

**Chancellor's University Safety Committee (CUSC) Meeting**  
**November 17, 2020 - 3:00-4:00 p.m.**  
**Zoom meeting**

**AGENDA**

1. Introductions & Welcome (3:00 – 3:05 p.m.) Michael Straatmann
2. Resource by Ranelle Maltas: MS Teams Use & Collaboration (3:05 p.m. – 3:30 p.m.)
3. Old Business
  - A. CUSC Goal “Near Miss”/Heads Up! (3:30 p.m. – 3:40 p.m.)
    - i. Determine 2020-2021 Goal
    - ii. Heads Up! Twitter update Jody Wood
    - iii. ASUN ideas to promote Goal & Heads Up! Patrick Baker
    - iv. Other
  - B. Other Old Business
4. New Business
  - A. Emergency planning & preparedness (3:40 – 3:45 p.m.) Mark Robertson
  - B. Member Resource Sharing (3:45 – 3:50 p.m.) Betsy Howe
  - C. Other new business
5. EHS Reports
  - A. Injury Incidents 1st Quarter (3:50 – 3:55 p.m.) Yoko Smith
6. Adjourn Brent Freeman

**Meetings (all via Zoom until further notice):**

- January 19, 2021 (Injury/Illness & Safety Audit reports October-December 2020)
- March 16, 2021 (March 23 if a UNL spring break) – Open Forum
- May 18, 2021 (Injury/Illness & Safety Audit reports January-March 2021)
- July 20, 2021 (Injury/Illness & Safety Audit reports April-June 2021)

**Goal FY 2019-2020:**

*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**  
**Zoom Meeting Minutes**  
**November 17, 2020 • 3:00 - 4:00 p.m.**

The meeting was convened at 3:00 p.m. by Chair, Michael Straatmann.

**GUEST SPEAKER**

Ranelle Maltas provided training on Microsoft Teams, the application that will be replacing Skype for Business as a chat source. However, this tool has other useful features beyond chat. The presentation is available online for review (duration 26:28 minutes):

[https://unl.zoom.us/rec/play/UY2l-Z-tLIYGa7OWzBHfZJeCBLIy4KSKNrGhdY0wpcOt26pgn939SRIJ17ltdtp-9DMx3EDctZ5FcctZ.3yQsKh\\_HqOwr7YtV?\\_x\\_zm\\_rhtaid=798&\\_x\\_zm\\_rhtaid=r2ilFFuzSdCArMNebCox\\_Q.1605905639553.c3a8c51fcc4c81e3ceb402f4614ef0eb&autoplay=true&continueMode=true&startTime=1605646904000](https://unl.zoom.us/rec/play/UY2l-Z-tLIYGa7OWzBHfZJeCBLIy4KSKNrGhdY0wpcOt26pgn939SRIJ17ltdtp-9DMx3EDctZ5FcctZ.3yQsKh_HqOwr7YtV?_x_zm_rhtaid=798&_x_zm_rhtaid=r2ilFFuzSdCArMNebCox_Q.1605905639553.c3a8c51fcc4c81e3ceb402f4614ef0eb&autoplay=true&continueMode=true&startTime=1605646904000)

**INTRODUCTIONS**

Since there were quite a number of Safety Committee Chairs/Contacts in attendance, Michael called on attendees and each provided the name of the department they represent.

**Members In Attendance:** Eileen Bergt (Landscape Services), Mark Robertson (UPD Emergency Management), Mike Livingston (Agronomy/Horticulture), Kyle Hansen (CREC), Sandi Meyer (ARD Projects), Jody Wood (Institutional Equity & Compliance), Jeremy Hiller (SNR), Alan Boldt (BSE), Ron Bacon (Custodial Services), Allen Specht (UAAD), Susan Thomas (UNOPA), Martha Morton (Chemistry), Stacie Ray (School of Education and Human Sciences), Jo Bialas (Risk Management), Patrick Baker (ASUN), Barb McCain (Dining Services), Martha Morton (Chemistry), Brent Freeman (Nebraska Unions), Stacie Ray (School of Education & Human Sciences), Peter Hilsabeck (Scott Engineering Center), Yoko Smith (EHS support), Elizabeth (Betsy) Howe (EHS support)

**Safety Committee Chairs:** Andy Smriga (Nebraska East Union), Nate Rose (Johnny Carson School of Theatre & Film), John Sternberg (Johnny Carson School of Theatre & Film), Alan Eakin (State Museum), Kyle Broderick (Plant Pathology)

**Guest:** Ranelle Maltas

## **OLD BUSINESS**

### **Goal Review**

*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.*

Michael read this current CUSC Goal and asked if anyone had an idea for another goal or thought there was room to improve on the current goal.

General consensus of members in attendance was that there was work yet to be done on this goal. Sandi Meyer moved, and Mike Livingston seconded a motion that the current goal be maintained for the 2020-2021 year.

### **Heads Up! Twitter Update**

Jody Wood worked with Student Affairs who agreed to post a Heads Up! graphic UCOMM-developed graphics monthly through their Twitter account. Jody sent one graphic to Student Affairs in early October and another in early November. Jody could not find either on the Student Affairs Twitter account and will follow up.

### **ASUN Ideas to Promote CUSC Goal & Heads Up!**

Patrick Baker, ASUN representative, shared ideas that would best reach students for promotion of both the CUSC Goal and promotion of safe driving/walking/biking (Heads Up! campaign). Ideas to consider:

- A booth in the Union with informational materials/stickers and/or “Test Yourself” questions with a small prize, for example, candy
- Talk with the Nebraska app team about some integration. For example:
  - Near Miss reporting become part of Incident Reporting.
  - Adding a component that can be activated if getting ready to drive or bicycle, so texts/calls are inactivated on the mobile device.
  - Get a monthly notification to drive/walk/cycle safety with pop-up of a Heads Up! graphic.
  - Download and app information here:  
<https://mobile.unl.edu/nebraska-app>
- Yard signs by parking lot and garage entrances/exits and around campus, especially at the beginning and end of each semester.

The question of funding for yard signs arose. The CUSC has some funds remaining from fundraising efforts a few years ago. Patrick said ASUN likely would be able to contribute funds.

Eileen Bergt told the group there are guidelines for temporary signage. Rules on temporary signage are located at <https://ucomm.unl.edu/toolbox/procedure-temporary-outdoor-signs>

Mike Straatmann asked membership to think about these suggestions for discussion/determination next meeting.

There was no other old business.

## **NEW BUSINESS**

### **Emergency Planning & Preparedness**

Mark Robertson indicated the primary emphasis of his area has been teamwork on the logistics related to preparations for spring semester 2021.

Mitigation testing has uncovered that UNL has a lower positivity rate than the city of Lincoln. There is aggressive contact tracing that occurs after the Covid-19 testing conducted on campus identifies positive cases.

Covid-19 testing pods are being put up in the Stadium Loop to provide a heated space for testing through the winter.

### **Member Resource Sharing**

Ranelle Maltas has provided training of general interest on new tech tools the university is implementing by January 2021. She shared information on OneDrive and Teams at the September and November meetings. In January she will provide SharePoint training.

Beginning in March 2021 the CUSC will return to a member providing a 'resource' at the bimonthly meeting. A "resource" is information on how their department/facility/area handles some aspect of safety.

In past years there have been presentations by CUSC members from a variety of departments. With all information shared as a 'resource,' there has always been something the general membership will find useful/applicable for their own department/facility/area. Presentations can be as elaborate or as informal as the member wishes, with or without handouts.

Members are asked to thoughtfully consider volunteering to be a 'resource' at a CUSC meeting, either for March, May or July 2021. If you have questions or wish to volunteer, contact Betsy Howe (ehowe2@unl.edu).

There was no other New Business.

## **EHS Reports**

### **FY 2020-2021 (1st Quarter) INJURY INCIDENT REPORTS**

The Injury Incident document for review were delivered to members by email prior to the meeting. Yoko Smith noted there were fewer injury incidents during the 1<sup>st</sup> quarter of 2020-2021 (July – September) due to fewer personnel working on campus. Yoko noted that with the new reporting system in place worker age is not required to be listed. For the benefit of new members/first time attendees, Yoko explained that OSHA-Recordable injuries are more serious injuries. "Lost Time" means the worker needed to be on restricted duty, transferred to a new position or missed days of work.

Eileen questioned whether the number is higher than a year ago. Incidents overall are less than a year ago but reflect who is working on campus, e.g., Landscape Services.

## **CLOSING REMARKS**

The next meeting will be on January 19, 2021, from 3:00 – 4:00 p.m. Michael Straatmann adjourned the meeting.

## CUSC Workers Compensation Incident Report (July - September 2020)

As of September 30, 2020, thirty-six (36) FRIs were received for injuries occurring between July 1 and September 30, 2020.

- Six (6) or 17 % were “report only” (no medical treatment sought).
- Two (2) or 5 % were not OSHA-recordable, meaning they were minor in nature (requiring only one visit to clinic without prescription medication).
- Twenty-eight (28) or 78% were classified as OSHA recordable, and are considered potentially more serious. Of those recordable incidents, thirteen (13) or 36 % 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.

