

Enhancing Safety with R.O.A.D. Ready



To partner with local governments so that Texas communities are
STRONGER TOGETHER

Our Coverages



**Workers'
Compensation**



Liability



Property



Cyber Liability



Special Risk



Our Core Values

- **Public Service:** Serving the public good – for the benefit of local governments and their tax-paying citizens.
- **Fiscal Responsibility:** Responsibly managing our members' pooled funds for the protection of their financial stability.
- **Operational Excellence:** Delivering excellent member service in all components of our risk financing and loss prevention services.
- **Integrity:** Serving with honesty, integrity and professionalism.



Goals and Objectives



Goal:

Equip Housing Authority staff to improve safety and reduce risks using R.O.A.D. Ready approach.



Participants will be able to:

- Apply R.O.A.D. Ready: Learn to recognize, Observe, Assess, Determine approach in risk management.
- Identify Risks: Spot key risk in policies, facilities, and operations.
- Enhance Safety: Implement strategies to improve safety protocols.
- Mitigate Risks: Apply practical techniques to reduce risks.
- Role-Specific Strategies: Tailor risk management practices to your role.



The greatest threat to safety is a lack of awareness. – Anonymous



5 Basics of Risk Management (Administration)





WHAT IS YOUR ROLE IN SAFETY?





WHAT IS YOUR ROLE IN LOSS PREVENTION?





WHAT DOES YOUR SAFETY CULTURE LOOK LIKE?





HOW DO YOU EVALUATE SAFETY?



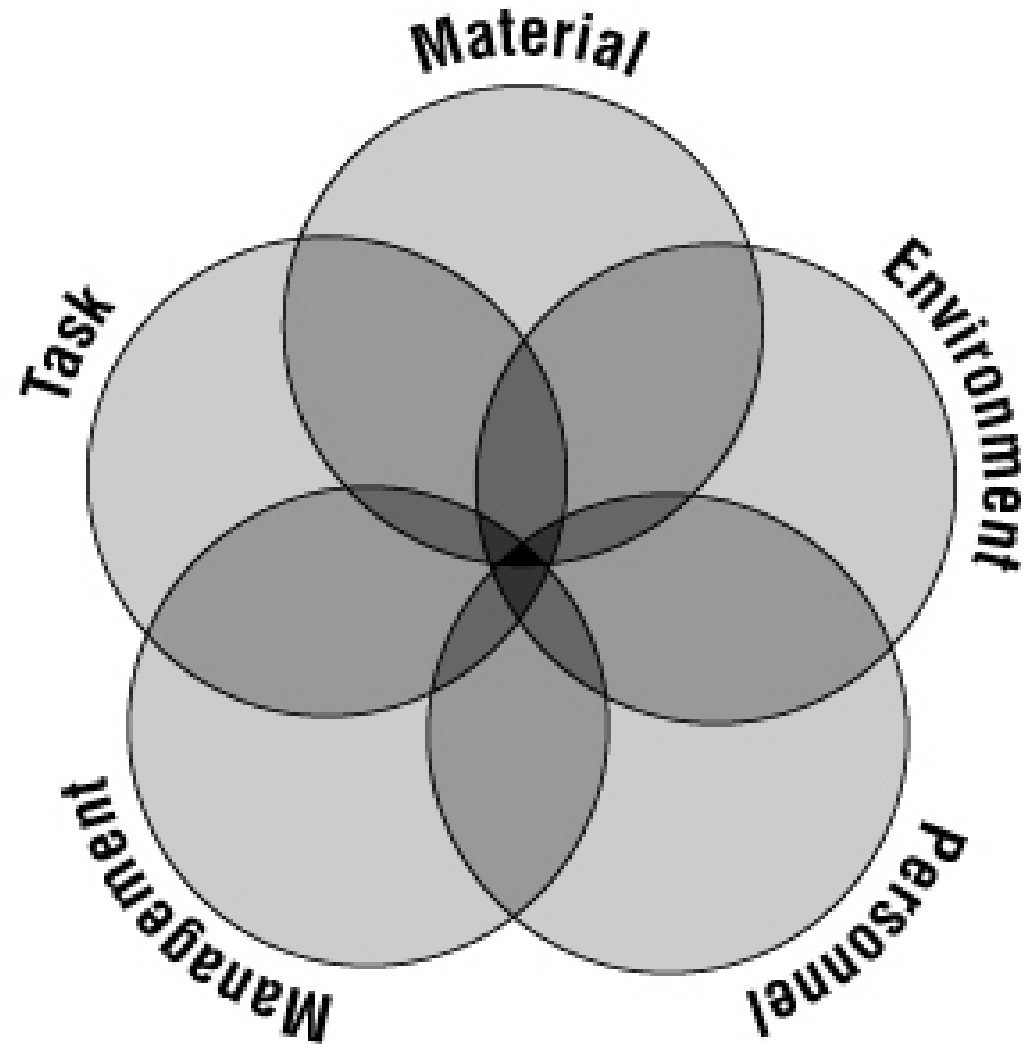


HOW DO YOU INVESTIGATE ACCIDENTS?



Investigate possible causes in each category when using this model (5 Whys and/or Fishbone Diagram).

Incident Causation Method



Material

Here we seek out possible causes resulting from the equipment and materials used, possible questions to ask:

Was there an equipment failure?

What caused it to fail?

Were hazardous substances involved?

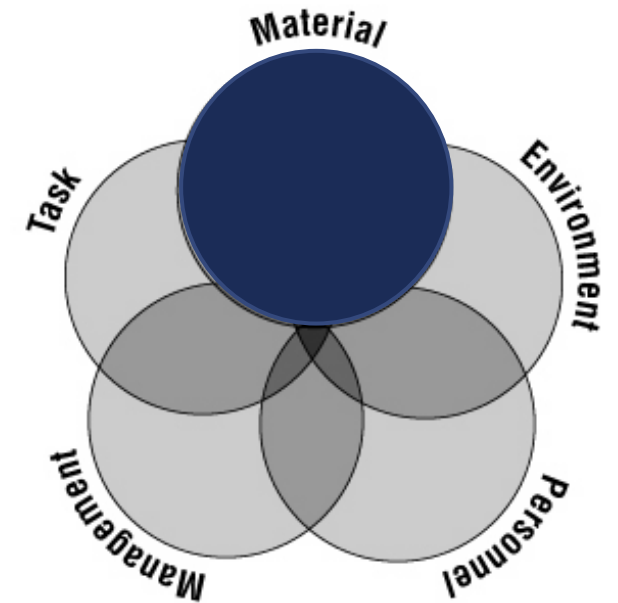
Were they clearly identified?

Was a less hazardous alternative substance available?

Should personal protective equipment (PPE) have been used?

Was the PPE used?

Were users of PPE properly trained?

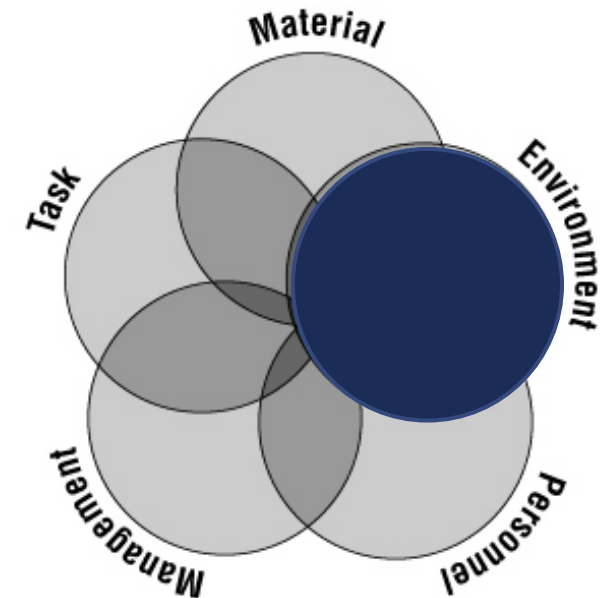


Environment

Here the physical environment, and especially sudden changes to that environment, are factors that need to be identified. The situation at the time of the accident is what is important, not what the "usual" conditions were.

Ask questions such as:

- What were the weather conditions?
- Was poor housekeeping a problem?
- Was it too hot or too cold?
- Was noise a problem?
- Was there adequate light?
- Were toxic or hazardous gases, dusts, or fumes present?



Personnel

Here the physical and mental condition of those individuals directly involved in the event must be explored. The purpose for investigating the accident is not to establish blame but to evaluate personal characteristics.

Ask questions such as:

Were workers experienced in the work being done? Are these new employees?

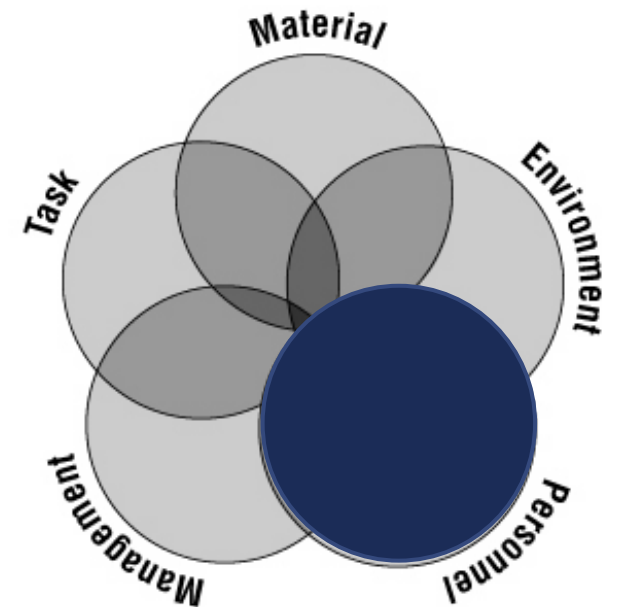
Had they been adequately trained?

Can they physically do the work?

What was the status of their health?

Were they physically or mentally tired? (excessive overtime, lack of sleep, etc.)

Were they under stress (work or personal)? (Was there pressure to complete the job quickly)



Management

Since management holds the ultimate responsibility for the safety of the workplace and therefore the role of supervisors or managers must always be considered in an accident investigation. Failures of management systems are often found to be direct or indirect factors in accidents.

Ask questions such as:

Were safety rules communicated to and understood by all employees?

Were written procedures and orientation available?

Were they being enforced?

Was there adequate supervision at the time of the event?

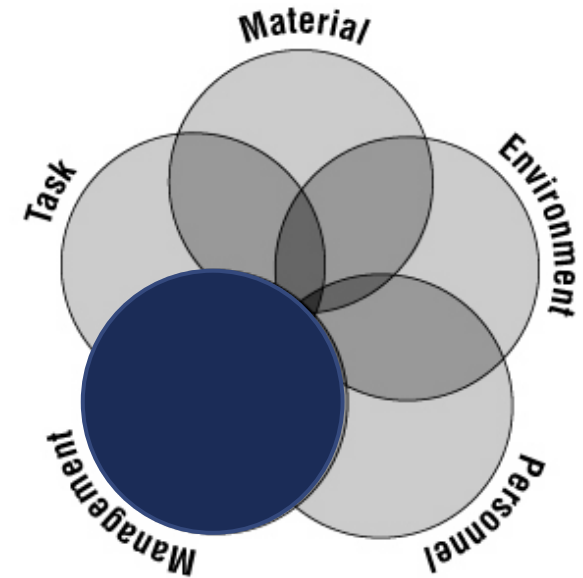
Had hazards been previously identified?

Had procedures been developed to overcome the hazards?

Were unsafe conditions corrected?

Was regular maintenance of equipment carried out?

Were regular safety inspections, meetings, or observations carried out?



Task

Here the actual work procedure being used at the time of the accident is explored:

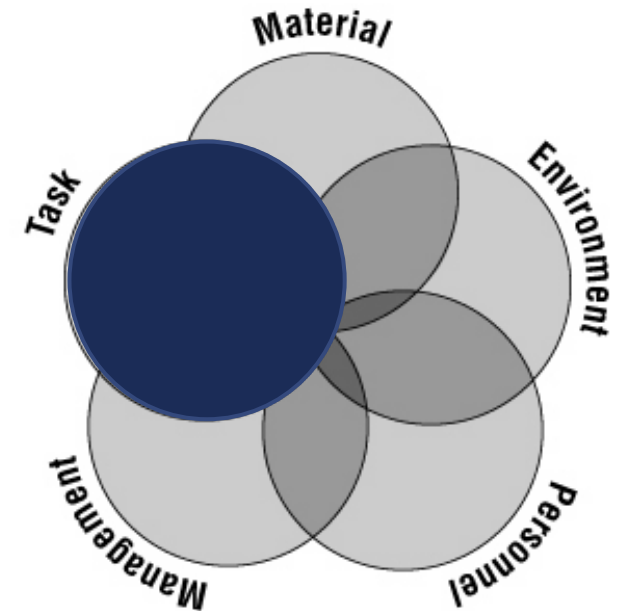
Was a safe procedure used?

Had conditions changed to make the normal procedure unsafe?

Were the appropriate tools and materials available?

Were they used?

Were safety devices working properly?



R.O.A.D. Ready Process:

Step 1 - Recognize Hazards

- Identify potential hazards associated with roadway work.
- Critical for preventing incidents and injuries.
- Involves workers who know the risks in their environment.
- Enables proactive steps to eliminate or control hazards before work begins.



R.O.A.D. Ready Process: Step 2 – Observe People, Processes, and Equipment

- Assess workers, pedestrians, tasks, and equipment on or near the road.
- Compare actual work with planned procedures.
- Identify gaps in training, communication, or procedures.
- Understand risk and take steps to mitigate them.



R.O.A.D. Ready Process: Step 3 – Assess the Risk Level

- Evaluate the likelihood and severity of potential harm from roadway tasks.
- Assess the effectiveness of current controls.
- Recognize that severity is often high and frequent for roadway work.
- Incorporate additional risk factors for a more accurate risk assessment.



R.O.A.D. Ready Process: Step 4 – Determine the Safest Course of Action

- Select controls to mitigate hazards.
- Use Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways.
- Use Hierarchy of Controls.
 - Avoidance, Elimination, Substitution, Engineering, Administrative, PPE
- Identify treatment options to ensure operations continue at an acceptable risk level.




R.O.A.D. Ready Process: Step 5 – Ready

- Implement the controls selected in Step 4
- Ensure workers are aware of and trained on the controls.
- Emphasize the importance for risk communication.
- Confirm workers are prepared and execute the work activity while following safety protocols.
- Monitor the work activity and adjust as needed to maintain safety and efficiency.



Regular Inspection and Maintenance

Conduct routine inspections to identify and address potential issues like leaks, electrical faults, or structural weaknesses.



Implement a preventative maintenance schedule for HVAC systems, plumbing, and electrical systems to prevent costly repairs and extend the life of these systems.

Regular Inspection and Maintenance



Recognize: Identify the importance of routine inspections to prevent small issues from becoming major problems.



Observe: Conduct detailed inspections of all property systems (HVAC plumbing, electrical, etc.)



Assess: Evaluate the condition of these systems and the potential impact of any issues found.



Determine: Decide on the necessary maintenance actions or repairs to prevent further deterioration.



Fire Safety Measures

Ensure all properties have functioning smoke detectors, fire extinguishers, and fire suppression systems.

Conduct regular fire drills and educate residents on fire prevention and evacuation procedures.



Fire Safety Measures

01

Recognize: Recognize the critical importance of fire safety in protecting lives and property.

02

Observe: Inspect fire safety equipment, such as smoke detectors and extinguishers, and assess their readiness.

03

Assess: Evaluate the effectiveness of current fire safety protocols and identify areas for improvement.

04

Determine: Update fire safety measures and ensure all systems are functioning properly.



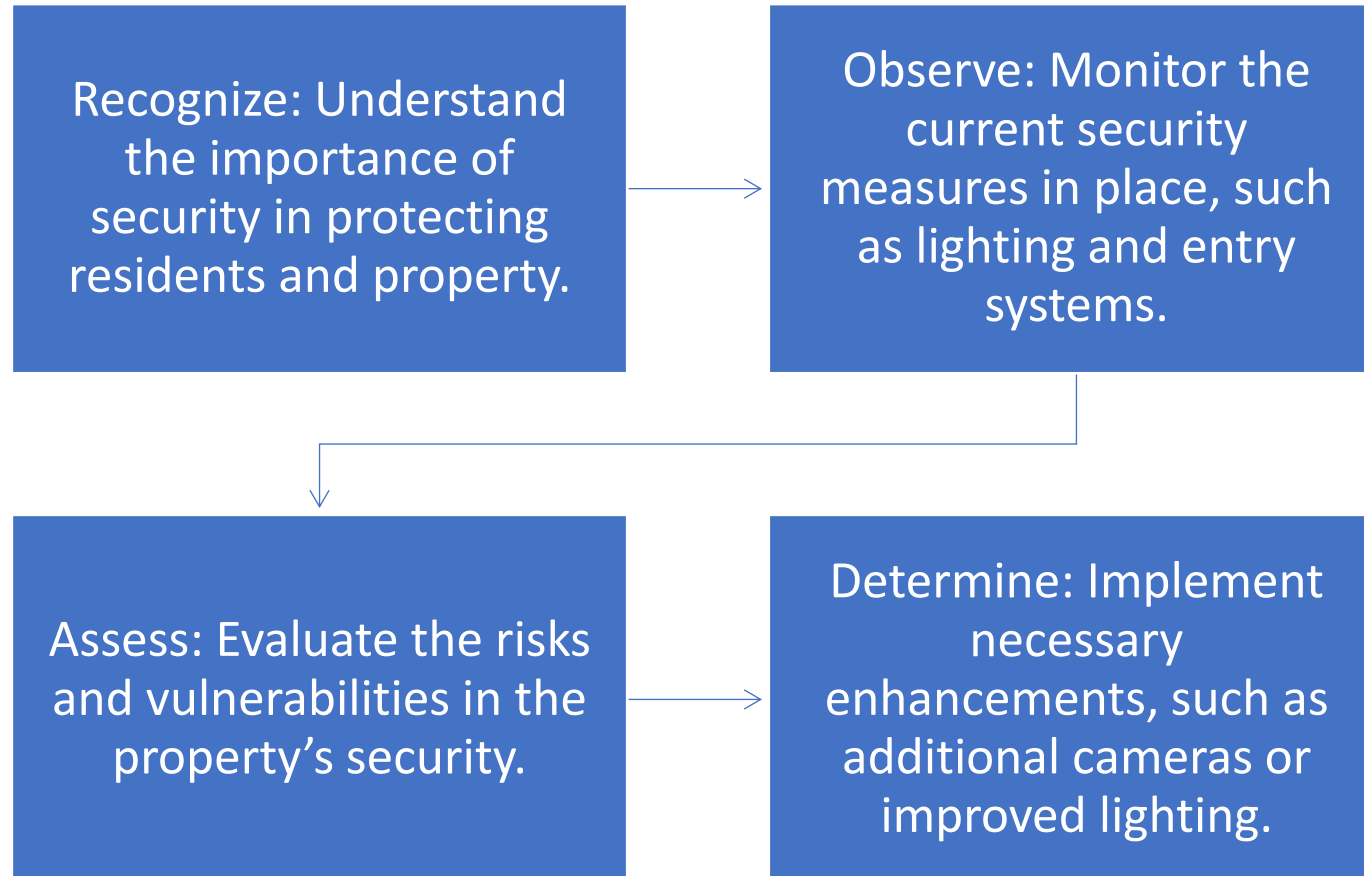
Security Enhancements

Install security cameras, lighting, and secure entry systems to deter vandalism and unauthorized access.

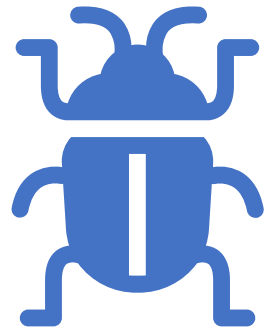
Work with local law enforcement to develop community safety programs.



Security Enhancements



Pest Control



Implement integrated pest management (IPM) practices to prevent infestations.



Regular inspect properties for signs of pests and take prompt action if needed.



Pest Control

Recognize

Recognize: Identify the risks posed by pest infestations to both health and property.

Observe

Observe: Inspect for signs of pests and conditions that might attract them.

Assess

Assess: Weigh the severity of any pest problems and the effectiveness of current pest control measures.

Determine

Determine: Implement an integrated pest management plan to address and prevent infestations.



Landscaping and Erosion Control



USE DROUGHT-RESISTANT PLANTS AND PROPER IRRIGATION SYSTEMS TO CONSERVE WATER.



IMPLEMENT EROSION CONTROL MEASURES SUCH AS RETAINING WALLS AND PROPER DRAINAGE SYSTEMS TO PROTECT PROPERTY FOUNDATIONS.

Landscaping and Erosion Control



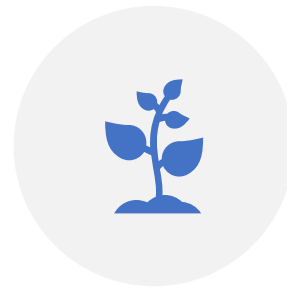
Recognize: Understand the role of landscaping and erosion control in property conservation.



Observe: Monitor landscaping for signs of erosion, overgrowth, or water waste.



Assess: Evaluate the effectiveness of current landscaping and erosion control measures.



Determine: Make necessary adjustments, such as installing proper drainage or using drought-resistant plants.



Emergency Preparedness



Develop and maintain an emergency response plan for natural disasters, power outages, and other emergencies.



Stockpile essential supplies and train staff and residents on emergency procedures.



Emergency Preparedness



Recognize: Recognize the importance of being prepared for emergencies to ensure resident safety.



Observe: Review current emergency preparedness plans and resources.



Assess: Assess the potential risks and the adequacy of the current preparedness measures.



Determine: Update the emergency response plan and ensure all necessary supplies and training are in place.



Develop a Plan for Corrective Actions

Elimination Complete redesign of the system to remove the exposure	Exposure eliminated.
Substitution Switch out a process step with a less hazardous step; Use low voltage system versus high voltage; replace a toxic material with a non-toxic material	Exposure significantly reduced.
Engineering Controls/Isolation Isolate hazard; install guards and/or interlocks; build barriers; use light curtain; develop new tool	Exposure possible during maintenance operations or emergencies.
Administrative Controls Post signs and warning; Write procedures and rules; Train employees	Exposure controlled IF employees rigorously comply and IF culture supports compliance and IF leadership maintains commitment to oversight.
Personal Protective Equipment Provide protective equipment for Employee (e.g., hard hats, respirators)	Used when hazard is unpredictable or pervasive; control is dependent on proper selection and use.
Gimmicks; incentives; hollow threats	Employee seen as the cause of exposure and requiring motivation, no change in exposure.

Most effective

Least effective

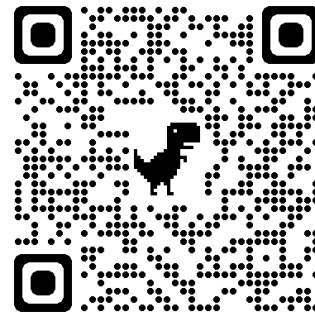
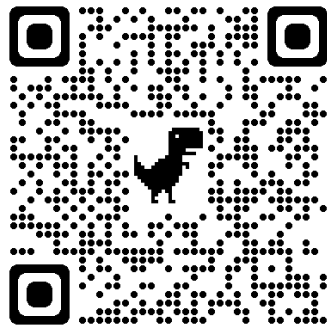
Safety depends **LEAST** On employee Behavior



Safety depends **MOST** On employee behavior



Safety Matters. Stay Connected.





Manny Trejo

Safety and Loss Control Consultant
TML Risk Pool



Questions?

