



# TDCJ Risk Management's Training Circular

Volume 8 Issue 11

Risk Management Issues

November 2008



## NOVEMBERRRRR



The snow may not have fallen yet, and the thermometer may not have dropped below freezing yet, but we know

### WINTER

is just around the corner. It's time to put those summer clothes up and pull out the sweaters and gloves. In some parts of Texas getting ready for winter means only having to go from short sleeves to long sleeves and not much more. The taste of hot chocolate, the smell of fresh baked cookies or holding a warm cup of coffee to keep your hands warm is the time of year that a lot of us look forward to. You look out the window one day and all the leaves have fallen off of the trees and you add that extra blanket to the bed, now you know



**OLD MAN WINTER IS  
HERE!!!**

### PREPARING YOURSELF FOR WINTER

Hypothermia and frostbite are two of the serious consequences of working outdoors in the winter. A lot of jobs require you to work outside year round and TDCJ has a lot of positions that frequently require employees and offenders to be outdoor regardless of the temperature or weather conditions. Since we can't stop winter, we can only protect ourselves from the cold by being familiar with the

Administrative Directive, AD-10.64 (Temperature Extremes in the TDCJ Workplace). Each year the Health Services with the assistance of Risk Management provide cold weather training to unit staff and offenders. Unit Wardens use the wind-chill index, the local news/weather and/or weather conditions recorded by instruments located on the unit/picket gate in determining the safety of cold weather working conditions.



### WIND-CHILL INDEX

Wind Speed in MPH	ACTUAL THERMOMETER READING (°F)									
	50	40	30	20	10	0	-10	-20	-30	-40
	EQUIVALENT TEMPERATURE (°F)									
CALM	50	40	30	20	10	0	-10	-20	-30	-40
5	48	37	27	16	6	-5	-15	-26	-36	-47
10	40	28	16	4	-9	-21	-33	-46	-58	-70
15	36	22	9	-5	-18	-36	-45	-58	-72	-85
20	32	18	4	-10	-25	-39	-53	-67	-82	-96
25	30	16	0	-15	-29	-44	-59	-74	-88	-104
30	28	13	-2	-18	-33	-48	-63	-79	-94	-109
35	27	11	-4	-20	-35	-49	-67	-82	-98	-113
40	26	10	-6	-21	-37	-53	-69	-85	-100	-116
Over 40 MPH (little added effect)	LITTLE DANGER (for properly clothed person)			INCREASING DANGER				GREAT DANGER		
				(Danger from freezing or exposed flesh)						

**HYPOTHERMIA** is a dangerous lowering of the body's temperature by exposure to cold or wet conditions. The air temperature doesn't have to be particularly low to cause hypothermia-just getting wet and chilled can do the same thing. Low body temperatures can affect the brain, making the victim unable to think clearly or move well. This makes hypothermia particularly dangerous because a person may not know it is happening and won't be able to do anything about it.



**Hypothermia can be fatal. Here are some of the symptoms to watch for:**

- \* Chills, shivering and exhaustion
- \* Inability to think straight or speak coherently
- \* Fumbling hands
- \* Irrational behavior
- \* Poor coordination
- \* Loss of consciousness

**Victims of hypothermia are often**

- \* Elderly people with inadequate food, clothing, or heating
- \* Babies sleeping in cold bedrooms
- \* People who remain outdoors for long periods

- \* People who drink alcohol and use illicit drugs

**There are some of the ways to prevent hypothermia**

- \* Dress warmly. Wear a hat, waterproof boots and gloves.
- \* Dress in layers so you can add or remove clothing as the temperature changes or you get warmed up.
- \* Keep your clothes dry. Put on waterproof gear before you get wet. Carry replacement clothing, such as socks, in case your clothes get wet or sweaty.
- \* Eat regular meals with enough carbohydrates and fats so that your body can keep producing the heat you need.
- \* Stay away from alcoholic beverages
- \* Stay active in cold weather and take rest periods in a warm dry place.
- \* If you start developing signs of hypothermia, get to a shelter promptly. In serious cases, call **911**.



Another cold-weather danger is frostbite. It is an injury which occurs when the body tissue freezes. The fingers, toes, face and ears are the most likely to be damaged.

**FROSTBITE** makes the skin numb, giving it a white and waxy appearance. If the skin becomes frostbitten, it is better to have it thawed at the hospital. But if medical help is far away, warm the frostbitten area gradually with body heat, tepid water, or blankets. **DO NOT** use hot water or direct heat. **DO NOT** rub the affected area with your hands because you will cause worse damage.

**Here are some ways to prevent frostbite:**

- \* Keep all of your extremities covered. In severely cold or windy weather, wear a ski-type mask to cover your cheeks.
- \* Carry spare mittens, liners and socks in case yours become wet.
- \* Make sure that gloves and footwear do not fit so tightly that they can cut off circulation.



- \* Check yourself for frostbite by making sure you can move your fingers and toes and that you still have feeling in your face.



Keep your house warm with proper insulation.

**N**-stands for checking on your **neighbors** and workers.



use to heat your home is in good working condition.

### STAFF AND OFFENDER CARE

Very important-**Don't** work alone. Keep a eye on each other for signs of hypothermia and frostbite.



**T**-stands for **temper**ature. Set your thermostat between 70° (daytime) and 60° (nighttime). When the outside temperature is 50° or below, wear a coat for warmth, cover your head and wear driving gloves to provide warmth and good grip. Wear a scarf around your neck if your coat doesn't come up to your chin. High socks and boots will keep your feet warm.



Use the letters in the word **"WINTER"** to remember some cold weather precautions.



Staff and offenders who work outside and will be exposed to cold weather conditions for extended periods of time such as, Agriculture areas, and outside industrial areas should be familiar with the proper, necessary clothing to prevent exposure. Types of clothing considered to be appropriate are:

- \* Thermal underwear
- \* Insulated jackets
- \* Cotton gloves
- \* Insulated hoods
- \* Leather gloves
- \* Heavy work shoes
- \* Socks



**W**-stands for **weather** conditions. Listen to weather forecast so that you will know the wind chill factor as well as the temperature. As well as having an indoor thermometer, mount an outdoor thermometer outside your kitchen window or sliding glass door where it can be seen.

**I**-is for staying **indoors**, don't go out in very cold weather unless you absolutely have to.

**E**-is for **eating**. Stock up for winter, so you will have food for energy, as a precaution against having to shop during a cold snap or when roads are hazardous.



Care shall be taken to prevent perspiration which could soak clothes and thus compromise the clothing's insulating value.

Layers of clothing shall be removed or added according to the effective temperature and level of physical activity.

Every reasonable effort shall be made in preventing extreme temperature-related injuries in the workplace.

**R**-stands for **re-pairs**. Make sure that whatever you



## SURVIVING THE WINTER CHILL



## PREPARING YOUR HOME HEATING/INSULATION

The most susceptible pipes in your house are in your garage, an uninsulated basement, under the house or on the side of the house. A very key section of pipe is that which leads to your water heater.



Foam pipe insulation pre-cut to the diameter of your pipe can be found at your local hardware store. This material is simple to work with, just slip it over your pipe and seal the seams with duct tape. Other forms of insulation, pipe wrap, or insulation tape may be cheaper but harder to install.



Another simple way is to heat areas in your house where pipes are vulnerable. An electric heater or incandescent light bulb near the pipes may work. Don't use a heater in areas with flammable items, especially in the garage.



During especially cold nights, turn both hot and cold faucets on to a drip. Running water is less likely to freeze. Obviously, you don't want to turn them on full blast unless you want a monstrous water bill at the end of the month. It also shouldn't be necessary.



## WINTER CAR KIT

### KEEP THESE ITEMS IN YOUR CAR

- \* Flashlights with extra batteries
- \* First aid kit with pocket knife
- \* Necessary medications
- \* Several blankets
- \* Sleeping bags
- \* Extra newspaper for insulation
- \* Plastic bags-for sanitation
- \* Matches
- \* Extra set of mittens, socks, and wool cap
- \* Rain gear and extra clothes
- \* Small sack of sand for generating traction under wheels
- \* Small shovel
- \* Small tools
- \* Booster cables
- \* Cards, games and puzzles
- \* Bright colored cloth to use as a flag
- \* Canned fruit, nuts and bottle water
- \* Non-electric can opener.

November 11, is a very special day in the United States. We have an American holiday that honors millions of veterans for their patriotism, love of country, and willingness to serve and sacrifice for this country. To all those veterans, we would like to say:



**THANK YOU**

Training Circular  
TDCJ Risk Management Department  
Volume 08 Issue 11  
November 2008

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