

SAFETY NEWSLETTER

NDSU

June 2017

Fireworks Safety

With Independence Day celebrations around the bend, it is important to remember that fireworks need to be handled safely and properly. According to the American Pyrotechnics Association, there were 285.3 million pounds of fire works consumed in the US with ~12,000 injuries resulting during 2015. The safest way to enjoy fireworks is to attend a public display designed and supervised by professionals. However, if you plan on using them yourself, some guidelines offered by the National Fireworks Safety Council will help to avoid any injuries:

- Obey all local laws regarding the use of fireworks.
 - Know your fireworks; read the cautionary labels and performance descriptions before igniting.
 - A responsible adult SHOULD supervise all firework activities. Never give fireworks to children.
 - Wear safety glasses when shooting fireworks.
 - Light one firework at a time and then quickly
- move away.
- Use fireworks OUT-DOORS in a clear area; away from buildings and vehicles.
 - Never relight a “dud” firework. Wait 20 minutes and then soak it in a bucket of water.
 - Always have a bucket of water and charged water hose nearby.
 - Never carry fireworks in your POCKET or shoot them into METAL or GLASS containers.
 - Do not experiment with homemade fireworks.
 - Dispose of spent fireworks by wetting them down and place in a metal trash can away from any building or combustible materials until the next day.
- Don't bring your pets to a fireworks display, even a small one.
 - If fireworks are being used near your home, put your pet in a safe, interior room to avoid exposure to the sound.
 - Make sure your pet has an identification tag, in case it runs off during a fireworks display.
 - Never shoot fireworks of any kind (consumer fireworks, sparklers, fountains, etc.) near pets.

And let's not forget the safety of our pets!



Inside this issue:

State Cooperative Contract for Vehicle Rentals	2
Summer Storms	2
Ticks: Powassan virus	3
Annual Notice of Designated Medical Provider	3
Baseline and Supervisor Safety Training	4

State Cooperative Contract for Vehicle Rental-Nationwide

The State of North Dakota, through the OMB Procurement Office, is participating in the Nationwide Vehicle Rental agreement established by the Western States Contracting Alliance (WCSA), which makes available a cooperative contract for out-of-state vehicle rentals by state employees traveling on official state business.

State agencies must use State Fleet vehicle for travel within state or originating within state. Agencies must obtain expressed permission from the State Fleet Director to use rental vehicles for in-state travel (reference NDCC 24-02-03.3). The vehicle rental companies are to be used if:

- Approval for in-state

vehicle rental is granted by the State Fleet Director

- Travel out-of-state commercially requires a vehicle rental at that destination

The rental contracts were awarded to two national vehicle rental providers:

- Enterprise Rent-A-Car & National Car Rental
- Hertz Corporation

Vehicles rented through these contacts have discounted rental rates, as well as full coverage damage waiver with \$0 deductible and liability coverage up to \$1 million without additional fees or

paperwork. NOTE: these coverage terms are not valid for rentals outside the United States and agencies should purchase the additional equivalent coverage from the rental company.

Additional information regarding this contract, requirements for use of the rental cars and the cooperative state contracts, exemptions to using the vehicle rental contract, as well as a quick reference for rental reservations with Enterprise & National and Hertz can be found here:

<https://www.nd.gov/omb/sites/omb/files/documents/agency/risk-management-services/nationwide-veh-rtl-sum-2-27-13.pdf>



Summer storms: Be Prepared.

Thunderstorms come with some extreme conditions such as: lightning, tornadoes, straight line winds, flash floods and hail. Each can cause significant damage and there are steps you can take to protect yourself and your family.

1. Develop a disaster plan for you and your family at home, work, school, and when outdoors. The American Red Cross offers planning tips and information on a putting together a disaster supplies kit at: <http://www.redcross.org>.
2. Identify a safe place to take shelter. Information on how to build a Safe Room in your home or school is available from the Federal Emergency Management Agency at: <https://www.fema.gov/safe-rooms>
3. Know the county in which you live or visit – and in what part of that county you are located.

The National Weather Service issues severe weather warnings on a county basis, or for a portion of a county.

4. Keep a highway map nearby to follow storm movement from weather bulletins.
5. Have a NOAA Weather Radio All Hazards receiver unit with a warning alarm tone and battery back-up to receive warning bulletins.
6. National Weather Service (NWS) watches and warnings are also available on the Internet. Select your local NWS office at: <http://www.weather.gov/organization.php> ...or go to the to the NWS Home Page at <http://www.weather.gov/>
7. Listen to commercial radio or television/cable TV for

weather information.

8. Check the weather forecast before leaving for extended periods outdoors. Watch for signs of approaching storms.
9. If severe weather threatens, check on people who are elderly, very young, or physically or mentally disabled. Don't forget about pets and farm animals.



Ticks: Newly emerging disease and avoiding the bite!

As the return of the warm sunny weather beckons us outside, it bears noting that the warmer weather will also bring about the return to our area of those eight-legged pests: Ticks.

Our milder winters while nice, have the unfortunate side effect of increasing the tick population. Ticks are a vector for a number of diseases such as Lyme's disease and Rocky Mountain Spotted Fever and one that has been making the news rounds of late....Powassan Virus.

According to the Centers for Disease Control (CDC), Powassan (POW) virus is a rare, but often serious disease that is caused by a virus spread from infected ticks. Most cases have occurred in the northeastern and Great Lakes regions of the United States during the late spring, early summer, and mid-fall when ticks are most active. The incubation period (time from tick bite to on-

set of illness) ranges from one week to one month. Many people who become infected with POW virus do not develop any symptoms. POW virus can cause encephalitis (inflammation of the brain) and meningitis (inflammation of the membranes that surround the brain and spinal cord). Symptoms can include fever, headache, vomiting, weakness, confusion, loss of coordination, speech difficulties, and seizures. There is no specific medicine to cure or treat POW virus disease. Treatment for severe illnesses may include hospitalization, respiratory support, and intravenous fluids.

The best defense is to protect yourself from tick bites. The CDC recommends the following:

- Avoid contact with ticks by avoiding wooded and bushy areas with high grass.

- Apply insect repellents to bare skin, according to label instructions.
- Repellents containing DEET can be applied to exposed skin, but only last a few hours.
- Clothing and gear can be treated with permethrin, which remains protective through several washings.
- Find and remove ticks immediately before they've had a chance to bite and attach.
- Bathe or shower (preferably within 2 hours after being outdoors) to wash off and find ticks on your body.
- Conduct a full-body tick check. Parents should thoroughly check their children, especially in their hair.
- Also examine clothing, gear and pets.



More information can be found at:

<https://www.cdc.gov/powassan/index.html>

Annual Notice of Designated Medical Provider

NDSU participates in the Workforce Safety and Insurance (WSI) Program, also known as Worker's Compensation and OMB/Risk Management Program (RMP). As part of the program, we are required to comply with the requirements of the Designated Medical Provider provisions. The Annual Notice of Policies covered under the ND Risk Management Program should be sent out to all employees by the end of June. The an-

nouncement is being changed from March to June to have it align with the fiscal year cycle. The Designated Medical Provider (DMP) information must be completed and submitted by September 30th.

The DMP form must be completed by all employees. Benefitted, non-benefitted, part-time, work study, Grad Research Assistants, student employees—anyone who received a paycheck from NDSU, or any type of

remuneration, must complete this.

A link can be found at the Safety Office website and below.

[Annual Notice of Policies/Designated Medical Provider](#)



NDSU

University Police & Safety Office
Dept. 3300
1523 12th Ave N,
Fargo, ND 58102

Phone Safety: 701-231-7759
Phone Police Call Center: 701-231-8998
Fax: 701-231-8739
Email: nds.u.upso.safety@nds.u.edu

NDSU does not discriminate in its programs and activities on the basis of age, color, gender expression/identity, genetic information, marital status, national origin, participation in lawful off-campus activity, physical or mental disability, pregnancy, public assistance status, race, religion, sex, sexual orientation, spousal relationship to current employee, or veteran status, as applicable. Direct inquiries to: Vice Provost, Title IX/ADA Coordinator, Old Main 201, 701-231-7708, nds.u.eoaa@nds.u.edu.

Visit us at: [https://
www.ndsu.edu/
police_safety/](https://www.ndsu.edu/police_safety/)

Annual Baseline & Supervisor Safety Training

Baseline Safety training is a mandatory training for all NDSU employees—faculty, staff and student employees. If you are a supervisor, it is mandatory that you take both Supervisor Safety Training and Baseline Safety Training. Both courses must be completed on an annual basis.

Online training (including Baseline Safety and Supervisor Safety) is administered through Moodle, an online Learning Management System. Completing the online training courses will require that you log in using your NDUS username and pass-

word, review the training content and take the associated quiz. Your completion of the quiz online will record your completion of the training requirement.

Laboratory Safety Training is required for employees that work in laboratory spaces. Principal investigators and those in charge of laboratory operations need to complete all seven training modules whereas employees within the laboratory spaces need to complete modules 1-6. For more information and links to the training visit the Safety Office website at: [https://](https://www.ndsu.edu/police_safety/annual_notices_and_training/)

[www.ndsu.edu/police_safety/
annual_notices_and_training/](https://www.ndsu.edu/police_safety/annual_notices_and_training/)

Track Training is an application developed to assist employees and supervisors with training compliance. It can be accessed by following the link below:

[https://apps.ndsu.edu/
tracktraining/](https://apps.ndsu.edu/tracktraining/)