



FOR THE **NATIONAL CLEARINGHOUSE**
FOR WORKER SAFETY AND HEALTH TRAINING



NIH...Turning Discovery Into Health®

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2012 Annual Report for the National Clearinghouse for
Worker Safety and Health Training

2011/2012 Year End Report

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2012 ANNUAL REPORT FOR THE **NATIONAL CLEARINGHOUSE** FOR WORKER SAFETY AND HEALTH TRAINING

ANNUALLY, MDB, INC. HIGHLIGHTS ITS WORK PROVIDING AN EXTENSIVE RANGE OF COMMUNICATION AND TECHNICAL ASSISTANCE SERVICES TO THE NATIONAL INSTITUTE OF ENVIRONMENTAL HEALTH SCIENCES WORKER EDUCATION AND TRAINING PROGRAM (NIEHS WETP) IN THE CLEARINGHOUSE YEAR-END REPORT. THE 2012 YEAR-END REPORT COVERS NIEHS WETP CLEARINGHOUSE ACTIVITIES FROM SEPTEMBER 15, 2011 TO SEPTEMBER 14, 2012.

MDB INC. HAS COMPLETED ITS 2ND YEAR IN THE CONTRACT PERIOD PROVIDING TECHNICAL AND RESEARCH SUPPORT FOR THE NIEHS WORKER EDUCATION AND TRAINING PROGRAM AND ENSURING THE SMOOTH OPERATION OF THE NIEHS WETP NATIONAL CLEARINGHOUSE.

OVERVIEW

Some of the key activities that took place this contract year included partnership activities with the Department of Energy (DOE), Office of Health, Safety, and Security (HSS), website server transition, and the 2012 WETP National Trainers' Exchange.

Staff also spent time on several other tasks: 1) Coordinating the Fall 2012 Awardee Meeting and Workshop: *Prove It Makes a Difference: Evaluation Best Practices for Health and Safety Training*; 2) Developing worker safety and health products (e.g., Worker exposures and Provider exposures fact sheets related to oil spills), 3) finalizing the Improving Safety and Health Training for Disaster Cleanup Workers: Lessons Learned from the 2010 Deepwater Horizon Oil Spill report; 4) preparing comments to a proposed revision of the National Response Framework and template comments for others to use; and 5) Participating in worker safety and health hearings and conferences (e.g., 2011 APHA Conference, 2012 Good Jobs, Green Jobs Regional Conferences, and mHealth Summit).

Additionally, staff provided ongoing review of the operational matrix developed during the year in an effort to ensure that the program is on track and meeting the operational goals laid out in the Strategic Plan.





PRIME TASK

Establish, manage, and operate an information clearinghouse for the distribution of technical information produced by WETP of the NIEHS

Monthly Meetings Summaries

Ms. Deborah Weinstock made monthly trips to Research Triangle Park, NC to meet with the Worker Education and Training Branch (WETB) staff to discuss the past, current, and future contract activities, as well as examine remaining budget allocations. Each month, Ms. Weinstock disseminates a new report, which includes a budget spreadsheet and a summary of contract tasks to the WETB. This form of reporting maintains accountability for the project, while introducing a necessary degree of flexibility when faced with changing priorities. Other Clearinghouse team members either accompany Ms. Weinstock or join via teleconference as needed. Ms. Weinstock also held one meeting via Skype. The meetings provide an opportunity to set priorities and move forward on specific projects.

Health and Safety Library (HASL) and the Curricula Catalog

The MDB, Inc. IT team, spearheaded by Manfred Stanfield, updated the HASL and the Curricula Catalog.

Timeframe	Documents downloaded from HASL	Curricula Catalog Downloads
2010/2011	32,846 files by 4,855 users	3,343 files by 177 users
2011/2012	26,120 files	2,179 files

** Please note, since NIEHS started using BigIP, information about the number of users who downloaded files is not available.*

A total of 94 courses were added and/or updated during FY 2012.

The table below shows the number of items awardees uploaded to, or changed in, the curricula catalog between September 15, 2011 and September 14, 2012.

Consortium	Number of Material uploaded or changed
Alabama Fire College	110
CPWR	5
Dillard University	—
IAFF	—
ICWUC	8
IUOE	—
LIUNA Training	—
Midwest Consortium	2
NOVA Southeastern University	1
OAI, inc.	38
PETE	—
SEIU Education and Training	—
Teamsters	—
U Mass Lowell	14
UAW	—
UMDNJ	10
University of Texas at Houston	7
USW	12
Utility Workers	—
WRUC	3

Advisory Board

The Clearinghouse Advisory Board met on March 27, 2012 in Ft. Lauderdale, FL prior to the NIEHS WETP 2012 National Trainers' Exchange. In addition to the members listed below, some Clearinghouse staff and all WETB staff participated in the Advisory Board meeting. Mr. Michael Baker welcomed the participants to the meeting. Ms. Weinstock provided an overview of the NIEHS-WETP Operational Matrix, early work with the Economic Policy Institute, and upcoming meetings and conferences. Members discussed the economic benefits/values of the WETP program, updating the Minimum Criteria, and possible ideas for future WETP workshops, such as the issue of Safety Culture. (See Advisory Board Summary attached.)

National Clearinghouse Advisory Board

Participants at the March 27, 2012 meeting

Name	Organization
Ebony Turner	Dillard University
Mark Catlin	SEIU
Doug Feil	PETE
Pat Berntsen	PETE
Audrey Gotsch	UMDNJ
Barb McCabe	IUOE
Kelly Davis	NOVA
Bob Emery	Texas University
Josh Calcote	Texas University
Jim Frederick	USW
Linda Delp	WRUC

Name	Organization
Craig Slatin	TNEC
Tippi Reed	OAI, Inc.
Jim Riddley	IAFF
Pat Morrison	IAFF
Carol Rice	Midwest Consortium
Don Ellenberger	CPWR
Kenny Oldfield	Alabama Fire College
John Morawetz	ICWUC
Tom McQuiston	USW
Gary Gustafson	LIUNA





PRIME TASK

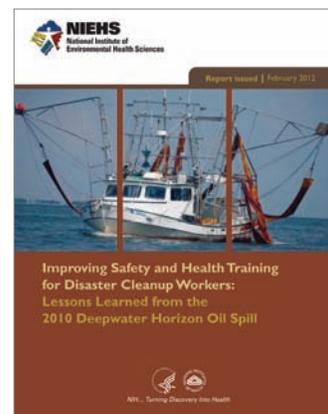
2

Arrange and manage technical meetings and workshops related to scientific, administrative, and regulatory issues that are associated with training for hazardous waste workers and emergency responders.

The National Clearinghouse organized and managed numerous technical meetings and workshops over the contract year. In most of the meetings mentioned below, clearinghouse staff arranged for hotel accommodations and meeting rooms for the participants of the meetings and workshops, as well as played a major role in developing workshop and meeting agenda and sessions. Clearinghouse staff also captured PowerPoint presentations and other materials to post online following the meetings.

Improving Safety and Health Training for Disaster Cleanup Workers: Lessons Learned from the 2010 Deepwater Horizon Oil Spill Workshop Report

The National Institute of Environmental Health Sciences (NIEHS) Worker Education and Training Program (WETP) held a workshop in Mobile, Ala., on May 4-5, 2011 that included a broad range of participants who were involved in the Deepwater Horizon response. This workshop report summarizes their views of what worked and what did not work as the basis for improvements in preparedness for future disasters. Specifically, workshop findings and recommendations focused on three topics: community engagement and community health, training quality, and monitoring and surveillance of cleanup workers.



2011 Eliminating Safety and Health Disparities at Work Conference Follow-up

While this conference took place during the Base Year of the contract, during Option Year 1, Clearinghouse staff worked to put the bibliographies from the five white papers presented during the meeting into EndNotes. This effort was part of the process necessary to publish the papers in a special issue of the *American Journal of Industrial Medicine*.

Deborah Weinstock worked with Tom O'Connor, Mike Flynn, and Joe Zaroni following the Eliminating Safety and Health Disparities at Work conference to further refine the training white paper from the conference into a journal article. The article will be submitted to the *American Journal of Industrial Medicine* for consideration to be published as part of the special issue on occupational health disparities.

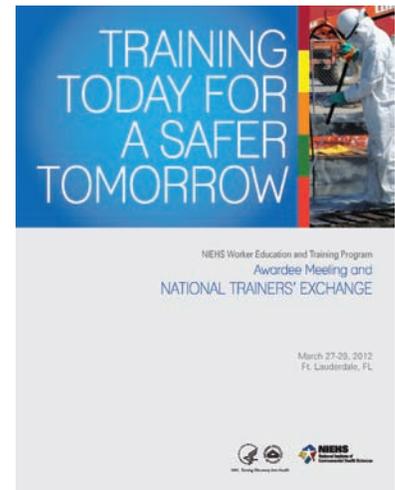
2012 WETP Awardee Meeting and National Trainers' Exchange

March 27-29 2012 • Ft. Lauderdale, FL

The sixth NIEHS WETP Awardee Meeting and National Trainers' Exchange: Training Today for a Safer Tomorrow was held March 27-29, 2012, in Fort Lauderdale, FL.

Held five times since 1994, the National Trainers' Exchange (NTX) brings together trainers from all National Institute of Environmental Health Sciences (NIEHS) Worker Education and Training Program (WETP) hazardous waste training programs to meet one another and exchange ideas about how to make their training more effective and empowering. In addition to exchanging training ideas and methods, participants also are able to improve training skills and meet with others to discuss issues and challenges. The 2012 NTX is an opportunity for 200+ rank and file trainers from the NIEHS Worker Training Programs to share and exchange best practices and techniques in health and safety training with other trainers. Trainers from different awardee organizations presented in 56 workshops. The Awardee meeting took place on March 27, 2012. Conference presentations and workshop proceedings can be found at: <http://tools.niehs.nih.gov/wetp/events.cfm?id=2510>. An eFactor article on the Trainers' Exchange can be found at: <http://www.niehs.nih.gov/news/newsletter/2012/5/spotlight-wetp/index.htm>.

Clearinghouse staff played a critical role in convening the Planning Committee, shaping the agenda, assisting with the selection of workshops, developing workshop session schedules, and preparing workshop presenters and plenary presenters for the meeting. Clearinghouse consultant, Bernie Mizula gave a presentation on the NIEHS Disaster Response Training Tools: What They Are and How to Use Them.



HHS mHealth Summit

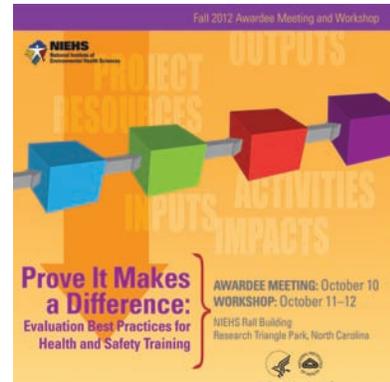
December 5-7, 2011 • Washington, DC

Clearinghouse staff, Ryan Campbell and Dusty Russell joined more than 3,500 leaders from technology, business, research, and policy communities around the world to engage in constructive dialogue about the role of mobile health technologies in the 21st Century at the 2011 mHealth Summit. Clearinghouse staff networked and provided information and outreach at the NIEHS information booth in the mHealth Exhibitor's Hall. Staff also answered summit attendee questions about the NIEHS, its programs, and its development of mobile health technologies.

Prove it Makes a Difference: Evaluation Best Practices for Health and Safety Training

October 10-12, 2012 • Research Triangle Park, NC

While the workshop was held during Option Year 2 of the contract, Clearinghouse staff spent months prior to the workshop convening the planning committee, developing the agenda and handling the logistics for the October Awardee Meeting and Workshop on Evaluation.





PRIME TASK

Facilitate the transmission of technical information related to the development of safety and health training programs for hazardous waste workers and emergency responders.

Website Development and Website Maintenance

In compliance with changes with the NIEHS server, the National Clearinghouse transitioned the Clearinghouse website to ColdFusion 9. Work performed during this migration included:

- Making the application 508 compliant
- Performing security scans and resolving all problems found. This included:
 - Adding cfqueryparam tags to all queries to protect against SQL injection
 - Encrypting the database passwords
 - Modifying form fields and form validation functions
 - Addressing of all potential cross-frame scripting
 - Adding page expiration
 - Removing all javascript comments from HTML code
 - Addressing all application exceptions
- Moving Clearinghouse searching from the Verity to the SOLR search engine.
- Adding the Portcullis Security System to the Clearinghouse and DMS.
- Adding internet layout tags to the Clearinghouse website.
- Implementing SSL to the Clearinghouse website.
- Making Big IP switch to the Clearinghouse website.

In addition to the ColdFusion 9 migration, the following activities occurred under website development and maintenance during the year:

- Provided technical support to Clearinghouse administrators when HTML input errors or server errors occurred.
- Troubleshoot and fixed site errors as they occurred.
- Developed 2012 Fall and 2012 Spring and Fall Awardee and Workshop information and resource pages.
- Organized and updated documents on the Clearinghouse website.
- Deactivated documents that were not 508 compliant.
- Re-organized the order and content of the Emergency Preparedness Resources Web page and sub pages.
- Uploaded the following key documents and report: Improving Safety and Health Training for Disaster Cleanup Workers: Lessons Learned from the 2010 Deepwater Horizon Oil Spill, Protecting Yourself While Removing Post-Disaster Debris From Your Home or Business Training Tool and Power Point, and the Protecting Yourself While Removing Post-Disaster Debris From Your Home or Business Factsheet.

508 Compliance

In 1998, Congress amended the Rehabilitation Act to require Federal agencies to make their electronic and information technology accessible to people with disabilities. Inaccessible technology interferes with an individual's ability to obtain and use information quickly and easily. Section 508 was enacted to eliminate barriers in information technology, to make available new opportunities for people with disabilities, and to encourage development of technologies that will help achieve these goals. The law applies to all Federal agencies when they develop, procure, maintain, or use electronic and information technology. Under Section 508 (29 U.S.C. '794d), agencies must give disabled employees and members of the public access to information that is comparable to the access available to others.

During the year, MDB made numerous documents on its Web pages 508 compliant. MDB also deactivated all the documents that are currently not 508 compliant and is currently replacing these documents with 508 compliant versions or outside links to the same document. (See the 508 report attached.)

The information submitted in the 2012 Section 508 Annual report for the Worker Education and Training Curricula and Data Management System (WETCIS) is still true for the application currently in production. Work was done during the migration of the application to ColdFusion 9 to make the WETCIS application fully 508 compliant. This version of the application is still in development. Our plan is to submit a new Section 508 Annual Report for WETCIS when the 508 compliant version of the application is moved to production.

National Clearinghouse Web Statistics

NIEHS began using WebTrends to track web statistics in January 2011. Comparing September 15, 2011 through September 14, 2012 with January 1, 2011 through September 14, 2011, there was a 7.4% increase in average daily page views. (WebTrends data was not available prior to January 1, 2011.)

The busiest month by average daily page views was February 2012. April 2012 had the highest total page views. The busiest day of the week by average daily page views was Friday.

The WETP Clearinghouse Homepage is the most requested page on the Clearinghouse website for the 2011-2012 contract year. This is followed by the Safety and Training of Oil Spill Response Workers page, the 2012 WETP National Trainers' Exchange workshop page, the Workshops and Events page, and the Curricula Catalog.

The top-referring sites by the number of requests are OSHA, NIEHS, Google, and Bing. A list of the top ten is below.

Top Ten Referring Sites		Total Pages Viewed for Top Five Most Requested Page
1	http://www.osha.gov/	2492
2	http://www.osha.gov/index.html	953
3	http://www.google.com/url	821
4	http://www.niehs.nih.gov/wetp.cfm	355
5	http://www.osha.gov/pls/oshaweb/owaredirect.html	283
6	http://tools.niehs.nih.gov/wetp/index.cfm	177
7	http://www.bing.com/search	155
8	http://www.google.com/search	100
9	http://www.osha.gov/dte/library/other_resources.html	135
10	http://osha.gov/	94

The most used browser to access the site is Internet Explorer, followed by Firefox, Google Chrome, Safari, and Google Android Browser.

Weekly Digital Newsbrief

Since its inception, the National Clearinghouse weekly Newsbrief has served as a unique resource for keeping abreast on issues surrounding worker safety, health, and training. The weekly Newsbrief features current news articles, research studies, government reports, upcoming events, and employment opportunities within the topic areas of emergency preparedness and response, homeland security, environmental cleanup, environmental justice, and chemical safety as they relate to worker training and worker safety. The National Clearinghouse weekly Newsbrief is unique for two reasons: it is the only newsbrief distributed by a federal government agency solely devoted to worker training and safety in the areas mentioned, and rather than feature frontliners, its purpose is to feature articles and documents that don't normally make front page news. The Newsbrief is delivered each Friday to over 1,330 recipients.

Resource Pages

The National Clearinghouse created and updated resource pages that provide documents and resources that address government and public emergency preparedness in earthquakes and radiation exposure situations, among others.

The Clearinghouse reorganized the Emergency Preparedness Resources Web pages and posted the following materials:

- Protecting Yourself While Removing Post-Disaster Debris From Your Home or Business Training Tool (PDF and PPT)
- Protecting Yourself While Removing Post-Disaster Debris From Your Home or Business Factsheet
- Provider Awareness of Patients with Environmental/Occupational Chemical Exposures
- Worker Awareness of Environmental/Occupational Chemical Exposures and Communicating with Your Healthcare Provider flyers were developed and posted on the Clearinghouse web page.

Webinar Support

The Clearinghouse provided technical support for several webinars held by WETP staff during the year. Clearinghouse staff provided support for a webinar presentation hosted by the NIEHS WETP, Environmental Justice Committee, and the Environmental Health Section of the American Public Health Association (APHA) entitled "Environmental Justice and Minority Worker Programs." The Webinar, held on October 13, 2011, focused on the report "Environmental Justice and Hazardous Waste Worker Training Programs: 15 years of Investment in Environmental Justice", upcoming changes in worker training programs, and the impact of worker training on environmental justice. Mr. Tim Fields provided a brief description of the report. Other speakers of the webinar included Mr. Donald Killinger, NYC District Council of Carpenters, UMDNJ New Jersey/New York Consortium and Ms. Kizetta Vaughn, CPWR - The Center for Construction Research and Training.





PRIME TASK

Develop, analyze, and compile program research products to support new training initiatives and the continuation of program efficacy measures.

Major initiatives that took place under Task 4:

Economic Analysis

Clearinghouse director, Deborah Weinstock and Chip Hughes held several meetings with the Economic Policy Institute (EPI) to develop a methodology to study the economic and social benefits of the WETP program. The current data available to review from the LIUNA Training and Education Fund did not provide the level of detail needed to produce a useful analysis. We hope to continue this work after talking with and obtaining data from additional awardees. The goal is to develop a methodology by which EPI can analyze grantee training and employment data and demonstrate the economic and social benefits of the WETP training program.

Comments on the National Response Framework

In the spring of 2012, FEMA requested comments on its revision of the National Response Framework. There was concern that the Safety and Health Annex was removed from or left out of the revision. Clearinghouse staff moved quickly to research the issue and draft comments to share with awardees that encouraged the agency to ensure that any revision include a coordinating structure for worker safety and health such as the Safety and Health Annex, or a new Emergency Support Function for worker safety and health. The revised National Response Framework is not yet publicly available.

DOE Integrated Safety Management

Work continued to support the DOE cleanup training program. This involved helping to convene DOE awardees in planning calls prior to conference calls with the HSS Union Focus Group, and attending meetings at the National Training Center and HAMMER.

In addition, some work was performed under this contract to support the DOE Trainers Exchange, which was largely funded by a BPA.

Partnerships and Representation

Members of the Clearinghouse staff represent the Clearinghouse and the WETP in various meetings throughout the year.

The Clearinghouse staff attended and represented the Clearinghouse and the WETP in the following meetings throughout this year:

- Deborah Weinstock attended the IAFF Instructor Development Conference, November 2011.
- Joy Lee participated in the Command Plan webinar, December 2011.
- Deborah participated in various National Response Team Worker Safety and Health subcommittee calls throughout the year.
- Ryan Campbell and Dustin Russell participated in the Good Jobs, Green Jobs Regional Conferences in Atlanta, GA, Philadelphia, PA, and Detroit, MI, February, April, and May 2012.
- Deborah participated in the HSS Focus Group Training Working Group Meeting at the National Training Center, July 2012.
- Ryan participated in the Hydraulic Fracturing and Environmental Public Health webinar sponsored by PEHP, July 2012.
- Dusty took a 40-hour HAZWOPER class put on by the International Brotherhood of Teamsters, August 2012.
- Joy attended the Google Maps and Emergency Response webinar, August 2012
- Ryan participated in the National Response Team, Worker Safety and Health Subcommittee meeting, September 2012.
- Tim sat on the advisory board of the State of EJ in America Conference, April 2012

The Clearinghouse staff actively participated (e.g., presented, facilitated, sat on advisory boards, etc.) in the following meetings during the year:

- Deborah attended and co-facilitated two sessions at the National Council for Occupational Safety and Health Conference (COSH), October 2011.
- Deborah facilitated a roundtable discussion on “How information clearinghouses can serve as a source for environmental health messaging for employers and workers,” at the 2011 American Public Health Association (APHA) conference, November 2011.
- Joy presented on Hazardous Waste Worker Training Programs and Environmental Justice at 2011 American Public Health Association (APHA) conference, November 2011.
- Deborah presented at the IAFF Advisory Board meeting, November 2011.
- Deborah participated in the Hanford Advisory Board meetings, May 2012 in DC and September 2012 in Richland, WA.

Support for HAZMAT Disaster Preparedness Training Program

Kevin Yeskey assisted in the planning for the ASPR scientific preparedness and response conference. Deborah attended the NIEHS SAMHSA disaster mental health research meeting.



CLEARINGHOUSE ADVISORY BOARD MEETING

March 27, 2012—Meeting Notes

Attendees:

Michael Baker, Clearinghouse

Deborah Weinstock, Clearinghouse

Don Elisburg, Clearinghouse

Joy Lee, Clearinghouse

Ebony Turner, Dillard University

Mark Catlin, SEIU

Doug Feil, PETE

Pat Berntsen, PETE

Audrey Gotsch, UMDNJ

Barb McCabe, IUOE

Kelly Davis, NOVA

Bob Emery, Texas University

Josh Calcote, Texas University

Jim Frederick, USW

Chip Hughes, NIEHS WETP

Ted Outwater, NIEHS WETP

Kathy Ahlmark, NIEHS WETP

Sharon Beard, NIEHS WETP

Jim Remington, NIEHS WETP

Craig Slatin, TNEC

Tippi Reed, OAI, Inc.

Jim Riddley, IAFF

Pat Morrison, IAFF

Carol Rice, Midwest Consortium

Don Ellenberger, CPWR

Kenny Oldfield, Alabama Fire College

John Morawetz, ICWUC

Tom McQuiston, USW

Gary Gustafson, LIUNA

Linda Delp, WRUC

I. Introduction and Welcome (Michael Baker)

II. Overview of key issues on WETP 2012 operational matrix and the Clearinghouse role in facilitating these issues (Deborah Weinstock)

- The operational matrix was the result of a Clearinghouse and WETP retreat in November 2011. This tracks what we are doing and where we want to go.
- Columns are the different program areas and the rows are the different activities we want to do (e.g. meetings and conferences, workgroups, deliverables, themes, etc.).
- For instance: Sharon Beard is trying to arrange a Keystone Lecture Series on SBIR awardee activities; Eduardo Siquiera is working on curricula development based on the Occupational Health Disparities white papers; meetings with PEPH and NIOSH on Environmental Health Disparities.
- One area that is a continual process is maintaining the relationships with other agencies.

- The activities on the operational matrix are linked to the NIEHS WETP Strategic Plan and will also reflect the key areas in the NIEHS Strategic Plan which is nearing completion.
- Activities are mainly prioritized for the Clearinghouse and WETP staff, but awardees have key roles to play in many of the activities listed. DOE activities will definitely need awardee engagement. Also, our engagement with the Blue Green Alliance will involve awardees at the regional/local level. We want to be on agenda for green jobs and have limited, targeted audience to get input from the local/regional in order to get some directions on how to proceed. Color green is priority one, and the orange color signifies second priority.
- There was a concern that with the funding being tighter and many meetings, it is necessary to keep communication going so that those who have a strong interest in certain areas, but can't make it to all the meetings are still kept in the loop. Deborah noted that the Clearinghouse can disseminate detailed notes to everyone.
- There was a question in regards to the DOE Trainers' Exchange vs. the National Trainers' Exchange, and why there were two separate meetings. John Morawetz noted that ICWUC was already planning its own meeting for DOE trainers, but trainers were going to attend both conferences. This was an effort to bringing trainers together and share it with DOE and share a model of cooperation, spread this to other sites. Don Elisburg also commented that it might be too overwhelming to have both together. Ted Outwater noted that it was a tactical option to reach the strategic goals. They wanted DOE and Contractor trainers at the DOE Trainers' Exchange. If it was a combined conference, then the audience would need to be expanded.
- In terms of the updates on the Good Jobs Green Jobs Regional Conferences, next year, it may just be one national conference again. Chip Hughes noted that it is hard to go to a Regional conference unless you have a strong regional presence. Linda Delp also commented that the value of a national conference is that you learn from other regions.
- Deborah noted that the Clearinghouse is in the early stages of working with EPI to assess the economic benefits/values of partnerships within the WETP program. This can be used to defend the program should the need arrive. We are now looking at whether or not there are existing models and metrics that would support this project, such as the MWTP's ability to leverage funds from other organizations.
 - Chip noted that there was concern, brought up by an article in NYT, of whether federal funds should be used for training workers in the private sector. This work will provide a talking point.
 - Sharon Beard also commented that we want to show leveraged funds from foundations and other organizations to support the programs.
 - In addition, it is necessary to note that workers do not just work for one company, they move from job to job, so one central training is important as certifications move with the workers.
 - Tom McQuiston commented that we ought to spend time formulating the argument that works diligently not to answer the questions for ourselves, as some are internal rationales that would not sell as well. One thing that might be useful to suggest is the alternative to what we do is to do it through enforcement—we are doing things that are supposed to be done.
 - It is necessary to emphasize that this program is saving lives—and this is cost-effective and a substantially effective manner to do so. In addition, there is the hazardous response element to emergency response.
 - John noted that it is necessary to figure out the broad context of the benefits of the program. We need to recruit success stories. Ebony Turner commented that New Orleans should be the poster child of this conversation as the MWTP has been able to successfully train locals to effectively respond to disasters in the area. The advisory group members agreed with the need to collect these success stories from those who have been trained.
 - Chip noted that we need to harvest the success stories to make the point. For the FY2013 budget, we justify that we are about preserving and creating jobs, especially local jobs—that this individual cannot do this job unless they have the certification.

- Jim Riddley asked the group whether or not we should unmask the companies that do fly-by training as we build support in what we do and look at the economic value. But the group noted that this would be challenging.
- Carol noted that the ERCs have produced a report that noted that the messages that resonate on the Hill are “creating jobs” and “saving money for employers.” Ted noted that in the Multi-grantee Awardee Evaluation Report, a question was asked on why employers take our training, and responses include, “it’s the law,” and “it’s what insurance companies need.”
- Tom noted that a lot of people have been focusing on prevention. However, Jim Frederick noted that the challenge for prevention is that it is hard to quantify. The legislative front is going to be challenging because there are other priorities. This is a good opportunity for us to coordinate on a message. The message is that we can impact savings to corporate America.
- Linda noted that we need a short and long term strategy—in the short term, we go along with the messages they want to hear, but we need to reframe the message to our issues in the long term.
- Ebony stated that one of the ways they have grown their training is that they train Occupational Health and Safety in a Symposium and show other colleges and universities, who have received millions in funds, what they can do. Jim Frederick noted it would make rational sense to show cost to repair issues/damages caused by accidents, but thinks that chemical companies don’t care.
- Workgroup to continue discussion of benefits of the WETP include: Craig Slatin, John Morawetz, Gary Gustafson, Barb McCabe, Carol Rice, Jim Frederick, Ebony Turner, Pat Berntsen, Tom McQuiston, Linda Delp, Mark Caitlin, and Don Ellenberger.

III. Update on DOE White Paper activities and DOE/NIEHS Trainers Exchange

- To be discussed at the Program breakout session of the Awardee meeting.

IV. Evaluation issues re: fall workshop

- To be discussed at the Awardee meeting.

V. Has our training changed substantially that the Minimum Criteria document is no longer up to date?

- We have a set of Minimum Criteria that is becoming outdated—based on current training needs, curricula, technological advances—should we review the current Minimum Criteria so that it reflects current training needs, expectations, and processes, in order to put value on the training criteria that speaks to the 21st century? Are there items that we need to fix, should we offer certification under section 121? For instance, we have added several types of training, and people are dealing with more technological complexities. Training is very different now—case in point, the 4-hour training accepted by OSHA. How can we accomplish equivalent training in less time—we keep debating it.
- Linda brought up two points: 1) there is an operational matrix that has a lot of priorities, and we need to figure out how to tackle that; 2) how do we maintain, sustain, and promote programs—how can revisiting the minimum criteria help with other issues?
- Chip added that the last time we reviewed the Minimum Criteria, we did not incorporate some principles that we know now, such as how to reach out to non-English speaking workers to make training more effective to them. There are issues that we need to address. Should we modernize and address issues that are out there?
- Craig noted that the benefit of going through the Minimum Criteria is sharing each others’ ideas, thoughts and best practices. However, given the operational matrix, there is little time to do an in depth exploration. He suggested setting up subgroups that can meet and work on the different pieces and put out to the whole group to review. The downside of this is that we don’t get to hear everyone’s different thoughts. Sharon agreed with his suggestion.
- Gary Gustafson agreed that it may be time to look at it, as it is the one document that binds us together; if it is not capturing everything we do, updated, or reaching the population we train, it does not speak for us anymore. It is important to keep it reflective of the awardees.
- Barb McCabe added that HAMMER is using the Minimum Criteria as a checklist to check us, and if it is not up-to-date, then we will have issues. Carol Rice noted that we need to update it to move forward.

- Mark Catlin commented that we can do a subset on integrated technology—as we are seeing fragmentation in the proper use of technology.
- Don Ellenberger added that the Minimum Criteria has a core preset that is basic and foundational that does not change. When we look at the shortened training, we measure it against the Minimum Criteria. In terms of incorporating the new issues, it can be accomplished without rewriting the whole thing. It would be a good idea to look at the document against current issues we face.
- In the context of the Clearinghouse, Craig expressed his concern about how this will get done and what the impacts internally are. Kathy Ahlmark noted that there is a finite amount of money they have to get the work done. Deborah noted that we have a lot of opportunities to reorganize priorities. Don Elisburg noted that awardees will have to be engaged in building relationships and partnerships.
- John noted that the review should be a focused review—especially on ATT or blended learning. He suggested maybe we include it as an appendix. Ted added that this is important as there are a lot of bad trainings and there are no minimum criteria or evaluation component on ATT training. Convening a working group to establish some minimum criteria for worker safety and health for ATT should be something we can look into. Our fall meeting on evaluation can help move this along. 2013 Spring Workshop is on technology and training.
- Bob Emory added that he would like to look into incorporating how people communicate and get information out. Kelly Davis noted that they want to make sure that what they envision is meeting what they need to meet.

VI. Workshop topics – Ideas for the next few workshops for comment and discussion

- The issue of Safety Culture
 - We may want to engage in a dialogue and discussion on the issue and put forward and advocate something more progressive.
 - We need to better define the term—a more proactive approach.
 - USW has focused on what is causing the fatality of members—in a fatality investigation, workers and behaviors are being blamed. Employers have blamed the workers. We need to examine the scope of this issue and look for solutions.
 - A question was asked on how do we tackle the fact that we have different audiences.
 - Ted noted that one of the themes of WETP is worker empowerment and worker involvement.
 - We should tie it to how we initiate the employer culture—what we do vs. what consultants do.
 - There has been very good interaction between health and safety programs, which have focused on blaming workers, and what is the right form of health and safety culture.
 - Don worries about the use of buzz words or charge words to articulate the safety culture issues. The truth is that a safety and health program has elements in it, and all of the programs have worker involvement in some fashion, some form of behavioral modification. A dialogue can be helpful to define understanding—employer is responsible for the workplace and must follow rules. The issue of worker empowerment is not easy to address. You can add the issue of safety in hazard recognition, and we need workers need to recognize safety to ask perfect questions.
 - Tom commented that we need to focus on how to tell if safety and health programs are façade. He wants to ensure we discuss issues of work organization.



SECTION 508 ANNUAL REPORT

HHS Requestor:

Date:

Item(s) Name: NIEHS Worker Education and Training Curricula Information and Data Management System (WETCIS)

Version: 2.0

Vendor: MDB, Inc.

Vendor Contact: Deborah Weinstock

Section 1194.21 Software Applications and Operating Systems Refer to http://www.access-board.gov/sec508/guide/1194.21.htm for details on the criteria listed below.		
Criteria	Supporting Features	Remarks and Explanations
(a) When software is designed to run on a system that has a keyboard, Item(s) functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.	Does not support.	Pages do not follow a consistent tab order..
(b) Applications shall not disrupt or disable activated features of other Item(s) that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the Item(s) developer.	Not applicable	The application does not contain any code that disrupts or disables any accessibility features.
(c) A well-defined onscreen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes.	Does not support.	While there is an indication of the current Focus when tabbing through the page, the Focus is not programmatically defined so a screen reader does not read the page in the correct order.

Section 1194.21 Software Applications and Operating Systems

Refer to <http://www.access-board.gov/sec508/guide/1194.21.htm> for details on the criteria listed below.

(d) Sufficient information about a user interface element including the identity, operation, and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the image must also be available in text.	Does not support.	Input fields and buttons lack labels. There is no alternate text for images (buttons). A screen reader cannot read the buttons or the input fields.
(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.	Not applicable.	Bitmap images are not used in the application.
(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.	Supports.	The application uses operating system functions for displaying text. The program does not use unique schemes for writing text on the screen
(g) Applications shall not override user-selected contrast and color selections and other individual display attributes.	Supports.	The application does not change any display attributes.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Not applicable.	The application does not use animation.
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supports.	All use of color has enough contrast to allow the user to see all text.
(j) When an Item(s) permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Not applicable.	The application does not permit the user to adjust color and contrast settings.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2Hz and lower than 55Hz.	Supports.	Application does not use flashing or blinking.
(l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Does not support.	Input fields and buttons lack id tags and labels. There is no alternate text for images (buttons). A screen reader cannot read the buttons or the input fields.

Section 1194.22 Web-Based Internet Information and Applications

Refer to <http://www.access-board.gov/sec508/guide/1194.22.htm> for details on the criteria listed below.

Criteria	Supporting Features	Remarks and Explanations
(a) A text equivalent for every non-text element shall be provided (for example, via "alt," "longdesc," or in element content).	Does not support	The application has few non-textual elements but the ones it does have do not have a text equivalent.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Not applicable.	The application does not use any multimedia presentations.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example, from context or markup.	Supports	No information is conveyed with color.

Section 1194.22 Web-Based Internet Information and Applications Refer to http://www.access-board.gov/sec508/guide/1194.22.htm for details on the criteria listed below.		
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Not applicable.	The application does not contain documents that use stylesheets.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not applicable.	The application does not use any server-side image maps.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	Not applicable.	The application does not use any server-side image maps.
(g) Row and column headers shall be identified for data tables.	Does not support.	The application does not identify row and column headers in generated data tables.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Not applicable.	Tables in this application do not have two or more logical levels of row or column headers.
(i) Frames shall be titled with text that facilitates frame identification and navigation.	Does not support.	The frames in this application are not titled.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2Hz and lower than 55Hz.	Supports.	All pages were developed to avoid screen flicker. Elements such as <blink> and <marquee> were not used.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a Web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.	Does not support.	A text-only version of the application's pages has not been provided.
(l) When pages utilize scripting languages to display content or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.	Does not support.	The information provided by Javascript pop-ups does not have functional text for the information displayed.
(m) When a Web page requires that an applet, plug-in, or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with §1194.21(a) through (l).	Not applicable.	The application does not use any applets, plug-ins or other applications to interpret page content.
(n) When electronic forms are designed to be completed online, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Does not support.	Input fields and buttons lack id tags and labels. There is no alternate text for images (buttons). A screen reader cannot read the buttons or the input fields.
(o) A method shall be provided that permits users to skip repetitive navigation links.	Does not support.	The current navigation system does not provide a method that permits users to skip repetitive navigation links.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Does not support.	The application does not alert the user before the application times out.

Section 1194.23 Telecommunications Item(s)

Refer to <http://www.access-board.gov/sec508/guide/1194.23.htm> for details on the criteria listed below.

Criteria	Supporting Features	Remarks and Explanations
(a) Telecommunications Item(s) or systems which provide a function allowing voice communication and which do not themselves provide a TTY functionality shall provide a standard non-acoustic connection point for TTYs. Microphones shall be capable of being turned on and off to allow the user to intermix speech with TTY use.		
(b) Telecommunications Item(s) that include voice communication functionality shall support all commonly used cross-manufacturer non-proprietary standard TTY signal protocols.		
(c) Voice mail, auto-attendant, and interactive voice response telecommunications systems shall be usable by TTY users with their TTYs.		
(d) Voice mail, messaging, auto-attendant, and interactive voice response telecommunications systems that require a response from a user within a time interval shall give an alert when the time interval is about to run out, and shall provide sufficient time for the user to indicate more time is required.		
(e) Where provided, caller identification and similar telecommunications functions shall also be available for users of TTYs, and for users who cannot see displays.		
(f) For transmitted voice signals, telecommunications Item(s) shall provide a gain adjustable up to a minimum of 20dB. For incremental volume control, at least one intermediate step of 12dB of gain shall be provided.		
(g) If the telecommunications Item(s) allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use.		
(h) Where a telecommunications Item(s) delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided.		
(i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications Item(s).		
(j) Item(s) that transmit or conduct information or communication shall pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats, or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery.		
(k)(1) Item(s) that have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys.		

Section 1194.23 Telecommunications Item(s)		
Refer to http://www.access-board.gov/sec508/guide/1194.23.htm for details on the criteria listed below.		
(k)(2) Item(s) which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 pounds (22.2N) maximum.		
(k)(3) Item(s) that have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character.		
(k)(4) Item(s) which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound.		

Section 1194.24 Video and Multimedia Item(s)		
Refer to http://www.access-board.gov/sec508/guide/1194.24.htm for details on the criteria listed below.		
Criteria	Supporting Features	Remarks and Explanations
(a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, wide-screen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches vertically, stand-alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or display circuitry shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals.		
(b) Television tuners, including tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry.		
(c) All training and informational video and multimedia Item(s)ions that support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content shall be open or closed captioned.		
(d) All training and informational video and multimedia Item(s) ions, which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content shall be audio described.		
(e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent.		

Section 1194.25 Self Contained, Closed Item(s)

Refer to <http://www.access-board.gov/sec508/guide/1194.25.htm> for details on the criteria listed below.

Criteria	Supporting Features	Remarks and Explanations
(a) Self-contained Item(s) shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the Item(s). Personal headsets for private listening are not Assistive Technology.		
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.		
(c) Where a Item(s) utilizes touch screens or contact-sensitive controls, an input method shall be provided that complies with §1194.23 (k)(1) through (4).		
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.		
(e) When Item(s) provide auditory output, the audio signal shall be provided at a standard signal level through an industry-standard connector that will allow for private listening. The Item(s) must provide the ability to interrupt, pause, and restart the audio at any time.		
(f) When Item(s) deliver voice output in a public area, incremental volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45dB, a volume gain of at least 20dB above the ambient level shall be user selectable. A function shall be provided to automatically reset the volume to the default level after every use.		
(g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.		
(h) When an Item(s) permits a user to adjust color and contrast settings, a range of color selections capable of producing a variety of contrast levels shall be provided.		
(i) Item(s) shall be designed to avoid causing the screen to flicker with a frequency greater than 2Hz and lower than 55Hz.		
(j)(1) Item(s) which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the Item(s) within the 48- inch length on Item(s) which are freestanding, non-portable, and intended to be used in one location and which have operable controls.		
(j)(2) Item(s) which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor.		

Section 1194.25 Self Contained, Closed Item(s)		
Refer to http://www.access-board.gov/sec508/guide/1194.25.htm for details on the criteria listed below.		
(j)(3) Item(s) which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor.		
(j)(4) Item(s) which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than 24 inches behind the reference plane.		

Section 1194.26 Desktop and Portable Computers		
Refer to http://www.access-board.gov/sec508/guide/1194.26.htm for details on the criteria listed below.		
Criteria	Supporting Features	Remarks and Explanations
(a) All mechanically operated controls and keys shall comply with §1194.23 (k) (1) - (4).		
(b) If a Item(s) utilizes touch screens or touch-operated controls, an input method shall be provided that complies with §1194.23 (k) (1) - (4).		
(c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.		
(d) Where provided, at least one of each type of expansion slot, port, and connector shall comply with publicly available industry standards.		

Section 1194.31 Functional Performance Criteria		
Criteria	Supporting Features	Remarks and Explanations
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.	Does not support.	Radio buttons, check boxes and submit buttons are not labeled.
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.	Does not support.	Although IE 7 and Firefox (the currently supported web browsers at NIEHS) allow the user to magnify the screen, screen header information is lost on some screens when magnified for 20/70 visual acuity.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided.	Not applicable.	The application does not require user hearing.

Section 1194.31 Functional Performance Criteria		
(d) Where audio information is important for the use of a Item(s), at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	Not applicable.	Audio information is not used in this application.
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.	Not applicable.	The application does not require user speech.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Does not support.	Radio buttons, check boxes and submit buttons all require clicking a specific item via a mouse or keyboard.

Section 1194.41 Information, Documentation, and Support		
Criteria	Supporting Features	Remarks and Explanations
(a) Item(s) support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge.	Supports with exceptions	On-line, context sensitive help exists but the icons to display the help do not have alternate text to identify their purpose. Telephone numbers and email addresses for user support are provided.
(b) End-users shall have access to a description of the accessibility and compatibility features of Item(s) in alternate formats or alternate methods upon request, at no additional charge.	Supports.	Telephone numbers and email addresses for user support and accessibility and compatibility information are provided.
(c) Support services for Item(s) shall accommodate the communication needs of end-users with disabilities.	Supports.	All support services, i.e. phone and email, can accommodate the communication needs of the end user through common assistive technologies such as phone relay services, screen magnification or screen readers.



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