

**Chancellor's University Safety Committee (CUSC) Meeting**  
**November 20, 2018 - 3:00-4:00 p.m.**  
**EHS Training Room**  
**3630 East Campus Loop**

**AGENDA**

1. Introductions & Welcome (3:00 – 3:05 p.m.) Brent Freeman
  
2. Old Business
  - A. Reports on Progress: CUSC Goal (3:05 p.m. – 3:10 p.m.)
  - B. Heads Up! Campaign: (3:10 p.m. – 3:20 p.m.)
    - i. Develop a “pocket points” program. UNL Alert (Mark Robertson)
    - ii. “Good behavior” cards to hand out (Brent Freeman)
    - iii. Distracted walking into a car Really Obvious (Mark Roberson)
    - iv. Update on digital signage displays (Brent Freeman).
    - v. Update on ASUN involvement (Beth Whitaker).
    - vi. Outreach to staff (start with UAAD & UNOPA) (Betsy Howe)
  - C. Supplier Showcase Recap (3:20-3:25 p.m.) Brent Freeman
  - D. Other old business
  
3. New Business
  - A. Emergency planning & preparedness (3:25 – 3:30 p.m.) Mark Robertson
  - B. Resource: Landscape Services (3:30 – 3:50 p.m.) Eileen Bergt
  - C. Other new business
  
4. EHS Reports
  - A. Injury Illness (1<sup>st</sup> quarter 2018-19) (3:50 – 3:55 p.m.) Yolo Smith
  - B. Safety Audit Highlight (3:55 – 4:00 p.m.) Betsy Howe
  
5. Adjourn (4:00 p.m.) Brent Freeman

**Upcoming Meetings** (at EHS Training Room, 3630 East Campus Loop):

- January 15, 2019 (Injury/Illness & Safety Audit reports (October-December 2018))

**Meetings for 2018-19**

- March 26, 2019 OPEN FORUM Nebraska East Union
- May 21, 2019 (Injury/Illness & Safety Audit reports (January-March 2019))
- July 16, 2019 (Injury/Illness & Safety Audit reports (April-June 2019))

Goal FY 2017-18:

*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” or potentially unsafe practices with this information to be used for educational purposes university-wide.*

**Chancellor's University Safety Committee Meeting**  
**Meeting Minutes**  
**November 20, 2018 • 3:00 - 4:00 p.m.**  
**EHS Training Room**

The meeting was convened at 3:00 p.m. by Brent Freeman. Members present introduced themselves.

**Members:** Eileen Bergt (Landscape Services), Mark Robertson (UPD Emergency Management), Larry Schmid (Central Housing Facilities), Jeff Witkowski (ARD Greenhouses), Jolene Deinert (Custodial Services), Michael Straatmann (Libraries), Barb McCain (Housing Dining), Sara Frizzell (Research Compliance), Brenda Osthus (EHS), Yoko Smith (EHS support)

**Remote attendance via Zoom:** Casadi Johnson (UAAD)

## **OLD BUSINESS**

### **Reports on Progress: CUSC Goal, Heads Up! Campaign**

Brenda Osthus provided a historical overview of the Chancellor's University Safety Committee and its activities over the years. Those in attendance agreed that the committee could have a positive impact on reducing occupational injuries/illnesses and enhancing safety throughout the University by identifying best practices and each member working at their local level to implement best practices.

The current common goal of the committee (encourage reporting of near misses and unsafe practices) is an example of a best practice that all committee members are working to implement at their local level. Another prior example is encouraging employees to complete EHS training. Committee members' work at their local level helped to greatly increase the number of UNL employees completing EHS training (and this has come to be viewed a "norm" in many units at UNL).

Follow-up on the *Heads Up!* Campaign ideas proposed at the May meeting:

- *The ideas of "Pocket Points" rewards and "Good Behavior" cards were deemed to not be feasible due to lack of funding availability.*
- *Digital signage boards.* Mark Robertson and Brent Freeman agreed to work on future digital signage campaigns focusing on Really Obvious Preparedness Facts as the platform. We have established a process for these campaigns to be pushed out to all UNL digital signage boards. Brent will coordinate this with Student Involvement marketing.
- *ASUN might be willing to partner with the CUSC to work on ways to get students more involved in the Heads Up! campaign and engaged with the concept of avoiding distracted*

*walking/driving/bicycling*. Beth Whitaker is still awaiting a response and will follow up before the next meeting.

- *Student Affairs might be willing to partner with CUSC*. Jody Wood conducted initial outreach and will follow up to determine a specific contact.

### **Supplier Showcase**

Brent Freeman indicated that roughly 130 individuals took materials from our booth and stopped to learn more about the committee. The committee agreed that this continues to be a good use of time and resources.

There was no other old business.

## **NEW BUSINESS**

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

Mark Robertson reminded everyone that he and his team are available for Emergency Planning exercises.

### **Safety Committee Resource**

Eileen Bergt, Landscape Services, reviewed the process and findings of the most recent campus-wide safety walk.

There was no other New Business.

## **EHS REPORTS**

### **FY 2018-2019 (1st Quarter) INJURY INCIDENT REPORT**

There were sixty-nine (69) First Reports of Injury (FRIs) received by Environmental Health & Safety (EHS) for injuries occurring between July 1 and September 30, 2018. Forty (45%) were OSHA-Recordable, considered potentially more serious. Twelve (14%) of the OSHA-Recordable incidents resulted in lost time, which required employees to be off work, transferred to a different job, or have restricted duties. Injury reporting included a breakdown of OSHA-Recordable incidents by age, a breakdown by Event/Exposure and Worker Type, and an overview of OSHA-Recordable injuries and illnesses including department/date/incident detail.

CUSC members are encouraged to take the “Winter Weather Related Slips, Trips and Falls” information and discussion questions back to their units for dissemination.

Members are reminded to read the Injury Incident documents provided prior to the meeting and bring any questions they may have to the bi-monthly meeting.

## **FY 2018-2019 (1st Quarter) SAFETY AUDIT HIGHLIGHT**

Safety and compliance audits are conducted of all spaces at UNL on a schedule, based on identified hazards and regulatory requirements. 46 buildings were audited in full or in part by EHS staff members during the quarter July 1 – September 30, 2018. Deficiency information related to Slips, Trips & Falls was provided.

Also, information from the Near Miss and Student Injury Reporting Tools on incidents of slips, trips and falls was made available. Members are reminded to read the Safety Audit Highlight documents as provided prior to the meeting and bring any questions they may have to the bi-monthly meeting.

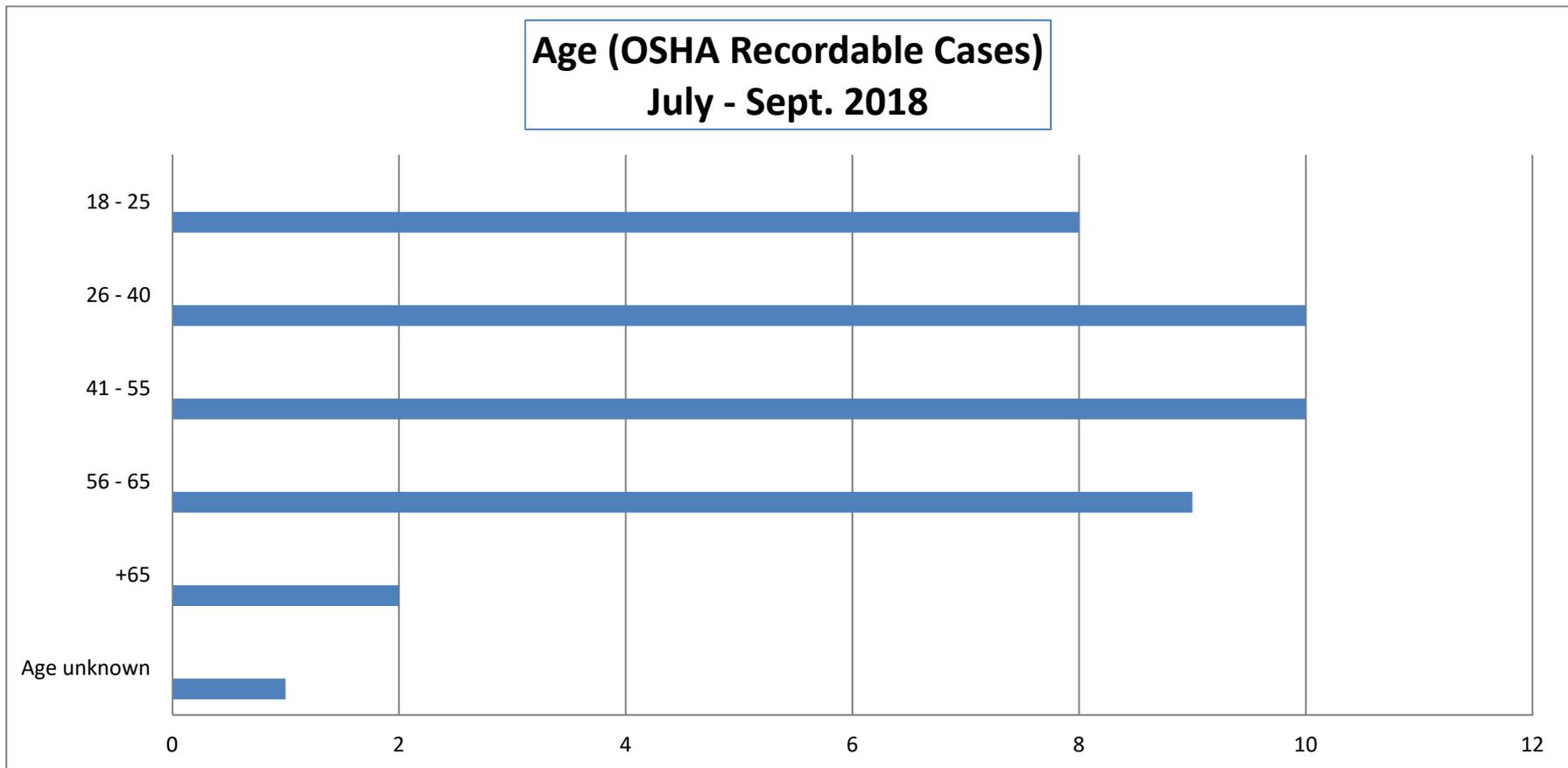
### **CLOSING REMARKS**

The next meeting will be on January 15, 2019, from 3:00 – 4:00 p.m. at EHS Training Room. Brent adjourned the meeting.

## CUSC Workers Compensation Incident Report (July – Sept. 2018)

As of September 30, 2018, eighty-eight (88) FRIs were received for injuries occurring between July 1 and September 30, 2018.

- Twenty-six (26) or 30 % were “report only” (no medical treatment sought).
- Twenty-two (22) or 25 % were not OSHA-recordable, meaning they were minor in nature (requiring only one visit to clinic without prescription medication).
- Forty (40) or 45 % were classified as recordable, and are considered potentially more serious. Of those recordable incidents, twelve (12) or 14 % 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.



## Winter Weather Related Slips, Trips and Falls

Winter is here. Every winter, UNL has a number of cold weather-related incidents. When the weather is particularly severe, multiple incidents may happen in one day. For example, there were 11 ice-related injuries on January 10, 2017.

Between October 1, 2015 and November 7, 2018, there were twenty-seven (27) ice/snow related incidents reported at UNL including extension centers. Locations of those incidents are:

- Twelve (12) incidents on sidewalks,
- Seven (7) incidents on parking lots,
- Four (4) incidents immediately outside a building,
- Two (2) incidents on roads,
- Two (2) incidents in research fields.

Many of the winter weather tips are based on common sense, but here are some examples.

1. Wear suitable shoes. Shoes with leather soles do not handle icy surfaces well. Shoes with worn-out tread may not be as effective as new shoes with deep tread.
2. Walk carefully and accordingly. Keep your hands out of the pockets to balance yourself. As the saying goes, “walk like a penguin”. Do not carry items when walking on icy surfaces. Be particularly careful when you step out of a vehicle on an icy parking lot. A number of UNL workers slipped and fell as they took their first step out of a vehicle because the vehicle was parked on black ice.
3. In Lincoln, Landscape Services clears snow but sometimes the area may be covered by falling snow again, making it difficult to keep up. If you are aware of an area that needs attention, contact FMP Service Desk at 2-1550.
4. Thawed snow may freeze again overnight. Be mindful of potential for ice due to refreezing when you report to work in the morning.
5. Dress accordingly. Wear gloves so you do not need to keep your hands in pockets and lose balance. Cover your head and wear clothes in layers.
6. Many UNL buildings have a small buckets of sand/salt at the entrances. Those buckets are meant for custodial crews but if the area is particularly icy, the building occupants may use the sand/salt to improve the conditions.
7. Be mindful when you step into a building after walking on snow/ice. Your shoes may be wet and cause you to slip when you walk into a warm building.
8. In wintery weather, try to change schedules so you do not have to drive to distant extension centers, research fields, etc.

Here are more helpful tips.

<https://www.cdc.gov/disasters/winter/duringstorm/outdoorsafety.html>

[https://www.osha.gov/dts/weather/winter\\_weather/hazards\\_precautions.html](https://www.osha.gov/dts/weather/winter_weather/hazards_precautions.html)

<https://canadasafetycouncil.org/safety-tips-for-winter-walking/>

<https://newsnetwork.mayoclinic.org/discussion/tips-to-prevent-injuries-on-icy-snowy-sidewalks/>

EHS SOP “Slips, Trips and Falls – Reducing Risk and Avoiding Injuries”

[https://ehs.unl.edu/sop/s-slips\\_trips\\_falls.pdf](https://ehs.unl.edu/sop/s-slips_trips_falls.pdf)

## Safety Audit Overview (July 1 – September 30, 2018)

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 past quarter, some or all areas within 52 buildings were audited:

Agronomy/Horticulture Physiology	McCollum Hall/Schmid Clinic
Animal Sciences Complex	Morrill Hall
Architecture Hall East	Morrison Life Sciences Research Center
Architecture Hall Link	Nebraska Hall
Architecture Hall West	North Stadium
Beadle Center	Osborne Athletic Complex
Campus Renewable Energy System Bldg	Peter Kiewit Institute
Cedar Point Biological Station	Plant Sciences Hall
City Thermal Energy Storage	PREC Elliott Facility
East Stadium	Ruth Staples Laboratory
East Thermal Storage Unit	Service Building
Facilities Management Shops	Temple Building
Food Innovation Center	Scott Engineering Center
Food Industry Complex	Theodore Jorgensen Hall
Forestry Hall (Nebraska Forest Service)	UNL Children's Center
Hamilton Hall	Utility Plant – City Campus
Hardin Hall	Utility Plant – East Campus
HPAL Office	Utility Response Facility
Insecticide Storage Building	Veterinary Basic Science Building
Keim Hall	Veterinary Clinical Skills Laboratory
Kimball Recital Hall	Veterinary Diagnostic Laboratory
Leverton Hall	WCREC Entomology
Life Sciences Annex	WCREC William P. Snyder Admin Bldg
Loeffel Meat Laboratory	WCREC Greenhouse
Love Library South	Welpton Courtroom Bldg
Manter Hall	Willa S. Cather Dining Complex

## Slips, Trips & Falls

Several audit items, when deficiency is present, can contribute to slips, trips and falls. According to the National Safety Council "Injury Facts" chartbook, in 2014 there were 247,129 cases involving days away from work and 818 worker deaths due to slips, trips, and falls.

**General housekeeping is not observed including dusts/debris, litter, spillage, etc. on walking/working surfaces.**

- Sawdust, dropped paper/paper towels or other litter in the walkway present a slip/fall hazard.
- When there is liquid/powder spillage or track-in, the liquid presents a slip hazard.

**Means of egress (stairwells, exit doors, and common paths leading thereto) are not maintained free of all obstructions or impediments to full instant use.**

Near misses and student injuries at UNL are periodically reported when outdoor paths at UNL are not maintained free of impediments, such as holes in the walkway or presence of ice/snow.

**Stock material/stored items are not contained or are unstable. Furnishings and/or equipment is not stable, designed for the intended load, or used/secure in a manner to prevent injury.**

- Standing lumber left leaning against walls, racks and shelves unrestrained can slip from position into the walkway presenting a trip/fall hazard.
- Shelf storage where items are stacked in manner so the items are unstable on the shelving can result in items falling to the walkway impeding safe traverse of the area.
- Top-heavy equipment operated from a wheeled cart provides the potential for equipment falling into the walkway.

At UNL there have been a number of “Near Misses” and “Student Injuries” reported to EHS involving impediments to safe traverse of surfaces:

- Student walking through an building slipped on some water and fell down stairs resulting in injury. Mitigation: Clear liquids in limited amount can be hard for walkers to observe. Wet Floor signs can alert others to the hazard. Prompt cleaning is also imperative.
- Worker fell without injury when their heel caught on a 5-6” hole on a concrete walkway. Mitigation: Look carefully at the area prior to traverse with an eye toward unexpected hazards. A cone or barricade can be positioned on the area to draw walker attention to the impediment until repair can be finished. Promptly report such hazards to Landscape Services.
- Student sustained a concussion when they slipped on ice in an untreated/uncleared parking lot and fell hitting their head. Mitigation: Select a cleared path when walking in the winter. Be alert for thawing/refreezing that can create areas of black ice.
- Student was injured when they slipped on ice on an untreated walk area outside a residence hall fairly early on a weekend prior to surface treatment. Mitigation: Carefully observe areas in the walking path, testing for slickness with a toe before placing feet down. Always presume the surface is slick and ‘walk like a penguin.’
- Worker slipped on ice in a parking lot and fell injuring knee and palm. Mitigation: Ensure footwear is non-slip. Don’t rush. Presume surface is slick when there is snow and the possibility of ice. Walk like a penguin.
- Student slipped on ice in a parking lot while exiting their vehicle, hit their car, and injured their back. Mitigation: When exiting a vehicle with snow/ice present in the parking space use caution when shifting your weight to exit. Use the vehicle for support, maintaining three points of contact (for example, door handle, steering

wheel, one foot on ground). Do not grab objects as exiting, rather exit vehicle then retrieve items.

- Student walking after dark slipped on a large patch of ice outside a campus building injuring their knee and hip. Mitigation: Better lighting in the area may have allowed the student to better see the ice patch. While walking in winter, in particular after the air temperature may have decreased after thawing during sunny conditions, use extra caution where snow/ice might have melted and refrozen.

#### Resources:

- Iowa State Environmental Health and Safety “*Helpful Hints When Walking on Snow or Ice*” article and posters to download <https://www.ehs.iastate.edu/weather/winter/walking>
- EHS November 8, 2018 Listserv (Past Issues) <https://ehs.unl.edu/listserv-past-issues>
- EHS Safe Operating Procedure ***Slips, Trips, Falls – Reducing Risk and Avoiding Injury*** [https://ehs.unl.edu/sop/s-slips\\_trips\\_falls.pdf](https://ehs.unl.edu/sop/s-slips_trips_falls.pdf)