

Rutherford County Safety Flash

Fire Prevention Month

Home Safety tips



The U.S. Fire Administration reports that fires kill more than 4,000 Americans each year and approximately injure 20,000 more. U.S. fire departments respond to nearly 2 million fires each year, with three-quarters of them occurring in residences.

A home is often referred to as a safe haven. This month, make sure your home is protected from (and your family is prepared for) a fire.

Smoke Alarms – These are still a very important addition to your home. Smoke alarms are widely available and inexpensive. Install a smoke alarm on every level of your home and test it monthly.

Prevent Electrical Fires – Don't overload circuits or extension cords. Cords and wires should never be placed under rugs or in high traffic areas. Avoid loose electrical connections by checking the fit of

the plug in the wall outlet. If the plug loosely fits, inspect the outlet right away. A poor connection between the plug and the outlet can cause overheating and can start a fire in minutes.

Alternate Heaters – Make sure there is ample space around any portable heating unit. Anything that could catch fire should be at least three feet away. Inspect your chimney annually and use fire screens to help keep any fires in the fireplace

Clean Dryer Vents – Clothes dryers often start fires in residential areas. Clean the lint filter every time you start a load of clothes to dry or after the drying cycle is complete. Make sure your exhaust duct is made of metal tubing and not plastic or foil. Clean the exhaust duct with a good quality dryer vent brush to prevent blockage & check for lint build up behind the dryer at least twice a year

Create An Escape Route – Create and practice your escape plan with your family from every room in the house. Practice staying low to the floor and checking for hot doors using the back of your hand. It's just like a routine school fire drill – but in your home

****Calling all runners and walkers, let's meet at the greenway for a 1—3 mile run/walk, once a week. No experience necessary, come out and let's get started. Email me, Dwayne Hawkins for more details; dhawkins@rutherfordcountyttn.gov**

Up coming events for October

Every Sat	Main St Market 8-noon	http://www.downtownmurfreesboro.com/
Tues & Fri	Rutherford Co Famers market	Lane Agri Park
16-18 Oct	Southern Saddlebred Show	http://www.southernsaddlebredsales.com/
17 Oct	Cannonsburgh Concert Series	7pm-9pm
25 Oct	Harvest Days at Cannonsburgh	
4 Oct	MTSU v So Miss	http://www.goblueraiders.com/
18 Oct	MTSU v UAB	http://www.goblueraiders.com/





Caption describing picture or graphic.

Inside Story Headline

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar of upcoming events or a special offer that promotes a new product.

You can also research articles or find "filler" articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you're finished writing your newsletter, convert it to a Web site and post it.

"To catch the reader's attention, place an interesting sentence or quote from the story here."

Inside Story Headline

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can

also profile new employees or top customers or vendors.

Inside Story Headline

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you're

trying to convey. Avoid selecting images that appear to be out of context.

Microsoft Publisher includes thousands of clip art images from which you can choose and import into your newsletter.

There are also several tools you

can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.



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Primary Business Address

Your Address Line 2

Your Address Line 3

Your Address Line 4

Phone: 555-555-5555

Fax: 555-555-5555

E-mail: someone@example.com

This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.

It would also be useful to include a contact name for readers who want more information about the organization.



Your business tag line here.

We're on the Web!
example.com

Back Page Story Headline

This story can fit 175-225 words.

If your newsletter is folded and mailed, this story will appear on the back. So, it's a good idea to make it easy to read at a glance.

A question and answer session is a good way to quickly capture the attention of readers. You can either compile questions that you've received since the last edition or you can summarize some generic questions that are frequently asked about your organization.

A listing of names and titles of managers in your organization is a good way to give your

newsletter a personal touch. If your organization is small, you may want to list the names of all employees.

If you have any prices of standard products or services, you can include a listing of those here. You may want to refer your readers to any other forms of communication that you've created for your organization.

You can also use this space to remind readers to mark their calendars for a regular event, such as a breakfast meeting for vendors every third Tuesday of the month, or a biannual charity auction.

If space is available, this is a good place to insert a clip art image or some other graphic.



Caption describing picture or graphic.