



# H.R. LaBounty Safety Awards Nomination Form

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## **Nomination Deadlines:**

**Spring Awards: February 1, 2023**

**Fall Awards: September 1, 2023**

**Agency:** Moulton Niguel Water District

**Project/Initiative Title:** MNWD Storage Room Safety Improvements

Implementation Date: 4/12/2023

Cost to Implement: a. Adjustable Chain Straps x 2 = \$48.69

b. Black Polyethylene Bins x 18 = \$588.64

c. Restraint Kit to secure bins x 3 = \$ 0 (Free from ikea.com)

Total Cost = \$637.33

Staff Time Required: 7 hours

Number of Employees/Facilities Impacted: 15+ employees

## **Employee/Department/Committee Nominated:**

Name(s): Justin Finch

Job Title/Department: Senior Water Efficiency Specialist, Water Efficiency

## Nomination Summary

*Write a brief summary of your project/initiative. Clearly state the problem/hazard recognized by the nominee and the specific reasons that they initiated corrective action.*

This project helped increase the office workplace safety and ergonomic procedures for office staff that access materials within the Storage Room at Moulton Niguel Water District. The hazards recognized were located within the Storage Room at Moulton Niguel Water District where various customer outreach materials and devices, marketing materials, and other miscellaneous items are stored. Two key items were addressed within the Storage Room: 1) Items were left freely leaning on walls where they could tip over and fall on staff and 2) Staff frequently accessed District outreach materials and devices at awkward angles, with heavy items above shoulder and head level.

*Describe the specific actions taken to resolve the problem(s) or challenge(s). Share the best practices that made this initiative successful for the agency and its impact.*

Two main actions were taken to improve the workplace safety and ergonomic procedures within the Storage Room: 1) Items that were leaning on walls were better organized and securely fastened with adjustable chain straps. Two chain links were secured on four points of the storage rack with eye bolts, washers, and wing nuts to strap in appropriate items. 2) A number of items within heavy plastic boxes were re-located within stackable polyethylene bins that were open-facing for staff to access without reaching, twisting, or lifting heavy totes, thus preventing potential strains or sprains. In addition, the new bins were secured to the wall using straps. Three straps (one for each top bin) were screwed into the wall and secured to the back of the top row of bins to prevent each column from tipping when staff access items or in an event that may disturb the bins.

*State whether the hazard was reduced with engineering controls, introduced a new administrative or work procedure, or relied on personal protective equipment to solve the problem.*

The hazards were reduced with purchased products. These products helped secure loose items that cannot be efficiently shelved and increased ergonomic access to District materials with open stackable bins.

*Describe any extraordinary circumstances that made this nominee's safety accomplishments significant. Describe whether the nominee influenced safety in the workplace, encouraged employee participation in safety efforts, obtained organizational "buy in" to implement the solution.*

After a workplace injury occurred when accessing District materials, Justin Finch realized that it was imperative to improve the safety of the Storage Room for office staff. Not only did the project improve safety but it also improved workflow behaviors as materials were easier to access and transport, the storage space was better organized, and a Storage Room map and labels were created to increase workplace efficiency.

*Describe whether the project/initiative addressed a hazard or exposure included in the JPIA Commitment to Excellence Program.*

- Office/Field Ergonomics
- Vehicle Operations
- Slip/trip/falls – falls from heights
- Emergency Readiness/Wildfire Prevention

Other: Ergonomics/Falls Program

*List and attach any supporting materials that you feel are important for the reviewers to gain a complete picture of the nomination. Digital photos, supporting documentation, sample forms, etc.*

Before: Photos showing materials leaning on walls and bulky storage boxes at elevated positions

After: Photos showing open-facing bins, bins with restraining straps, adjustable and secure chain straps, and storage room map.

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**Nominated by:** Peter van Daalen Wetters

**Date:** 4/12/2023

**General Manager:** Joone Lopez

**Date:** 4/12/203

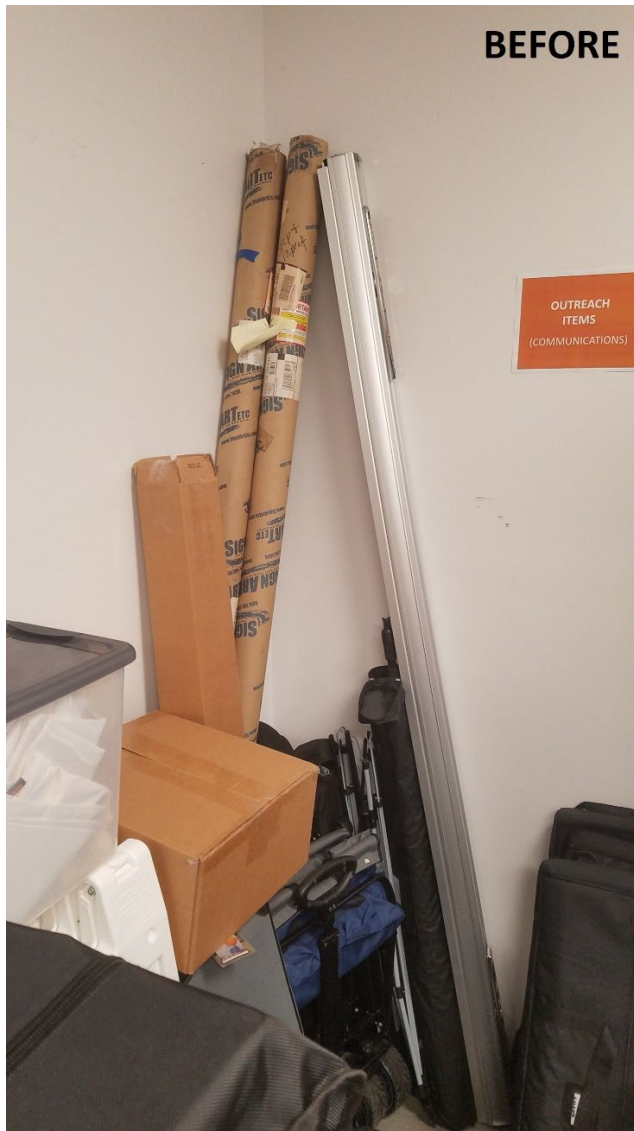
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Please email this form with supporting documents and digital photos (jpg) to [tlofing@acwaipia.com](mailto:tlofing@acwaipia.com).



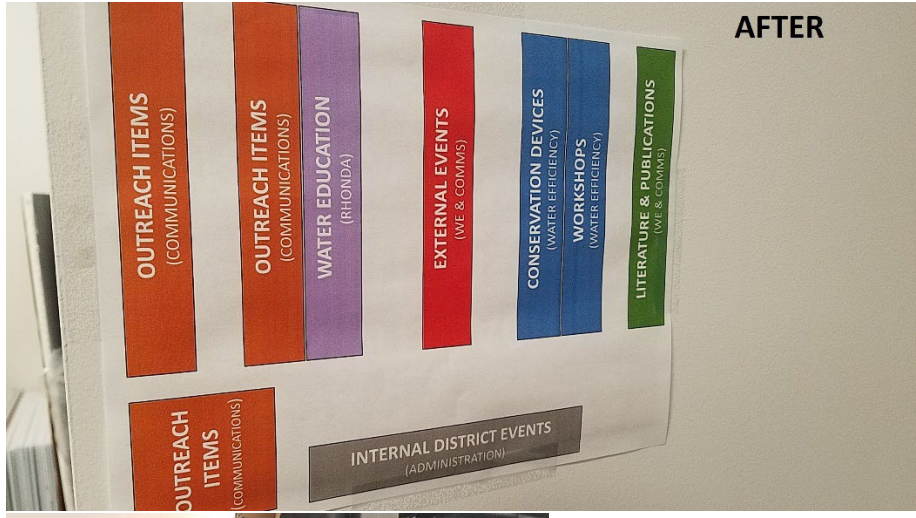
**BEFORE**



**BEFORE**

OUTREACH  
ITEMS  
(COMMUNICATIONS)

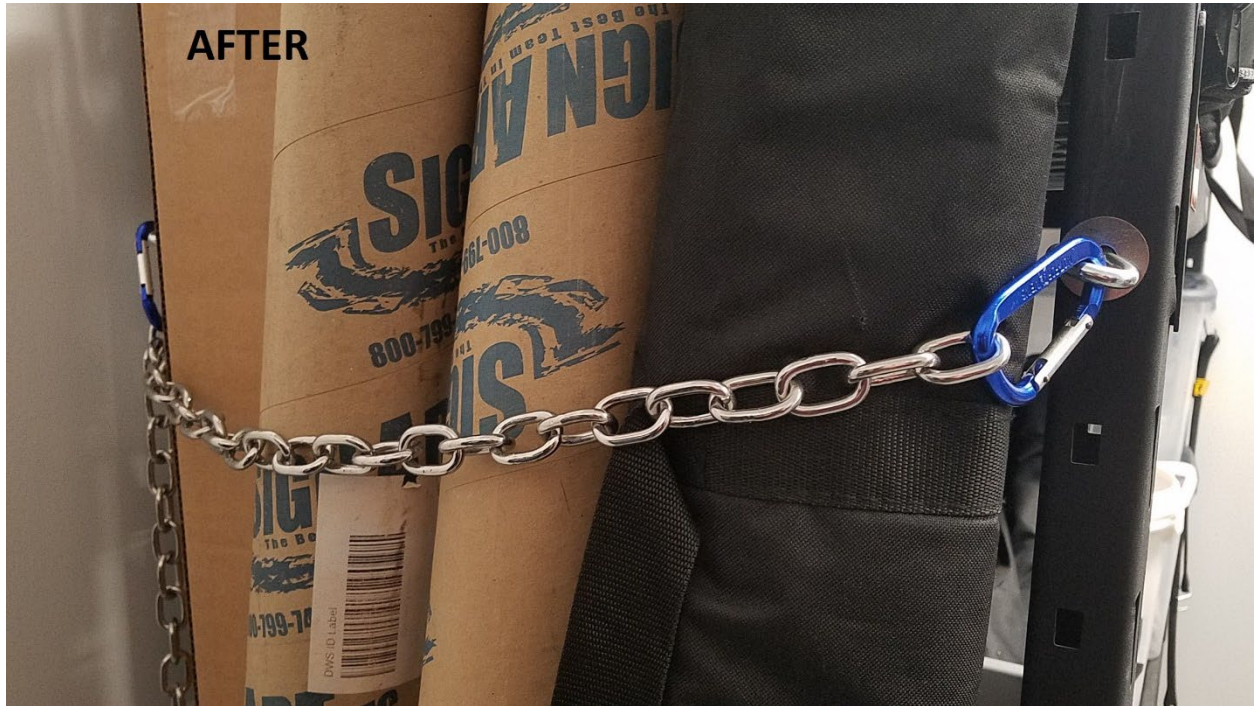




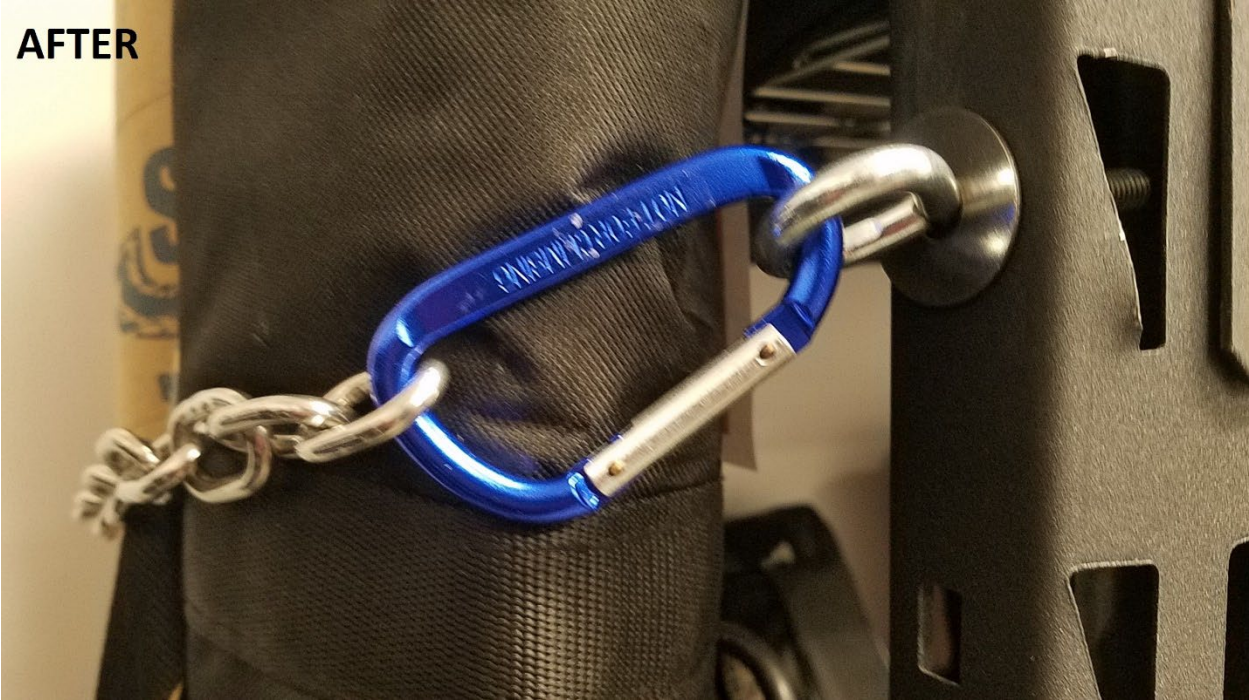
AFTER



AFTER



**AFTER**





## MNWD Nom #2

Additional photos showing bins attached to the wall.

