005 Young Worker Leadership Academy (YWLA) in Anaheim, CA.

To strengthen the Peer Educator model, LOSH has implemented a college “Near Peer” mentorship that in turn provides ongoing support model to the high school peer educators and that expands the efforts to offer occupational health and safety training to adult workers. Seven UCLA students have been recruited to mentor the high school students. These UCLA students received an orientation and initial training on popular education and workplace health and safety issues for young workers. During the upcoming months, they will attend Manual Arts Peer Educator meetings, initiate outreach to community organizations and conduct presentations on injury and illness prevention.

Young Worker Leadership Academy

WOSHTEP funding also supported a pilot Young Worker Leadership Academy in 2005, which the LOHP young worker research team and LOSH peer educators helped conduct. The Academy was held in Anaheim on February 25th and 26th. CHSWC co-sponsored this event with LOHP, LOSH, the Center for Civic Participation, the State Compensation Insurance Fund (SCIF) and the California Resource Network for Young Worker Health and Safety. Twenty-five young people from six organizations statewide attended.

The goals of this Academy were to teach youth about workplace health and safety and their rights on the job, to help youth start thinking about ways to help make sure young people do not get hurt on the job, and to provide a forum for these youth to plan for specific actions they could take in their own communities to promote young worker safety during Safe Jobs for Youth Month in May 2005.

During May and June 2005, each of the six teams successfully conducted a health and safety educational activity in their own community, including designing informational brochures to distribute at health centers, conducting workshops on job rights for teens at school and in the community, and holding a teen health and safety poster contest.

The Academy was so well-received that two additional Academies will be held in January and February 2006, with the goal of developing a network of youth who can help promote workplace health and safety in their communities.

Resource Centers

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

Multilingual Health and Safety Resource Guide

An electronic Multilingual Health and Safety Resource Guide has been developed for CHSWC by LOHP. The Guide is a free resource for finding health and safety information in multiple languages. It consists of worker training materials, such as fact sheets, checklists, and other resources, that are available online and can be printed to distribute to employees participating in injury and illness prevention programs in the workplace.

The 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 a number of specific industries and occupations, including agriculture, construction, health care and office work.

Resources are available in 23 different languages including Spanish, Chinese, Arabic, Croatian, Haitian/Creole, Hmong, Japanese, Khmer/Cambodian, Korean, Polish, Portuguese, Russian, Serbian, Swahili, Tagalog, Thai, and Vietnamese.

The Guide is available on the web at

<http://www.dir.ca.gov/chswc/MultilingualGuide/MultilingualGuideMain.html>.

The Multilingual Health and Safety Resource Guide is updated regularly. Training handouts are being translated into Spanish and Chinese. In future years, the materials may be translated into other languages as needed and as funding allows.

Website

A CHSWC-housed WOSHTEP website has been created to promote public access to and awareness of WOSHTEP and products developed for the program. These materials include a WOSHTEP fact sheet, multilingual resource guide, survey of state, national and international training programs, and other resources developed for the training.

Database

CHSWC has created and maintains a database of all trainers, WOSH Specialists, course information and certificates awarded. The database assists in tracking all participants in the program and will assist with evaluation of the program.

IV. Future Plans in 2006 and Beyond

Training

CHSWC's training partners, LOHP and LOSH, have planned and will conduct at least ten WOSH Specialist courses for the 2005-2006 fiscal year. These courses, averaging 15 participants per class, will be held in a variety of locations throughout California. Partnerships are being developed with local, non-profit organizations, community colleges, other universities and the State Compensation Insurance Fund (SCIF) to assist in offering these training courses.

Delivery Structure

LOHP and LOSH will continue to provide the Training-of-trainers program and mentor new WOSH trainers who will provide training to their constituencies and in their geographic location.

Employer and Worker Participation through Awareness Trainings

As part of outreach to employers, at least six shorter "awareness" trainings will be held to promote employer interest and participation in WOSHTEP. Additionally, LOSH Youth Peer Educators will conduct prevention-awareness outreach sessions to limited English-speaking and/or immigrant workers and will ask these workers to refer them to their employers in order to promote presenting the full 24-hour curriculum to a group of workers on-site.

CHSWC, LOHP, and LOSH will work with the WOSHTEP Advisory Board, training-of-trainers participants, needs assessment participants and others to prioritize employer and worker groups that would most benefit from awareness trainings.

Small Business Health and Safety Resources

Training for owners and managers of small restaurants will continue to be offered by LOHP and LOSH statewide. The first training of this program in partnership with SCIF and CRA was held in San Jose in 2005; additional trainings will be held in northern and southern California in 2006. A partnership with the LA Unified School District (LAUSD) Careers in Culinary Arts Program (C-CAP) to offer this training is being explored.

Young Worker Leadership Academies

Two expanded Young Worker Leadership Academies will be held in January 2006 in Sacramento and in February 2006 in Los Angeles for a total of 50-60 youth, with the goal of creating a network of youth who can share health and safety information with their peers. Several students from the 2005 Leadership Academy will attend the 2006 Academies as mentors.

Carve-out Health and Safety Training

Needs assessment with key stakeholders involved in carve-outs is being conducted to determine health and safety training needs. Material from the WOSH Specialist program will be adapted for health and safety training for carve-outs, and a pilot training will be conducted.

Resource Centers

Resource Centers in Northern and Southern California will continue to house and act as distribution systems of occupational health and safety training material, including, but not limited to, materials developed by WOSHTEP. These Centers will also continue to provide information and technical assistance to support the workers' compensation community, including trained WOSH Specialists and WOSHTEP trainers.

Training Materials in Other Languages and Multilingual Guide

WOSHTEP training handouts have been translated into Spanish and Chinese. Other languages will be added as needed and as funding allows.

The Multilingual Health and Safety Resource Guide developed by LOHP will continue to be updated and maintained regularly. Through this Guide, health and safety resource information is available online in 23 languages.

Website

The CHSWC-housed WOSHTEP website that has been created to promote public access to and awareness of WOSHTEP and products developed for the program will continue to be maintained and updated regularly.

Database

CHSWC maintains a database of all trainers, WOSH Specialists, course information and certificates awarded. This database will continue to be maintained to track all participants in the program and provide information to support the evaluation process.

Evaluation System

A comprehensive evaluation system is being developed to track the training efforts of participants and trainers for all aspects of WOSHTEP. Expanded registration forms, as well as follow-up questionnaires, will help develop a profile of the industries and workers that WOSHTEP reaches, thereby supporting ongoing efforts to identify needs and evaluate the program.

Brochure

A new brochure that highlights WOSHTEP's mandate and programs will be available to the workers' compensation community in early 2006.

Strategic Plan

CHSWC, LOHP and LOSH held a two-day internal Strategic Planning Meeting in September 2005 for WOSHTEP staff. The objectives of the first day of the meeting were to obtain industry data and new information from outside speakers on the changing California economy and the workforce and to use this information to assess WOSHTEP's target audiences and the best ways to serve those audiences. The objectives of the second day were for staff to develop priorities and action steps for all aspects of WOSHTEP for the next three to five years.