

## IT'S TIME FOR A CHANGE: Get Ready to Eat Smart and Be Active!

Jon Morgan & Amy Meinen, Health & Family Services, Wisconsin Nutrition & Physical Activity Program

**R**eady. Set. Go! It is time to make some important choices about your health! Not only is getting regular physical activity beneficial for your body, so is choosing to eat healthier foods. To help guide you in this endeavor, here are a few quick tips to keep in mind.

### Physical Activity Recommendations:

1. Participate in at least 30 minutes of moderate physical activity per day (60 minutes/day for kids).
2. Participate in physical activity at least 5 days a week.
3. Everyday activities count. In fact, purposeful activities such as mowing the lawn or walking the dog are a great way to ensure some activity on a regular basis.
4. Incorporate activity into your day (take a walk at lunch).
5. Decrease or limit screen time (TV viewing, computer work, video games, etc.) or make sure physical activity goals are met before extra TV time is allowed.
6. Increasing activity to 60 minutes per day or adding more strenuous activities may be necessary to lose weight or maintain weight loss.

### Healthy Eating Recommendations:

1. Eat 5 to 9 servings of fruits and vegetables daily, as they are low in calories and high in dietary fiber.
2. Limit consumption of sweetened beverages like regular soda. To avoid those extra calories choose water instead!
3. Don't forget to eat breakfast. Skipping meals may cause overeating or intake of excess calories at later meals.
4. Go with the grain, by making at least half your daily servings whole-grain. Whole grains are loaded with fiber, which can help you feel full longer.
5. Skim the fat and calories, by choosing either skim or 1% milk. Skim and 1% milk have the same vitamins and minerals as 2% and whole, but with less fat and calories!
6. Be conscious of portion sizes, as calories and fat can add up quickly. Choose smaller portions instead of super-sizing!

### Tips to Help You Get Started:

1. Set realistic goals (number of times active per week, miles

- walked, servings of fruits and vegetables eaten per day, etc.).
2. Make changes together. Engage your family or friends to make healthier changes with you. Participate in activities with others for both the social interaction and "peer pressure" to stay involved.
3. Monitor or track progress. Some useful tools to track progress are listed below:
- a. Physical Activity:
  - Paper Form:  
<http://dhfs.wisconsin.gov/forms/DPH/dph40073.pdf>

see *Healthy Lifestyle* on page 3

### *And the winner is...*

**T**he newsletter editorial board received over 75 title suggestions from readers all across the state. The editorial board reviewed them to determine which one would be the best title to help us develop our new format and content. Thank you to everyone who took the time to provide such quality suggestions. Our goal is to make this newsletter a tool that you can use to create a safer and healthier lifestyle.

Jeff Richter of the Public Service Commission submitted the winning title. Jeff told us he was pleased to see our change in focus. He believes that the combination of articles on healthier lifestyles and the prevention of accidents will make our newsletter more successful in presenting important and useful materials to you.

Please continue to forward ideas for article topics and if you would like to write an article, we are always looking for contributors. Please contact any member of the editorial board to participate. The names can be found on the back page of this newsletter.

--Newsletter Editorial Board

# SPOTLIGHT

Welcome to the first issue of *Safe & Sound: Being Healthy is No Accident*, our revised safety, health and wellness newsletter. Although we will continue to focus on both workplace and home safety issues, we will be placing new emphasis on promoting health and wellness for state employees and their families. The Editorial Board members are very excited about this new perspective and hope that you will also embrace this change. We hope the information is valuable for you and your family and that it will reinforce your desire to develop a safe and healthy lifestyle.

The Editorial Board members have greatly appreciated the feedback we have received from many of you. We sincerely hope that you will continue to provide us with your thoughts regarding the newsletter content as well as suggestions for future articles.

We have received repeated comments on two specific issues which we would like to address. The first issue raises the question of why we print and distribute a paper copy of the newsletter rather than just sending out an electronic copy. Many readers expressed concern about the cost of producing a paper copy. We continue to produce a paper newsletter for two main reasons. First of all, many of our readers do not have direct access to an electronic copy and we want

everyone to have access. Secondly, we feel a paper copy significantly improves the chances the newsletter will be read and also improves the chances the newsletter will be shared with family members.

The cost of printing 70,000 copies of the newsletter is \$4,500 which brings the annual cost to \$9,000. The average cost of one lost time back injury claim is \$8,860. In FY03 and FY04, we had 455 lost time back injury claims. If the increased awareness and knowledge of good safety practices result in the prevention of one lost time back injury claim, we have recouped the cost of printing the newsletter.

The second issue raised by our readers is the use of glossy paper and whether the paper is recyclable or not. The glossy paper is recyclable but the cost is slightly higher than uncoated paper. As part of revamping the newsletter we have decided to use uncoated, recycled paper. This will save us approximately \$1,000 per issue, bringing the annual cost of producing the paper copy of the newsletter to \$7,000.

Please continue to send us your feedback and any suggestions you have for future articles. We are particularly interested in success stories that agencies, institutions and campuses have experienced in improving the safety and wellness of state employees.



## HAZARDOUS WASTE AT HOME? HELP!

David Radisewitz, City of Madison

Spring means different things to different people. Some of us think about planting our flower gardens or getting the lawn (and ourselves) into shape. Some of us take spring as the signal to clean out the garage or go through the basement. It's also time to look into "summerizing" the snow blower and getting the lawn mower up and running. Others are just glad winter is finally over. No matter what spring means to you, you will most likely find yourself with a few household hazardous wastes that you want to get rid of, that you can't throw in the trash.

The following are some household hazardous wastes you may find this spring: gardening and lawn care items such as pesticides, herbicides, weed and feed fertilizers; old pool chemicals; oil or solvent-based paints; solvents such as furniture strippers, stain, shellac, varnish, thin-

ner, turpentine; mercury and mercury containing products; full or partially full aerosol cans, propane cylinders, gasoline, kerosene, fuel oil, solvent-based driveway sealant or even pastes, polishes and caulks that are combustible or flammable.

The best way to get rid of these unwanted items is take them to your local household hazardous waste (HHW) program disposal site or Clean Sweep program. These facilities are set-up to handle these materials, and they insure your wastes are disposed of in a manner that's safe for our environment. Most counties in the state have collection events scheduled. Several counties have permanent facilities that are open year round. Some even have product exchange programs where you can pick-up a can of stain or a bag of rose food free of charge.



Different HHW disposal facilities accept different products so be sure and check with your local HHW or your city or county public works department for details. For information about the Dane County Clean Sweep program, please visit our website at [www.danecountycleansweep.com](http://www.danecountycleansweep.com).

# THE EFFECTS OF SMOKING:

## The Staggering Statistics

Irene Herron-Steeger, UW Milwaukee

Governor Doyle continues to promote a healthier workplace for state employees and their customers. By signing Executive Order 89, he directed cabinet secretaries to make state office buildings under their control completely smoke-free by March 5, 2005. The Executive Order includes eliminating all designated smoking areas in state buildings that had been allowed under the Clean Indoor Air Act, Wis. Stats. §101.123. Wisconsin is not the only state making changes, as workplaces nationwide continue to become smoke-free to provide clean indoor air and to protect employees from the life-threatening effects of second-hand smoke.

The effects of second-hand smoke and smoking in general are staggering. Research shows that in 2000, Wisconsin had over 7,300 residents die from smoking related illnesses. Use of tobacco is the leading preventable cause of death in Wisconsin and it is estimated that the direct health care cost in Wisconsin for smoking is \$1.6 billion annually. In Wisconsin, 23-percent of all adults smoke, but what is more frightening is that research has found 6.6-percent of current middle-school students in Wisconsin smoke.<sup>1</sup>

The deadly effects of smoking on men and women are shocking. The American Lung Association reports smoking is directly responsible for 87-percent of all lung cancer deaths in America each year.<sup>2</sup> In 1987, lung cancer surpassed breast cancer as the leading cause of cancer deaths among women in the US.<sup>3</sup> It has been found that lung cancer, stroke and coronary heart dis-

ease increase for people who smoke or who have an environmental exposure to smoking (second-hand smoke.) There are countless statistics available, and one of the most important is that at least 70 percent of the people who are smokers want to quit according to the American Lung Association.<sup>2</sup>

Quitting smoking is a very difficult task and one that may take two or three attempts to reach the goal. Many people seek professional help when trying to stop smoking. Your health care provider is the best person to consult, as they can provide practical advice and information on the programs and medication that may be best for you. Check with your health plan for more information.

Wisconsin residents can also contact the Wisconsin Tobacco Quit Line by calling **1-877-270-STOP**. The number can also be accessed in Spanish **1-877-2NO-FUME (266-3863)** and by **TTY 1-877-777-6534**. The quit line offers free smoking cessation counseling and can help you develop a quit plan that will work for you. Friends and family members can also receive information on how to help someone they know quit using tobacco.<sup>4</sup>

Smoking is a devastating habit that can have negative effects on you and those around you. The information and statistics in this article provide you with many reasons why a smoke-free environment is important for everyone.

*"In 2000, over 7,300 Wisconsin residents died from smoking related illnesses."*

1. WI Department of Health and Family Services, Division of Public Health. Tobacco Prevention and Control Program. Wisconsin Tobacco Facts 2004, (PPH 43021, Rev. 03-04).

2. American Lung Association. Smoking 101 Fact Sheet. November 2004. <http://www.lungusa.org/site/pp.asp?c=dvLUK9O0E&b=39853>.

3. American Lung Association. Women and Smoking Fact Sheet. November 2004. <http://www.lungusa.org/site/pp.asp?c=dvLUK9O0E&b=33572>.

4. University of Wisconsin Medical School. Center for Tobacco Research and Intervention. [www.ctri.wisc.edu](http://www.ctri.wisc.edu).

Healthy Lifestyle continued from page 1

- Computer Tracking:  
<http://www.wisconsinchallenge.org/>.
- b. Nutrition:
  - Healthy Eating Index (computer tracking):  
<http://209.48.219.53/>
- 4. Set-up incentives, whether individual or by organization.
- 5. Work physical activity into your daily routine and develop certain tasks that require physical activity.
- 6. Identify "destinations" near your workplace or home that you can walk or bike to instead of traveling by car. Examples include retail stores, newspaper box, parks or other places you have a reason to visit on a regular basis.

- 7. Any activity is better than no activity. Three sets of physical activity, each lasting 10 minutes, have now been proven to provide similar health benefits as one 30-minute bout.
- 8. Plan ahead. By making a grocery list at the beginning of every week that includes healthful snacks and meal ideas, you may be less likely to eat out.
- 9. Eat in moderation. There is no such thing as "bad" foods as long as they are eaten in moderation. An example of moderation is choosing to eat out only one time per month.

*So what are you waiting for? Get up and get going towards making better choices to stay healthy!*

# LADDER SAFETY - Don't be a Statistic

Transportation Safety Section

Spring is just around the corner and the time of year when many people begin routine maintenance in and around their homes. Some of those jobs include scraping and painting, cleaning out gutters, or window washing and almost all of them require using a ladder. Before you begin your spring projects, take a few moments to review some safety tips that involve the use of ladders. A review now might keep you from being one of the estimated 200,000 people that are injured each year from falling off a ladder.

The most important tip is to select the correct ladder for the job. Ladders come in three types: wood, aluminum and fiberglass. You need to make sure the ladder you are using is safe for your project. For example, if you are using a ladder near an electrical source, you should use a wood or fiberglass ladder, not an aluminum one.

There are two common styles of residential ladders: step ladders, or self-supporting ladders, and non-self-supporting ladders, also known as extension ladders. Ladders also have different

load capacity ratings. Typically, a ladder that has a higher load rating will be sturdier and more expensive. Different types of ladders work best for different jobs. Remember to review your needs before stepping onto a ladder.

Here are some guidelines to follow when using a ladder:

- First, inspect the ladder before stepping on the first rung. Be sure the rungs are clean and all parts are intact. Never climb on a slippery or shaky ladder.
- Set the ladder up correctly. Place all feet of the ladder on a firm, level surface, not on rocks, boards or soft soil.
  - When a ladder is used to reach high areas of your home, the top of the ladder should extend at least three feet above the area where you are working.
  - Don't carry equipment while climbing the ladder.
  - Face the ladder when climbing up and down; keep your body centered between both side rails.
  - Don't overextend your reach when up on the ladder.
  - Never move a ladder while standing on it.
  - When buying a new ladder, read the instructions for proper use.

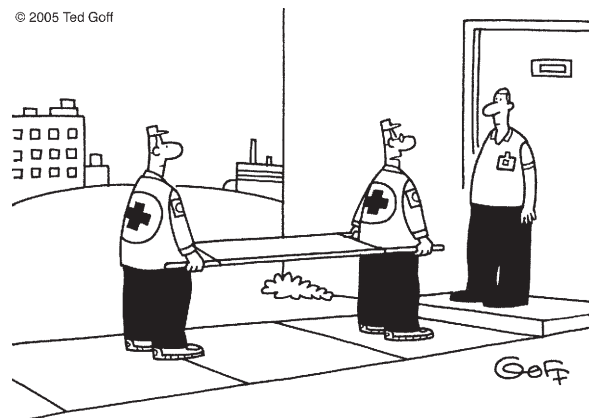


For more specific information on ladders, refer to [www.osha.gov](http://www.osha.gov) and do a search for ladders or visit <http://www.doityourself.com/tools/learnaboutladders.htm>.

## ONLINE SAFETY COURSES THROUGH WEVU

Wisconsin Employees' Virtual University (WEVU) is an online multimedia training opportunity that is available to all state employees. The curriculum includes a range of courses in IT, computer desktop, management, administrative support, project management, safety, and business and professional development topics.

In the safety area, 15 classes are being offered through WEVU. They range from driver safety to hearing conservation to slips, trips and falls and each class concludes with a knowledge-based test. The classes are bundled together and are available for one fee. Please contact your agency's training coordinator for information related to registering for classes offered through WEVU. Then visit <http://training.state.wi.us> and choose the WEVU Curriculum from the left navigation bar. WEVU is a great opportunity to complete more safety training right at your own computer.



**"We were just passing by. Did you have any workers today who thought safety was a waste of time?"**

# LET THE NUMBERS SPEAK FOR THE HEART

Nancy Nankivil Bennett, Employee Trust Funds

**H**ealth care costs are continuing to rise. There is more and more evidence suggesting that better management, if not prevention of chronic conditions, will result in real savings. Cardiovascular Disease (CVD) alone costs our nation more than \$300 billion dollars each year.

Consider these statistics:

- Heart disease and stroke are the first and third leading causes of death in the United States.
- Over one million Americans will have a heart attack this year.
- Each year, more than one-half of all deaths related to CVD occur among women.

## Turning the Risk into Reward

The Center for Disease Control has identified five key risk factors associated with Cardiovascular Disease. Turning these risk factors into wellness practices increases the promise of reducing the impact of this chronic health condition.

1. **Check Your Blood Pressure:** About 90% of middle aged Americans will develop high blood pressure in their lifetime

and about one third of these people will be unaware of their condition. Left unchecked and unmanaged, high blood pressure can lead to stroke or heart attack.

2. **Manage Your Cholesterol:** About 40.6 million Americans have elevated cholesterol levels. A 10% decrease in cholesterol levels may result in a significant reduction in the incidence of CVD.
3. **Be Tobacco Free:** About 1 in 5 deaths from CVD are attributable to smoking. Evidence suggests that 6 to 14 percent of personal health care expenditures can be attributed to smoking. The World Health Organization estimates that one year after quitting, the risk of CVD decreases by 50 percent.
4. **Eat Healthy:** Almost 200 million adults and an estimated 5 million children are considered overweight or obese. Overweight people may reduce their risk for chronic conditions, including CVD, by losing as little as 5 to 15 percent of their body weight.
5. **Get Physical:** Leading a sedentary lifestyle may be as risky as smoking or having high blood pressure when it comes to CVD. Being physically active several times a week reduces the risk factors associated with heart disease and stroke.

The stakes are great and the challenge must be met. As individuals, we must step up to the plate on actions that could have such a huge impact on the quality of our life and the cost of health care.

# POISON PREVENTION

Health and Family Services, Division of Public Health

**E**ach year in the U.S., thousands of people are accidentally poisoned. They often require emergency care. Poisonings can involve carbon monoxide fumes, cleaning products, medicines, vitamins and other household chemicals. Young children and senior citizens are often the victims.

## Handling and Storing Toxic Chemicals

Most homes have cleaning products, lawn chemical, insecticides, paint thinners, and medicines. When used for the right purpose, these products make our lives easier and happier. When used the wrong way or accidentally swallowed by a curious child, these chemicals can cause serious problems or death.

### Tips on poison prevention:

- Protect your family from carbon monoxide. Install a detector near bedrooms in your home. Have your furnace inspected every fall.
- Store chemicals and medicines in their original containers. These containers list information that can help in case of a

poisoning. Never store medicines or other chemicals in drinking glasses, cups or soda cans, as this can lead to poisonings.

- Read and follow label directions. Select products that are safe for your home and for nature.
- Buy only as much chemical as you need for the job.
- Never mix products that contain chlorine bleach with products that contain acids or ammonia. Mixing these chemicals creates deadly chlorine gas.
- Call the Wisconsin Poison Control Center (1-800-222-1222) if you have questions about a possible poisoning. Put the number near each phone in your home.

### Tips to prevent childhood poisonings:

- Store dangerous chemicals in cabinets that are locked or too high to be reached by small children.
- Store vitamins, iron pills, and medicine in locked cabinets.
- Buy products in childproof containers.
- Learn about the plants in your home and yard. Common poisonous plants are philodendrons, poinsettias and holly.

Remember to be vigilant when handling and storing toxic chemicals. Your family's safety depends on it.

<http://dhfs.wisconsin.gov/hometips/dhp/POISON.HTM>

# DRIVING-MANAGING THE RISK

Rollie Boeding, Bureau of State Risk Management

Accidents involving state vehicles and drivers result in both human suffering and significant financial costs. Over the past three years alone, 312 state employees were injured in vehicle accidents while performing their job duties, including one fatality. The financial costs, including indemnity payments to injured employees, medical expenses for injured employees, damage to state vehicles and liability payments to third parties for property damage and bodily injury, exceeded \$10.5 million over this three-year period.

In an effort to reduce this risk the state has adopted Minimum Driving Standards for all state employees and is in the process of developing and implementing a monthly review of the driving records of all state drivers.

The Minimum Driving Standards require that an employee be at least 18 years of age and have two years of licensed driving experience before driving a state vehicle. An employee can become ineligible to drive a state vehicle if he or she has three or more moving traffic violations and/or at fault accidents in a two-year period, or has received an OWI or DUI violation within the prior twelve months.

The monthly review program will review all state drivers listed on the state driver database maintained by the Department of Administration (DOA) Central Fleet. Those drivers' names will be matched against the driver record database maintained by the Department of Transportation. The report will indicate which employee driving records require further review. In the case of further review, either agency staff or DOA Central Fleet staff will review the actual driving record and determine if the employee meets the minimum standards.

The names of those employees who fail to meet minimum standards will be forwarded to Human Resource staff in the affected agencies, who will then notify the employee. Their status in the driver database will also be moved to "inactive." Those employees will then be ineligible to drive a state vehicle until the necessary time period has passed to make them eligible again.

Exemptions can be granted by agency management if it determines there is a compelling business need for the employee to continue to drive a state vehicle. This determination must balance the agency's business needs with the driving record of the employee and must include adequate safeguards for the employee's driving.

The monthly review program has been developed and is being tested. The program should be fully implemented by May 1.

"We are optimistic that this new program will help us reduce both costs and potential injuries," notes Patrick Farley, Administrator of the Division of State Agency Services in DOA, which oversees both transportation services and risk management activities for the state. "Reducing vehicle-related risks must be a priority for every agency and driver. I am very pleased with the cooperation we have received from state agency personnel in implementing this program and all of us at DOA look forward to the successful launch of this important program."

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