STRESS........Can It Affect Your Safety?

( By: Aleece Foxx)

Stress at Work..............Stress at Home...........Unidentified Stress

WHAT is stress?

Stress may be defined as “any physical, chemical, or emotional factor that causes bodily or mental tension.” Does this mean that stress is inherently harmful? No. One doctor observes, “a mild degree of stress and tension can sometimes be beneficial. Feeling mildly stressed when carrying out a project or assignment often compels us to do a good job and to work energetically.”

Question: So when is stress a problem?
Answer: Typically when the stress is overwhelming or poorly managed and when it starts to cause health problems.

Job Stress

Job stress can cause a negative physical and/or emotional response that can result in on-the-job injuries or a safety hazard conditions that may lead to on the Job Stress:

- Heavy workload
- Working late
- Not taking vacation

Stress sets off an alarm in the brain that may cause an increased heart rate, deeper breathing and muscle tension. Pay attention to early warning signs as to avoid serious problems.

Pay Attention to Warning Signs

Here are a few warning signs to look out for:

Emotional signs of stress
- Short Temper
- Confusion
- Unproductive worry
- Sadness
- Frequent mood swings

Physical signs of stress
- Headaches
- Problem Sleeping
- Upset Stomach

Teresa and Oveta Deliver Blankets to Grady Hospital

Teresa Corso (on Left) and Oveta Perry delivering blankets to NICU (Neo-natal Intensive Care Unit) at Grady Hospital on August 23, 2010
The balloon is again pumped up as the students have arrived and we are well into another exciting school year at Georgia Tech. The transition from the quiet campus of the summertime to the high energy of the fall when the students arrive is one of my favorite times of year. The fall brings football season, homecoming, parents' weekend, and a host of other activities. In addition to all of our buildings being filled with students, faculty teaching, and doing research; behind the scenes of all of these activities are hard working Facilities employees performing the tasks required to make all these activities successful and even possible. During football games, our Area IV Maintenance team, with the help from other Areas or U&E have people ready to respond to facilities issues arising during the game. We have Landscape employees orchestrating the collection and removal of tons of trash generated by the thousands of football fans attending the games. Unlike another Georgia school, our Campus is cleaned up and ready for business in short order. Our Staging crew supports a wide range of activities during this time of the year with tables and chairs which are often taken for granted by others but would be lost without this service. Our recycling program has also become a big part of many of the major events happening on Campus to include football games. This program even made the jumbo-tron.

In addition to the critical part we play in the day to day and special events on Campus, we have the opportunity to get involved in some really interesting projects. The renovation of the Olympic dive pool is an example of a project not many folks in our business will ever get the opportunity to be part of. Next time you run into some of the folks from Area I ask them to tell you all about it. In Building Services, we have pretty much transitioned to active ion pro technology to clean in place of chemicals. The next time you see one of our custodians with a large, strange looking, bottle in their hand ask them to show you how it works – you will be amazed.

Most folks I have talked to say this time of the year is their favorite. The cooler weather is a welcome change from the hot summer and makes going out doors more fun. I encourage everyone to enjoy the beautiful fall weather and never forget you do play an important role in making Georgia Tech one of the primary universities in the world.

Go Jackets!

Patti Stilson is Moving to Georgia State University

After four years at Tech, Patti Stilson, the Central Shop Manager, went to work for Georgia State as Director of Custodial and Landscape. We wish Patti good luck.

[Photo of Patti with her co-workers]
Environmental Health & Safety

1. How many employees are there at EHS?
The number of full-time employees in EHS is 20.

2. What are the responsibilities of the department?

Overall EHS: To guide and assist the Georgia Tech community in meeting its safety, public health, environmental protection and regulatory compliance responsibilities.

Individual EHS Offices

Chemical Safety:
Primary responsibilities include lab safety training, lab inspections, Chematix chemical inventory database, campus Dangerous Gas Monitoring Program, hazardous chemical shipping program, environmental monitoring, indoor air quality, fume hood testing / certification, hearing protection program, asbestos identification and control, and personal protective equipment (PPE) program.

BioSafety:
Primary responsibilities include biological lab safety training, lab inspections, overseeing Georgia Tech’s Occupational Health Program (OHP), safety procedures for select biological agents, toxins and viral vectors, overseeing the biological material shipping and biological safety cabinet testing / certification programs, serving as a member of the Institute BioSafety Committee (IBC) for recombinant DNA research, developing Biosafety practices for research involving human-derived materials and mammalian-derived materials.

Radiation Safety:
Primary responsibilities involve managing all aspects of the use

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What is Machine Guarding, and Why is it Necessary?
( By: Aleece Foxx)

Moving machine parts have the potential for causing severe workplace injuries, such as crushed fingers or hands, amputations, burns, and blindness, just to name a few. That’s why it’s essential to be sure safeguards are in place. Always be sure that the point of operation, power transmission apparatus, and all moving parts of the machine which move while the machine is working are safeguarded from any contact.

Here are the basics of proper machine guarding:
1. **Prevent Contact** – Safeguards must minimize the possibility of the operator or another worker placing their hands into hazardous moving parts.
2. **Remain Secure** – Workers should not be able to easily remove or tamper with the guard.
3. **Protect from Falling Objects** – Safeguards should ensure that no objects could fall into moving parts.
4. **Create No New Hazards** – A safeguard defeats its own purpose if it creates a hazard.
5. **Create No Interference** – A safeguard should not create an unacceptable impediment for the worker.

Allow Safe Maintenance – It should be possible to lubricate the machine without removing the safeguard.

Each individual that operates machinery should do so only when the appropriate guards are in place. Also, employees must be properly trained before operating machinery. Keep in mind that even though a machine may be properly safeguarded, there still may be a need for personal protective equipment such as safety glasses, face shield, hearing protection, etc. Georgia Tech Environmental Health and Safety is available to assist with machine safeguard and personal protective equipment selection. For more information, refer to the Machine Guarding Guidelines at [www.ehs.gatech.edu/general](http://www.ehs.gatech.edu/general) or contact EHS General Safety at (404) 385-0263.

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**Common Machine Guarding Hazards**

*Table Saw Missing Hood Guard and Spreader*

*Correctly Guarded Table Saw*

*Bandsaw Blade Guard Left in the Up Position*
Retirees

In the last 15+ years, many employees retired from the Facilities department. If you have been working in Facilities for a few years, you have heard or you have known some of those ex employees. Below is the list of all Facilities employees who retired in the past 15 years.

### Operations & Maintenance
- Austin, Virgil: Steam Equipment Mechanic II
- Baggett, Leslie H: Electrician III
- Brown, Hoyt: Plumber
- Burroughs, Charles R: Area Maintenance Manager
- Cooke, Charles T: Production Control Asst
- Cowart, Fred M: Plumber I
- Curlew, William: Structural Designer
- Edwards, David E: Air Conditioning Foreman
- Eubanks, Herman B: Air Conditioning Mechanic II
- Felix, Delora R: Admin Assistant I
- Fields, Stanley E: Mechanical Designer Senior
- Fitzgibbon, Gary D: Carpenter
- Fraker, Jon H: Central Shop Manager
- Harper, Judy A: Production Control Asst
- Hudson, Willie F: Air Conditioning Mechanic I
- Jackson, Curtis A: Maintenance Worker I
- Johnson, Jerry: Plasterer
- Kaumeyer, Gerald I: Painter I
- Khayyam, Muhasibi: Air Conditioning Mechanic II
- Kolb, Jr, Benjamin: Plumber I
- Mayo, Jr, Eugene: Air Conditioning Mechanic II
- Mewborn, Marshall H: Painter I
- Mitchell, Anthony W: Steam Equipment Mechanic I
- Morgan, George H: Maintenance Worker II
- Payne, Jeffrey W: Carpenter I
- Pittman, Joel Ann: Production Control Asst
- Price, Dennis S: Electrician I
- Raville, Alan T: Maintenance Worker I
- Roper, John R: Sheetmetal Worker II
- Russ, Melvin D: Painter I
- Salter, Jr, Edward W: Plasterer
- Smallwood, Howard R: Plumber II
- Staton, J C: Electrician I
- Stephens, Willie J: Multicraft Foreperson
- Styles, Arthur L: Utility Worker II
- Vaughn, Clifton L: Stationary Engineer
- Walters, Willie B: Plasterer
- Ware, Michael: Multicraft Foreperson
- Whitehead, Winfred R: Carpenter I
- Brown, Jr, Robert: Ass't Auto Shop Foreman
- Cloud, Kenneth H: Automotive Mechanic I
- Gregory, Frank J: Boiler Operator II
- Harper, Melvin: Boiler Operator II

### Adminstrations
- Bates, Sylvia A: Accountant I
- Butler, Leroy: Building Svs Mgr
- Clark, Vickie L: Contracting Officer
- Cosby, Phyllis D: Telephone Operator
- Dysart, James H: Facilities Accounting Mgr II
- Gibson, John H: Facilities Admin Manager II
- Jackson, Jr, Robert L: Department Manager
- Neil, Wylene B: Administrative Manager I
- Parrott, Shirley J: Operations Dispatcher
- Potts, Jr, William D: Facilities Utilities Manager
- Priest, James L: Director Administrative
- Smith, Frances F: Accountant I
- Wadick, Delores M: Contracting Officer
- Laughrun, Natasha: Architectural Designer II
- Mase, Ronald: Manager-Constrution Adm
- Mills, Rayford: Construction Manager
- Patterson, Michael H: Dir-Fac Design & Const

### Custodians
- Adams, Jane F: Custodian I
- Arnold, Willie P: Custodian I
- Avery, Eddie B: Utility Worker I
- Bailey Jr, Willie: Custodian I
- Baugh, Dehaviland: Custodian I
- Beckford, Phyllis E: Custodian I
- Chaney, Charley Y: Custodial Supervisor
- Dendard, Mack: Custodial Supervisor
- Devezin, Adriam B: Custodian II
- Ellis, Victor E: Custodian II
- Favors, Patricia L: Utility Worker II
- Floyd, Julia A: Custodian I
- Godfrey, Martha: Custodial I
- Gordon, Wayna L: Custodial Supervisor
- Goss, Annette: Custodian I
- Green, Ruth: Custodian I
- Grier, Willie N: Custodian II
- Harrish, Mame: Custodian I
- Howard, Inez: Custodian I
- Jackson, James L: Custodian II
- Jackson, Willie D: Custodian I
- Jackson, Alice R: Custodian I
- Johnson, James L: Custodian I
- Jones, Wilfred: Utility Worker I
- Lumpkin, Olivia: Custodian I
- Luster, John: Custodian II
- McCurtis, Addie L: Custodian I
- Mercer, Louvenia Louise: Custodian I
- Miles, Yomnie L: Custodian I
- Oliver, Abrey C: Custodian I
- Parham, Bobbie: Custodian I
- Parker, Brenda M: Custodian I
- Parrish, Sarah P: Custodian I
- Ragin, James M: Custodian I
- Redmond, Thomas L: Custodian II
- Reid, Tommie L: Custodian I
- Robinson, Jeanette: Custodian I
- Smarr, Agnes M: Custodian I
- Smith, Jeremiah: Custodian II
- Smith, Christine L: Custodian I
- Stamps, Samuel N: Custodial Supervisor
- Thompson, Bennie: Custodian I
- Vinson, Anna M: Custodian I
- Wesley, Margaret S: Custodian I
- Wilder, Charlie C: Custodian I
- Williams, Bernice: Custodian I
- Williams, Shirley A: Custodian I
- Williams, Dorothy N: Custodian I
- Wright, Willie Jewel: Custodian I

### Landscape
- Alfaro, Hugo R: Grounds Keeper III
- Blankenship, Joe N: Grounds Foreman
- Carter, Eddie L: Concrete Mason I
- Connor, Jr, Jerome A: Facilities Landscape Manager
- Ellerbee, Walter D: Horticulturist I
- Jackson, Sr, Bennie: Grounds Keeper II
- Payton, Jr, Steven: Concrete Mason II
- Phillips, Robert J: Maintenance Worker II
- Price, J C: Grounds Keeper III
- Shirley, Crosby: Nursery Worker
- Tate, Earnest M: Grounds Keeper II
- Washington, Taft: Equipment Mechanic II
- Wypasek, Frank C: Horticulturist I

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<table>
<thead>
<tr>
<th>Behavioral signs of stress</th>
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</thead>
<tbody>
<tr>
<td>Sweaty palms</td>
</tr>
<tr>
<td>Chronic fatigue</td>
</tr>
</tbody>
</table>

Suffering in silence may only make you feel more pressurized. Be proactive by seeking help from friends, family, campus resources and/or professional help.

**Note:** Stress is a modern-day fact of life; you cannot avoid it. You can, however, learn to cope with it.

**Helpful Exercise Tip:**
Moderate exercise and a healthy diet are also beneficial.

Exercise daily for a minimum of 30 minutes, can lead to better health, a level of relaxation and a safe environment.
The Past
The Past
The Past

DEPT. Custodial
SUPervisor: Tommy Little

DEPT. Landscaping
SUPervisor: George Roberts

DEPT. Motor Pool
SUPervisor: Jerry Turnbull

DEPT. Store Room
SUPervisor: Terrell Farmer
The Past
We asked the following three questions:
1) What year did you retire, 2) How are you spending your time, 3) and What do you want to tell your coworkers at Tech.

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Position</th>
<th>Retirement Year</th>
<th>Time Spending</th>
<th>Message</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapman, Charley Y</td>
<td>Building Services</td>
<td>Custodial Supervisor</td>
<td>2004</td>
<td>1. 2004–</td>
<td>1. travel – 3. ” be willing to work and do a good job”</td>
</tr>
<tr>
<td>Wright, Willie Jewel</td>
<td>Building Services</td>
<td>Custodian I</td>
<td>2009</td>
<td>1. 2009–</td>
<td>1. remodeling home– 3. “Go to work and do a good job”.</td>
</tr>
<tr>
<td>Bledsoe, Lawrence</td>
<td>EHS</td>
<td>Safety Inspector</td>
<td>2001</td>
<td>1. 2001–</td>
<td>1. Enjoying travelling with wife Sherry and 8 grandsons. (no granddaughters)-3. Enjoy working @ Georgia Tech its one of the better places to work!!</td>
</tr>
<tr>
<td>Petherick, George L</td>
<td>EHS</td>
<td>Fac Env Hlth &amp; Safety Mgr</td>
<td>1997–</td>
<td>1. 1997-2.</td>
<td>1.1997-2. workout 3 days a week, play golf as much as I can, and make my own schedule for yard work and other projects– 3. Several things: be honest and communicate with people, treat and respect everyone the same way you would like to be treated, be helpful and not negative, always look ahead to make things better for your department, Ga Tech Campus and community, and this will leave a good name for yourself and your department!!</td>
</tr>
<tr>
<td>Zacarias, Lee G</td>
<td>EHS</td>
<td>Mgr- Envir Health &amp; Biosafety</td>
<td>2009</td>
<td>1. 2009–</td>
<td>1. working on special inventive projects, raising Sea Horses, and making/selling sea food for fish- 3. Miss all my Ga Tech friends…. Hello to you all!!</td>
</tr>
</tbody>
</table>

(Continued from page 3)

of radioactive materials and radiation-generating devices at Georgia Tech. The goal is to develop and implement safety and control measures in accordance with the Institute’s philosophy of keeping personal and public exposures as low as reasonably achievable (ALARA) to comply with federal and state regulations. Radiation Safety maintains and ensures compliance with the Institute’s radioactive materials license issued by the Georgia Department of Natural Resources.

Hazardous Materials:
Primary responsibilities involve laboratory and general operations waste characterization, hazardous waste awareness training, providing pick-up services for chemical, biological and other potentially-hazardous wastes, operating a hazardous waste consolidation facility, overseeing the Institute’s Spill Prevention Control and Countermeasures (SPCC) plan, and collecting / managing / recycling other waste streams such as fluorescent lamps, ballasts, batteries and used oil.

Fire / Life Safety:
Primary responsibilities include developing, implementing and overseeing fire and life safety initiatives and monitoring fire safety systems in all facilities at Georgia Tech. Fire Safety staff conduct regularly-scheduled inspections of all Institute buildings, coordinate fire drills and conduct a variety of fire safety training programs. The Fire Safety Office reviews design plans for all facility

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1. Most memorable moment at Tech?
   **Good everyday, house of knowledge.**

2. What are you planning to do?
   **Dress, have fun, visit my great great grandchildren in Chicago and out west.**

3. What do you want to tell your co workers?
   **I met a lot of nice people like Ms. Oswalt and the whole crew. There are so many nice people especially Mr. Little. He is one of a kind.**

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**General Safety Office:**
Primary responsibilities involve developing and administering physical, facilities and occupational safety programs for the Georgia Tech campus community. Examples of programs and services provided include electrical safety, trenching / excavations, confined space entry, National Safety Council Defensive Driver's training, elevated work surface / fall protection safety, grounds safety, accident investigations, accident data tracking / management and automated external defibrillator (AED) / cardio-pulmonary resuscitation (CPR / first aid training).

3. For names of Employees / Titles: Please see our org chart at:
   [http://www.ehs.gatech.edu/organization/orgChart.pdf](http://www.ehs.gatech.edu/organization/orgChart.pdf) This includes all current employees' names and titles.

4. What I would like to say to Facilities Employees:
EHS is very proud and happy to be associated with our friends and colleagues in Facilities. We have built a history together as Georgia Tech has grown, and we routinely work very closely together on many important projects which are critically important to the Institute. I believe our customers around campus can see that we are a natural team. What makes our relationship unique are the life safety, public health, environmental protection and regulatory compliance implications that form the backdrop of nearly everything we do. We look forward to continuing working together as we successfully build and maintain the Georgia Tech of tomorrow.
Accolades

Bill,
I was on-call last weekend and received a call from the police department that the student center had a water leak in the women’s room and a clogged drain line in the men’s room. When I called Greg he was grilling out with his family. Please pass on to Greg how much I appreciate that he was willing to leave his family and come in to make sure these problems were addressed. Please let Greg know that I appreciate his dedication and hard work to correct these problems.

Thanks,
Ronnie

I wanted to let you know what a big asset Stanley has been in getting OMED prepared for this semester. He jumped in to help without being asked on too many occasions to list. His help in rolling out two new computer labs allowed us to start the semester with all new computers for the students. There is no way we could have accomplished that without his hard work, working through lunches and his get it done attitude. He did all of this while still maintaining his obligations and working with the electrician on some complex issues.

Hyacinth and George, I never had the time to thank you and all your guys for installing the sod in front of East Architecture. This area has been a pet peeve for one of the assistant deans who was overjoyed when he saw the sod. It makes all the difference in the world! Great job.

I just wanted to thank everyone at GA Tech who assisted us in making the 2010 Rodeo a huge success. We appreciate the time and coordination efforts of all of you. Alan what can I say, your willingness to help and advice really made a difference. You even saved us from using a power event that we misread where the feed was coming from! That is a first for us and we appreciate your time, effort and expertise. I would like to go on record by stating you deserve a medal for your patience with us through this whole process.

There are so many people to thank, others like Melissa Pestle, George Roberts. The advice and assistance I received from George and Melissa, regardless of the obstacles we faced, was invaluable to me.

Once again thank you all so very much I really enjoyed working with you all.

Sincerely,
Holly

Hyacinth and Alex,
Hyacinth, thank you so very much for prioritizing a solution to the recent concern about homeless from Coca-Cola Park using the bushes and trees on Tech Parkway median as clothing closets. I was on campus Saturday morning and watched your landscaping crew trim trees and cut back the bushes to allow additional viewing space for both sides of the parkway, along with eliminating areas for hiding clothes and people. As a result, I noticed this morning that there were far fewer homeless in the park; just a few of them congregated in a group near the sidewalk on Tech Parkway, not far from North Ave. choice for homeless to live.

Thanks,
Andrea Ashmore
Director of Community Relations

Area 5 Team
In answer to your Customer Satisfaction Survey see below:
Very satisfied with the work being done in a timely manner - Hats off.
Very satisfied with the staff David and Ernie, they were very professional, courteous and answered our questions with knowledge and they were very respectful. It was a pleasure working with them.

Thanks for a very pleasant experience.

Lynda Cross
Mr. Rhode
I want you to know that Glenn in the Motor Pool really stepped up to the plate and went above and beyond to take care of our needs the week of September 13.

We had the ChBE golf cart in the shop for service and a part had been ordered but we had an emergency situation that required the use of the cart immediately. Glenn took our frantic call, quickly understood the situation, and responded accordingly. He had our golf cart back in working order within a few minutes!

Sincerely,
Josie Giles
Rodd
Just wanted to say thanks for your team’s communication on projects in this building. I have had Jason come to me with projects that he is working on and communication of the progress as well as when the result might possible be and it makes a huge difference because it eliminates the gap. It really is making a difference and make sure you relay that to your team. Thanks Rodd...

Rod Bolden
Operations Manager
Campus Recreation

Thank you Sonny! I really appreciate you, your team and all you do for the Student Center. You are a pleasure to work with and consistently exceed my expectations (which isn't easy). You epitomize customer service excellence and you are very, very good at your job. Thank you for the opportunity to work with a remarkable professional!

Kim
Student Center