



**Port of Skamania**  
**Outdoor Heat Safety Plan**

**Addendum to Accident Prevention Program (APP)**

**Worksites Covered:** Stevenson and North Bonneville

**Effective date:** \_\_\_\_\_ **Annual review date:** \_\_\_\_\_

## **1) Purpose**

To prevent heat-related illness and injury by ensuring employees working outdoors have access to water, shade/cooling, rest, training, and emergency response, using air temperature and heat index as triggers.

## **2) Scope**

This policy applies to all Port of Skamania employees (and any temporary/seasonal workers) who perform outdoor work at Port worksites in Stevenson or North Bonneville.

## **3) Roles & Responsibilities**

Executive Director – Pat Albaugh

- Ensures this policy is implemented, reviewed annually, and supported with resources (water containers, bottles, shade/cooling access, training time).
- Ensures supervisors are trained and this policy is included in safety orientation.

Facilities Manager – Doug Bill

- Day-to-day lead for heat safety implementation.
- Ensures water supplies are stocked and accessible.
- Ensures shade/cooling options are available and usable.
- Ensures supervisors/crew leads are monitoring conditions and applying requirements.

Supervisors / Crew Leads

- Monitor conditions (temperature + heat index).
- Ensure workers take preventative cool-down rests when needed.
- Observe for symptoms; act immediately when signs/symptoms appear.
- Adjust work schedules and workloads during high heat.

Employees

- Drink water frequently.
- Use shade/cooling and take cool-down rests when needed.
- Report heat illness symptoms immediately (for yourself or coworkers).

## **4) Monitoring Conditions: Temperature + Heat Index**

Because humidity can raise risk even when air temperature seems “moderate,” the Port will use both:

- Air temperature, and
- Heat Index (HI) (“feels like,” heat + humidity)

How we monitor:

- Use National Weather Service / a weather app that displays Heat Index for:
  - Stevenson, WA
  - North Bonneville, WA
- Supervisors check at the start of shift and as conditions change (midday minimum, and more often during heat events).

Rule: If either the temperature or heat index meets a trigger threshold, the Port will follow the more protective requirements.

## **5) Shade and Cooling Alternatives**

The Port will provide shade or cooling alternatives that are close enough to be usable and large enough for the crew.

Port of Skamania shade/cooling resources include:

- Shaded areas around parks
- Air-conditioned buildings
- Air-conditioned vehicles
- Port office (A/C)

Access expectation: Shade/cooling options will be available whenever heat conditions require this policy to be active.

## **6) Drinking Water Requirements**

The Port will provide potable drinking water that is suitably cool and readily accessible.

Port of Skamania water resources include:

- Large water containers
- Water bottles

Employee expectation: drink small amounts frequently throughout the shift (don’t wait for thirst).

## **7) Acclimatization**

New employees, employees returning from time away, and employees assigned to heavier work are at higher risk.

Acclimatization approach:

- Gradually increase exposure/workload over 7–14 days when possible.
- Supervisors provide closer observation and more frequent check-ins for:
  - New/returning staff
  - Workers in heavier exertion tasks
  - Anyone wearing heat-retaining or non-breathable gear

## **8) Preventative Cool-Down Rest**

Employees may take cool-down rest in shade/cooling whenever they feel overheated, and supervisors must support that.

Cool-down rest locations (Port):

- Shaded park areas
- Air-conditioned buildings
- Air-conditioned vehicles
- Port office

## **9) Heat Index / Temperature Action Levels**

The Port uses the following action levels based on Air Temp OR Heat Index (whichever is higher):

A) 80°F and above (or HI 80+)

- Policy is active: ensure water + shade/cooling access.
- Encourage frequent water intake and self-pacing.
- Remind crews to watch for symptoms and speak up early.

B) 90°F and above (or HI 90+) — High Heat Procedures

- Increase observation (buddy system or active check-ins).
- Encourage more frequent cool-down rests.
- Consider scheduling heavy work earlier in the day and rotating tasks.
- Supervisors conduct a brief “heat huddle”:
  - where water is,
  - where shade/cooling is,
  - who to contact immediately if symptoms occur.

### C) 100°F and above (or HI 100+) — Extreme Heat Procedures

- Strongly consider rescheduling non-essential heavy work.
- Increase rotation/rest frequency and reduce pace.
- Ensure no one works alone without reliable communication.
- Maintain close observation for any signs of heat illness.

*Optional (recommended):* If you want this to be extra clear for crews, the Port can add a simple “rest minimum” rule at 90+ and 100+ as an internal standard (even when not explicitly required for every situation), because it’s easy to train and enforce.

## 10) Training

Training will be provided:

- At hire/assignment and seasonally as needed
- Annually (at minimum) as part of safety training refreshers

Training topics include:

- Heat illness types and symptoms
- Risk factors (humidity, exertion, sun exposure, dehydration, medications, etc.)
- Proper hydration habits
- Shade/cooling and rest expectations
- Acclimatization
- Emergency response steps and reporting expectations

Training coordinator: Facilities Manager (Doug Bill) or designee

Program oversight: Executive Director (Pat Albaugh)

## 11) Heat Illness Response and Emergency Procedures

If any worker shows symptoms:

1. Stop work and move the worker to shade/cooling immediately.
2. Start cooling: A/C, cool water, cool cloths/cold packs if available.
3. Do not leave the worker alone if symptomatic.
4. If symptoms are severe or worsening (confusion, fainting, hot dry skin, vomiting, seizures), call 911 immediately.

911 caller should state: “Possible heat-related illness.”

Worksite-specific directions (fill in and post at each location)

Stevenson worksite – address / best access point: \_\_\_\_\_

North Bonneville worksite – address / best access point: \_\_\_\_\_

Meeting point to guide EMS: \_\_\_\_\_

Key access notes (gates/locks/dock location): \_\_\_\_\_

## **12) Post-Incident Review**

After any heat illness event or near-miss:

- Supervisor documents what occurred
- Management reviews conditions, controls, and whether changes are needed (water placement, shade access, scheduling, staffing, training)