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INVESTMENT PROJECTS

Project Descriptive Title
Small Business Residential Construction Safety Seminars
Assigned SHIP grant #2008XA00024

Funding Period
June 2008-September 2009

Project Contact Person
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Applicant Organization/Partners/Collaborators
Northwest Independent Contractors Association

Date
9/16/09

Author of report
Kris Alberti

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Washington State Department of
Labor & Industries
Division of Occupational Safety and Health

Funding and support for this project has been provided by the State of Washington, Department of Labor & Industries, Safety & Health Investment Projects.

[Grantee] is solely responsible for the content of and views expressed in this report and related materials unless they have been formally endorsed by the Washington State Department of Labor and Industries.

PART I

Final Report Narrative

Organization Profile

For awarded organizations, to include partners and collaborators, provide a brief description of each organization. Mission, vision, and purpose of the organizations may be valuable to include.

Formed in 2005, NICA is a nonprofit trade organization that helps companies and programs take on tasks too daunting, expensive, or impractical to do themselves. We work with our members to develop programs that teach small companies to meet and maintain compliance standards for WA state and Federal Agencies. We built a Carpet, Linoleum, and Soft Tile apprenticeship program, as well as multiple business consulting programs for our members. We have been teaching safety topics since 2005 including fall protection, respiratory protection, and personal protective equipment. Our mission is to help Washington State businesses and programs by acting as a human resource, business, and safety consultant for them. Our goal is to bring our programs to businesses and their employees at little or no cost through grant or contract funding through government agencies.

Abstract

Present a short overview of the nature and scope of the project and major findings (less than half a page)

During the grant we developed curriculum for safety seminars where we provided hands on safety training and written safety programs to Residential Contractors with less than nine employees. Topics included Accident Prevention, Personal Protective Equipment, Fall Protection, Ladder Safety, Heat Related Illness, Equipment Safety, Excavation and Trenching Awareness and other related topics. We developed a safety calendar that functioned as the Contractors' written safety plans, weekly safety meetings, and employee training documentation.

Purpose of Project

Develop training materials and seminars that reflect the needs of Residential General Contractors, Subcontractors and Employees to reduce jobsite injuries through training and awareness. We wanted to motivate employers and employees with a "Culture of Safety" with the emphasis on the positive benefits of safety, rather than the compliance and punitive approaches. Providing the calendar as a "Best Practice" tool, we made the process of

3) Were there any classes you thought were missing?			
<i>Attendees Responding</i>	<i>Yes</i>	<i>No</i>	<i>Not Answered</i>
	7%	83%	10%
4) Would you attend or send your employees again?			
<i>Attendees Responding</i>	<i>Yes</i>	<i>No</i>	<i>Not Answered</i>
	93%	3%	3%
5) Do you know any companies or programs that provide Residential Safety training on an ongoing basis?			
<i>Attendees Responding</i>	<i>Yes</i>	<i>No</i>	<i>Not Answered</i>
	10%	83%	7%
6) Do you think the State should offer safety classes at the Contractor Training days or similar venues?			
<i>Attendees Responding</i>	<i>Yes</i>	<i>No</i>	<i>Not Answered</i>
	97%	0%	3%
7) Would you attend if there was a charge?			
<i>Attendees Responding</i>	<i>Yes</i>	<i>No</i>	<i>Maybe</i>
	40%	40%	20%

Project's promotion of prevention	Explain how the results or outcomes of this project promote the prevention of workplace injuries, illnesses, and fatalities?
<p>Using a "Culture of Safety" theme, NICA's program makes providing training on a variety of subjects for contractors, showing them practical solutions for many of the barriers to doing work safely.</p> <p>Contractors now have written plans, real hands on training, a list of safety equipment needed, resources for additional training and equipment, and weekly safety meeting topics to bring the culture of safety to their employees. OSHA's statistics has proven safety training and equipment reduces injuries on job sites.</p>	

Relevant processes	Specify all relevant processes, impact or other evaluation information which would be useful to others seeking to replicate, implement, or build on previous work.
<ul style="list-style-type: none"> • Provide "fillable" forms and programs with bulk of the written parts done. • Break the subjects up into 1 or 2 page topics and keep them under 2 hours long. • Specify the complete list of required courses in the first classes to make sure the attendees understand all the requirements. • Provide "cards" of completion when done. • Make classes as short as possible. 12 -16 hours is ideal to cover basic 	

identifying necessary safety program requirements, having a written programs, and providing the needed employee training easy for small contractors.

Statement of the Results

Provide a clear statement of the results of the project
include major findings and outcomes

- NICA developed a 12 topic Residential Safety Training Program for Contractors that addressed the majority of safety requirements for Residential Construction. We provided the materials and associated training through three NICA Safety Seminars and four Washington State Contractor Training Days.
- While remaining in budget, we surpassed our original goal of training 100 companies and their employees by training 196 companies and almost 300 attendees.
- We developed 2 calendars instead of one, and put on 3 additional safety trainings over our original proposal.
- We provided Medical Evaluations and Fit Testing for 91 attendees, showing their companies how easy the process is to do online and with an in house fit test kit.
- We also developed a user friendly website with immediate download of our training materials available in multiple languages.
- We found a great need for this type of accessible training and a visual, understandable safety plan that was easy to use with 97% of the attendees at one seminar saying they thought the State should offer safety classes.

Evidence of the results

Demonstrate evidence of how well the results met or fulfilled the intended objectives of the project.

The project demonstrated the need for best practice based training available on an ongoing basis for Residential Contractors.

The Edmonds Seminar Evaluation provides a valuable snapshot of the NICA's Small Business Residential Construction Safety Seminars impact on the attendees. Our post seminar evaluation information is as follows:

- 1) Did you find the NICA seminar helpful to understand an overview of what's required for safety plans for residential contractors?

<i>Attendees Responding</i>	<i>Very Helpful</i>	<i>Moderately Helpful</i>	<i>Not Helpful</i>
	90%	10%	0%

- 2) Did you find the calendar to be a useful tool for your safety plans, safety meetings and employee documentation?

<i>Attendees Responding</i>	<i>Very Helpful</i>	<i>Moderately Helpful</i>	<i>Not Helpful</i>
	93%	7%	0%

residential construction safety, but an OSHA 10 hour outreach class is also very valuable.

- Provide a post seminar evaluation form.
- Be adaptable to meet the needs of your attendees, make some activities available later during the training sessions.
- Market classes through networking and other organizations and events.

Lessons Learned

Provide information on lessons learned through the implementation of your project. Include both positive and negative lessons. This may be helpful to other organizations interested in implementing a similar project.

Lessons outlined should not relate to SHIP grant processes.

Labor and Industries should provide Residential Construction Training Seminars:

There is a huge need for residential construction safety training that is available on an ongoing basis for contractors. Though there are many safety training programs available for commercial companies, there are few programs that address particular needs of residential construction. In particular, many of the companies need accident prevention programs, fall protection programs, and respiratory protection programs for their employees. 83% of surveyed attendees did not know of any other Residential Training programs available in the State. 97% surveyed said they thought should offer safety classes at Contractor Training Days.

Requirements Clearly Defined:

Though many safety training resources are also available online for residential contractors, there was not a clear "track" that helped contractors determine all the different required programs. We got tremendous verbal feedback on the usability of the safety calendar we developed, particularly how it laid out the required programs by trade and task. Also, many contractors only participated in the Medical Evaluation and Fit Testing after finding out it was a requirement during our training class.

Hands On and Specific Solutions:

We also got positive responses from our hands on components that highlighted specific solutions to difficult safety requirements, such as securing ladders at the top at the finish stage (ie. Ladderlock) or implementing personal fall arrest systems on a variety of rating systems (ie

Superanchors). The contractors appreciated seeing actual solutions to their specific safety problems. At the Seattle seminar, one contractor specifically thanked us for the PPE Costs handout, saying it was really nice to have an idea what putting his company in compliance would cost. He said he would have been "afraid" to look into it before. Several contractors made verbal comments on how nice it was to see actual safety products in use.

One attendee commented "Needs more hands-on. Contractors don't like desks." Though we provided multiple hands on training activities, the attendees would have preferred even more.

Marketing:

We also learned lessons on the marketing of these programs. Word of mouth, or network marketing was the most successful we found. Though direct mailing through the Contractor Training Day events was successful, the cost verses gain for our organization would have been prohibitive. We found attending events, such as the Home Show and homebuilders meetings and events to get the most positive initial results for attendance. Then stressing the Prime contractor liability factors encouraged General Contractors to pressure their subcontractors to attend.

Certification or Certificates of Completion:

We did not advertise OSHA 10 cards or specific safety cards at the first seminar in November, but got an overwhelming request for them on the first day. Companies that send employees would like to see a tangible card or certificate if they are investing time and money in training. Offering the free OSHA 10 cards boosted attendance at several of the Contractor Training Days and caused many to attend classes they previously thought they did not need to be in compliance. Just providing "training" will not attract as many participants as providing some sort of card upon completion.

Measures to judge success

If relevant, state what measures or procedures were taken to judge whether/how well the objectives were met and whether the project or some other qualified outside specialist conducted an evaluation.

We provided a post seminar test at several of the Seminars to gauge the attendees' grasp of the information presented and the relevance of the information and the effectiveness of our teaching methods and materials. After reviewing the tests at several seminars, we were able to increase emphasis on some topics to better explain them to attendees. Most attendees completing the test scored 91% or better, showing the seminars were conveying the important information to attendees.

Uses	<p>How might the products of your project be used within the target industry at the end of your project?</p> <p>Is there potential for the products of the project to be used in other industries or with different target audiences?</p>
<p>The developed safety Calendars have been hugely successful. We have contractors using them, requesting, and requesting the 2010 version already. Larger contractors with more than 9 employees may also find the Calendars useful for weekly safety meeting topics and some written programs.</p>	
Product Dissemination	<p>Outline of how the products of the project have been shared or made transferrable.</p>
<p>We disseminated the 2009 Calendar through our Seminars and the Contractor Training Day Events to attendees. Contractors not attending our classes, but the Contractor Training Days, also requested and received the 2009 Calendars.</p> <p>Finally, we produced and printed (500) 2010 Calendars that we will make available to 2009 Safety Seminar attendees and as we do Safety classes through the Contractor Training Days.</p> <p>Through our NICASAFETY.COM website, we can quickly and cost effectively provides the calendars and safety forms in English, Spanish, and Russian to contractors all over the state.</p>	
Feedback	<p>Provide feedback from relevant professionals, stakeholder groups, participants, and/or independent evaluator on the project.</p>
<p>OSHA 10 Instruction Series and Individual Course Training Feedback:</p> <ul style="list-style-type: none"> • "I'm an employee – however <u>really</u> appreciated the training!" • "I'm really glad this class was offered. I needed the credit to renew my license. Thanks." • "The seminar was great because it will help me to be super at work. Thank you." • "Instructors were very experienced. Presentations were very informative and clear. Answered questions well. Thanks. Would recommend NICA to others!" • "People applying for contractor licenses should be required to attend a 	

free seminar on Contractor Training at time of application or within time frame."

- "Worth my time to come. I learned a lot."
- "If the State is enforcing Safety Rules, they should supply training to all workers - management and employee - so all understand safety with rules required at no charge. Make it mandatory if laws are enforceable."
- "The calendar safety plan is a great tool."
- "Great company and staff you have! Your goal/purpose is rare and awesome - doing it for the good of others and not focused on profit. Suggestion: When part of another company's conference, ensure their agenda clearly conveys the topic is about safety. The yellow schedules from L&I didn't clarify this."
- "Very well thought out. All questions were answered well. Overall, great general information. Thank you very much."
- "I'm glad it's free. We have a lot of other expenses. Thank you."
- "Good info. Good materials."
- "I feel much more confident."

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	Budgeted for Project	Amount Paid Out	Difference
INDIRECT COSTS	3400	3400	0

	Budgeted for Project	Amount Paid Out	Difference
TOTAL SHIP BUDGET	229982	229982	0

	Budgeted for Project	Amount Paid Out	Difference
F. IN-KIND	15,000	15,000	0

Explanation for Difference:

PART II

***SAFETY AND HEALTH INVESTMENT PROJECTS
SHIP Final Expenditure Report
Budget Summary***

Project Title:	Small Business Residential Construction Safety Seminars		
Project # :	2008XA00024	Report Date:	9/30/09
Contact Person:	Kris Albertl	Contact #:	509-750-7553
Start Date:	6/2008	Project Completion Date:	8/28/09

1.	Total budget for the project		\$_244,982_
2.	Total SHIP Grant Award		\$_229,982_
3.	Total of SHIP Funds Used		\$_229,982_
4.	Budget Modifications (if applicable)		\$_0 Net_
5.	Total In-kind contributions		\$_15,000_
6.	Total Expenditures (Lines 3 + 4 + 5)		\$244,982

Instructions:

- Complete the Supplemental Schedule (Budget) form first (on the next page).
- The final report must include all expenditures from date of completion of interim report through termination date of grant
- Indicate period covered by report by specifying the inclusive dates
- Report and itemize all expenditures during specified reporting period per the attached supplemental schedules
- Forms must be signed by authorized persons (see last page)
- Forward one copy of the report to (Name), SHIP Project Manager, PO Box 44612, Olympia, WA 98504-4612.

***SAFETY AND HEALTH INVESTMENT PROJECTS
SHIP Final Expenditure Report
Supplemental Schedules (Budget)***

Project Title:	Small Business Residential Construction Safety Seminars		
Project # :	2008XA00024	Report Date:	9/30/09
Contact Person:	Kris Alberti	Contact#:	509-750-7553
Total Award \$:	229,958		

ITEMIZED BUDGET -- How were SHIP award funds used to achieve the purpose or your project?

	Budgeted for Project	Amount Paid Out	Difference
A. PERSONNEL	72600	72600	0

Explanation for Difference and other relevant information:

	Budgeted for Project	Amount Paid Out	Difference
B. SUBCONTRACTOR	70847	70847	0

Explanation for Difference and other relevant information:

	Budgeted for Project	Amount Paid Out	Difference
C. TRAVEL	14030	14030	0

Explanation for Difference and other relevant information:

	Budgeted for Project	Amount Paid Out	Difference
D. SUPPLIES	47280	47280	0

Explanation for Difference and other relevant information:

	Budgeted for Project	Amount Paid Out	Difference
E. PUBLICATIONS	21825	21825	0

Explanation for Difference and other relevant information:

	Budgeted for Project	Amount Paid Out	Difference
TOTAL DIRECT COSTS	226582	226582	0