

COMP CONTROL[®]

The Official KMIT Member Resource



Compressed Gas Cylinders

Reprinted with permission from the Oklahoma Municipal Assurance Group as published in the February 18, 2000 edition of Oklahoma Cities & Towns.

by Gary Gauthen
Loss Control Specialist

There have been many cases of property damage, injury, and death caused by compressed gas cylinders. If handled roughly they can rupture at the neck and become projectiles propelled at high speed by the escaping gas.

If you have to move a cylinder a short distance, tip it and roll it along the bottom edge. Never drag cylinders on the floor. Rough handling that scrapes or cuts the surface may cause an accident later.

Never carry cylinders by hand, even with two persons. Use a cart or truck. Also, never lift a cylinder with a sling, they may seem solid and strong, but a dropped cylinder may rupture and become a wild missile.

People have mistakenly used one or more cylinders as rollers or to support heavy objects. These conditions could also cause a cylinder to rupture. Do not use cylinders for any purpose other than the one it was designed for, the storage of gas.

Some cylinders have safety devices called "fusible plugs". The plugs are openings in the cylinder that are closed with a type of metal that has a low melting point. If the cylinder's temperature reaches the melting point, the plug opens and releases the gas. Fusible plugs reduce the likelihood of an explosion. In acetylene cylinders,

the melting point is just about the same temperature as boiling water.

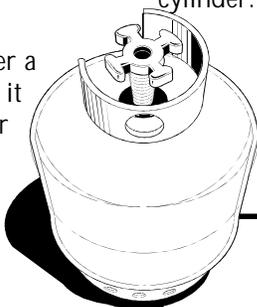
If you ever have to thaw a frozen valve, use warm, not boiling water to thaw it. Never use a flame to warm the valve or cylinder.

If a cylinder leaks, move it outdoors quickly and keep it away from flames or sparks. Open the valve slightly to allow

the gas to escape gradually. Post "No Smoking" signs in the area.

Following are some points to remember about oxygen cylinders. Oxygen is the proponent in air that makes fire burn. Pure oxygen promotes fire more than air, and can start a fire where no spark or ember exists, particularly if it comes into contact with oily material.

continue on page 3



More Do's and Don'ts

Do—

- Place valve protector on gas cylinder when the cylinders are not connected for use.
- Secure all gas cylinders properly at all times to prevent them from tipping, falling, or rolling.
- Secure the cylinder with strips of chains attached to a wall bracket, proper cylinder stand, or counter.
- Contact the supplier for disposal instructions. Have the serial number of the cylinder handy.
- Mark cylinder legibly to identify gas contained.
- Refer to the MSDS—prior to using cylinder—for information regarding proper use and toxicity.

Don't—

- Use cylinders with leaking regulators, cylinder valves, hose, piping, systems apparatus or fittings.
- Tamper with or attempt to repair cylinder valves.
- Use cylinders as rollers or supports, whether empty or full.
- Use cylinder contents for any purpose other than those intended by the supplier.
- Permit any ignition sources near uncapped cylinder openings.

KMIT Officials
Kansas Municipal Insurance Trust
Board of Trustees & Key Contacts

Kelly DeMeritt - President
Atchison

Mark Arbuthnot - Vice President
Abilene

Cherise Tieben - Treasurer
Dodge City

Steve DeFever Richard Nienstedt
Independence Fort Scott

Willis Heck Ron Pickman
Newton Goodland

Max Mize Ted Stolfus
Kingman Bonner Springs

Carl Myers Shawne Morgan
Wellington Derby

Don Moler
Executive Director
Ex Officio

Bernie Hayen
Pool Administrator

Victoria Vanderhoof
Claims Adjuster
Insurance Management Associates

Paul Davis
Assistant Risk Control Manager
Risk Management Associates

CompControl is a publication of the League of Kansas Municipalities and the Kansas Municipal Insurance Trust for the purposes of educating and informing cities about loss control methods and risk management. If you have any questions concerning KMIT workers' compensation or risk management that you would like to see answered in this newsletter, please direct those inquiries to:

Kansas Municipal Insurance Trust
300 SW 8th Avenue
Topeka, KS 66603
Phone: (785) 354-9565
Fax: (785) 354-4186

Christie Carney
Managing Editor

©Copyright 2000 by the League of Kansas Municipalities. No portion of this publication may be reproduced without permission from the publisher. Contents herein are not intended to provide specific legal or medical advice. Readers should seek advice on specific concerns from a qualified professional.



Letter from the Pool Administrator

"The crisis you have to worry about most is the one you don't see coming."
(Mike Mansfield, American statesman)

Dear KMIT Member:

The above quote always seems an apt reminder whenever change occurs within an organization. As you may know, Jennifer Findley, Senior Program Manager with the League, recently resigned her position to join the Topeka Performing Arts Center as their Development Director.

While the move was very good for Jennifer, it left the League and KMIT with a challenging decision – whether to recruit a suitable replacement or leave the position vacant and re-structure Jennifer's duties among existing staff. It was decided that the latter course of action would work best for both the League and KMIT at this time.

As a result, I will be assuming many of the operational functions that Jennifer so capably handled. I am pleased to let you know Christie Carney, Administrative Assistant, will assume most of the day-to-day administrative duties required by the pool.

Christie is no stranger to the pool membership since she already is responsible for the monthly mailings to KMIT member cities, including the bi-monthly issues of the CompControl and the TeachTools. With her additional duties, Christie will become the main League contact for KMIT members and will be maintaining the membership files on a daily basis. In addition, she will become responsible for KMIT's new web site, which will be operational later this fall. She can be reached by voice directly at (785) 354-1003 ext. 241 or by e-mail at ccarney@networksplus.net

On another note, I would like to remind each of you to plan on attending KMIT's annual membership breakfast held in conjunction with the Leagues' annual conference. The League's conference will take place in Topeka this year from October 7th through the 10th with KMIT's breakfast being held on the 10th. I look forward to seeing you there!

Continued Best Wishes!

Bernie Hayen
Pool Administrator



"Safe City" Spotlight on Ransom

The City of Ransom (approximately 400 pop.) is a small agricultural based city located in northern Ness County. Incorporated in 1905, Ransom is a city of the third class. There are 7 full-time employees, 7 part-time employees, 11 volunteer firefighters, and 13 emergency personnel.

A family oriented community, Ransom will celebrate its 20th annual Oktoberfest this fall. The City also showcases a competitiveness in school sports, including being the 1999 1A state track champions and the 2000 volleyball regional champions. Ransom is proud to be home to a local high school and grade school, a hospital, a long term care facility, a grocery store, 5 churches, 2 diners, several community organizations, a gas station, a feed mill, and several other small businesses. Ransom was also home to former Kansas Governor and Senator Andrew Schoeppel and Nolan Cromwell, former Los Angeles Rams safety who now coaches for the Seattle Seahawks.

Ransom is also proud of its safety record—0 injuries for this year. Instead of having a designated safety coordinator or committee, city employees combine with firefighters and EMT's to go through various safety procedures.

The City offers a variety of ways to keep employees safe: safety workshops (i.e. trenching and excavating); reviewing chemical data sheets on a regular bases; keeping the safety manual up-to-date; servicing all machinery and equipment regularly; and performing routine inspections.

The City has taken additional safety measures by purchasing fire safety suits, conducting mandatory drills, and promoting community safety through school programs.

Even with a 0 injury rate, the City of Ransom feels it is important to continue improving its safety measurers by offering more training workshops and safety programs.

Unlike some small cities, Ransom is fortunate to have a clinic and pharmacy in the community that is equipped to handle

emergency situations if needed. It is a comfort to the employees to know that if an accident should occur they would not have to drive the additional way to a bigger community for medical attention.

In the event an employee should become injured and unable to perform their regular tasks, temporary work is made available until they can resume their normal duties. The City of Ransom considers its employees more family than employer/employees.

It is through the safety success of cities like Ransom that KMIT continues to grow. Thank you, City of Ransom for your commitment to workplace safety. KMIT values your efforts and is pleased to be able to spotlight your accomplishments.

Continued from page 1

Never handle oxygen cylinders with oily hands, gloves, or clothing. Do not use oil or grease to lubricate valves or attachments on these cylinders. Keep the cylinders away from oil and grease.

Do not store oxygen cylinders near other cylinders of flammable gases, and do not use oxygen for compressed air.

Compressed gas cylinders are well made and they are safe if properly handled. Badly handled cylinders can cause fires, explosions or deaths.

For more information on correct handling of compressed gas cylinders, check out the following websites:

OSU Online Safety Library
www.pp.okstate.edu/ehs/links/gas.htm

Compressed Gas Association
www.cganet.com

Occupational & Safety Hazards Association
www.osha-slc.gov/SLTC/compressedgasequipment

Drive to Survive this

Labor Day weekend is one of the worst traffic weekends of the year and is marked by a high number of automobile accidents. You can protect yourself and your loved ones by taking some simple precautions.



Labor Day

Drunk driving and bad weather certainly account for a high percentage of auto accidents. But, according to the National Safety Council, most auto mishaps are caused by common, avoidable mistakes.

Improper lookout is a big one. Many accidents occur when drivers do not check carefully, in all directions, as they pull out of driveways, from intersecting streets, or when passing slower cars. Most cars have blind spots, so do not rely only on the rear view or side mirrors. Check both, and look over your shoulder as well.

For commuters, driving the same route to and from work five days a week can become habit; it is hard to keep focused on the trip, which leads to inattention, another leading cause of traffic accidents. Try varying your route, if it is not too inconvenient.

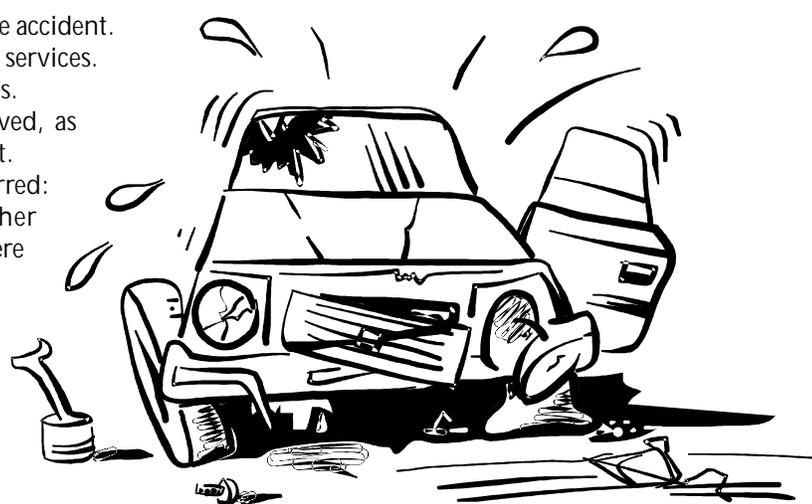
Remember to drive defensively. Following the rules of the road is not always enough. You must actively watch other drivers so that you are prepared if they do the unexpected.

Another related source of driver error: internal distraction. Pull over out of traffic before searching for your cassette tape or disciplining your children.

Numerous accidents can be blamed on excessive speed, as well. Even if you are paying close attention, it does not matter when you are driving too fast. You have less time to react to a situation and a greater chance of losing control of your vehicle, especially during bad weather.

After an Accident

- Stop your vehicle if you can do so safely, legally, and in clear view of oncoming motorists.
- If the damage is minor, move your car out of traffic. (In some state, however, it is illegal to move a vehicle after an accident. Your local police can tell you the rules in your area.)
- Turn off the ignition.
- Make a check for injuries of all persons involved in the accident.
- Call the police and, if necessary, emergency medical services.
- Mark the scene with flares or retroreflective triangles.
- Get the names of all persons in the vehicles involved, as well as people who may have witnessed the accident.
- If possible, make a diagram of how the accident occurred: direction of travel, lane, date, time, and weather conditions. Note where drivers and passengers were seated.
- Get the driver's licenses and insurance company information from other drivers involved. Do not discuss "fault" or make any statements about the accident to anyone except the police.
- Get a copy of the police report from the local precinct.



Claims

2000 Frequency and Cost Analysis—Top 5 1/1/00 through 7/31/00

By Job Classification

Classification	Frequency	Claim Costs
Police Officers & Drivers	64	\$ 63,223
Street/Road Construction	30	\$ 46,588
Waterworks Operators/Drivers	30	\$ 7,783
Garbage, Ashes, Refuse Collectors	23	\$ 23,148
Firefighters & Drivers	20	\$ 4,342

By Accident Type

Type	Frequency	Claim Costs
Strain or injury by lifting, pushing, carrying	66	\$ 55,243
Cut/puncture/scrape	53	\$ 9,505
Fall or slip from different level, ladder, liquid/grease	48	\$ 42,929
Struck or injured by falling or flying object	23	\$ 2,795
Occupational Hazards from repetitive motion/skin disease	22	\$ 45,572

By Part of Body

Part of Body	Frequency	Claim Costs
Hand/Finger(s)/Thumb	49	\$ 62,426
Low Back Area	37	\$ 32,353
Knee	30	\$ 43,959
Ankle/Foot	22	\$ 18,079
Lower Arm/Wrist	20	\$ 21,743

Number of Claims Reported

Monthly June 1, 2000 to June 29, 2000 — 43 claims reported
July 1, 2000 to July 31, 2000 — 45 claims reported

Year-to-Date January 1, 2000 to July 31, 2000 — 291 claims reported

Note—The above figures are based on claims reported as of 7/31/00. The figures are based on actual accident dates, not date reported. Amounts listed for claim costs are amounts incurred to date.

Your Pool in Action

Member Notes

Calendar of Events

August

25 KMIT Board Meeting, Wichita

September

- Cold and Flu Campaign
- Gynecologic Cancer Awareness Month
- Healthy Aging Month
- Leukemia Awareness Month
- National Cholesterol Education Month

18-25 Ulcer Awareness Week
23-24 Family Health & Fitness Days

October

- Family Health Month
- Healthy Lung Month
- Breast Cancer Awareness Month
- National Dental Hygiene Month

7 KMIT Golf Classic, Topeka
10 KMIT Annual Meeting, Topeka
8-14 National Fire Prevention Week
8-14 National Adult Immunization Awareness Week
15-21 National Health Education Week
16 World Food Day

November

National Diabetes Month
National Epilepsy Month

16 Great American Smokeout

Safety *success*

The following cities have not reported any claims in 2000 as of 7/31/00.

Andale	Esbon	Mound City
Basehor	Fowler	Olpe
Bel Aire	Glasco	Oskaloosa
Beverly	Glen Elder	Ozawkie
Bird City	Greeley	Princeton
Bison	Grenola	Ransom
Brewster	Holcomb	Sedgwick
Centralia	Hoxie	Tescott
Chautauqua	Lucas	Treece
Cheney	McFarland	Turon
Conway Springs	Melvern	Wakefield
Elkhart	Moline	Walton

K M I T

Balance Sheet
July 31, 2000

Assets	
Cash in Bank	68,024
Investments	1,788,827
Total Assets	1,856,851
Liabilities & Equity	
Claims Payable	(338,761)
Reserved for Losses	611,505
Incurred But Not Reported (IBNR)	1,430,135
Total Liabilities	1,702,879
KMIT Equity	153,972
Total Liabilities and Equity	1,856,851

COMPCONTROL®

