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net

New Jersey School Boards Association Insurance Group



Winter Storm Fire Safety



We all recall winters that were particularly severe and the hardships that came along with them. A winter storm of exceptional severity can have a devastating effect on you and your home, and modern appliances designed to help you cope with a storm, such as portable heaters and power generators, can be hazardous if used improperly.



breaker or fuse box, turn off the power.

☛ Assume all wires on the ground are electrically charged. This includes TV cable feeds.

Gas Safety

☛ Smell and listen for leaky gas connections. If you believe there is a gas leak, immediately

leave the house and leave the door(s) open.

- ☛ Never strike a match. Any size flame can spark an explosion.
- ☛ Before turning the gas back on, have the gas system checked by a professional.

Heating Safety



- ☛ Kerosene heaters may not be legal in your area and should only be used where approved by municipal authorities.
- ☛ Do not use the kitchen oven to heat your home. In addition to being a fire hazard, it can be a source of toxic fumes.
- ☛ Space heaters need space. Keep anything combustible **at least 5 feet** away from them.
- ☛ Make sure your portable heaters have “tip switches”. “Tip switches” automatically turn off the heater if it tips over.
- ☛ If the heater requires fuel, use only the type of fuel recommended by the manufacturer.
- ☛ Make sure wood stoves are properly installed. Keep all combustibles **at least 5 feet** away from them.

The New Jersey Division of Fire Safety and the U.S. Fire Administration encourage you to use the following safety tips to help protect yourself, your family and your home from the potential threat of fire during and after a winter storm. You can greatly reduce your chances of becoming a fire casualty by being able to identify potential hazards and following the preventive safety measures listed below:

Fire Related Hazards Present During and After a Winter Storm

- ☛ Damaged or downed utility power lines can present fire and life safety hazards.
- ☛ Frozen water pipes can burst and cause safety hazards.
- ☛ Portable generators that are used or maintained improperly during power outages can be hazardous.

Electrical Safety

- ☛ If your home has sustained flood or water damage, and you can safely get to the main

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- ☛ Use a glass or fine metal screen in front of your fireplace.



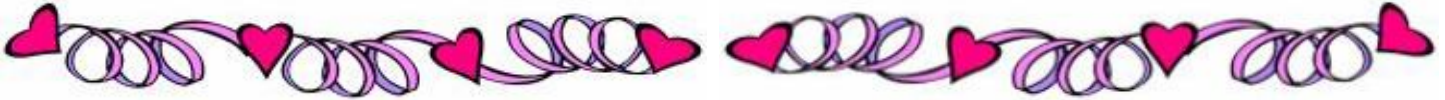
And Remember...

- ☛ Be cautious when using candles. Place candles in heat-resistant bowls which will catch dripping wax and will not transmit heat. Never leave a burning candle unattended.

- ☛ Some smoke detectors may be dependent upon your home's electrical service and could be inoperative during a power outage. Check to see if your smoke alarm uses a backup battery and install a new battery at least once a year.♥



**- NJ Division of Fire Safety
- U.S. Fire Administration**



EEOC Won Record-Breaking \$365M for Discrimination Victims in Fiscal 2011

It's been a record-breaking year at the U.S. Equal Employment Opportunity Commission, which received more discrimination charges than ever before and won an all-time high \$365 million for victims of workplace discrimination, while simultaneously managing to reduce its huge backlog of cases.

According to the agency's newly-released annual report, the EEOC in fiscal year 2011 received 99,947 charges of discrimination — the most ever in the agency's 46-year history.

As of September 30th, when the fiscal year ended, there were 78,136 pending charges — a decrease of 8,202 charges, or 10 percent, over last year. It's the first time since 2002 that the EEOC has whittled away at its backlog.

EEOC staffing fell 30 percent during the Bush Administration, to a near historic low of 2,176 in 2008. Hefty budget increases in 2009 and 2010 have allowed the agency to hire several hundred new employees.

In its 2011 report, the EEOC reported that at the end of the fiscal year, there were 580 systemic investigations under way — up from 485 investigations last year. Also, EEOC field legal units filed 261 lawsuits — 23 of which involved systemic allegations affecting large numbers of people; 61 had between two and 19 victims; and 177 were individual lawsuits.

The EEOC's private sector mediation program also broke records, securing 9,831 resolutions, the most ever in the program's history. Complainants obtained more than \$170 million in monetary benefits.

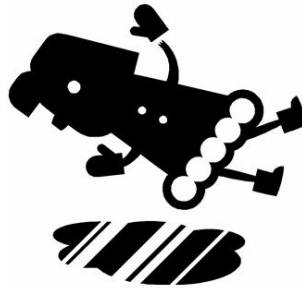
Overall, the EEOC concluded that due to its enforcement programs, 5.4 million people benefited "from changes in employment policies or practices in their workplace during the past fiscal year."♥

***The National Law Journal
November 18, 2011***

Claims Corner

Winter Safety

The cold days are here again, with this comes snow and ice. During the next couple of months of winter it is very important to be careful where we walk and park. The best way to prevent injuries is to make sure the walkways and parking lots areas are clear of snow and ice. This will help with the number of slip and falls every district experiences each year.



Our Loss Control Department is very knowledgeable about slip and falls. Many of the injuries reported are avoidable, but it starts with our districts. Contact your Loss Control Representative if you require training.

If you have any questions, please contact Connie Rogers at 609-386-6060 extension 3015 or Ellen Shaw at extension 3008.

Have a safe winter.♥

Another important factor is to make staff aware of slippery conditions and the dangers of snow and ice. Consider opening late on bad weather days. This gives your maintenance staff time to properly clean parking lots and sidewalks.

*By Connie Rogers
NJSBAIG Workers' Comp Supervisor*



Hot Tips for Cold Weather Drivers

Before You Start:

Clean all the snow and ice off your car windows. Using the "peep hole" approach (scraping off only a small portion of the windshield) is asking for trouble!

Wipe off the headlights and tail lights so you can see and be seen. Remove snow from the hood and roof so there is nothing to blow onto the windows while you are driving.

Check weather and traffic reports so you can anticipate problems before you meet them on the road.

Check your owner's manual for winter startup techniques that you may have forgotten, overlooked or never read.

Two tips that **do not work**: 1) putting extra weight into your trunk may help traction somewhat, but at the expense of steering control and longer stopping distances and; 2) you may have heard that reducing tire pressure increases traction, but, again, only at the expense of steering control and tire wear.

Break Safely

Anticipate slippery road surfaces. When you approach a stop sign, traffic light, highway exit or entrance ramps, curves, yield signs, any place where you may have to stop or slow down, start breaking earlier than you would under normal conditions.

A slippery shoe can slip on a brake or gas pedal, and change a close call into a collision. Be sure the bottoms of your shoes are free of mud, snow and ice.

For front-wheel drive vehicles, remember that disc brakes do not release as quickly as traditional drum brakes. Provide steady pressure on the brakes, and **start stopping sooner!**

Follow the instructions in your owner's manual for the proper method of stopping with anti-lock brakes (ABS). Pumping the ABS negates the locking feature of the system. Apply a firm steady pressure on the brake and the ABS feature will automatically activate.♥

**Sources: National Safety Council
Marty Barratt, CSP**

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2012 Train the Trainer Schedule

AFFIRMATIVE ACTION OFFICER TRAINING

May 11, 2012

9:00 a.m.—noon

Location: Burlington County Special Services, 20 Pioneer Boulevard, Mount Holly, NJ 08060

For the District AA Officer - Civil rights and the law. How to respond to and document a complaint. The subtleties of sexual harassment, diversity and discrimination will be explored with the use of actual case studies. For AAO's and Administrators

BULLYING—UNDERSTANDING THE NEW LAW

February 10, 2012

9:00 a.m.—noon

Location: Ocean Township Board of Education, 163 Monmouth Road, Oakhurst, NJ 07755

April 27, 2012

9:00 a.m.—noon

Location: Atlantic County Special Services, 4805 Nawakwa Boulevard, Mays Landing, NJ 08330

This class is specially designed for the Superintendent, Anti-Bullying Coordinators and Anti-Bullying Specialists to help understand the new Bullying Law. Guidelines will be provided on how to respond, investigate and document a bullying complaint. Sample investigation forms and related material will be provided.

CLAIMS COORDINATOR TRAINING

March 16, 2012

9:00 a.m.—noon

Location: Ocean Township Board of Education, 163 Monmouth Road, Oakhurst, NJ 07755

This class will provide a step by step instruction on how to properly handle a workers' compensation claim from its inception to its conclusion. Discussion topics will include proper claim reporting, accident investigation, employee follow-up, the duties of the claim coordinator, claimant, doctor, managed care company and insurance claim adjuster.

Reservations:

Please contact Sue Williams at 609-386-6060 extension 3005 or via email at swilliams@njsbaig.org.

Cost per person: NJSBAIG Member District: \$20.00** Non-Member District: \$30.00

Please make checks payable to New Jersey School Boards Association Insurance Group (NJSBAIG).

**Districts who are currently insured through the *New Jersey School Boards Association Insurance Group at 450 Veterans Drive, Burlington, NJ 08016*