

Chancellor's University Safety Committee (CUSC) Meeting
November 15, 2022 - 3:00-4:00 p.m.
EHS Training Room & Zoom

AGENDA

1. Introductions & Welcome (Zoom mute) (3:00 – 3:05 p.m.) Michael Livingston

2. Old Business
 - A. Heads Up! Yard sign update (3:05 – 3:10 p.m.) Jody Wood
 - B. Update on ASUN publicity efforts (3:10– 3:15 p.m.) Naren Narasimhan
 - C. Other Old Business (3:15 – 3:20 p.m.)

3. New Business
 - A. Emergency planning & preparedness (3:20 – 3:25 p.m.) Mark Robertson
 - B. Resource: Safety Info (3:25 – 3:50 p.m.) Rick Campos
 - C. Other new business (3:50 – 3:55 p.m.)

4. Injury Incidents 1st Quarter 2023 (3:55 – 4:00 p.m.) Aaron Araiza
 - A. How to use Injury Incident Reports Brenda Osthus

5. Adjourn Michael Livingston

Meeting Schedule (EHS training room, Warehouse 1, East Campus and Zoom)

- January 17, 2023- (Injury/Illness & Safety Audit reports Oct-Dec 2022)
- March 21, 2023 (not spring break) OPEN FORUM
- May 16, 2023- (Injury/Illness & Safety Audit reports Jan-Mar 2023)
- July 18, 2023- (Injury/Illness & Safety Audit reports April-June 2023)

Goal FY 2022-2023:

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 15, 2022 3:00 - 4:00 p.m.

The meeting was convened at 3:06 p.m. by Chair, Michael Livingston.

INTRODUCTIONS

All attendees provided the name of the department/facility they represent.

Members In Attendance: Martha Morton (Chemistry), Ron Bacon (Custodial Services), Rick Campos (Facilities, Planning & Capital Programs), Eileen Bergt (Landscape Services), Jeremy Hiller (SNR), Jon Shields (Nebraska Unions), Sandra Christofferson (Ag Research Project Manager), Alan Boldt (BSE), Samantha Link (ARD Greenhouses), Barb McCain (Dining Services), Peter Hilsabeck (Civil Engineering), Jacob Sharrer (Utility Services), Naren Narasimhan (ASUN), Tony Delaney (Nutrition & Health Sciences), Marla Nissan (UNOPA), Brent Morgan (Libraries), Mark Robertson (UNL Police), Sharleen Roth (Housing Facilities Operations), Kyle Hansen (CREC) Deb Royal (Vet Diagnostic), Jody Wood (IEC), Brenda Osthus (EHS), Aaron Araiza (EHS injury reporting), and Elizabeth (Betsy) Howe (EHS support).

Safety Committee Chairs: Erin Bauer (Entomology) and Oak Williams for Adam Eakin (University Museum).

OLD BUSINESS

Heads Up! Yard Signs.

The Heads Up! Yard signs have been ordered. There will be eight yard signs, all different, all double-sided. Jody Wood will work with the Union to find an optimal two weeks to put out the signs, likely in spring when ground is not frozen. Total cost is \$188. Since available funds are \$189, this project effectively depletes the funds donated quite some time ago for CUSC use.

Update on ASUN Publicity Efforts

Naren Narasimhan reported that promotion of the Heads Up! Campaign, targeting students, occurred through the ASUN social media platforms. The postings encouraged re-posting, however it is difficult to determine metrics of actually how many students were reached.

Ideas to extend reach to students in general:

- One-on-one, e.g., getting information to dormitory RAs to inform residents
- Get the Greek houses involved
- Leverage use of digital signage in any/all buildings on campus, in particular, residence halls and dining facilities

Other Old Business

There was no other old business.

NEW BUSINESS

Emergency Planning & Preparedness

Mark Robertson provided updates related to UNL Alert dissemination:

- Alertus beacons continue to be installed in campus buildings.
- Testing of UNL Alert to VOIP phones is starting.
- Alertus beacons are first being installed in building that have voice-amplified systems.
- Often beacons are located near the fire panel, which are generally near a door.

Mark has been doing a number of “tabletop exercises.” These are with a scenario of active violence. It is not run-hide-fight, rather it looks at the procedures of the specific area participating in the presentation. The focus includes:

- What would you do if the incident was not in your facility?
- How would you communicate an incident to your area?

The high-level focus is continuity of operations. It is recommended that the first step be a “preparedness” presentation. The target group is a planning/preparedness team, director, dean, etc., as the result might be developing specific plans or at least recommendations for area/departmental management.

Information gathered from these tabletop exercises will inform the Emergency Operations Center on the expectations of departments regarding what kind of information the departments expect from the Emergency Operations Center.

Erin Bauer, Entomology, shared that their department has participated in an emergency preparedness session for the whole department, and then an active violence tabletop exercise. Participants of the tabletop discussion included the Entomology safety committee (comprised of faculty, staff and students), the Department Head, and at least one or two people from each floor of the building who will be responsible for trying to assist others during an emergency. Using information from this exercise, departmental emergency plans will be revised.

Resource: Rick Campos

Due to technical difficulties the planned presentation was moved to the next CUSC meeting.

Injury Incident Report

Aaron Araiza apologized to the group that there was a disconnect between Near Miss system notifications and submitted near miss reports getting into the EHS database. During the first quarter there were three near misses that did not appear in the report. In the future, the number of near misses reported will appear in the quarterly reporting to CUSC.

Aaron noted that during the 1st quarter of fiscal year 2022-2023, between July 1, 2022, and September 30, 2022, there were fifty-five First Reports of Injury (FRIs). Sixteen of these incidents (29%) were classified as OSHA-Recordable, considered more serious injury incidents. Eight of the OSHA-Recordable incidents required workers be off work or have their work duties restricted.

Brenda Osthus told the group in attendance that it is hoped CUSC members take the time to review the provided reports. Objectives are:

- To help identify unresolved hazards at the campus level to determine whether your area has the same/similar hazards needing mitigation as those reported.
- To share information an area might find helpful in general.

The CUSC reports can be shared with members' safety committees. An effort is made to de-identify the reporting so it is not apparent what worker may have experienced the injury. The report provided to the CUSC and the self-identified safety committee chairs/contacts invited to the CUSC meetings, both as provided prior to the meeting and as part of the post-meeting Minutes delivery, is the full report. The injury reporting within the CUSC Minutes posted to the website is a subset and not the entire report.

Other New Business

At the last CUSC meeting there was a question about the "safety walk" that used to be conducted regularly. Betsy Howe followed up with Officer Aaron Pembleton. There was virtual safety walk last year with ASUN. Items identified were noted to be included in master planning, in particular, those related to lighting on both campuses. Contact Jared Burkholder for questions regarding lighting concern reporting.

In the past there have been safety walks periodically that members of the CUSC and various departments participated in. The last such event was 2019. Safety walks

used to assess potential lighting concerns, look for overgrowth of foliage so that the growth presented a safety concern from a visibility/someone hiding standpoint, etc.

Naren shared that an ASUN committee had polled students on safety concerns. One lighting concern was identified and the student committee was notified there was funding to add lighting in the identified area. However, additional lighting has not been added. Eileen Bergt said that completion steps/timing depends on whether the concern is on campus property or city property. Naren will check with the ASUN committee as to status and whether issue is on campus property or city property.

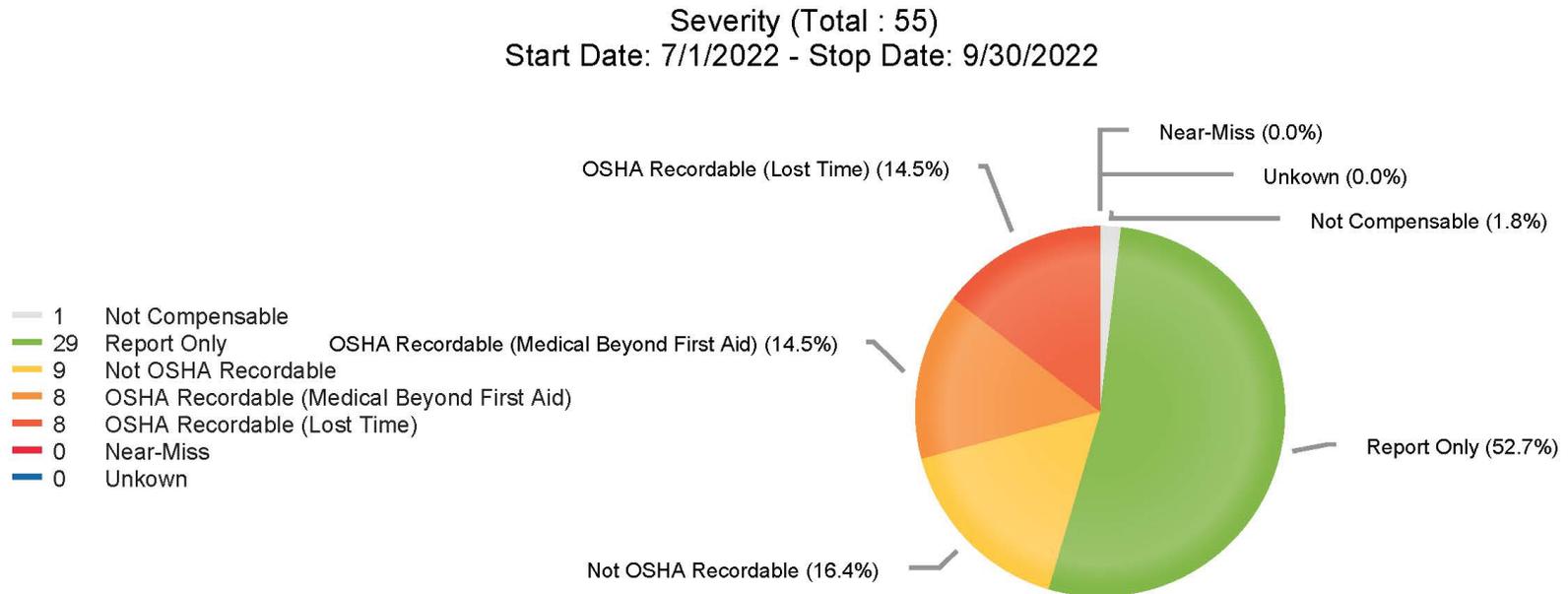
CLOSING REMARKS

Michael Livingston, Chair, adjourned the meeting at 3:33 pm. The next meeting will be on January 17, 2023.

CUSC Workers Compensation Incident Report (July-September 2022)

As of September 30, 2022, fifty-five (55) FRIs were received for injuries occurring between July 1 and September 30, 2022.

- Twenty-nine (29) or 53% were “report only” (no medical treatment sought)
- Nine (9) or 16% were not OSHA recordable, meaning they were minor in nature.
- Sixteen (16) or 29% were classified as OSHA recordable and are considered potentially more serious. Eight (8) or 14% of the OSHA recordables are “lost time” incidents that require the employee to be away from work or have restricted work.



Event/Exposure By Worker Type (Total : 54)
 Start Date: 7/1/2022 - Stop Date: 9/30/2022

