

**Chancellor's University Safety Committee Meeting**  
**Quarterly Meeting**  
**January 13, 2005 1:00 p.m.**  
**ARDC**

The meeting was called to order at 1:00 p.m. by Chairperson Charlotte Evans.

**Present:** Brenda Osthus (EHS), Yoko Smith (EHS), Lisa Tobiason (EHS), Shannon Barratt (EHS), Charlotte Evans (Campus Police), Judy Prochaska (Utilities-FM), Greg Maguire (Housing), Jim Jackson (BSM), John Ingram (Athletics), Erin Marotz (Animal Science – Dairy), Mark Schroeder (ARDC), and Lew Sieber (ARDC).

**Introductions:** Charlotte Evans welcomed everyone to the meeting and attendees introduced themselves to the group. Mark Schroeder provided a description of ARDC. Lew Sieber distributed copies of the ARDC monthly safety committee meeting topics.

### **EHS ACTIVITY REPORT**

Brenda Osthus provided the following EHS Report:

#### **Radiation Safety**

- Laser safety – Class IV lasers being added to campus operations. Will be investigating need/impact for a laser safety program.
- The quarterly Radiation Safety Committee meeting is scheduled for the week of January 24, 2005.
- Dosimetry program has been revamped and scaled back.
- Annual refresher training to be completed soon.
- Draft NRC orders issued for certain large sources. UNL is attempting to return Cobalt 60 Sealed Source (Co-60) to Department of Energy. Orders could involve significant security upgrades.

#### **Environmental Program**

- Historical (1980's) gasoline release at parking lot of Westbrook. Measured significant free product in one well. Will be conducting an investigation to delineate the free product plume.
- Internal RCRA (Hazardous Waste) Compliance Audit – cooperative effort w/ UNO and UNMC. Very positive outcome, with few minor corrections necessary.
- Launched a Visible Emissions Training program for boiler, generator, and incinerator operators.
- Administrative Order on Consent, Consent Decree, and MacTec Contract to be presented to Board of Regents for approval at upcoming meeting.
- Animal Science pens – committed to Nebraska Department of Environmental Quality (NDEQ) to correct situation. Have established timeline.

#### **Occupational Safety**

- Serious accident involving an off-road utility vehicle.

- IATA compliance reviews – very good compliance, some improvement needed in record retention.
- Annual BSL-2 audits completed.
- Comprehensive training program for FMP-Maintenance initiated. Training programs being developed for Custodial Services and Housing.
- Letter sent to USMARC regarding accident history. EHS will be following up to assist in design and implementation of safety program.

### **Miscellaneous**

- Staff resignations- Sherry Savener, Specialist (OS); Matembo Kitoy, Technician (EP).

**Injury Report Review:** Yoko Smith reported on accidents occurring by department, types of accidents, and type of employee for the months of October – December, 2004. Injuries to temporary employees increased.

### **UNIT SAFETY COMMITTEE UPDATE**

#### **ARDC**

- All-facility health fair will include skid steer loader training from Caterpillar dealer. Lisa is anxious to attend and see what parts of the training we can provide for the rest of UNL as well.

#### **Housing**

- Custodial and Maintenance staffs are implementing an extended safety ed program.
- Dining Hall has scheduled two Core training sessions for January.

#### **FMP**

- Working to develop a departmental safety committee. Bob Beckstrom is taking the lead. Had 120 people attend EHS Core training in December.

#### **Utilities**

- Working to develop their focus for 2005 and get caught up on training.

#### **University Press**

- Continues to hold regular toolbox safety meetings.

Met with all the safety committee chairs November 17, 2004 to discuss issues and introduce new personnel. Lisa is following up with concerns expressed. New information has been posted to the web to help committees develop their action plans and organizational skills.

### **EHS E-NEWSLETTER**

Brenda requested permission through University Administration to allow distribution of the Safety Is An Attitude E-Newsletter by email separate from the UNL E-News. This request was denied. Mark requested feedback from the committee members, as not all employees have access to email. Some concerns included:

- Supervisors have little time to copy newsletters to paper to share with employees who do not have computer access, limiting a large number of our staff.
- Due to the current size and entries of the current E-News, employees or supervisors might view the E-News as “junk mail;” therefore, employees will not look far enough to find the Safety Is An Attitude Newsletter, and
- Consolidation of the safety newsletter with all other notices might portray that safety is not viewed as important.

Mark Schroeder will contact Kim Phelps to discuss further options of how to offer “first line” e-mail service of the safety newsletter to all staff and faculty. It was recommended that Kent Hendrickson or Harvey Perlman be invited to the next CUSC meeting to discuss the issue.

## **ATV ACCIDENTS**

In July 2000, a UNL employee was fatally injured while riding on terrain in an ATV at Gudmundsen Ranch. Then on November 17, 2004, a twenty-five year old temporary worker on a mule all-terrain vehicle was involved in an accident at the Haskell Agricultural Lab in Concord. The driver was on a public road and was struck by a vehicle attempting to pass. The employee had no formal training on ATV use, did not have a slow-moving vehicle sign, and was not using a seat belt and helmet.

Brenda recently sent a letter to extension offices, Athletics Department, Campus Recreation, and any other departments that might use ATVs. The letter encouraged all employees to follow the safety recommendations in the EHS SOPs.

Safe Operating Procedures (SOPs) that focus on All-Terrain Vehicle use are posted on the EHS web site at < <http://ehs.unl.edu/SOP/index.cfm#aq>>.

### **Open discussion on ATV accident.**

John Ingram asked how supervisors were supposed to enforce the seat belt and helmet recommendation, especially when it is a recommendation versus a regulation. Brenda stated that EHS does not dictate policy, but provides these recommendations as guidelines that each department/supervisor must evaluate the best method for implementation. The EHS SOPs are “generic” and departments should use them as a guideline to develop SOPs for their specific areas and tasks. It was stated that many departments utilize student employees that use an ATV for work tasks and it is possible the students view the vehicle as something fun to “play on.”

Jim brought up the issue of three-wheel carts in the old Cushman building, stating there are obvious wheel marks from employees driving the equipment at high speeds.

Lew asked why ATV SOPs are not similar to forklift SOPs in regard to policies and regulations. Brenda explained that forklift and their operators have federal regulations and ATVs do not. Lew mentioned that at ARDC, it is policy for their employees to be trained prior to using ATVs.

## **OPEN FORUM**

Mark Schroeder received an email from an employee on East Campus stating her safety concern from parking on the city streets north of Leighton and walking onto campus (this email was originally sent to EHS, who recommended the employee contact Landscape Services for snow removal and the CUSC for safety concerns). During inclement weather, students and employees are required to either walk in drifts of snow and mud or walk in the street until they reach the sidewalk on the south side of the bridge.

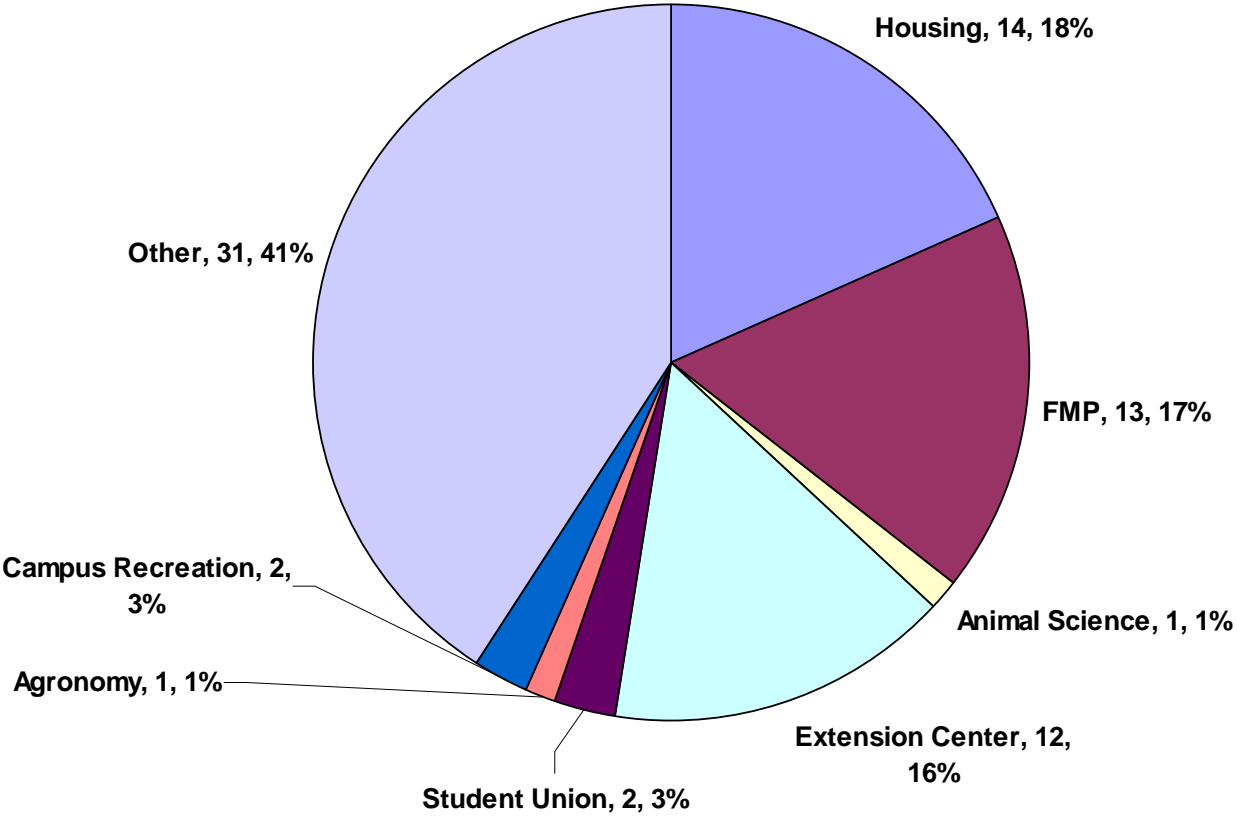
Charlotte advised this had been brought up as a complaint in the Spring '04 Campus Safety Walk. At that time, Landscape Services was contacted but it was determined that there was not budget money available to install a sidewalk. Jim said had previously submitted a request for funding (task 309) to install a sidewalk. John recommended that we contact the City Trails Committee to connect an existing bike trail to a sidewalk that leads into East Campus.

Charlotte said she will get in touch with Eileen Bergt, Landscape Services, to see if funding issues have changed and see if we can get the project completed.

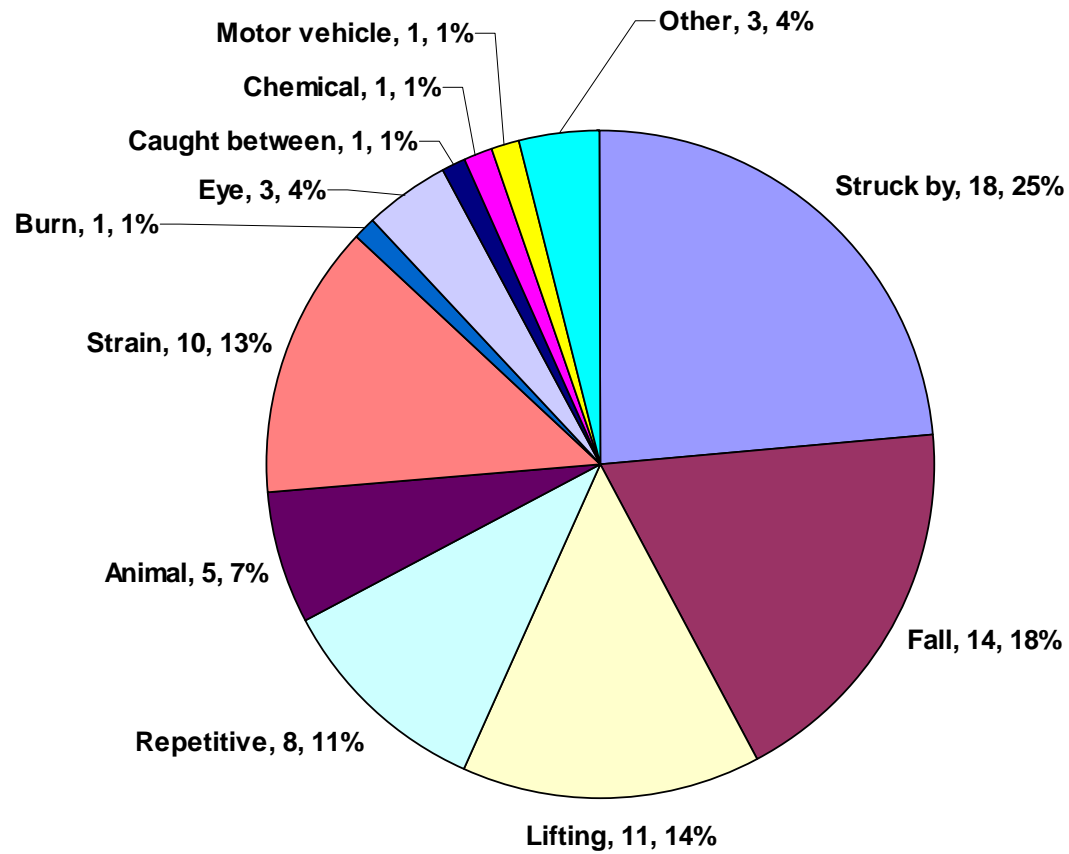
## **CLOSING REMARKS**

Next meeting will be held on Tuesday, April 12 at 3:00 p.m. at the East Campus Union.

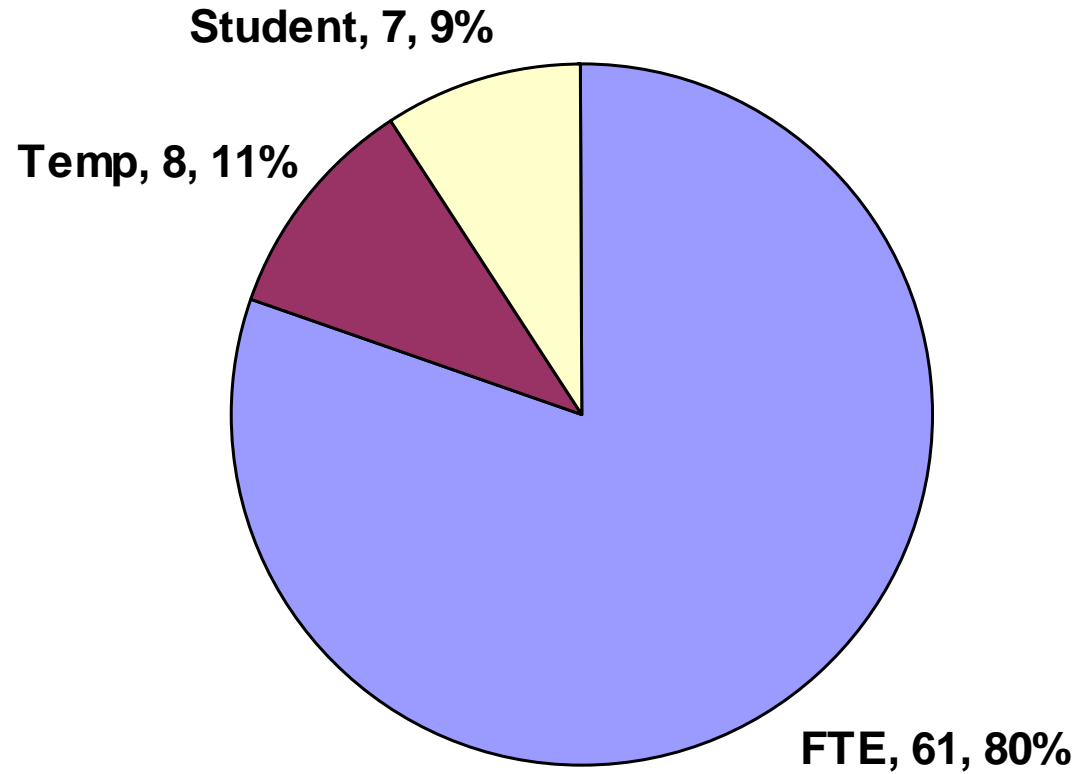
# Accidents by Department FY2005 Second Quarter



# Accidents by Cause FY2005 Second Quarter



# Type of Employment FY2005 Second Quarter



Accident Rate YTD (March, April, May, June, July, August, September, October, November, December 2004)

Dept. Number	Dept. Name	Hours Worked	# of Total Accidents	# of OSHA Recordable Accidents	# of Lost Time Accidents	Accident Rate (Includes all accidents)	OSHA Recordable Accident Rate	Lost Time Accident Rate*
1	Housing	861078.19	52	12	5	12.08	2.79	1.16
2	Facilities Management	777698.23	48	14	7	12.34	3.60	1.80
3	University Services	313351.69	5	2	0	3.19	1.28	0.00
4	Animal Science	247108.10	10	3	1	8.09	2.43	0.81
5	Extension Centers	906871.19	32	17	3	7.06	3.75	0.66
6	Student Union	184531.70	4	2	0	4.34	2.17	0.00
7	Agronomy/Horticulture/Plant Science	382331.96	7	7	2	3.66	3.66	1.05
8	Campus Recreation	186760.78	4	1	1	4.28	1.07	1.07
9	Athletics	566362.21	3	2	1	1.06	0.71	0.35
10	Other Units/Departments	9108728.13	75	44	21	1.65	0.97	0.46
	Total Hours Worked	13534822.18	240	104	41	3.55	1.54	0.61

\*Lost time accidents include lost work time accidents and accidents that caused workers to be on modified duties or to move to a different position.

Following are the rates for comparable industries in 2002. (Source: Bureau of Labor Statistics News)  
OSHA does not keep records of all-accident rates.

Industry	Recordable case rate	Lost-time accident rate
Agricultural production - crops	6.2	3.5
Agricultural production - livestock	9	4.7
Construction: Special trade contractors	7.5	4.1
Eating and drinking places	4.6	1.6
Services to buildings	5.1	2.5
Colleges and universities	2.8	1.3