The meeting was convened by Committee Chair, Dave Morgan. Attendees introduced themselves.

**Members Present:** Eileen Bergt (Landscape Services), Jane Wemhoff (Dining Services), Jeff Lamp (BSM), Roger Quiring (UHC), Larry Schmid (Custodial Services), Jeff Hohlen (UNLPD), Dave Morgan (UAAD), Kim Phelps (University Services/EHS), Coleen Huls (Information Services), Greg Maguire (Housing), Doug Rudeen (ARDC), Amy Lantham (CREC), Edie Schleiger (UNOPA), Beth Whitaker (Bio Sci), Deb Pearson (Libraries), Brenda Osthus (EHS), Betsy Howe (EHS), Yoko Smith (EHS)

**Guest:** R Nanda Ramananthan (HR), Bill Nunez (Office of the Chancellor), Jan Deeds (Student Involvement-Women’s Center), Marlene Rithour (East Campus Facilities Operations)

**ENVIRONMENTAL HEALTH AND SAFETY:** FY 2010-2011 (1st Quarter) Injury Incident Report

Yoko Smith reviewed the first quarter injury incidents:

- 26 incidents (41%) were classified as OSHA-recordable, incidents considered potentially more serious. There were five injuries in each of the following categories: lifting/carrying, falls, struck by/struck against.
- Review of the report on causal factors for OSHA-recordable cases showed that 20 of 26 the incidents might have been prevented with: engineering controls in place/used, administrative controls in place/followed, proper equipment set-up/use, proper tool use, employee paying more attention to the task at hand and following safety protocols, and employee being better physically matched to the task. These are causes that can be addressed by departments/supervisors.
- The most prevalent specific causal factors, Inattention (by the worker) and Inadequate Procedures, can both be addressed at minimal cost.

**OLD BUSINESS**

The Employee Safety and Wellness Fair attendance estimate was 150. Colleen Huls, Safety and Wellness Fair Coordinator, will provide a review of the 2010 Safety and Wellness Fair, along with lessons learned and suggestions for future fairs, at the next meeting.

Bill Nunez, Office of the Chancellor, was on hand to reinforce the Chancellor’s commitment to safety and to speak with the committee about how the Chancellor’s office could help the CUSC be more effective.
Some discussion ensued on a variety of possibilities for 2011 goals. The main emphasis of the discussion was raising awareness of departments/chairs and directors/employees regarding what training should be taken:

- Injury and Illness Prevention Plan and Emergency Preparedness by all employees once during employment unless otherwise specified by their department.
- Chemical Safety for employees with the potential to be exposed to chemicals in the course of their work at UNL
- Regulatory-driven training for employees who perform certain types of tasks, e.g., drive forklifts or work with bloodborne pathogens. Supervisors should review EHS’s Employee Training Needs Assessment available through the EHS web site.

Brenda Osthus told the group that the drivers of training are regulatory requirements and injury prevention, which go hand in hand. While there were 400 injury incidents in 2002 and now there are approximately 260 per year, there is still room for improvement. Efforts of the CUSC and EHS working through unit safety committees all play an important role in helping individuals of the campus community develop an awareness of safety that leads to injury reduction.

It was suggested that BMRs (Building Maintenance Reporters), due to their role in emergency situations and overall building safety, be reminded to review BMR responsibilities at least annually. BMRs in attendance indicated that, after initial selection, there is no further training. This is an area that might be promoted by the CUSC.

A concern was raised about ongoing access to necessary information, in particular Emergency information and BMR information now that the Faculty & Staff Directory is not being published in hard copy form. Dr. Nunez explained there is a dynamic data set being developed to provide online access for all the information currently captured in the hard copy Directory.

**OPEN FORUM**

Jan Deeds, Student Involvement-Women’s Center, attended to raise committee awareness of the role her office plays in helping students who are parties to or are concerned about violence, stalking, etc. The services of her office are also available to faculty and staff.

Jan asked about how UNL employees are informed they should all take the web-based Injury and Illness Prevention Plan and Emergency Preparedness courses. Brenda Osthus explained there are welcome letters sent to new faculty and EHS gives a short informational presentation at the monthly New Employee Orientation facilitated by HR. EHS team members work through unit safety committees, and often directly with safety-conscious individuals in various departments, to facilitate safety training for their areas.

**NEW BUSINESS**
Eileen Bergt explained the history of the Campus Safety Walk. In the past, the Safety Walk was conducted in fall and spring. As the number of issues of concern diminished, the Walk was moved to once a year. April 2011 Safety Walk discussion was postponed until the next meeting as Jeff Hohlen was unexpectedly called back to the police station.

Colleen Hulls set up a listserv group to facilitate communication among CUSC members. Colleen explained that CUSC members need no longer maintain their own email group and wonder if it is up-to-date. To share information with other CUSC members:

- From your university email account, access **Directory**: University of Nebraska Address Book.
- **Find names**: Chancellor's University Safety Committee
- **Select**: To -> in order for this entry to appear under “Recipients”
- **Click**: OK

**CLOSING REMARKS**
The next meeting will be at UNLPD on January 18, 2011. A call-in number provided by EHS will be furnished to committee members for remote attendance. The meeting was adjourned by Chair Dave Morgan.