

## **Chancellor's University Safety Committee (CUSC) Meeting**

**Tuesday, November 17, 2015 - 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 Lynn Doser
2. Fiscal Year 2015-16 (1st Qtr.) Injury/Illness Betsy Howe
3. Fiscal Year 2015-16 (1st Qtr.) Safety Audit Items Betsy Howe
4. Old Business Lynn Doser
  - A. Lack of safety awareness by pedestrians
  - B. Reports on progress toward CUSC goal
  - C. Supplier Showcase Recap
  - D. Other old business
5. New Business Mark Robertson
  - A. Emergency planning & preparedness update Betsy Howe
  - B. Safety Committee Resources
  - C. Other new business
6. Adjourn Lynn Doser

#### **Upcoming Meetings** (at UNLPD, 300 N. 17<sup>th</sup> St. unless otherwise specified):

- January 19, 2016 (Injury/Illness & Safety Audit reports (October-December 2015))
- 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**  
**November 17, 2015 • 3:00 - 4:00 p.m.**  
**UNLPD Conference Room**

The meeting was convened by Chair, Lynn Doser (Sheldon Museum of Art). Attendees introduced themselves.

**Members:** Eileen Bergt (Landscape Services), Mark Robertson (UNLPD), Mike Livingston (Agronomy & Horticulture), Larry Schmid (Central Housing), Beth Whitaker (School of Biological Sciences), Debra Pearson (Libraries), Kim Phelps (University Services), Brenda Osthus (EHS), Betsy Howe (EHS support) – attending remotely Karen Helberg (PHREC), Logan Dana (NEREC)

**Safety Committee Chairs:** Andy Smriga (Nebraska East Union) – attending remotely Cheryl Dunbar (ARDC)

**Guest:** Shannon McVaney (UNLPD)

### **FY 2015-2016 (1st Quarter) INJURY INCIDENT REPORT**

Fifty-five (55) First Reports of Injury (FRIs) were received by EHS for injuries occurring between July 1 and September 30, 2015. Thirty-two (32) or 58% were classified as OSHA-Recordable, considered potentially more serious. Eleven (20%) 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.

- Betsy Howe reported that there were a number of incidents involving stairs and terrain. A suggestion for members to share within their spheres of influence: Use particular care on stairs, making sure to use the hand rail. When walking pay attention to where you are walking for any potential hazards that could jeopardize footing, such as sand/dirt/leaves/ice or uneven ground/sidewalks.
- Other injuries of particular note were lacerations. The potential for laceration certainly includes tasks such as using knives/box cutters, scissors, etc. Workers should select the correct tool for the need and pay close attention for unexpected sharp surfaces, e.g., edges of items being moved.

### **FY 2015-2016 (1st 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 46 buildings were audited. One prevalent deficiency for each space type was reported on, along with the regulatory

basis and mitigation strategy. The report was sent to members for review prior to the meeting.

## **OLD BUSINESS**

### **Pedestrian Safety Awareness**

Several members shared instances again this meeting of near-miss incidents while driving on campus and the apparent lack of pedestrian awareness of safety considerations. CUSC members have observed pedestrians on both campuses crossing at areas not designated as a crosswalk, stepping in front of vehicles, stepping out from in front of buses so the person is not visible to drivers until they are on the roadway, often while talking/texting/listening to music. Andy Smriga reiterated concerns with the area of Holdrege bordering East Campus.

While earlier talks focused on pedestrian awareness, discussion this meeting focused on how to raise safety awareness for pedestrians and drivers both. The group talked about the possibility of signage to raise driver awareness. Specifically for Holdrege, a city street, the group was reminded that any signage or similar suggestion would need to be accomplished at the city level. The UNL Police Department has already submitted concerns to the appropriate city department.

Mark Robertson reported that the campus police conducted an extensive awareness campaign on City Campus near the Stadium and the new CBA building. Brenda Osthus suggested that perhaps a joint effort of Police, Housing, student groups including fraternities/sororities, Student Involvement, etc., patterned after the campaign to discourage binge drinking, would be the best approach to increasing awareness of safety concerns raised by CUSC members.

### **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."*

Lynn Doser reported that The Sheldon, in response to near-miss reporting, is adding signage regarding not climbing on sculptures as well as fixing steps on the east side of the building.

Brenda reported that after she receives the near-miss/close call information submitted online there is follow-up with feedback provided to the person submitting the report, except in cases where the report was submitted anonymously. Brenda indicated that an increasing number of student injuries are being reported, most likely due to the University Health Center efforts to encourage students to submit a report when injured.

## **Supplier Showcase**

Betsy Howe reported that the CUSC booth at the October Supplier Showcase was fully staffed. The focus of CUSC efforts at this event was raising awareness of the benefits to the campus community of reporting near-miss/close calls and student injury incidents. There were 50 Near Miss posters requested by those attending and subsequently distributed. In addition, other EHS safety posters were available and approximately 20 on various topics were requested/sent by EHS staff after the event.

Each person stopping by the CUSC booth was given a business card size “info card” with the URL for Near-Miss/Close Call reporting on one side and Student Injury reporting on the other side along with a brief explanation and a request to share with others in their work area. Many attendees took additional cards to share with their co-workers not in attendance. A total of 300 cards were distributed through the CUSC booth.

There was no other Old Business.

## **NEW BUSINESS**

### **Emergency Planning & Preparedness Update**

Mark Robertson, UNL Emergency Preparedness Coordinator, reported that there have been several exercises since the last CUSC meeting, tabletop and otherwise, with Lincoln Fire and Rescue becoming increasingly involved.

Mark reported receiving increasing numbers of Emergency Plans. He suggested that more departments/facilities conduct evacuation and shelter-in-place drills to test their plan. Mark introduced Shannon McVaney, specializing in Emergency Planning and Continuity of Operations outreach, as a resource for the campus community. Either Mark or Shannon can assist with setting up drills.

In response to a question about evacuation, Mark reiterated that the main thing is not so much that there are “floor captains” to enforce emergency plans. Each individual person should resolve to be that person that says “yes, evacuate/go to the tornado shelter” when alarms go off and people are looking around for someone to confirm what to do.

### **Safety Walk**

The periodic Safety Walk was scheduled for 11/17/15 from 7:30 – 9:30 p.m. with those interested gathering at the 17<sup>th</sup> & R parking garage. Due to a change in coordinator, information on the Safety Walk was disseminated only to prior participants and not more broadly this time, for example, to the CUSC listserv.

### **Safety Committee Resources**

In order to conclude the meeting by 4:00 p.m. the group elected to omit this agenda item. Betsy Howe suggested the group review the “Really Obvious” video clips on

Flu Shots and *Winter Weather Preparedness*. All video clips can be accessed at:  
<https://www.youtube.com/playlist?list=PLh0k4GzppsqEyNcNx-fxPRIdpC-hERTQH>

There was no other New Business.

### **CLOSING REMARKS**

The next meeting will be held on January 19, 2016, from 3:00 – 4:00 p.m. at the UNL Police Department conference room. The meeting was adjourned by Chair Lynn Doser at 4:00 p.m.

## CUSC Workers Compensation Incident Report (July - September 2015)

As of September 30, 2015, fifty-five (55) FRIs were received for injuries occurring between July 1 and September 30, 2015.

- Twelve (12) or 22 % were “report only” (no medical treatment sought).
- Eleven (11) or 20 % were not OSHA-recordable, meaning they were minor in nature (requiring only one visit to clinic without prescription medication).
- Thirty-two (32) or 58 % were classified as recordable, and are considered potentially more serious. Of those recordable incidents, eleven (11) or 20 % 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:

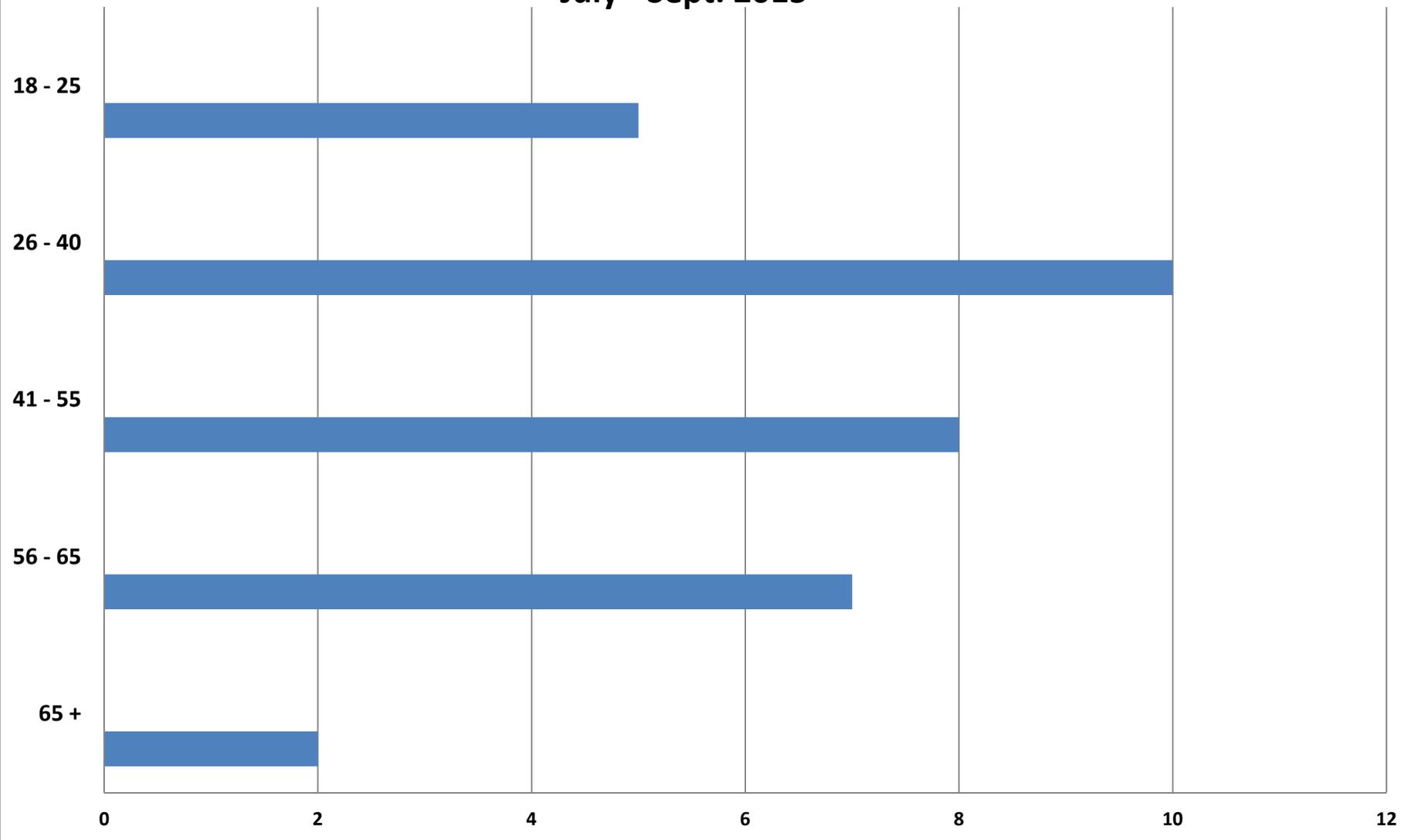
Six (6) FRIs were received for injuries occurring prior to July 1, 2015. All six (6) were classified as OSHA-recordable, and are considered potentially more serious.

- 4-H Youth Development, Incident Date: 4/10/2015. EE was cutting sausage and cut left middle finger.
- Northeast REC, Incident Date: 4/21/2015. EE hit head on the ceiling while storing supplies in area with low ceiling.
- Chemistry, Incident Date: 6/8/2015. EE burned right wrist with chemical.
- West Central REC, Incident Date: 6/15/2015. A junior high student pulled EE’s arm to get attention. EE fell and dislocated shoulder.
- Panhandle REC, Incident Date: 6/25/2015. EE felt pain in groin while carrying an injection pump (weight: 30 to 35 pounds).
- Admissions, Incident Date: 6/30/2015. EE hit head on a doorway between City Union and Gaughan Center.

**Breakdown of OSHA Recordable Incidents (Events and Causes) 07/01/2015 – 09/30/2015**

	Food Service	Laboratory	Custodial	Material moving	Maintenance/ Utilities	Shop/ Mechanic	Agriculture/ landscape	Animal Handler	Office	Public Safety	Sports/ coach	Other	Total
Bending, climbing, crawling, reaching, twisting					1 (Deviation from protocol)								1
Overexertion in holding, carrying, etc.			1 (Unable to identify cause)					1 (Equipment defect/design flow)					2
Overexertion in pushing/pulling								1 (Unable to identify cause)					1
Struck against or by	3 (Improper tool usage, equipment defect/ design flaw)	1 (PPE needed but not available)			4 (PPE available but not used, equipment defect,)		1 (Environment – other)					1 (PPE needed but not available)	10
Caught in/Crushed by					1 (Deviation from protocol)	1 (Location/ position problem)		1 (Location/position problem)					3
Fall	1 (Location/ position problem)	1 (House-keeping)			1 (Equipment Defect/.design flow)		1 (Weather conditions)		2 (Uneven terrain, engineering control not available)				6
Slip, trip, loss of balance without fall			1 (Location/ position problem)				1 (Unable to determine causes)		1 (Uneven terrain)		1 (Engineering control available but not used)		4
Exposure to harmful substance or environment					1 (Deviation from protocol)								1
Assaults & Violent Acts (Animals or humans)										1 (Environment – other)			1
Repetitive motion			1 (Fatigue/ stress)										1
Transportation related				1 (Unable to identify cause)									1
Walking									1 (Unable to identify cause)				1
<b>Totals</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>8</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>32</b>

### Age (OSHA Recordable) July - Sept. 2015



## Safety Audit Overview (July 1 – September 30, 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 IRP 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 space, General spaces (office, common, classroom, storage), and Shop/Custodial & Utility spaces.

### Areas audited (within 46 buildings):

17 <sup>th</sup> & R Street Parking Garage	Kimball Recital Hall
Ag Hort Greenhouse 2	Landscape Service Equipment Building - East
Ag Hort Greenhouse 4	Landscape Services East
Agricultural Warehouse 2	Landscape Services – City Campus
Animal Science Complex	Leverton Hall
Architecture Hall Link	Lied Center for Performing Arts
Architecture Hall West	Loeffel Meat Laboratory
Avery Hall	Manter Hall
Baker Hall	Morrison Life Sciences Research Center
Beadle Center	Nebraska Hall
Bessey Hall	Osborne Athletic Complex
Brace Laboratory	Othmer Hall
Chase Hall	Plant Pathology Greenhouse
East Stadium	Plant Sciences Hall
Entomology	Ruth Staples Laboratory
Food Innovation Center	Scott Engineering Center
Food Industry Building	Temple Building
Forestry Hall	Theodore Jorgensen Hall
Hamilton Hall	University Health Center
Hardin Hall	UNL Children’s Center
Home Economics Building	Veterinary Basic Science Building
Insectary Building	Veterinary Diagnostic Laboratory
Keim Hall	Watson Building

### 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.

<b>Laboratories</b>
<p><b>Deficiency:</b> Emergency shower and/or eyewash were not immediately available, accessible, and/or operable in areas where any material can have an adverse effect on the health and safety of humans is used.</p> <p><b>Basis:</b> OSHA 29CFR 1910.151(c). Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body shall be</p>

provided within the work area for immediate emergency use.

([https://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_id=9806&p\\_table=STANDARDS](https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_id=9806&p_table=STANDARDS)).

While not having the force of a regulation under the OSH Act, the current ANSI standard addressing emergency eyewash and shower equipment (ANSI [Z]358.1-2014) provides for eyewash and shower equipment in appropriate situations when employees are exposed to hazardous materials. ANSI's definition of "hazardous material" would include caustics, as well as additional substances and compounds that have the capability of producing adverse effects on the health and safety of humans. ANSI's standard also provides detail with respect to the location, installation, nature, and maintenance of eyewash and shower equipment. (OSHA Letter of Interpretation, 5/4/2004.

[https://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_table=INTERPRETATIONS&p\\_id=24886](https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=INTERPRETATIONS&p_id=24886))

OSHA INFOSHEET "Health Effects from Contaminated Water in Eyewash Stations" contains updated information on maintenance, to prevent worker eye contamination

(<https://www.osha.gov/Publications/OSHA3818.pdf>). Current standards (ANSI A358.1-2014 sections 4.6.2 and 4.6.5) require weekly activation to ensure proper operation.

**Mitigation:** Ensure that emergency shower and eyewash are available within 10 seconds and remain clear of any impediments to access. Activate eyewashes weekly.

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

**Deficiency:** Power strips are being used to power microwaves, refrigerator/freezers, coffeepots, and other items with heating elements.

**Basis:** Power strips should be used within the manufacturer guidelines for the device. They are generally designed to be used for low-power equipment/applications. Use with applications/equipment where the power load is higher, e.g., refrigerators, microwaves, heating devices can easily exceed the recommended ampere ratings. (OSHA Letter of Interpretation, 11/18/2002, 29 CFR 1910.304(b)(2) *Outlet devices: "Outlet devices shall have an ampere rating not less than the load to be served."*)

([https://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_table=INTERPRETATIONS&p\\_id=2463](https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=INTERPRETATIONS&p_id=2463))

**Mitigation:** When setting up/maintaining areas with microwaves, refrigerators, coffee pots, etc., be sure to arrange the area so items can be located near a permanently installed electrical outlet so as to allow them to be plugged in directly.

### Shops

**Deficiency:** Equipment/machinery designed to be fixed in place is not securely anchored.

**Basis:** (OSHA 29 CFR 1910.212(b). Anchoring fixed machinery. Machines designed for a fixed location shall be securely anchored to prevent walking or moving  
([https://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_table=STANDARDS&p\\_id=9836](https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9836)).

**Mitigation:** Securely anchor equipment/machinery using the holes in the base of the item.