

Chancellor's University Safety Committee
Quarterly Meeting Minutes
December 12, 2000; 1:30
Keim Hall, Room 327

The meeting was called to order by committee chair Paul Harmon at 1:35 PM.

Present: Judy Prochaska (visiting unit safety chair from Utilities Division), Beth Harris (VBS), Emily Ranken (Environmental Health and Safety), Bob Shearman (visiting unit safety chair from Agronomy and Horticulture), Linda Shearman (visiting unit safety chair for Beadle Center), Jill Hyslop Bohling (Environmental Health and Safety), Mark Schroeder (ARDC), Paul Harmon (Construction Management Engineering).

Introduction. Paul Harmon asked everyone to introduce themselves. Three unit safety committee chairs attended the meeting. CUSC encourages this type of communication exchange.

Environmental Health and Safety (EHS) Activity Report. Emily Ranken gave the EHS activity report. The report was divided up into group reports.

Radiation safety

- Distribution of New Radiation Safety Manual
- Dr. Berkowitz will be performing an experiment using 3H in the EHS laboratory this week
- Rad safety is currently writing new standard operating procedures
- There have been 10 Radiation license renewals and 2 amendments
- Rad safety continues to monitor well water and soils at Mead
- A radiation source used for soil testing was retrieved at Concord
- Radiation team continues to perform routine surveys and calibrations

Environmental Programs

- New staff- Zuliaka Doremus (Tech). Jesse Theiler resigned- currently interviewing for his replacement
- Hired new Waste Minimization Coordinator (Tonya Bernadt)- grant funded position
- Computer and parts were put in a landfill. Computers must be disposed of through UNL's Recycling program. Computer and parts were retrieved from landfill and disposed of appropriately.
- Lead-based paint building components from Love Library renovation required processing before disposal.
- Spill Prevention Control and Counter Kits for oil storage areas will be distributed
- City campus waste accumulation area moving along- will be demolishing big red shop shortly after the first of the year; footings for new building are completed
- International Air Transport Association (IATA) training- at Panhandle research and extension center

Training and Promotions

- Campus-wide Unit Safety Committee meeting, held 11/2/00
- Coaching the Mature Driver done in University Services
- Safety Education- Parking has completed their session. Next on the list is Purchasing/Accounting/Shared Services
- Newsletter- distribution in early January
- Completed training records have been sent to Departments
- Supervisor training was given for the first time and was well received

Occupational Health and Safety

- Resignation of Emily Ranken. Search for replacement is on. Six candidates selected for interview. Two dropped out, leaving four.
 - Jeremy Gegg will leave EHS to join the Lincoln Fire Department
 - Completion of Respiratory Protection Program Document. Should be on the Web site very soon
 - Revised Bloodborne Pathogen and IIPP documents. The IIPP contains new forms that are user friendly and straight forward
 - IAQ Events this Quarter. Particular problem in Richards Hall concerning paint fumes
 - PPE program development in progress
 - Biosafety events
 - Select agent review completed
 - Potential exposure to HIV- labworker
 - Incinerator Operations at Extension Centers were visited and Reviewed- opacity
 - Letter from Nebraska Department of Administrative Services (NDAS)- mandating agencies of State to implement IIPP. We were pleased to note that we have an active program in place.
 - Completed conversion of CDL program to Heartland Comp.
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- Other
 - Resignation of Deb Hernandez, Accounting Clerk III. Replacement is Sherri Alexander who was with EHS for many years.
 - Computer conversion continuing. If you have any problems with the web site, please let us know.

Emily continued with the accident summary report. (please refer to attached summary)
 Sadly, there are more accidents this year than were reported last year at this time. On a positive note, University Services have decreased their number of accidents as well as the extension centers, as a group. The most frequent cause of injury was "struck by" resulting in 25 injuries. Next was "slips, trips, and falls," with 23. Lifting was the third most frequent, resulting in 15 back injuries.

Mark Schroeder asked about recommending more Back Care Clinics. Departments can sponsor Back Care Clinics. The trainers are from Campus Rec. and EHS personnel will be available to arrange these clinics for interested departments. Call EHS for more information.

Paul Harmon thanked Emily for all her fine work in the past years and wished her well as she

moves on to the Boston area.

Defensive Driving Update. Paul reported that the subcommittee composed of Greg Clayton, Mike Cacak and Paul Harmon would report their findings at the next CUSC meeting. Currently, they are reviewing information forwarded to them from Brenda Osthus, that describes defensive driving programs at other Universities. Most of these programs include a defensive driving course that lasts about an hour. In addition to general safe driving classes, some Universities have a specific safety class for employees that drive passenger vans. Others have driver requirements such as: 1) must be 18 years old, 2) must have two years driving experience, and 3) must have completed a safety course.

Mark Schroeder asked if the committee was still thinking about recommending that anyone with a moving violation while operating a University vehicle, would be reported to the upper administration of that department. Paul said the driver's safety subcommittee would address this at the next meeting.

Reports from Unit Safety Committees. In an effort to increase communication between CUSC and unit safety committees, three committee representatives attended the CUSC meeting. Unit safety chairs are encouraged to attend CUSC meetings and are encourage to invite CUSC members to their own unit safety meetings. Paul discussed using the Scarlet to announce upcoming CUSC meetings to increase meeting attendance. Paul said that the Chancellor's office blanket Email that was used in the past for announcements could no longer be used. The CUSC will also utilize the EHS newsletter.

Paul asked the attending Unit Safety Chairs to share with the committee some of their recent or future activities. Linda Shearman from the Beadle Center reported that Beadle would be hosting a safety day in conjunction with EHS in January. She is also working on expanding the committee membership to include a representative from the Plant Initiative group and from Dr. Woods' laboratory. Paul asked if there would be an evaluation tool in place for the safety day activities. He suggested that with a good evaluation, this type of safety promotion could continue in other academic areas.

Mark Schroeder explained some of the problems he faces at ARDC. Employees there report to their individual departments and not to ARDC staff. Therefore, some safety measures are difficult to enforce due to the fact that there is no central administration responsible for safety. To encourage workplace safety, Mark meets with supervisors regularly and discusses any safety issues that may arise and they review accident reports.

Mark mentioned a need for additional weather radios for employees that work in buildings and/or fields, a great distance away from the main building, during the summer months. The research and extension center is too far from near by towns to hear the emergency sirens during bad weather. Although the main building will be notified of severe weather via telephone, these calls will only be helpful during normal working hours. Due to the agricultural nature of work at ARDC, most employees are working beyond 5pm and on weekends. A warning system is needed for these employees.

Paul will discuss with Brenda and the Vice Chancellor of Business and Finance, requests for

assistance with Weather radio purchases and the need for safety training staff for custodial employees.

The next meeting will be March 12, at 1:30. Paul thanked everyone for coming and adjourned the meeting at 2:37.