

Chancellor's University Safety Committee (CUSC) Meeting
March 26, 2019 - 3:00-4:00 p.m.
Nebraska East Union
OPEN FORUM

AGENDA

1. Introductions & Welcome (3:00 – 3:05 p.m.) Brent Freeman
2. OPEN FORUM (3:05 p.m. – 3:10 p.m.)
3. Old Business
 - A. Reports on Progress: CUSC Goal (3:10 p.m. – 3:15 p.m.)
 - B. Heads Up! Campaign: (3:15 p.m. – 3:25 p.m.)
 - i. Update on digital signage displays update.
 - ii. Update on ASUN involvement (Beth Whitaker).
 - iii. Update on Student Affairs (Jody Wood)
 - iv. Outreach to staff (start with UAAD & UNOPA) (Casadi & Christine)
 - C. Other old business
4. New Business
 - A. 2018 Stormwater Annual Report (3:25 – 3:30 p.m.) Brenda Osthus
 - B. Emergency planning & preparedness (3:30 – 3:35 p.m.) Mark Robertson
 - C. Safety Snippet Use (3:35– 3:40 p.m.) Betsy Howe
 - D. Overview of Emergency Preparedness Presentation Mark Robertson
 - E. Other new business
5. EHS Reports
 - A. Injury Illness (2nd quarter 2018-19) (3:50 – 3:55 p.m.) Yolo Smith
 - B. Safety Audit Highlight (3:55 – 4:00 p.m.) Betsy Howe
6. Adjourn (4:00 p.m.) Brent Freeman

Next Meeting (at EHS Training Room, 3630 East Campus Loop):

- May 21, 2019 (Injury/Illness & Safety Audit reports (January-March 2019))

Upcoming Meeting

- July 16, 2019 (Injury/Illness & Safety Audit reports (April-June 2019))

Goal FY 2018-19:

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

Members In Attendance: Eileen Bergt (Landscape Services), Mark Robertson (UPD Emergency Management), Lynn Doser (Sheldon Museum of Art), Michael Straatmann (Libraries), Mike Livingston (Agronomy/Horticulture), Beth Whitaker (School of Biological Sciences), Jolene Deinert (Custodial Services), Pat Dussault (Chemistry), Jeff Witkowski (ARD Greenhouses), Jeremy Hiller (SNR), Peter Hilsabeck (COE), Jaime Mayer (ENREC), Barb McCain (Housing Dining), Loren Swanson (Utilities), Kyle Hansen (CREC), Debra Royal (NVDC), Alan Boldt (Biological Systems Engineering), Sarah Frizzell (RCS), Kim Phelps (University Services) Brenda Osthus (EHS), Yoko Smith (EHS support), Elizabeth (Betsy) Howe (EHS support)

Open Forum

No items for this portion of the meeting.

OLD BUSINESS

Reports on Progress: CUSC Goal, Heads Up! Campaign

No updates on progress toward the CUSC Goal.

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

- Digital signage boards. Brent indicated the plan is to get individual display of the Heads Up! graphics onto digital signage boards across campus, both academic and auxiliary facilities. Once this method of awareness is working we can talk about other ways to use digital signage for this campaign.
- Beth Whitaker reported ASUN has not been responsive to her contact efforts. Brent indicated that ASUN this year already had a number of initiatives. He will work on securing a contact. Once identified, Beth Whitaker will reach out to new officers/contact once one is available.
- Jody Wood spoke with Lauren Gayer, Student Affairs' Director of Marketing. She is "more than willing to work with the committee to try to reach students." Lauren also suggested we reach out to Tyler

Thomas with University Communications. Tyler is in charge of UNL's social media and would be able to post messages on those platforms.

- Casadi Johnson, UAAD rep, works for OneIT. She is providing information for the UAAD newsletter as outreach to members and put a short article on "Heads Up!" into the HuskerTech newsletter that goes out to over 5000 faculty, staff and students.
- Betsy made available a page of Heads Up! graphics. These are available upon request.

There was no other Old Business.

NEW BUSINESS

2018 Stormwater Annual Report

Brenda Osthus reminded the group that UNL is under a new Stormwater Permit effective in July 2018. The 2018 Annual Report is online (https://ehs.unl.edu/SW_Annual_Report_2018.pdf). Comments are welcome on the Annual report or suggestions on ways we might be able to improve our Stormwater Management Plan. EHS recently hired a new Stormwater Specialist, Patrick Boulas.

Mark Robertson notified the group that a Hazard Mitigation Plan is still in the works. There is a broad-based team gathering information to be submitted to FEMA. Comments on where participants think hazard mitigation should happen on campus may be sent to Mark. Examples of areas being looked at are steam tunnels that might fill with water and waterways on East Campus. Pat Dussault mentioned the hazards associated with railways in proximity to campus and another member mentioned bridges for access to the campuses. Mark indicated both of these are under consideration.

Basically the team looks at historical events, critical infrastructure, etc. Having a Hazard Mitigation Plan in place gives UNL the ability to do mitigation projects for which FEMA matches funds 75/25. Money spent before a disaster goes a lot farther than money spent after a disaster.

UNL is one of the first higher education institutions in the region to work on a Hazard Mitigation Plan and is also working with the Natural Resource District. A UNL plan is good for the city. If UNL is eligible for money to "take care of ourselves" then the city of Lincoln does not need to spend money in that area. The city will have their own FEMA plan.

Safety Snippet Use

Betsy Howe reminded membership in attendance the online location of the Safety Snippets (<https://ehs.unl.edu/safety-snippets>) that have been periodically provided via email along with the one-month meeting reminder prior to posting on the Safety Resources area of the EHS website.

Google Analytics indicated that the Safety Snippets have not been accessed in any numbers over the past couple years. Safety Snippets are provided for sharing within the members' sphere of influence. Snippets are no way related to the listserv. One member indicated they did not realize Safety Snippets were available online and one member indicated they used the information when provided by email with a CUSC reminder.

Safety Committee Resource

Mark Robertson shared some of his experiences around the Dodge County flooding since this is a topic of broad interest right now. He will present next meeting on training available from the UNL Police Department on the topic of emergency preparedness.

The University is organizing efforts on assisting with flood recovery, such as organizing volunteers, providing for paid leave for those who want to volunteer on site, working with faculty so students whose family has been affected can proceed with their courses through accommodation, and so on. The website flood.unl.edu will provide information on when and how people can help.

There was no other New Business.

EHS Reports

FY 2018-2019 (2nd Quarter) INJURY INCIDENT REPORT

Injury reports for October – December 2018 were sent two weeks prior to the meeting for review. Yoko Smith asked if there were questions on the report submitted to members in advance of the meeting. Yoko pointed out she had provided discussion questions at the end of the report about using the proper personal protective equipment (PPE). Members were asked to look over the PPE their department uses to ensure it is the proper type and properly maintained. Questions on the quarterly injury incident reporting may be sent directly to Yoko or to ehs@unl.edu.

There was a brief discussion about the icy/snowy weather and maintenance of surfaces. Eileen Bergt said this year the ice melt was blue and subsequently Landscape Services got fewer calls as people could see there had been ice melt put down. Landscape Services used four times the amount of ice melt product as previous years.

A demographic question was posed. EHS has no access to ages of employees university-wide so it is not possible to compare ages of those injured with overall demographics of University employees to see if certain age groups experience more injuries.

FY 2018-2019 (2nd Quarter) SAFETY AUDIT HIGHLIGHT

Betsy Howe indicated that this report was sent to members in advance of the meeting. There were no questions. The topic was Personal Protective Equipment, in particular the underlying appropriate clothing for the task. If anyone thinks of a question it may be sent directly to Betsy or to ehs@unl.edu.

2019-2020 Calendar

May is the meeting at which the calendar for the next year is set. Betsy asked the group about keeping the 2019-20 meetings on the third Tuesday and members agreed. Due to construction, the next Open Forum will be at East Campus Union with the March 2020 Open Forum at City Campus, a change from past rotation schedule.

Pat Dussault asked about the Open Forum meeting being advertised in UNL Today in addition to the UNL calendar events. Beth Whitaker reminded the group that the CUSC Open Forum typically is not accepted as an event for UNL Today publication.

Statewide Tornado Test

Mark Robertson reminded the group of the statewide tornado test May 22, 2019. This is a good way to test systems prior to spring storm systems.

CLOSING REMARKS

The next meeting will be on May 21, 2019, from 3:00 – 4:00 p.m. at EHS Training Room. Brent adjourned the meeting.

Choosing the Right Personal Protective Equipment

During the last five years from January 2015 through December 2018, fifty-six (56) UNL employees were injured and required medical treatment beyond first aid or had lost work time/ work restrictions due to personal protective equipment (PPE) problems. This accounts for eleven (11) % of all OSHA recordable injuries during the period (496 injuries total).

Breakdown of those fifty-six injuries is below:

- PPE was available at the work site but not used: 33 cases.
- PPE was needed for the task but not available at the work site: 19 cases.
- PPE was either defective or improper for the task: 4 cases.

Injuries caused by PPE problems are easily preventable by providing appropriate PPE for the task and requiring workers to use the PPE. This means at least fifty-six (56) injuries could have been prevented if workers had used the required PPE or the departments had provided such PPE to workers.

Examples of improper PPE for the tasks are: using wrist-length gloves for duties that may expose the forearms to contaminants (longer cuffed gloves are needed for such duties) or using safety glasses when there are splash-hazards or when employees work in an extremely dusty environment, thus getting chemicals/dust particles in their eyes. In such cases, safety goggles are necessary.

Supervisors or unit safety committees can determine what PPE is needed for certain tasks at the department by conducting “Job Safety Assessments”. Refer to EHS SOP “Job Safety Assessment” at: <https://ehs.unl.edu/sop/s-JSA.pdf>. In most situations, work-related PPE should be provided no cost to the employees.

Detailed descriptions and requirements for different kinds of PPE can be found in several EHS SOPs: <https://ehs.unl.edu/sop/personal-protective-equipment-ppe-general> .

Keep in mind that some PPE, such as respirators or hearing protectors, require EHS’s review of the duties to determine if further training and/or medical evaluation is necessary.

Other reference materials

OSHA PPE Topics: <https://www.osha.gov/SLTC/personalprotectiveequipment/index.html>

CDC PPE Topics: <https://www.cdc.gov/niosh/pppe/>

Safety Audit Overview (October 1 – December 31, 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 64 buildings were audited:

Abel Residence Hall	Mabel Lee Hall
Abel Sandoz Food Service	Manter Hall
Abel Sandoz Welcome Center	Massengale Residential Center
Animal Sciences Complex	Material Handling Facility
Arsenal	Midwest Roadside Safety Facility Test
Baker Hall	Mussehl Hall
Beadle Center	Nebraska Hall
Bioscience Greenhouse - Beadle	Nebraska Vet Diagnostic Center
Bob Devaney Sports Center	Othmer Hall
Bus Garage	Plant Pathology Greenhouse
East Stadium	Richards Hall
Facilities Implement Building	Sandoz Residence Hall
Facilities Management C	Selleck Food Service
Facilities Management Shops	Selleck Quad
Fluid Cooler Building	Service Building
Food Innovation Center	Sid and Hazel Dillon Tennis Center
Greenhouse Innovation Center	Smith Residence Hall
Hamilton Hall	Splinter Labs
Hardin Hall	Starr St 3332 (Col Terr)
Harper Dining Center	Starr St 3342 (Col Terr) Lawn/Premises Care
Harper Residence Hall	The Courtyards
Home Economics Building	The Village
Kauffman Academic Residential Center	Theodore Jorgensen Hall
Knott (The Robert E.) Residential Center	Transportation Services
Landscape Equipment Building	U Street Apts
Landscape Equipment Building - East	University Suites
Landscape Services Metal Building	Vine Street Apts - East
Landscape Services Metal Canopy	Vine Street Apts - West
Landscape Services East	Watson Building
Lied Center for Performing Arts	Whittier Building
Love Hall (City Campus)	Willa S. Cather Dining Complex
Love Memorial Cooperative	Woods Art Building

Personal Protective Equipment

Personal Protective Equipment (PPE) is may include any appropriate combination of eye, face, body, foot, hand, head, hearing, and respiratory protection depending on the hazard. The correct ensemble of PPE is determined by identifying potential hazards. PPE should be used to protect people from residual risk remaining after implementation of engineering and administrative controls.

Supervisors are responsible to select the appropriate ensemble of PPE and must ensure that employees are trained to properly use and maintain assigned PPE. The Safety Data Sheet will provide general guidance, in particular, those sections related to hazard identification, exposure controls/personal protection, handling/storage, physical and chemical properties, stability/reactivity, and toxicology.

Basic Attire

The foundation of safety starts with basic attire appropriate to the workplace/work tasks.

For laboratory workers, standard attire consists of long pants, close-toed shoes, and non-melting (natural fiber not synthetic) clothes. Standard attire is supplemented with PPE. At a minimum, PPE consists of a lab coat (flame retardant if risk of fire), safety glasses (goggles for chemical splash hazards), and chemical-resistant gloves. Similar type PPE is appropriate for other chemical-handling situations outside of a laboratory. Several PPE-related SOPs are available on the EHS web site to provide additional guidance.

Most other categories of worker must wear long pants, shoes, socks and a shirt that covers the upper body. Persons in the following types of jobs are often at risk of foot injury and will need to use appropriate protection when conducting tasks that put them at risk of injury: kitchen personnel, trades & construction workers, custodians, artists & theater workers (doing construction), agricultural and landscape workers, animal handlers, mechanics, material movers/handlers, and others.

During safety and compliance audits by EHS, availability, use, condition of PPE are noted, as well as instances where workers do not seem to be aware of basic attire for safe operations.

EHS offers general **Personal Protective Equipment (PPE)** training as an online module, accessible through the EHS web site. This training provides instruction in selection, use, limitations, and care of PPE.

Resources:

- EHS **Personal Protective Equipment** Web-Based Training <https://ehs.unl.edu/web-based-training#PPE>
- Multiple EHS Safe Operating Procedures **Personal Protective Equipment - General** <https://ehs.unl.edu/sop/personal-protective-equipment-ppe-general>
- EHS Safe Operating Procedure **Welding Lens Shade & Personal Protective Equipment (PPE) Selection** https://ehs.unl.edu/sop/s-welding_lens_and_ppe.pdf

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HEADS UP, HUSKERS.
Don't Pokémon Go to the hospital. Heads up. Phones down.

A message from the Chancellor's University Safety Committee

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HEADS UP, HUSKERS.
Multitask or multi-person crash?

A message from the Chancellor's University Safety Committee

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HEADS UP, HUSKERS.
Forget your FOMO. Heads up. Phones down.

A message from the Chancellor's University Safety Committee

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HEADS UP, HUSKERS.
What's worse than missing a text? Hitting send and a car.

A message from the Chancellor's University Safety Committee