

The California Commission on Health and Safety and Workers' Compensation



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

2012 Advisory Board Annual Report

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2012 ADVISORY BOARD ANNUAL REPORT

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

I. Executive Summary

The WOSHTEP Advisory Board is submitting its ninth 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.

From its inception in 2003 through 2012, WOSHTEP has served over 11,750 workers and about 950 employers, through close to 5,550 hours of instruction. In addition, participants in WOSHTEP trainings often provide training and resources to workers at their workplaces, thereby significantly broadening the program's reach. To date, WOSHTEP has offered health and safety information and/or training to numerous industries including: janitorial; construction; small manufacturers; corrections and rehabilitation; food service or restaurants; health care; telecommunications; agriculture; transportation; and 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 around California.

WOSHTEP activities in 2012 are described below, in the following pages, and in the Appendix to this report.

Overview of WOSHTEP Activities

2012 Accomplishments

In 2012, key accomplishments included:

- Conducted several three-day Worker Occupational Safety and Health (WOSH) Specialist trainings in Northern, Central and Southern California, reaching worker leaders in a different industries and occupations.
- Conducted Awareness Sessions to educate vulnerable working populations about occupational safety and health.
- Provided Small Business trainings statewide for managers and owners of restaurants, janitorial companies and dairy companies, as well as small businesses across a range of industries.
- Continued to develop the WOSHTEP statewide trainers network.

- Conducted a statewide Young Worker Leadership Academy. Academy participants conducted health and safety activities in their schools and communities during Safe Jobs for Youth Month, May 2012.
- Developed several new materials in partnership with other organizations, including:
 - A Construction Case Study Training Guide with the State Building and Construction Trades Council of California, AFL-CIO (SBCTC), The Guide includes trade-specific health and safety case studies, including green jobs case studies, which can be incorporated into pre-apprenticeship, apprenticeship, and on-the-job training on health and safety and on green jobs.
<http://www.dir.ca.gov/chswc/WOSHTEP/Publications/ConstructionCaseStudyTraining.pdf>
 - Health and safety training materials on indoor heat illness, “Excessive Heat at Work: How to Prevent Indoor Heat Stress,” with Participant Handouts and a Workplace Checklist, in English and Spanish.
<http://www.dir.ca.gov/chswc/WOSHTEP/SpecialistCourseMaterials/WOSHTEPIndoorHeatIllnessPreventionParticipantsHandoutsforWebFINAL.pdf>
<http://www.dir.ca.gov/chswc/WOSHTEP/SpecialistCourseMaterials/IndoorHeatIllnessChecklistFINAL.pdf>
 and
<http://www.dir.ca.gov/chswc/WOSHTEP/SpecialistCourseMaterials/WOSHTEPIndoorHeatPreventionMaterialsParticipantsHandoutsSPANFINAL.pdf>
<http://www.dir.ca.gov/chswc/WOSHTEP/SpecialistCourseMaterials/IndoorHeatIllnessChecklistSPANFINAL.pdf>
 - Injury and Illness Prevention Program training materials for general industry and for small businesses:
 - Taking Action for Safety and Health, an Injury and Illness Prevention Training Program for General Industry, has been developed to help employers and employees across industries throughout California in their efforts to reduce work-related injuries and illnesses by effectively developing and implementing their Injury and Illness Prevention Programs (IIPPs).

The program will include: a one-day interactive training program targeting staff responsible for creating or implementing IIPPs; materials which include an IIPP guide and template, a resource list, tools and factsheets. (<http://www.dir.ca.gov/chswc/IIPP>)

 - Model Injury and Illness Prevention Program Training Program for Small Businesses, to assist small business owners and managers throughout California in their efforts to reduce work-related injuries and illnesses by effectively developing and implementing their IIPPs.

The program includes a half-day interactive training session and materials including an IIPP guide and template, tools, factsheets and a safety brochure.

Training activities and materials were developed in partnership with the California Department of Industrial Relations, Cal/OSHA, State Compensation Insurance Fund, Small Business California, California Small Business Association, and the California Department of Public Health Occupational Health Branch. This program is in development.

- A factsheet addressing the hazards of applying spray polyurethane foam insulation, a common task aimed at increasing energy efficiency. The factsheet, which is for construction industry apprentices and contractors, is in development.

Past Accomplishments

Accomplishments for 2003 through 2011 are described in the WOSHTEP Annual Reports for those years and are available at:

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

A summary of WOSHTEP publications is available at:

http://www.dir.ca.gov/chswc/WOSHTEP/WOSHTEP_ListOfPublications.pdf

II. Background and Purpose of WOSHTEP

Background

California serves as 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 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 through interagency agreements with the Labor Occupational Health Program (LOHP) at the University of California (UC), Berkeley, and the Labor Occupational Safety and Health Program (LOSH) at the University of California, Los Angeles (UCLA). LOHP provides a subcontract to 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 of employees and their representatives who can then take a leadership role in promoting health and safety in the workplace. 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, 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.
- Provide resources and materials that help owners and managers of small businesses 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 development of 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 inquiries and complaints by employers:

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 solution 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

CHSWC and DIR	
Christine Baker Director Department of Industrial Relations	D. Lachlan Taylor Acting Executive Officer
Irina Nemirovsky Research Program Specialist II	Nurgul Toktogonova Research Program Specialist I
Selma Meyerowitz Associate Governmental Program Analyst	Oliva Vela Associate Governmental Program Analyst
	Chellah Yanga Associate Governmental Program Analyst Associate Governmental Program Analyst

Resource Center Labor Occupational Health Program (LOHP), UC Berkeley
Michael Wilson Director
Laura Stock Associate Director
Robin Dewey Program Coordinator

Resource Center Labor Occupational Safety and Health Program (LOSH), UCLA
Linda Delp Director
Deogracia Cornelio Associate Director of Education
Fernando Tapia Bilingual Educator/Coordinator

Resource Center Western Center for Agricultural Health and Safety, UC Davis
Marc Schenker Center Director
Teresa Andrews WCAHS Education and Outreach Specialist

Labor-Management Advisory Board

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

- Guide development of curricula, teaching methods, and specific course material about occupational safety and health.
- Assist in providing links to the target audience.
- Broaden partnerships with worker-based organizations, labor studies programs, and others who 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
Members**

Laura Boatman
State Building & Construction Trades Council

Marti Fisher
California Chamber of Commerce

Judith Freyman
Mercer HSE Networks

Simmi Gandhi
Garment Workers Center

Scott Hauge
Small Business California

Jon Hughes
United Food and Commercial Workers Union (UFCW)
Local 5

Tom Rankin
President Retired California Labor
Federation (AFL-CIO)

Dorothy Rothrock
California Manufacturers Technology Association
(CMTA)

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

Chad Wright
Laborers Tri-Funds

Ex-Officio Members

Christine Baker
Department of Industrial Relations

Gail Bateson
Worksafe

Charles Boettger
Municipal Pooling Authority

Marry Deems
Department of Public Health

Cindy Delgado
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State of California
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Ken Helfrich
Insurance Company of the West

Scott Henderson
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Dori Rose Inda
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Tom Jolliff
Insurance Company of the West

Dave Mack
Chubb Group of Insurance Companies

Michael Marsh
California Rural Legal Assistance

John McDowell
LA Trade Technical College

Thomas Neale
Chubb & Son

Chris Smith
Zenith Insurance

Bob Snyder
Liberty Mutual Insurance Group

John Stassi
Food Insurance Managers

Dave Strickland
Zurich Insurance

Jan Vogt
State Compensation Insurance Fund

Ed Walters
QBE North America

Mark Webb
Pacific Compensation Insurance Company

Len Welsh
State Compensation Insurance Fund

Ellen Widess
Division of Occupational Safety and Health

Jim Zanotti
Chartis Insurance

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. 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. Materials have been printed in three languages, English, Spanish and Chinese, and are updated regularly.

The 24-hour WOSH Specialist training is being presented statewide.

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
- Workplace Violence Prevention
- Workplace Emergency Preparedness

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

WOSH Specialist Trainings

Pilot training concluded in August of 2004. (See the 2004 WOSHTEP Annual Report for details on pilot trainings.) During the remainder of 2004 and through 2012, WOSH Specialist training courses were conducted in Northern, Central and Southern California as described in the Advisory Board Annual Reports for 2004 through 2011 and this report for 2012. To date, more than 2,800 WOSH Specialists have been trained in Northern, Central and Southern California.

In 2012, 15 WOSH Specialist courses were conducted. See the Appendix of this report for descriptions of 2012 WOSH Specialist trainings.

WOSH Specialist Refresher Trainings

Refresher trainings have been provided each year 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 trainings are held in a variety of settings to assist WOSH Specialists in carrying out activities they chose to pursue in their workplaces after completion of the WOSH Specialist training. In these trainings, WOSH Specialists were able to discuss successes and challenges they faced 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 on changes in workers' compensation laws and the Cal/OSHA Heat Stress Standard are discussed.

To date, Refresher trainings have been conducted for over 740 WOSH Specialists. Refresher trainings for 2005 through 2011 are described in the Annual Reports for those years.

See the Appendix of this report for descriptions of the 2012 Refresher trainings.

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 Training-of-Trainers curricula and offered the first two WOSH Specialist Training-of-Trainers courses in April and July 2005, which are described in the 2005 Annual Report. Training-of-Trainers courses in 2006 through 2011 are described in the Annual Reports for those years.

In June 2011, LOHP conducted a Training-of-Trainers course for 18 California Prison Industries Authority (Cal PIA) supervisors who had previously attended a WOSH Specialist course. These Cal PIA WOSH network trainers are now

conducting WOSH Specialist classes for their inmate workers who are engaged in a variety of manufacturing and service industries, including furniture manufacturing, mattress assembly and upholstery work, and industrial laundering.

In addition, in 2011, LOSH conducted a 32-hour Training-of-Trainers course for 23 worker leaders and worker advocates in partnership with the LA County Federation of Labor. Participants included: La Federation of Labor and SOCAL COSH staff; the training director of the California United Long-Term Care Workers Union; worker leaders and staff from the CLEAN carwash campaign; Warehouse Workers United; and community health workers from IDEPSCA. A few weeks later, these participants attended a WOSH Specialist Refresher where they prepared to teach Awareness Sessions with other workers as part of the Latino Worker Summit, which was organized in partnership with Cal/OSHA and Federal OSHA.

In these courses, the participants/new trainers have been able to learn effective training skills and become familiar with teaching WOSH Specialist course modules. In addition to completing the Training-of-Trainers class, the participants/new trainers have been required to complete an apprenticeship that includes teaching a minimum of two classes with a mentor trainer from LOHP or LOSH and completing an evaluation process.

To date, 160 WOSH Specialists from Northern, Central and Southern California have been trained to be trainers. Network trainers from Northern, Central and Southern California have been recruiting for participants and delivering modules of the WOSH Specialist course in English or Spanish. Outreach to identify network trainers is ongoing.

Follow-up with WOSH Specialists and Trainers

LOHP and LOSH have each developed a listserv and an electronic group email list for Northern, Central and Southern California WOSH Specialists and trainers. Through these listservs, WOSH Specialists and trainers are regularly 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 each publish and mail newsletters in English and Spanish to update WOSH Specialists on actions that WOSH Specialists have taken in the workplace and on upcoming courses or skill-building conferences and workshops. Articles are written by program staff, WOSH Specialists, and WOSH trainers. Efforts have been made to implement alternative ways to communicate with those WOSH Specialists who do not have access to a computer and with those who do not speak English.

WOSH Specialist Accomplishments

WOSHTEP staff regularly follows up with WOSH Specialists to identify their accomplishments since attending the training. WOSH Specialists have reported a range of accomplishments since the inception of the program. Key accomplishments are listed in the WOSHTEP Annual Reports for 2003 through 2011 and 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 and interest in the WOSH Specialist course.

Awareness Sessions for 2004 through 2011 are described in the Annual Reports for those years. To date, Awareness Sessions have reached over 10,730 participants and approximately 575 employers.

See the Appendix of this report for detailed descriptions of 2012 Awareness Sessions 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 Southern California and Northern California, presenting a workshop on health and safety at the Southern California conference. (See the 2008 Awareness Sessions and Presentations section in the 2008 Annual Report for details.)

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 resulting from the needs assessment. The report includes an overview section 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.

<http://www.dir.ca.gov/chswc/WOSHTEP/Publications/ApprenticeshipNeedsAssessment.pdf>

In 2011, LOHP and LOSH in partnership with the SBCTC 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 jobs case studies, which can be incorporated into pre-apprenticeship and apprenticeship training on health and safety and on green jobs.

In 2012, trainings using these materials have been offered.

<http://www.dir.ca.gov/chswc/WOSHTEP/Publications/ConstructionCaseStudyTraining.pdf>)

In addition, a factsheet addressing the hazards of applying spray polyurethane foam insulation, a common task aimed at increasing energy efficiency, is under development. The factsheet is for the construction industry apprentices and contractors.

Small Business Health and Safety Resources

Restaurant Supervisor Safety Training Program

In partnership with State Fund, Cal/OSHA Consultation, and the California Restaurant Association (CRA), LOHP and LOSH completed the first set of health and safety resources in June 2005 for owners and managers of small restaurants.

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 restaurants. This training also includes information regarding training and supervising young workers. The materials are available in English and Spanish both online at <http://www.dir.ca.gov/CHSWC/SBMRMaterials.htm> and in print.

In partnership with the Koreatown Immigrant Worker Alliance (KIWA), LOSH developed materials for training restaurant workers in hazard identification, hazard 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.

From November 2005 through 2012, 27 workshops were held, reaching over 293 owners or managers from over 183 restaurants or food-service programs. In addition, materials are being shared across the country, and Oregon OSHA is posting the restaurant tip sheets on their website.

Small Business Safety Training Program Across Industries

In 2007, general health and safety materials were developed and pilot-tested for small businesses across many industries. These materials include training activities which owners and managers of small businesses can conduct with their employees, as well as additional resources to help them understand how this training can help keep their business successful. From 2007 through 2012, 12 general small business workshops were held, reaching 282 owners or managers of over 170 small businesses.

<http://www.dir.ca.gov/chswc/SBMRhealthandsafety.htm>.)

In 2008, federal OSHA also funded the development of a national version of the general Small Business Resources packet, which is posted online on LOHP's website (www.lohp.org) and distributed by LOHP at training workshops with other state partners under an OSHA Susan B. Harwood Training Grant.

(http://www.dir.ca.gov/chswc/WOSHTEP/Publications/SmallBusinessSafetyTraining_National.pdf.)

In 2009 through 2012, outreach was also conducted through Small Business California and to over 220 Small Business Development Centers, SCORE chapters, local Chambers of Commerce, ethnic Chambers of Commerce, Human Resource Associations, business improvement districts and local merchant associations, and Green Business Certification Programs in Northern California. Over 50 organizations were contacted. The small business program has also joined the Emeryville, CA Chamber of Commerce Healthy City Initiative.

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 that included interviews with seven janitorial employers about health and safety hazards and training needs. Employers identified English and Spanish as the primary languages spoken among janitors. Some employers also mentioned Chinese, Tagalog and Arabic.

Training materials include activity sheets and discussion questions to spark conversation between management and employees. The flip side of the activity sheet is a list of tips that both management and employees can use to improve health and safety at work. Trainings were conducted in 2009 through 2012 for over 178 owners and managers from over 57 businesses in partnership with the Pacific Association of Building Service Contractors and the Independent Maintenance Contractors Association in both Northern and Southern California.

(http://www.dir.ca.gov/chswc/WOSHTEP/SBMR_Janitorial.htm.)

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* on proper handling of animals were developed in English and Spanish. Trainings for 75 dairy industry owners and managers have been conducted in 2012.

(<http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairyTrainingGuide.pdf>

http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairyTrainingGuide_Spanish.pdf

<http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairySafetyFotonovela.pdf>

http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairySafetyFotonovela_Spanish.pdf)

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 2009, 359 workers less than 24 years of age died from work-related injuries, including 27 deaths of youth less than 18 years of age. For the ten-year period 1998 to 2007, there was an annual average of 795,000 non-fatal injuries to young workers treated in U.S. hospital injury departments. The rate for emergency department-treated occupational injuries of young workers was approximately two times higher than among workers 25 years and older. 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 and/or in their schools and communities.

Young Worker Leadership Academy

In 2005, WOSHTEP funding helped support the first Young Worker Leadership Academy (YWLA) 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 help ensure that young people do not get hurt on the job; and provide a forum for these youth to plan specific actions they will take 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 additional YWLAs each year through 2011, one in Northern California and one in Southern California, held at the UC Berkeley in January and at UCLA in February. (See the 2006 through 2011 Annual Reports for details). In 2012, an Academy was held in Berkeley in February. From 2005 through 2012, 76 teams (a total of 292 youth) from communities around the State have participated in 13 Academies. In addition, from 2006 through 2012, 54 YWLA graduates have returned to serve as youth mentors, helping to lead activities at the Academies and planning and conducting their own outreach activities afterward.

Almost all of the YWLA teams (71 teams) successfully conducted creative activities to promote young workers health and safety 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, or 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 seeing work permits be provided 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 also have reached many low-wage, Spanish-speaking and/or immigrant families or community members with little awareness of U.S. workplace laws.

In 2012, 6 teams (24 youth) attended the YWLA held in February in Berkeley, with 3 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. All six teams successfully conducted activities in their communities to promote safe jobs for youth. These activities included: workshops conducted by teens at school and in the community for other students; development of materials, including a short video, bookmarks and brochures for distribution at career centers and other work-readiness programs and at a community health fair; and a school-wide assembly promoting safe jobs for youth.

As a result of the 13 Academies held from 2005 through 2012, a network of youth who can help promote workplace health and safety in their communities has been developed.

One Academy is planned for 2013 in February at UC Berkeley.

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 teaching instructions, handouts, and other materials needed to put on 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 already been used by MassCOSH in

Massachusetts to conduct four of its own Young Worker Leadership Academies since 2008.

Carve-out Program

Carve-out Conference

CHSWC, with the assistance of LOHP and LOSH WOSHTEP staff, planned and conducted a statewide conference on workers' compensation carve-outs and promotion of injury and illness prevention activities. The conference, held in August 2007, was attended by close to 200 people. The conference included three workshops, as well as a presentation on ways employers and unions who are either currently participating in a carve-out or considering establishing a carve-out can build injury and illness prevention activities into their carve-out 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 that there is a 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 employees 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 the Laborer's Union who are participants in a carve-out.

Wellness Roundtable and Booklet

On July 16, 2008, CHSWC hosted a roundtable discussion entitled, 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, came out of the meeting which 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. 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 both wellness and occupational and health and safety, as well as resources on both areas of improving health in the workplace.

The booklet is available at:

http://www.dir.ca.gov/chswc/WOSHTEP/Publications/WOSHTEP_TheWholeWorker.pdf

WOSHTEP Resource Centers

Resource Centers at LOHP, WCAHS and LOSH continue to house and act as distribution systems of occupational safety and health training material, including, but not limited to, all materials 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.

Currently, 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.

Central Valley Resource Center Development

In 2007, the University of California (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 was hired in 2008 and mentored by LOHP. WOSHTEP Central Valley Resource Center staff has recruited participants and conducted WOSH Specialist trainings and YWLAs, conducted activities to promote prevention of heat stress, and developed an agricultural industry-related small business project.

In 2008, the dairy industry was selected to be the first agricultural industry for development of a targeted small business model. Selection of this industry 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 which is responsible for the majority of injuries within the dairy industry, was developed. This *fotonovela* is part of the educational packet.

In 2010, the materials were finalized in English and Spanish and training programs began to be offered in 2011 to dairy owners and managers.

<http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairyTrainingGuide.pdf>

http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairyTrainingGuide_Spanish.pdf

<http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairySafetyFotonovela.pdf>

http://www.dir.ca.gov/chswc/WOSHTEP/Publications/DairySafetyFotonovela_Spanish.pdf

Multilingual Health and Safety Resource Guide

An electronic Multilingual Health and Safety Resource Guide was 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 factsheets, 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 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 a number of specific industries and occupations, including agriculture, construction, health care and office work.

Resources in the Guide are available in over 20 different 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. Training handouts are currently being translated into Spanish and Chinese and will be translated into other languages in future years, as needed and as funding allows.

The Guide is available at:

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

Websites

Information about WOSHTEP can be found in the WOSHTEP section, <http://www.dir.ca.gov/chswc/woshtep.html>, of the Commission's website at <http://www.dir.ca.gov/chswc>. 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 the WOSHTEP trainings, and a multilingual health and safety resource guide. In addition, LOHP, WCAHS and LOSH maintain linked websites, www.lohp.org, <http://agcenter.ucdavis.edu/> and www.losh.ucla.edu, with information on WOSHTEP and health and safety resources.

Database and Evaluation

CHSWC maintains a database of all trainers, WOSH Specialists, course information, and certificates awarded. The database assists CHSWC staff in tracking participants in the program and creating reports that will facilitate evaluation of the program.

In 2006 and through 2008, 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.

Industries and Occupations Served by WOSHTEP to Date

To date, WOSHTEP has provided health and safety information and/or training to numerous industries including: janitorial; construction; small manufacturers; corrections and rehabilitation; health care; telecommunications; food service or restaurant; laundry; agriculture; transportation; schools; refineries; warehousing; garment; 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, and the American Public Health Association, as well as through articles written for publications such as the *IAIABC Journal*, *Public Health Reports*, the Bureau of National Affairs SafetyNet monthly newsletter, and the quarterly magazine for Foodservice Consultants Society International (FCSI).

APPENDIX

2012 WOSH Specialist Trainings, Refresher Trainings and Awareness Sessions and Presentations

2012 WOSH Specialist Trainings

- A WOSH Specialist course was taught for Warehouse Workers United in Fontana, CA, by two LOSH trainers on December 17, 2011, and January 7, February 4 and March 3, 2012. In Spanish for 11 graduates.
- A WOSH Specialist Course was taught at Laney Community College in Oakland, CA, by three WOSH network trainers and one LOHP trainer from February to May 2012. In English for 12 graduates.
- An Open Enrollment WOSH Specialist Course was taught in Salinas, CA, by two LOHP trainers on February 13, 14 and 15, 2012. In English for 20 graduates.
- A WOSH Specialist course was taught for SEIU 721 in Los Angeles, CA, by two LOSH trainers on February 23, 24 and 25, 2012. In English for 23 graduates.
- A WOSH Specialist Course was taught for UC Davis Facilities Management Department employees in Davis, CA, on March 5, 12 and 19, 2012, by one LOHP trainer and one WCAHS trainer. In English for 24 graduates.
- A WOSH Specialist Course was taught for Contra Costa County and City employees in Walnut Creek, CA, on March 1, 8 and 15, 2012, by one LOHP trainer and two WOSH Specialist network trainers. In English for 29 graduates.
- A WOSH Specialist Course was taught for California Prison Industries Authority (PIA) worker inmates at Soledad Prison, in Soledad, CA, from April 3 through June 6, 2012, by a WOSH Specialist network trainer from PIA. In English for 8 graduates.
- A WOSH Specialist course was taught for Esperanza Health Promoters in Los Angeles, CA, by two LOSH trainers on April 13, 20 and 27, 2012. In Spanish for 17 graduates.
- A WOSH Specialist Training-of-Trainers (TOT) course was conducted at the Prison Industries Authority (PIA) at Avenal, CA, by two LOHP trainers on June 7, 8 and 9, 2012. In English for 24 participants.

- A WOSH Specialist course was taught for Los Angeles Technical Trade College in Los Angeles, CA, by two LOSH trainers on April 21, 22 and 28, 2012. In English for 24 graduates.
- A WOSH Specialist course was taught for Minority Worker Training Program Los Angeles, CA, by two LOSH trainers on September 18, 19 and 20, 2012. In English for 12 graduates.
- An Open Enrollment WOSH Specialist Course was taught in Sacramento, CA, by one LOHP trainer and two WOSH Specialist network trainers on October 9, 10 and 11, 2012. In English for 21 graduates.
- An Open Enrollment WOSH Specialist course was taught for community-based organizations in Los Angeles, CA, by two LOSH trainers on October 18, November 1, 15 and 20, 2012. In Spanish for 12 graduates.
- A WOSH Specialist course was taught for Orange County Superior Court in Orange County, CA, by two LOSH trainers on November 5, 6 and 7, 2012. In English for 30 graduates.

2012 Refresher Trainings

- A WOSH Specialist Refresher Session was conducted in Berkeley on June 27, 2012. The three-hour class was conducted by an LOHP trainer and included presentations by a Cal/OSHA representative and a Department of Industrial Relations representative. Topics included Cal/OSHA updates and a chance for some Q&A with the participants, and return-to-work information. Participants also discussed challenges and strategies for success related to their role as WOSH Specialists. In English for 9 participants.

2012 Awareness Sessions and Presentations

- A Presentation was conducted at the Mexican Consulate in Los Angeles, CA, on January 6, 2012. The one-hour session was conducted by one LOSH Community Outreach Worker for the Mexican community. The topic was workers' rights and responsibilities, and California Department of Public Health Fatality Assessment & Control Evaluation (FACE) fact sheets were provided. In Spanish for 71 participants.
- A Presentation was conducted at the Guatemalan Consulate in Los Angeles, CA, on January 23, 2012. The one-hour session was conducted by one LOSH Community Outreach Worker for the Guatemalan community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 78 participants.
- A Presentation was conducted at the Salvadoran Consulate in Los Angeles, CA, on January 23, 2012. The two-hour session was conducted by one LOSH Community Outreach Worker for the Salvadoran community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 167 participants.
- A Presentation was conducted at the Mexican Consulate in Los Angeles, CA, on February 3, 2012. The three-hour session was conducted by one LOSH Community Outreach Worker for the Mexican community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 163 participants.
- A Presentation was conducted at the Guatemalan Consulate in Los Angeles, CA, on February 6, 2012. The one-hour session was conducted by one LOSH Community Outreach Worker for the Guatemalan community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 65 participants.
- A Presentation was conducted at the Salvadoran Consulate in Los Angeles, CA, on February 6, 2012. The two-hour session was conducted by one LOSH Community Outreach Worker for the Salvadoran community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 157 participants.
- Three Awareness Sessions were conducted for household workers in San Diego, CA, on February 7, 21 and 28, 2012. The three-hour session was conducted by one LOSH Community Outreach Worker. The topics were chemical awareness, green chemistry and hazard identification and control. In Spanish for 7 participants.

- An Awareness Session for grocery workers was conducted on February 23, 2012, in San Jose, CA. The two-hour training session was conducted by an LOHP trainer. In English for 28 participants.
- Two Awareness Sessions were conducted at the Shenandoah School House in Plymouth, CA, for farm workers and their supervisors on March 6, 2012. The two one-hour sessions were conducted by WCAHS's education and outreach specialist. The topic was pesticide safety. The materials used were created by WCAHS's education and outreach specialist, adapting the information from the Chemical Hazards Supplemental Module. In English for 14 participants and in Spanish for 28 participants.
- An Awareness Session was conducted for employers of workers with disabilities from around the country in Charlotte, North Carolina, on March 7, 2012. The three-hour class was conducted by an LOHP trainer as part of the NISH Federal Compliance Symposium and included a condensed version of the WOSH Specialist course. Topics covered included underlying causes of injury, hazard identification and control, and use of LOHP's curriculum, *Staying Safe at Work*, for teaching workers with developmental disabilities basic occupational safety and health skills. In English for 57 participants.
- Two Awareness Sessions were conducted at the Goldbud Farm in Placerville, CA, for farm workers and their supervisors on March 15, 2012. The two one-hour sessions were conducted by WCAHS's education and outreach specialist. The topic was pesticide safety. The materials used were created by WCAHS's education and outreach specialist, adapting the information from the Chemical Hazards Supplemental Module. In English for 12 participants and in Spanish for 48 participants.
- An Awareness Session was conducted for community college students in San Diego, CA, on March 17, 2012. The eight-hour session was conducted by two LOSH trainers. The topic was module 1-3 from WOSHTEP manual. In English for 5 participants.
- Three Awareness Sessions were conducted at the UAW Worksource Center in Los Angeles, CA, on March 28, 29 and 30 2012. The four-hour session was conducted by two LOSH trainers for unemployed workers. The topics were ergonomics, chemical awareness, and effectively communicating about health and safety. In English for 24 participants.
- Two Awareness Sessions on the Construction Case Study Guidebook were presented at the 2012 California Conference on Apprenticeship 54th Anniversary Conference in San Francisco, CA, on April 25 and 26, 2012. The one and one-half hour sessions were conducted by an LOHP trainer. In English for 25 participants.

- An Awareness Session was present to PRIDE Industries supervisors from locations around Sacramento in Sacramento, CA, on June 5 and 6, 2012. The two-day training was presented by two LOHP trainers. In English for 17 participants.
- An Awareness Session was conducted at Jornaleros Sin Fronteras offices in Los Angeles, CA, on June 7, 2012. The three-hour session was conducted by one LOSH trainer to members of a Day Laborer theatre group. The topic was heat illness prevention in support of their annual heat awareness efforts. In Spanish for 11 participants.
- An Awareness Session was conducted for car wash workers in Los Angeles, CA, on July 6, 2012. The four-hour session was conducted by two LOSH trainers. The topic was heat illness prevention to support their “water drop-off” drive to different carwash locations. In Spanish for 20 participants.
- An Awareness Session was conducted for Mujeres Unidas y Activas in Oakland, CA, on July 10, 2012. The two-hour session was conducted by one LOHP trainer for domestic, homecare and childcare workers. The topics were green cleaning techniques and ergonomics. In Spanish for 15 participants.
- Two Awareness Sessions were conducted in Fontana, CA, on July 18, 2012. The 30-minute sessions were conducted by one LOSH trainer to warehouse workers. The topic was knowing the relationship between work and health. In Spanish for 24 participants.
- An Awareness Session was conducted as part of an LOHP 24-hour Hazardous Waste class on July 24, 2012. The two-hour session was conducted by one LOHP trainer. The topic was chemical hazards. In English for 27 participants.
- An Awareness Session was conducted at the Summer Institute for Union Women in Rohnert Park, CA, on July 24, 2012. The 2.5-hour session was conducted by one LOHP trainer for union leaders and members from several states in the U.S. and Canada. The topic was “Health and Safety: A Tool for Action.” In English for 15 participants.
- An Awareness Session was conducted at the Summer Institute for Union Women in Rohnert Park, CA, on July 25, 2012. The 2.5-hour session was conducted by one LOHP trainer for union leaders and members from several states in the US and Canada. The topic was “Health and Safety: A Tool for Action.” In English for 8 participants.
- An Awareness Session was conducted for employers of workers with disabilities from around the country in Chicago, Illinois, on July 25, 2012. The three-hour class was conducted by an LOHP trainer as part of the NISH Federal Compliance Symposium and included a condensed version of the

WOSH Specialist course. Topics covered included underlying causes of injury, hazard identification and control, and use of LOHP's curriculum, *Staying Safe at Work*, for teaching workers with developmental disabilities basic occupational safety and health skills. In English for 75 participants.

- An Awareness Session was conducted for Mujeres Unidas y Activas in San Francisco, CA, on August 10, 2012. The two-hour session was conducted by one LOHP trainer for domestic, homecare and childcare workers. The topics were green cleaning techniques and ergonomics. In Spanish for 20 participants.
- An Awareness Session was conducted for UCLA Civic Engagement students in Los Angeles, CA, on August 22, 2012. The two-hour session was conducted by one LOSH trainer. The topics were ergonomic and other injuries and learning how to use a body map. In English for 24 participants.
- A Presentation was conducted at Cypress Park in Los Angeles, CA, on August 25, 2012 by one LOSH Community Outreach Workers for the Latino community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 80 participants.
- A Presentation was conducted at the Mexican Consulate in Los Angeles, CA, on August 27, 2012. The three-hour session was conducted by one LOSH Community Outreach Worker for the Mexican community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 150 participants.
- An Awareness Session was conducted at the San Bernardino Mexican Consulate in San Bernardino, CA, on August 29, 2012. The one-hour session was conducted by one LOSH trainer to Mexican workers. The topics were knowing your rights under Cal/OSHA and heat illness prevention. In Spanish for 24 participants.
- An Awareness Session was conducted for car wash workers in Los Angeles, CA, on September 9, 2012. The three-hour session was conducted by two LOSH trainers. The topics were chemical awareness and rights under Cal/OSHA. In Spanish for 6 participants.
- Two Awareness Sessions were conducted for SEIU USWW in Los Angeles, CA, on September 12 and October 3, 2012. The eight-hour session was conducted by two LOSH trainers for LAX airport workers. The topics were modules 1-3 from the WOSH Specialist course, Cal/OSHA, survey development and making a case for safety. In Spanish for 15 participants.
- A Presentation was conducted at the LOHP Labor Advisory Committee Annual Meeting in Berkeley, CA, on September 19, 2012. The four-hour session was

facilitated by multiple LOHP staff for representatives from various unions and worker organizations in the Bay Area. Topics included the WOSH Specialist Program and health and safety concerns in the labor community. In English for 16 participants.

- A Presentation was conducted at the LA County Federation of Labor Union delegates meeting in Los Angeles, CA, on September 20, 2012. The one-hour session was facilitated by one LOSH trainer for representatives from various unions in the Los Angeles area. Topics included the WOSH Specialist program and health and safety concerns in the labor community. In English for 11 participants.
- An Awareness Session was conducted for the Chinese Progressive Association (CPA) in San Francisco, CA, on September 25, 2012. The 1.5 hour session was conducted by one LOHP trainer in collaboration with a CPA interpreter for restaurant workers in Chinatown. The topics included restaurant health and safety, workers' rights, hazard identification and control. In English and Chinese for 17 participants.
- A Presentation was conducted at the Mexican Consulate in Los Angeles, CA, on September 25, 2012. The three-hour session was conducted by one LOSH Community Outreach Worker for the Mexican community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 80 participants.
- An Awareness Session was conducted for the Pacific Association of Building Service Contractors in Livermore, CA, on September 27, 2012. The two-hour session was conducted by two LOHP trainers for janitorial industry supervisors and staff in small businesses. The topics were hazard identification and control and Cal/OSHA regulations. In English for 23 participants.
- A Presentation was conducted for union delegates at the Riverside/San Bernardino Central Labor Council I San Bernardino, CA, on October 2, 2012. The 30-minute session was conducted by one LOSH trainer. The topics were heat illness prevention and the WOSH Specialist program. In English for 11 participants.
- An Awareness Session was conducted for non-unionized car wash workers in El Monte, CA, on October 22, 2012. The three-hour session was conducted by two LOSH trainers. The topics were chemical awareness and workers' rights under Cal/OSHA. In Spanish for 7 participants.
- A Presentation was conducted at the Mexican Consulate in Los Angeles, CA, on October 26, 2012. The one-hour session was conducted by one LOSH Community Outreach Worker for the Mexican community. The topic was

workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 70 participants.

- An Awareness Session was conducted for Unite HERE in Los Angeles, CA, on November 10, 2012. The four-hour session was conducted by two LOSH trainers for industrial laundry workers. The topics were modules 1-3 from the WOSH Specialist course, Cal/OSHA and chemical awareness. In Spanish for 29 participants.
- A Presentation was conducted at the Mexican Consulate in Los Angeles, CA, on November 28, 2012. The one-hour session was conducted by one LOSH Community Outreach Worker for the Mexican community. The topic was workers' rights and responsibilities, and FACE fact sheets were provided. In Spanish for 58 participants.
- A Presentation was conducted for safety personnel from various cities and counties who are members of Public Agency Safety Management Association (PASMA) on December 6, 2012. The one-hour session was conducted by one LOHP trainer. The topics were the WOSH Specialist course, School Action for Safety and Health (SASH) program and the Injury and Illness Prevention Program (IIPP) training for general industry and small businesses. In English for 35 participants.
- A Presentation was conducted at the Mexican Consulate in Los Angeles, CA, on December 10, 2012. The two one-hour sessions were conducted by one LOSH Community Outreach Worker for Mexican workers. The topic was workers' rights and responsibilities. In Spanish for 72 participants.