

Chancellor's University Safety Committee (CUSC) Meeting

Tuesday, January 19, 2016 - 3:00-4:00 p.m.

UNLPD Conference Room 300 N. 17th

Call-in @ 2:50 p.m.: (888) 820-1398, Code 3646181#

(*0=operator help, *6=mute/unmute own line)

AGENDA

1. Introductions & Welcome Kyle Hansen
2. Fiscal Year 2015-16 (2nd Qtr.) Injury/Illness Yoko Smith
3. Fiscal Year 2015-16 (2nd Qtr.) Safety Audit Items Betsy Howe
4. Old Business
 - A. Safety awareness: pedestrians/bicycles/vehicles Kyle Hansen
 - B. Reports on progress toward CUSC goal
 - C. Safety Walk report Eileen Bergt
 - D. Other old business
5. New Business
 - A. Emergency planning & preparedness update Mark Robertson
 - B. Safety Committee Resources Betsy Howe
 - C. Other new business
6. Adjourn Kyle Hansen

Upcoming Meetings (at UNLPD, 300 N. 17th St. unless otherwise specified):

- March 15, 2016 OPEN FORUM Nebraska East Union
- May 17, 2016 (Injury/Illness & Safety Audit reports (January-March 2016))
- July 19, 2016 (Injury/Illness & Safety Audit reports (April-June 2016))

Goal FY 2015-16:

Develop, review, maintain lines of safety communication with the purpose of engaging the campus community, in particular by encouraging all to recognize and report "near misses."

Chancellor's University Safety Committee Meeting
Meeting Minutes
January 19, 2016 • 3:00 - 4:00 p.m.
UNLPD Conference Room

The meeting was convened by Vice Chair, Kyle Hansen (Campus Rec). Attendees introduced themselves.

Members: Eileen Bergt (Landscape Services), Mark Robertson (UNLPD), Jolene Deinert (Custodial Services), Larry Schmid (Central Housing), Beth Whitaker (School of Biological Sciences), Mike Straatmann (Libraries), Pat Dussault (Chemistry), Jane Wemhoff (Housing Dining Services), Greg Turner (BSM), Sharon Clowser (VDC), Brenda Osthus (EHS), Betsy Howe (EHS support), Yoko Smith (EHS), – attending remotely Logan Dana (NEREC)

Safety Committee Chairs: Alan Boldt (BSE), Brent Freeman (Nebraska Unions) – attending remotely Cheryl Dunbar (ARDC)

FY 2015-2016 (2nd Quarter) INJURY INCIDENT REPORT

Forty-five (45) First Reports of Injury (FRIs) were received by EHS for injuries occurring between October 1 and December 31, 2015. Eighteen (18) or 40% were classified as OSHA-Recordable, considered potentially more serious. Six (13%) were lost-time incidents that required the employees to be off work, to be transferred to a different job, or be under restricted duties. All reports were sent to members for review prior to the meeting.

- Yoko Smith pointed out that more detail is provided on injuries within the Trailing Reports section, nine (9) FRIs submitted for injury incidents prior to October 1, 2015.
- The majority of injury incidents (5) for the past quarter were Struck By/Struck Against. Causal factors were deviation from protocol, inadequate procedures in place, worker inattention, and location/position as a causal factor.
- Referencing the annual report from FARA, the claims management company for UNL, Yoko reviewed high dollar open claims. The majority (7) fall within the category “Back Strain/Lifting/Reaching.”
- Yoko reviewed injury incident trending for the past three years and will provide trending information over a longer time frame at the next meeting.
- A breakdown of causal factors and their frequency for calendar year 2015 was reviewed. It is apparent from the chart that the majority of injury incidents were easily preventable, for example, Personal Protective Equipment available but not used, deviation from established procedures, and engineering controls available but not used.

FY 2015-2016 (2nd Quarter) SAFETY AUDIT OVERVIEW

Safety Audits are conducted of all spaces at UNL on a schedule, based on identified hazards and regulatory requirements. Part or all of 45 buildings were audited the second quarter. One deficiency and suggested mitigation was reviewed for each UNL space usage category: laboratories, shops, and general spaces (common areas, lounges, offices, storerooms).

This quarter an electrical-related deficiency was selected for each space type. Betsy Howe noted that, while reported under a specific area, each electrical deficiency was also common across the other areas. The goal of this quarter's report is to raise awareness of the prevalence of electrical deficiencies at UNL. The Spring Safety Colloquium sponsored by EHS and the Office of Research and Economic Development will be "Electrical Safety for Everyone." This colloquium will be held on March 30, 2016, at two times and locations for the convenience of attendees. More information on this important safety event will be sent to CUSC members with the request to share widely within their spheres of influence.

OLD BUSINESS

Safety Awareness: Pedestrian/Bicycle/Motor Vehicle

Several members had reviewed the online tutorial developed by Georgia Tech to address concerns similar to those the CUSC has been discussing the past couple meetings and shared their impressions

(<http://trains.gatech.edu/tutorials/RoadSafety/RoadSafety.php?SessionID=12322&EplMSAID=64279>).

Mark Robertson reported that the UNL Police Department has been promoting pedestrian safety through the use of Police Department flyers developed for that purpose. He reported that periodically UNL police officers have been speaking with jaywalkers on City Campus and letting them know that jaywalking is a citable offense carrying a fine.

A number of members shared ideas on possible actions to raise awareness or improve safe practices by pedestrians, bicyclists and motorists alike. Since physical changes such as moving a bus stop or adding a crosswalk are beyond the purview of the CUSC or UNL, a determination was made to focus efforts on raising awareness of UNL faculty, administration, staff, and students across both campuses. Kyle Hansen will reach out to student groups in an effort to involve them in the process and solicit their ideas on effective awareness efforts. Suggestions of student organizations to contact were ASUN and Residential Life student government.

Mark Roberson will look into the use of message boards across both campuses to display the Police bicycle safety information as well as pedestrian and motor vehicle

safety materials as developed/determined. He will also look into using the UNL Police twitter account as part of an awareness campaign.

Progress toward the CUSC Goal

Goal: Develop, review, maintain lines of safety communication with the purpose of engaging the campus community, in particular by encouraging all to recognize and report "near misses."

No one in attendance had anything to report at this time.

Safety Walk

Safety Walks are conducted at UNL for all interested parties every 18 months with the tours visiting both campuses each time. Eileen Bergt attended the recent Walk and gave a high level overview. There were approximately 30 items determined to need attention, some as simple as lightbulb replacement or shrub trimming. Some items were more costly, for example, installation of a new light in a dark area, and such items would to be included on a prioritization list. Since it was raining hard the evening of the Walk, there were a number of water-related issues observed. Eileen offered to put together a more comprehensive report for the March meeting.

There was no other Old Business.

NEW BUSINESS

Emergency Planning & Preparedness Update

Mark Robertson, UNL Emergency Preparedness Coordinator, reported that planning is underway for the once-a-month tornado warning test alerts to be displayed on digital signage throughout both campuses. University Communications is changing the protocol for the UNL web site display of UNL Alerts so that when an Alert is issued subsequent updates are included in the display. Currently an update replaces the previous Alert, which can be confusing.

Shannon McVaney, Emergency Management Specialist, is working on Emergency Action Plans with a variety of departments. Most notably, CASNR is shepherding a project for all buildings under the CASNR umbrella to have an emergency plan in place and on file with UNL Police.

Safety Committee Resources

The group reviewed the following *Really Obvious* video clips:

- Flu Shots
https://www.youtube.com/watch?v=XR8n_IDAw50&index=13&list=PLh0k4GzppsgEyNcNx-fxPRIdpC-hERTQH
- On Ice
<https://www.youtube.com/watch?v=5Gv6QNZytF8&index=12&list=PLh0k4GzppsgEyNcNx-fxPRIdpC-hERTQH>

“Really Obvious” video clips now may be readily accessed through the Emergency Planning and Preparedness web site (<http://emergency.unl.edu>). There is a clickable box, “Really Obvious Preparedness Facts” which, when clicked, displays a list of all Really Obvious clips available.

There was no other New Business.

CLOSING REMARKS

The next meeting will be held on March 15, 2016, from 3:00 – 4:00 p.m. at the East Union and will be an Open Forum meeting. The meeting was adjourned by Vice Chair Kyle Hansen at 4:00 p.m.

CUSC Workers Compensation Incident Report (Oct. – Dec. 2015)

As of December 31, 2015, forty-five (45) FRIs were received for injuries occurring between October 1 and December 31, 2015.

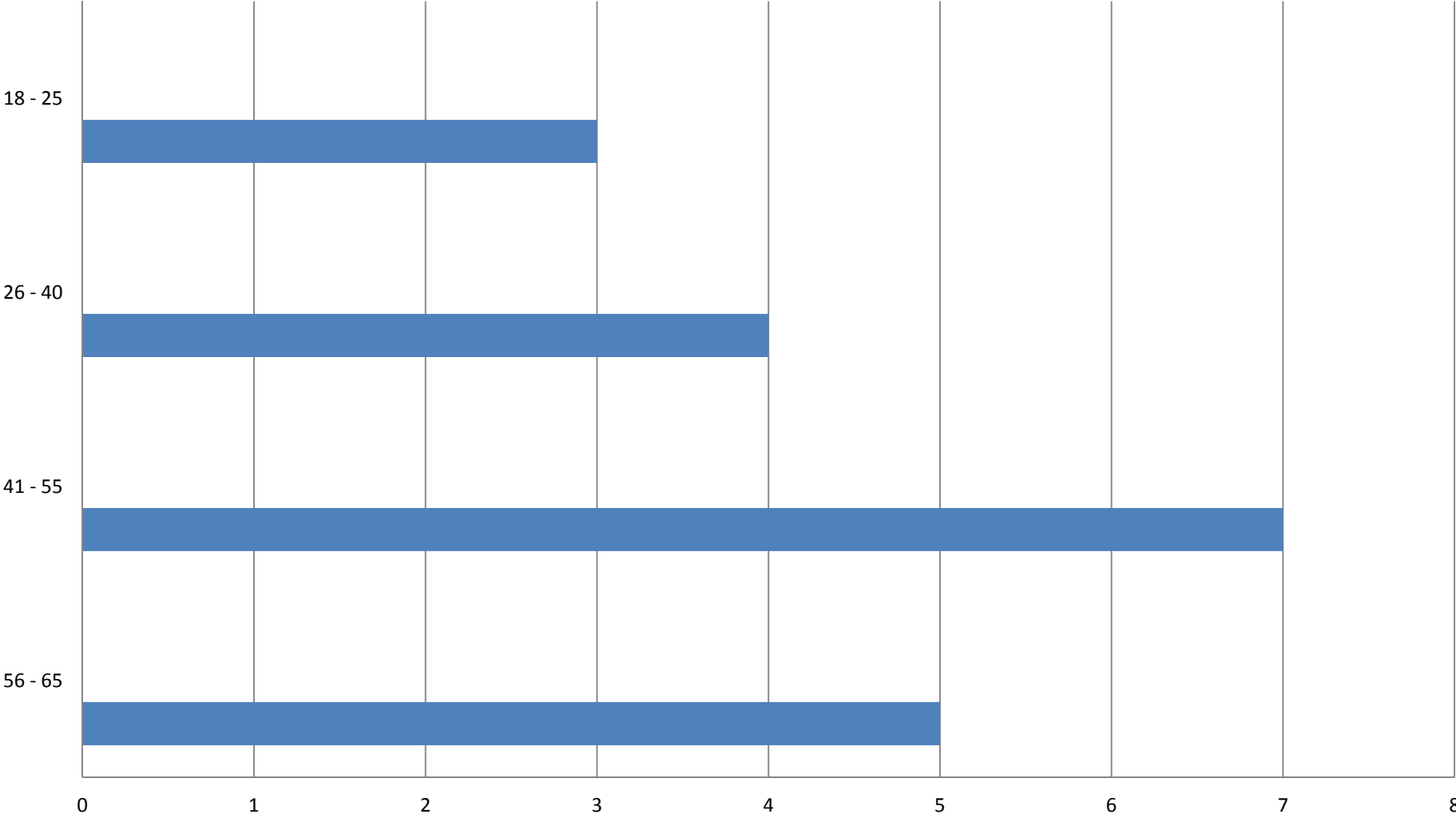
- Eighteen (18) or 40 % were “report only” (no medical treatment sought).
- Eight (8) or 18 % were not OSHA-recordable, meaning they were minor in nature (requiring only one visit to clinic without prescription medication).
- Nineteen (19) or 42 % were classified as recordable, and are considered potentially more serious. Of those recordable incidents, six (6) or 13 % were lost time incidents that required the employees to be off work, to be transferred to a different job or to be under restricted duties.

Trailing Reports:

Nine (9) FRIs were received for injuries occurring prior to October 1, 2015:

- Four (4) were not OSHA-recordable, meaning they were minor in nature.
- Five (5) or 56% were classified as OSHA-recordable, and are considered potentially more serious.

**Age (OSHA Recordable Cases)
Oct. - Dec. 2015**



OSHA Recordable Incidents from October – December 2015 Event/Exposure by Worker Type

	Food Service	Maintenance / Utilities	Laboratory	Custodial	Office	Agriculture/ Landscape	Animal Handlers	Sports/ Coaching	Totals
Overexertion in lifting/ carrying			1 (Inadequate procedures)						1
Bending, climbing, crawling, reaching twisting				1 (Personal – other)					1
Other bodily reaction							1 (Personal – other)		1
Repetitive Motion		1 (Unable to identify causes)							1
Fall			1 (Location)		1 (Environment – other)				2
Walking					1 (Fatigue/ stress)				1
Struck by /struck against		4 (Deviation from protocol, inadequate procedures, inattention, location)		2 (Location, inattention)		1 (Improper tool usage)	1 (Inattention)	1 (Location)	9
Caught in/Crushed By						1 (PPE needed but not available)			1
Exposure to hazardous substance	1 (Equipment design flow)								1
Assault								1 (Location)	1
Totals	1	5	2	3	2	2	2	2	19

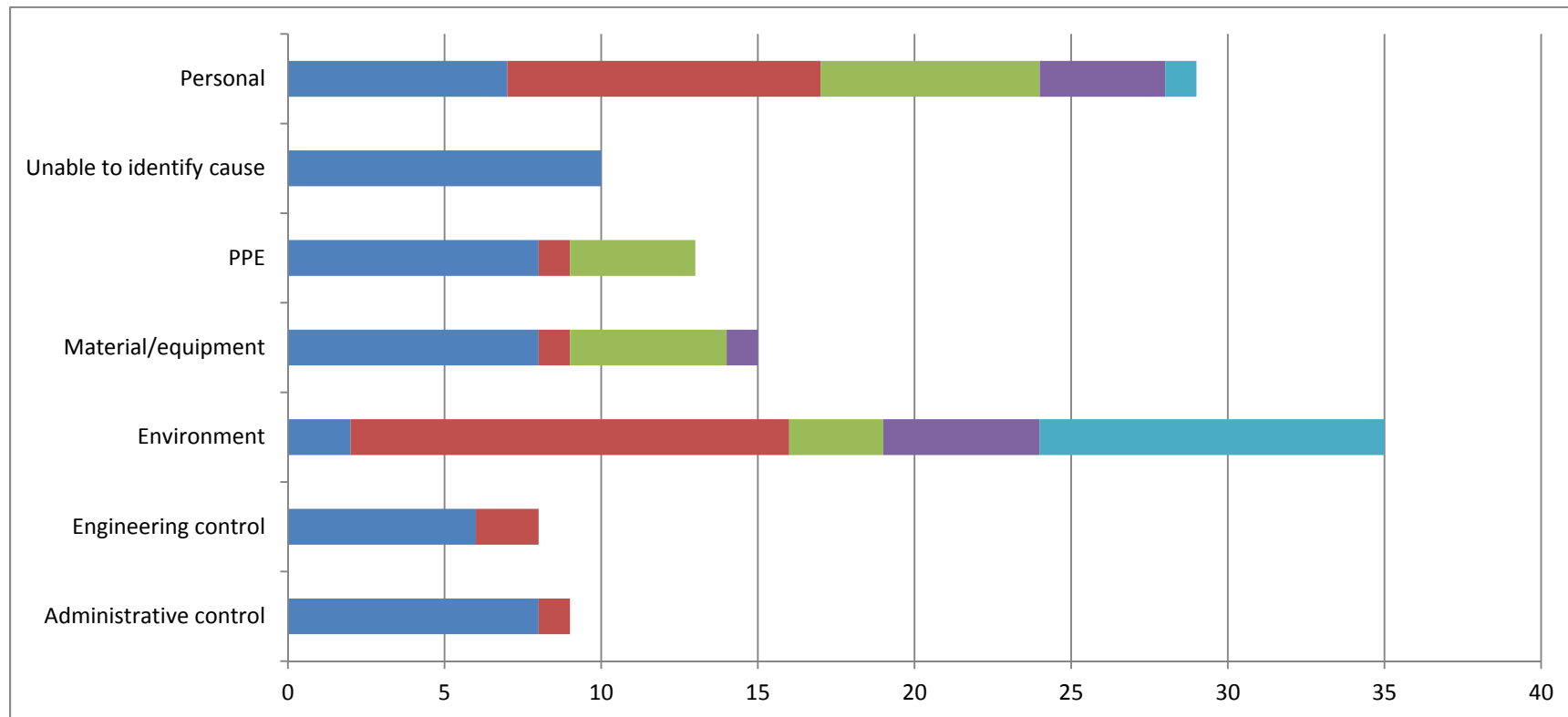
FARA currently (as of 12/31/2015) has 111 open active claims, for which \$8.3 M has been paid to date. Of these, twenty-two (22) claims exceed \$100K and the total amount paid to date on **those twenty-two (22) claims is \$7.4 M**. Several fall in to the same category as our “Top 5” by frequency.

	Back Strain (lifting/ reaching)	Other Strain	Electric Shock	Fall on Ice	Fall (not ice)	Motor Vehicle	Caught in/ between Machinery	Chemical Exposure- Respiratory	Total cost
Housing	1 claim (2001) \$301K				1 claim (1998) \$562K			1 claim (1996) \$157K	\$1,020K
Facilities	3 claims (2009) \$160K (2011) \$211K (2011) \$326K			1 claim (1992) \$114K	1 claim (1999) \$153K				\$964K
University Services	1 claim (2004) \$493K								\$493K
Animal Sciences							1 claim (1984) \$408K		\$408K
Extension Centers	1 claim (2010) \$307K				1 claim (1991) \$365K	1 claim (2004) \$131K			\$803K
Agronomy								1 claim (1996) \$640K	\$640K
Unions					1 claim (2006) \$170K				\$170K
All Other Depts.	1 claim (2001) \$219K	1 claim (2008) \$162K	1 claim (1997) \$200K	2 claims (1992) \$114K (2013) \$103K	1 claim (2013) \$103K	1 Claim (1996) \$562K	1 claim (1994) \$1,474K		\$2,937K
Total	7	1	1	3	5	2	2	1	\$7,435K

Number of Incidents by Event/Exposure (OSHA Recordable Only)

Event/Exposure	Calendar 2013	Calendar 2014	Calendar 2015	Average for the Three Years
Fall	17	23	27	22
Slip, trip, loss of balance without fall	8	6	7	7
Struck by/against	36	22	41	33
Caught in/crushed by	4	7	4	5
Other contact with objects	5	4	1	3
Overexertion in lifting	12	12	8	11
Overexertion in holding/carrying	5	4	2	4
Overexertion in pushing/pulling	6	2	4	4
Bending, climbing, crawling, reaching, twisting	10	6	4	7
Repetitive motion	5	4	6	5
Other bodily reaction	2	0	2	1
Exposure to harmful substance or environment	8	7	5	7
Transportation related	3	4	3	3
Assault by animals	5	2	3	3
Walking	2	4	2	3
Totals	128	107	119	118

Calendar Year 2015 Breakdown of Causal Factors (OSHA Recordable Only)



	Personal	Unable to identify cause	PPE	Material/ equipment	Environment	Engineering control	Administrative control
Blue	Deviation from protocol	Unable to identify cause	Available but not used/ used improperly	Defect/design flaw	Housekeeping	Available but not used	Inadequate procedure
Red	Fatigue/ stress		Defective or improper	Failure/ malfunction	Location/ position problem	Not available	Inadequate training
Green	Inattention		Needed but not available	Improper tool usage	Other		
Purple	Other			Other	Uneven terrain		
Teal	Physical mismatch				Weather condition		

Safety Audit Overview (October 1 – December 31, 2015)

Safety & Compliance Audits are conducted of all spaces at UNL on a schedule, based on identified hazards and regulatory requirements. A ‘space’ is defined as an area on the official GIS map with a number and/or word designation and includes areas such as secondary rooms, corridors, storage areas, etc. During this quarter audits were conducted of Laboratory spaces, General spaces (office, common, classroom, storage), Shop/Custodial/Utility spaces, and one Kitchen complex (Nebraska East Union).

Areas audited (within 45 buildings):

Animal Science Complex	Nebraska East Union
Abel Residence Hall	Nebraska Hall
Abel-Sandoz Food Service	Mussehl Hall
Beadle Center	Othmer Hall
Biosciences Greenhouses – Beadle Center	PHREC Elliott Facility
Cather-Pound Food Service	Pound Residence Hall
Entomology	Ruth Leverton Hall
Facilities Management & Planning A&B	Recreational and Wellness Center
Food Industry Building	Scott Engineering Center
Food Innovation Center	Selleck Quadrangle
Hamilton Hall	Sheldon Museum of Art
Hardin Hall	Smith Residence Hall
Harper Dining Center	Starr St. 3332
Home Economics Building	Starr St. 3342
Insectary Building	The Courtyards
Kauffman Academic Residential Center	Theodore Jorgensen Hall
Knoll (The Robert E.) Residential Center	Transportation Services
Loeffel Meat Laboratory	Utility Plant – City Campus
Mabel Lee Hall	Utility Plant – East Campus
Manter Hall	Veterinary Basic Science Building
Midwest Roadside Safety Facility Test	WCREC (William P. Snyder) Administration Building
Morrill Hall	WCREC Greenhouses
Morrison Life Sciences Research Center	

Selected Deficiency Recap

One ‘lab/office/shop’ may consist of multiple, connected spaces with the same use/same room owner. One prevalent deficiency for each space type is listed, along with the regulatory basis and mitigation strategy. While the deficiencies noted are reported associated with a particular space usage type, the deficiencies highlighted can and do occur across all space usage types.

Laboratory
Deficiency: Electrical cords and/or plugs are not protected from damage or are not in good repair.

Basis: OSHA 29 CFR 1910.334(a)(2)(i)

Portable cord and plug connected equipment and flexible cord sets (extension cords) shall be visually inspected before use on any shift for external defects (such as loose parts, deformed and missing pins, or damage to outer jacket or insulation) and for evidence of possible internal damage (such as pinched or crushed outer jacket). Cord and plug connected equipment and flexible cord sets (extension cords) which remain connected once they are put in place and are not exposed to damage need not be visually inspected until they are relocated.

and

OSHA 29 CFR 1910.334(a)(2)(ii)

If there is a defect or evidence of damage that might expose an employee to injury, the defective or damaged item shall be removed from service, and no employee may use it until repairs and tests necessary to render the equipment safe have been made.

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9911

Mitigation: Prior to using any item with an electrical cord, inspect the cord and plug for integrity. If either is damaged, remove from service. When unplugging an electrical cord grasp the plug and pull firmly, do NOT attempt to unplug by pulling on the cord to disconnect.

General Areas (office, classroom, storage, break room/lounge, etc.)

Deficiency: Relocatable power taps, power strips or extension cords are not plugged directly into a permanently installed electrical outlet.

Basis:

29 CFR 1910.305(g)(1)(iii)

If used as permitted in paragraphs (g)(1)(ii)(C), (g)(1)(ii)(G), or (g)(1)(ii)(I) of this section (e.g. temporary use), the flexible cord shall be equipped with an attachment plug and shall be energized from an approved receptacle outlet.

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9882

NFPA 1, 11.1.6.2

The relocatable power taps shall be directly connected to a permanently installed receptacle.

and

NFPA 1, 11.1.7.1 Extension cords shall be plugged directly into an approved receptacle, power tap, or multi-plug adapter and shall, except for approved multi-plug extension cords, serve only one portable appliance.

<http://codesonline.nfpa.org/a/c.ref/ID00001123474/sec>

Mitigation: Make sure only a single device is plugged directly into a permanently installed outlet.

Shops

Deficiency: Three feet of clearance is not maintained in front of electrical panels or breaker boxes; or emergency shut-off controls to equipment are blocked/inaccessible.

Basis:**OSHA 29 CFR 1910.303(g)**

The depth of the working space in the direction of access to live parts may not be less than indicated in Table S-1. Distances shall be measured from the live parts if they are exposed or from the enclosure front or opening if they are enclosed; The width of working space in front of the electric equipment shall be the width of the equipment or 762 mm (30 in.), whichever is greater. In all cases, the working space shall permit at least a 90-degree opening of equipment doors or hinged panels; The depth of the working space in the direction of access to live parts may not be less than indicated in Table S-1. (3 feet for 150 volt nominal to ground).

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9880

Mitigation: Maintain awareness of electrical panel/breaker box location and electrical equipment emergency shut-off controls so as to not store items in a manner to compromise the required 36 inches for access.



Pedestrian Safety and Laws

University of Nebraska-Lincoln Police Department

Common Causes of Pedestrian Injuries

- Pedestrians trying to cross the street mid-block
- Not following traffic signs and signals

Safety Reminders for Pedestrians

- Stop and look both ways before entering a street, even from a driveway or parking lot. Look left, right and left again before entering the street.
- Make eye contact and make sure the driver sees you before crossing in front of a car.
- Pay attention to your surroundings. Avoid using your cell phone while walking. If you need to use your cell phone while walking, stop in a safe location to use it. Never walk and text.
- Walk on the sidewalk. If there is no sidewalk, walk facing traffic.

Nebraska State Statute Governing Pedestrians 60-6, 153

- Vehicles must stop and yield the right-of-way to pedestrians crossing the roadway within a crosswalk in the lane upon which the vehicle is proceeding or in the immediately adjacent lane.
- Pedestrians may not suddenly leave the curb and enter a crosswalk into the path of a moving vehicle that is so close the vehicle is unable to stop.
- Pedestrians must yield the right-of-way to vehicles when crossing outside of a marked crosswalk or an unmarked crosswalk at an intersection.
- Where traffic control devices are in operation, pedestrians may only cross between two adjacent intersections in a marked crosswalk and may only cross an intersection diagonally if authorized by a traffic control device.

Laws for Pedestrians

Obey Signals

- Follow all signs and signals
- Start walking only when "Walk" or pedestrian is showing.



- If the red hand is flashing, you may continue to cross, but don't start.
- Do not start walking against a "Don't Walk" symbol or if the red hand is steady.



Cross at Corners

- The safest place to cross is at a corner, with or without a crosswalk. Crossing mid-block where drivers are not expecting to see you is the most common cause of pedestrian injury

Right of Way

- Pedestrians do not automatically have the right of way, even when there is a crosswalk. Pedestrians must give cars enough time to stop before entering the street.

The Penalty for Disobeying a Pedestrian Control Device

\$10 + \$48 in court costs = \$58