

# Employee Newsletter

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### Environmental Health & Safety Website

**-Ed Nolter** Director, EHS | [ednolter@functionofbeauty.com](mailto:ednolter@functionofbeauty.com)

We are happy to announce the launch of our new EHS website here at Function. This is a portal for employees to communicate with the EHS department & stay up to date with safety programs, training, & other information to keep you and your co-workers safe. The website features:

- Access for all employees on all PC and mobile devices
- Live chat and other options that can be used to report safety concerns and other safety issues.
- A training calendar, that you will be able to RSVP to any events you plan to attend
- Access to all of the Functions safety policies and procedures
- Access to Safety Concern forms and Near-Miss forms
- Company and individual location status'
- Links to training and other resources
- Links to OSHA, ANSI, and NFPA websites.

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Visit *stay safe*  
[functionehs.com](http://functionehs.com) -Ed

## Heat-Related Illness, Know the Signs

**-Alec Weaver, EHS**

[alec@functionofbeauty.com](mailto:alec@functionofbeauty.com)



Download the NIOSH Heat Safety Tool App for smart devices.

[Click here for more details.](#)

**Heat-related illnesses** are very common in indoor and outdoor work. This is because proper precautions are typically not being taken; however, with adequate awareness, these heat hazards can be prevented.

To understand heat hazards, it is important to first understand the differences between heat stress and heat strain.

**Heat stress** is the net heat load that the body is exposed to. This includes factors such as:

- physical exertion,
- environmental conditions,
- and the type of clothing being worn.

**Heat strain** is the body's physiological response to **heat stress**, including processes like:

- sweating,
- peripheral vasodilation (skin turning red),
- and increased heart rate.

When these physiological processes are no longer able to cool the body down, heat-related illnesses can occur.

Common heat-related illnesses include **heatstroke**, **heat exhaustion**, **heat cramps**, **heat syncope**, and **heat rash**.

Another contributor to heat-related illnesses is a lack of acclimatization. **Acclimatization** is a physical change that allows the body to build a tolerance to heat exposure. This process typically takes 14 days. Acclimatization can be achieved by gradually increasing workloads when being exposed to heat, a full workload shouldn't be reached until the fourth day of this process.

Another key to preventing heat-related illnesses is early identification of symptoms, and knowing what to do if you experience symptoms.

Symptoms of **heatstroke** include:

- a high body temperature,
- hot/red/dry/damp skin,
- fast pulse,
- headache,
- dizziness,
- nausea,
- confusion,
- or loss of consciousness.

If these symptoms are identified, call **911 immediately**, move to a cooler location, avoid drinking water, and use chilled cloths to help lower body temperature.

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## Employee Wellness

### -Jenifer Long—Human Resources Specialist

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#### Building Healthy Habits Around Tech Use

Modern technology has definitely made our lives easier in many ways, however, even though it made our lives easier doesn't mean it's less stressful for its users.

Health issues cause by too much digital device use:

- Neck pain
- Poor posture
- Digital eye strain
- Hand & wrist pain
- Reduced physical activity

If you are looking to develop all the countless hours of useless tech time into healthy habits then this article is for you! We are going to outline several tips on how to create healthy habits out of your social media time.

**1. Limit Yourself:** Set Limits for yourself to log off of your phone, tablet, and computer for the day. Try timers or time limits to help you keep on track. This will enable you to find more available time to invest in more meaningful activities.

**2. Try New Fitness Apps:** Whether you are looking into weightlifting, cardio, interval, strength training, biking, hiking, etc. find a group to interact with that helps you stay focused and motivated.

**3. Don't Keep Your Phone On You:** Try this, leave your phone on your counter. You could open up new and exciting opportunities for yourself by doing this.

- **Expected to keep your phone on you? Here are some helpful tips:**
  - ⇒ Plan and implement a schedule were you only check your voicemails and emails at certain times of the day
  - ⇒ Let the people you are in contact with know what your schedule is
  - ⇒ Pick a day during the week that you don't use your phone

#### 4. Create No Phone Zones:

- In Your Car
- In Bed
- Eating Out in a Restaurant
- With Family & Friends

#### 5. Social Media Detox:

- For support, try detoxing with a friend
- Put your phone away at a specific time each day
- Have in-person conversations vs. online
- Delete all your social media apps

Be aware of how you feel while you are on social media. When you get off are your feeling dissatisfied and depleted? Using social media for a purpose, such as LinkedIn as a networking program, may give you a more satisfied feeling and an overall positive experience.

If you are finding yourself irritated or anxious, a weekly or even a month-long break is what you need. Cleaning up your social media accounts can help you and eventually you may start stepping away from checking those accounts on a daily basis.

*-Jen*

# Weekly Toolbox Talks - Grant DenBesten [grant@functionofbeauty.com](mailto:grant@functionofbeauty.com)

The EHS department has recently begun developing and providing toolbox talks to be used as a weekly safety brief for all departments across Function of Beauty as a component of our safety program. A "toolbox talk" is a short, informal discussion based on a select subject, intended to reinforce safety procedures and responsibilities. The talks include a poster of the content.

Some examples of toolbox talks that have already been put into service include:

- Housekeeping
- GHS + Hazard Communication
- Heat Stress Awareness
- Ergonomics, good lifting form
- PPE Requirements and usage
- PIT Operation

The talks themselves are not designed to get deep into the details of a specific OSHA standard but rather hit on the key points from a select program or policy to reinforce those aspects.

Any program and policy concerns or questions can be addressed by the site safety specialists, safety champions, or if necessary the EHS program director.

Keep your eyes peeled for the next toolbox talk, and reach out to your EHS representative with any questions!

## Heat Related Illness (Cont.)

**Heat exhaustion** includes symptoms like:

- heavy sweating,
- cold/pale/clammy skin,
- fast pulse,
- nausea,
- vomiting,
- muscle cramps,
- tiredness/weakness,
- dizziness,
- headaches,
- and fainting.

If these symptoms are experienced, sip water, move to a cool place, use chilled cloths to cool the body, and get medical treatment if symptoms worsen.

**Stay safe working in the heat by:**

- **Staying hydrated-** When working in high heat situations it is recommended that you drink a cup of water every 15 minutes.
- **Take breaks-** Take breaks in air-conditioned areas, to reduce exposure to heat and to rest your body.
- **Dress light-** Wear lightweight clothing, and light colors if working outside.
- **Watch what you eat/drink-** Small meals are recommended before working in high heat situations. Avoiding caffeine and alcohol is also recommended. It's also a good idea to check with your doctor regarding how prescription medications can impact your risk for heat related illnesses.
- **Monitor the weather-** Paying attention to the weather will give you an idea of how to dress and prepare prior to being exposed to heat.

## Service Anniversaries

- Sloane Wimberly—1 year
- Malen Levan—1 year
- Dominique LeClear—1 year
- Brock Dunkelberger—1 year
- Meghan Williams—1 year
- Paige Prebil—1 year
- Abbey Koessel—1 year
- Chadsiti Davis—1 year
- Jabbar Mendez—2 years
- Marie Wintersteen—2 years
- Steve McAfee—3 years
- Nakita Vought—1 year
- Austin King—1 year
- Jim McMiller—1 year
- Erin Christopher—1 year
- Alan Belles—1 year
- Alan Fox—1 year
- Matt Lauro—1 year
- Ed Nolter—1 year
- Emani Terry—1 year
- Sarah Smith—1 year
- Ansley Burnett—2 years
- Alissa McColgan—2 years
- Norch Jones—2 years
- George McColgan—2 years
- Howard Beers—1 year
- Chelsea Nolter—1 year
- Jeryn Fagerstrom—1 year
- Karen Brandau—1 year
- Tim Inns—1 year

## Upcoming Training & Drills



Courses via **ThinkHR** are assigned on a variety of topics, please complete them promptly when assigned.

### Manager & Supervisor EHS Training

July 28th @ 3pm

Classrooms in FoB 8 & 10

Also available via Google Meet

(Contact your EHS Representatives for more information)

**Topic: To Be Announced**

**Sessions reoccur monthly**

### July - Ergonomics and Safe Lifting 1.0 Hours

Required: None, based on interest

### August - Spill Response 1.5 Hours

Required: All Production, Building Maintenance, Production & Warehouse Supervisors

### September - Powered Industrial Truck Classroom 1.5 Hours

#### Practical Recertification (.25 Hours)

Required (classroom): New PIT Operators  
Required (recertification): As designated by Certification Records

### October - Practical Fire Extinguisher Training (Classroom & Live Fire) 1.5 Hours

Required: Emergency Response Team Members, Supervisors

### November - Warehousing Safety (All Aspects) 1.0 Hours

Required: Materials Handlers, Warehouse, Inventory Control, Production Maintenance

### December - Working at Heights 1.5 Hours

Required - Building Maintenance, Production Maintenance, Inventory Control

## Supervisor's Corner



Scan the QR Code for access to the EHS Training and Events calendar.

Required regulatory training and other important events are available so that you may plan accordingly to keep your teams up to date and safe throughout the organization.

## Safety Committee Corner



### Safety Committee Meeting Dates 2021

#### Michigan

July 15th at 2:30pm in the North Conference Room

#### Pennsylvania

July 20th at 12:30pm in the FoB 10 Training Room.

Thank you  
Function Family!

choose  
**HAPPINESS**



What makes you  
happy?

Contact our editors if you would like to submit an article or topic.

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