

Chancellor's University Safety Committee (CUSC) Meeting
May 21, 2019 - 3:00-4:00 p.m.
EHS Training Room

AGENDA

1. Introductions & Welcome (3:00 – 3:05 p.m.) Michael Straatmann

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. Update on digital signage displays update.
 - ii. Update on ASUN involvement (Beth Whitaker).
 - iii. Update on UNOPA (Christine Wenzel)
 - C. Other old business

3. New Business
 - A. Calendar for 2019-2020 (dates below) (3:20 – 3:25 p.m.) Betsy Howe
 - B. Emergency planning & preparedness (3:25 – 3:30 p.m.) Mark Robertson
 - C. Overview of UNL PD Emergency Preparedness Presentation (3:30 – 3:45 p.m.) Mark Robertson
 - D. May 2020 Vice Chair position (3:45 – 3:50 p.m.)
 - E. Other new business

4. EHS Reports
 - A. Injury Illness (3rd quarter 2018-19) (3:50 – 3:55 p.m.) Yoko Smith
 - B. Safety Audit Highlight (3:55 – 4:00 p.m.) Betsy Howe

5. Adjourn Brent Freeman

Upcoming Meetings:

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

Meetings for 2019-2020 (Meetings in EHS training room, Warehouse 1, East Campus unless otherwise noted.)

- September 17, 2019 OPEN FORUM Nebraska East Union
- November 19, 2019 (Injury/Illness & Safety Audit reports (July-September 2019))
- January 21, 2020 (Injury/Illness & Safety Audit reports (October-December 2019))
- March 17, 2020 OPEN FORUM Nebraska City Union
- May 19, 2020 (Injury/Illness & Safety Audit reports (January-March 2020))
- July 21, 2020 (Injury/Illness & Safety Audit reports (April-June 2020))

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
May 21, 2019 • 3:00 - 4:00 p.m.
EHS Training Room

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

Members In Attendance: Eileen Bergt (Landscape Services), Mark Robertson (UPD Emergency Management), Lynn Doser (Sheldon Museum of Art), Mike Livingston (Agronomy/Horticulture), Beth Whitaker (School of Biological Sciences), Jeremy Hiller (SNR), Barb McCain (Housing Dining), Loren Swanson (Utilities), Kyle Hansen (CREC), Stacie Ray (CEHS), Alan Boldt (Biological Systems Engineering), Kim Phelps (University Services), Yoko Smith (EHS support), Elizabeth (Betsy) Howe (EHS support)

Attending Remotely: Pat Dussault (Chemistry), Jaime Mayer (ENREC), Gayle Schonau Page (Benefits & Risk Management)

Safety Committee Chair (Remotely): Randi Houghtelling (NCTA)

OLD BUSINESS

Reports on Progress: CUSC Goal, Heads Up! Campaign

There were no updates on progress toward the CUSC Goal.

Follow-up on the *Heads Up!* Campaign ideas:

- Digital signage boards. Brent Freeman was not in attendance so no report on getting individual display of the Heads Up! graphics onto digital signage boards across campus, both academic and auxiliary facilities.
- Brent was not in attendance to report on ASUN outreach.
- Christine Weitzel (UNOPA) was not in attendance but sent in a report that she had put an article in the December UNOPA newsletter about distracted driving. Additionally she submitted an article about Near Miss reporting for the May UNOPA newsletter. She is looking into having a graphic put into the newsletter periodically.

There was no other Old Business.

NEW BUSINESS

2019-2020 Calendar

Betsy Howe presented meeting dates for the 2019-2020 fiscal year. Meetings are all scheduled for the third Tuesday every two months. The fall Open Forum meeting will be scheduled at East Union with the spring meeting at City Union due to construction of the East Union third floor meeting room area in the spring. Betsy will send Outlook invitations for the upcoming fiscal year. The July 2019 meeting invitation was sent last summer.

Emergency Planning & Preparedness

Lynn Doser asked about “Stop the Bleed” training for UNL. That is being handled by individual departments through a Bryan Health grant program. Participants receive a free tourniquet upon completion of the training thanks to current grant funding.

Mark Robertson informed the group that the Storm Prediction Center has our area targeted for severe storms and tornadoes in the month of June. Their predictions for May have played out very accurately. The Hazard Mitigation Plan discussed at the March meeting is 68% complete.

The police department has been doing quite a number of preparedness presentations. Finally, a note on UNL Alerts. A number of questions arose about a shooting at 27th & Holdrege. It was off campus and the determination was made that it was not highly likely that this would move onto campus. There is great caution used to not send out UNL Alerts when they should not go out as well as to send when they should go out.

Michael Straatman asked about storm alerts. Mark shared that there is more than one way storm alerts go out for UNL. UNL Alert goes out when the National Weather Service determines there is a tornado warning. Alert systems in various campus buildings are activated by UNL Operators and activation is by zones, not campus-wide all at once. Since building alarm activation is not tied to UNL Alert or the National Weather Service alert system there can be some confusion. The hope is that funds from the FEMA Hazard Mitigation Grant could tie in the 200 or so buildings on campus with UNL Alert so all emergency communication/alarm activation comes from a central location. A text-to-speech alert would be ideal.

Here is how alerts are generated. The National Weather Service may issue a warning based on Doppler radar information. When there is a tornado watch, Lancaster county sends out spotters and typically wants to verify a tornado visually before sirens are activated. Recent tornados in the past few years in Lincoln have been first confirmed by spotters. A large number of ham radio spotters go out and report in if a tornado is spotted. The last two tornados in Lincoln popped up without

a prior tornado watch, but that is not the norm. At the annual Weather Fest on Innovation Campus you can take training to become a spotter.

Michael Ruhrdanz, Central Administration, is working on a listserv that departments can subscribe to in order to get watches, warnings, and briefings. Briefings are sent out ahead of time and departments will be able to sign up for various levels of message. Mark will let the CUSC know when the listserv is available for sign-up.

Safety Committee Resource – Preparedness Presentation

Mark Robertson provided a high level review of the Preparedness presentation which is about 45 minutes when given to a group and is available through the UNL Police Department. The presentation starts with information on the UNL Police Department, letting the audience know UNL police are 'real' police, accredited to work throughout the state. There is a brief note about safety plans in general and UNL Alert.

During the Preparedness presentation, the Run-Hide-Fight poster is shown and its contents discussed. It is emphasized that persons must take responsibility for themselves in making the right decisions whether on or off-campus during an active shooter scenario.

The presentation mentions AEDs and the PulsePoint® app that shows a map of where AEDs are in Lincoln and the companion app that will notify registrants trained in CPR so they can assist if an incident occurs close to their location.

Fire safety is also reviewed. For example, DO pull the fire alarm when exiting a building with a fire. Do take your things with you when exiting the building for a fire. Don't use elevators. Move away a safe distance. Don't re-enter once exited, until emergency responders allow re-entry. There is a visual learning component where the audience selects, for example, which are exits and which are not.

Of general interest is discussion about potential for violence by looking at selected graphics. It is important to report suspicious persons, bags, etc. The police will come, assess the potential threat, determine what action is needed, and often facilitate such action, e.g., if an employee is disgruntled about their paycheck. The point stressed during the presentation is "If you see something, say something." Often, when there are unaccompanied backpacks it turns out that the student who left it appears just as officers come on scene. This provides opportunity for a mini-lesson on the dangers leaving items unaccompanied.

The Preparedness presenter shows a video available at the Emergency Planning and Preparedness website "Surviving an Active Shooter Event" (<https://emergency.unl.edu/shotsfired>). The options, Run-Hide-Fight should be activated in that order. There is further discussion on how to handle a variety of

scenarios. Often the presenter does a walk-through of the building prior to the presentation to use that information as a tool to customize the presentation. Extension Centers may participate in this program and can benefit from the presentation.

May 2020 Election of Vice Chair

The next election of Vice Chair will be at the May 2020 regular meeting but nominations will open early in calendar year 2020. Michael reminded the group to be thinking about their willingness to serve. The commitment is two years, one as Vice Chair and one as Chair beginning immediately after the May 2020 meeting..

There was no other New Business.

EHS Reports

FY 2018-2019 (3rd Quarter) INJURY INCIDENT REPORT

Yoko Smith asked if there were questions on the Injury Illness reports for January – March 2019 delivered to members by email in advance of the meeting.

There was brief discussion about the icy/snowy weather and maintenance of surfaces. Between January and March there were 35 weather-related injuries due to especially severe winter weather.

Yoko pointed out the information on “Traveling Overseas for Research or Business” provided at the end of the report. Questions on the quarterly injury incident reporting may be sent directly to Yoko or to ehs@unl.edu.

FY 2018-2019 (3rd 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 Chemical Safety with deficiency items underlined within the short discussion points. If anyone thinks of a question it may be sent directly to Betsy or to ehs@unl.edu.

CLOSING REMARKS

The next meeting will be on July 16, 2019, from 3:00 – 4:00 p.m. at EHS Training Room. Michael adjourned the meeting at 3:50 p.m..

Traveling Overseas for Research or Business

During the summer months, many UNL members travel overseas for research or business. Foreign trips are exciting and enjoyable if you are prepared for different customs and conditions in the countries you visit. Many researchers visit rural or undeveloped areas where public hygiene is not well controlled. Consequently, some employees have been injured or acquired infectious illnesses.

Vaccinations for certain diseases may be recommended when visiting some countries. UNL's Health Center has an excellent Travel Clinic for UNL faculty, staff, students and public. Refer to their web page (<https://health.unl.edu/travel>) and consult with the medical staff.

Centers for Disease Control and Prevention (CDC) maintains a "Traveler's Health" page (<https://wwwnc.cdc.gov/travel/>). The web site lists recommended vaccinations and other health and safety recommendations for many countries.

U.S. State Department maintains an "International Travel" website (<https://travel.state.gov/content/travel/en/international-travel.html>), which lists various aspects of foreign travel concerns (i.e. traveler's checklist, how to get assistance in emergency, etc.)

For general information of a particular country, you may want to visit Central Intelligence Agency's (CIA) "the World Fact Book" (<https://www.cia.gov/library/publications/resources/the-world-factbook/>).

Safety Audit Overview (January 1 – March 31, 2019)

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 42 buildings were audited:

Agricultural Communications Building	Home Economics Building
Agricultural Hall	Insectary Building
Agricultural Warehouse No. 1	International Quilt Center
Agricultural Warehouse No. 2	Kiesselbach Crops Research Laboratory
Ag & Hort/Forestry Shop	Louise Pound Hall
Architectural Hall East	Morrison Life Sciences Research Center
Architectural Hall West	Nebraska Hall
Abel-Sandoz Food Service	Nebraska Union
Abel-Sandoz Welcome Center	Othmer Hall
Bio-Fiber Development Lab	Peter Kiewitt Institute
Beadle Center	Plant Pathology Greenhouse
Barkley Memorial Center	Plant Sciences Hall
Conservation & Survey Annex	Seaton Hall
Entomology	Selleck Food Service Bldg
Food Industry Complex	Stewart Seed Laboratory
Forage Research Lab – ARS	Teachers College Hall
Filley Hall	Splinter Labs
Hamilton Hall	Van Brunt Visitors Center
Hazardous Materials Facility	Veterinary Basic Science Building
Home Economics Building	Water Sciences Laboratory
Harper Dining Center	Willa S. Cather Dining Complex

Chemical Safety

There are a number of potential hazards for areas working with chemicals. Here is an overview of safety considerations with deficiency items underlined.

- Entrances to areas where hazardous chemicals are stored need to be identified with a legible, accurate placard so workers entering the space are aware of hazards within and new hazards associated with different chemicals as they are brought into the workspace. Placards are also important to convey important information to emergency responders. EHS will update placards any time hazards change, contacts change, etc. By maintaining a list of chemicals, the room's responsible party can readily tell if a placard update is needed by reviewing the Safety Data Sheet as new chemicals are brought into the space.
- Chemical containers, including gas cylinders, must have legible, complete labels so all working in the area can see by the label what the chemical is and review the appropriate Safety Data Sheet if unfamiliar with the chemical.

- Chemicals must be stored safely. Certain chemical classes are incompatible so must be segregated to mitigate the risk of unintended reaction. Gas cylinders must be restrained so they cannot inadvertently fall, discharging contents and/or damaging property or injuring workers.
- Despite best efforts chemical spills may occur, although spill likelihood can be minimized through proper storage, such as storing heavier items at a lower level, observing good housekeeping, and always closing containers immediately after removing contents. Clean-up supplies adequate for the particular chemicals in the area must be readily available for rapid response to reduce risk of injury and property damage.
- In the event of a worker exposure, rapid response by using the emergency eyewash or shower is essential to minimize injury. To work properly and not expose workers to further contaminants, emergency eyewashes should be immediately available, accessible, and or operable. Safety showers must also be readily accessible and are tested annually. Building Systems Maintenance tests safety shower; room occupants are responsible to test eyewashes weekly.
- Chemical Safety training is required by all who work with chemicals to raise worker awareness of hazard classes, hazard mitigation, and safe work practices/chemical use. There is a 4-unit Chemical Safety training for those persons that use a broad range of chemicals (e.g., laboratory workers). There are shorter, targeted chemical safety training modules for those workers that use limited number of chemicals (Facilities & Grounds Maintenance, Custodial Services, Housing Custodial Operations, Custodial Services, Dining Services, and Visual & Performing Arts).

EHS provides Safe Operating Procedures in addition to Web-Based Training to assist those at UNL working with chemicals or exposed to chemicals in their work area.

Resources:

- EHS Web-Based Training <https://ehs.unl.edu/web-based-training>
- EHS **Chemical Safety** Safe Operating Procedures <https://ehs.unl.edu/sop/chemical-safety>
- Entire listing of Safe Operating Procedures, such as Personal Protective Equipment, to facilitate selection of those applicable to your department/facility <https://ehs.unl.edu/sop>