

**Chancellor's University Safety Committee (CUSC) Meeting**  
**November 21, 2023 - 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. Any Old Business (3:05 – 3:10 p.m.)
3. New Business
  - A. Finalize CUSC Goal for 2024-2025 (3:10 – 3:15 p.m.)
  - B. Resource TBD (3:15– 3:25p.m.)
  - C. Other new business (3:25 – 3:30 p.m.)
4. Injury Incidents 1st Quarter 2024-25 (3:30 – 3:40 p.m.) Betsy Howe
5. Adjourn Michael Livingston

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

- January 16, 2024 (Injury/Illness report October-December 2023)
- March 26, 2024 (4<sup>th</sup> to avoid spring break)- Open Forum
- May 21, 2024 (Injury/Illness report January-March 2024)
- July 16, 2024 (Injury/Illness report April-June 2024)

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 21, 2023**  
**3:00 - 4:00 p.m.**

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

## **INTRODUCTIONS**

All attendees introduced themselves by name and the department/facility they represent.

**Members In Attendance:** Martha Morton (Chemistry), Ron Bacon (Custodial Services), Eileen Bergt (Landscape Services), Alan Boldt (BSE), Rick Campos (FP&C Fire Inspector), Marty Fehringer (UNLPD), Susan Kriz (The Sheldon Museum of Art), Barb McCain (Dining Services), Samantha Link (ARD Greenhouse), Jacob Sharrer (Husker Energy & Power), Sara Quinn (Office of Research), Kyle Hansen (CREC), Elizabeth (Betsy) Howe (EHS administrative support).

**Safety Committee Chairs/Contacts:** Darren Johnson (ENREEC-Mead), Logan Dana (ENREEC-Concord), and Zhiguang (Zach) Sun (NCMN)

## **OLD BUSINESS**

When the Heads Up! yard signs were displayed on City Campus in the fall three of the six were stolen. The group decided it would be worthwhile to display yard signs on East Campus after spring break. Mike Livingston volunteered to contact Carrie Jackson, the person in charge of the required paperwork, put up the yard signs on East Campus and take them down at the end of the allowed time period.

There was some discussion on funding to replace the stolen yard signs and in general to have funds available for other safety initiatives the CUSC might wish to undertake.

There was no other old business.

## **NEW BUSINESS**

### **Finalize CUSC Goal for 2023-2024**

Those in attendance decided that the current CUSC goal was still relevant in principle but could use some wordsmithing.

Existing goal:

*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.*

Revised CUSC Goal for 2023-24:

*Develop, review, and maintain lines of safety communication while fostering a culture of safety awareness, where everyone is encouraged to report “near misses” and unsafe practices. Use safety reports as lessons learned to share anonymously throughout the university to prevent reoccurrences/similar incidents.*

## **Other New Business**

### **Poll re: November Meeting Date**

There were 14 members in attendance at the November CUSC meeting. Attendance in other meeting months varies between 16 and 23 members. Betsy Howe suggested a poll to be sent out to determine whether there was interest in moving the November meeting either forward or back one week since the November meeting is always Thanksgiving week. The committee requested there be such a poll, facilitated by Betsy Howe who provides administrative support.

### **Member Resources Needed**

Betsy told the group that volunteers are needed to provide the Member Resource for future CUSC meetings. The information shared can be “anything safety” in the member’s area/department/facility. The format need not be a PowerPoint and can be a one-page report or even bullet points that can be distributed in the subsequent meeting minutes. While the information provided is specific to the member’s area/department/facility there always will be points that would be of relevance to other areas/departments/facilities. At the meeting Darren Johnson (ENREEC-Mead Safety Committee Chair), Michael Livingston and Marty Fehringer signed up to provide a resource for future meetings. Those not in attendance can contact Betsy ([ehowe2@unll.edu](mailto:ehowe2@unll.edu)) to volunteer to present at a future CUSC meeting.

There was no other new business.

### **Injury Incident Reporting for 1st Quarter 2023-2024**

Betsy Howe noted that during the 4th quarter of the current fiscal year from July 1, 2023, through September 30, 2023, there were sixty-one (61) First Reports of Injury (FRIs). 42.6% were classified as OSHA-Recordable, considered more serious injury incidents. 4.9% of the injury incidents required workers to be off work or resulted in restricted duty for the worker.

44.3% of the injury incidents this past quarter were Report Only (no medical treatment sought). There were four near misses reported during this reporting period. Report Only incidents, along with Near Miss reporting, suggests opportunities for additional training, review of existing process safety considerations, revisiting relevant EHS SOPs, etc.

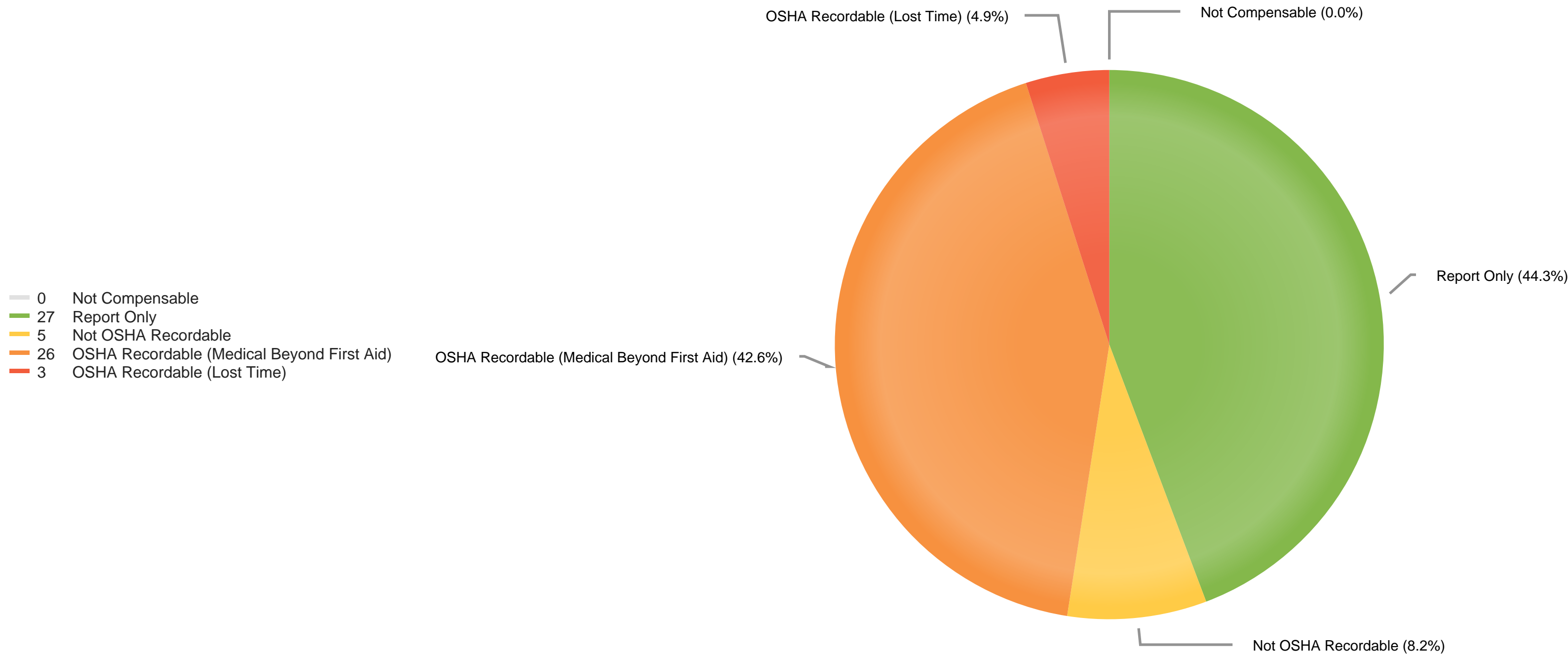
The Event/Exposure by Employment Type chart indicated that the primary event/exposure was again "Struck Against or By." Members were provided with a report on OSHA Recordable injury Incidents by Employee Type.

Discussion ensued on various aspects of injury incident reporting, such as follow-up with the injured party/their supervisor, advising Landscape Services when weather or infrastructure (such as potholes) contributed to an injury incident, how injury incident information is shared within each area where the injury occurred and university wide dissemination.

### **CLOSING REMARKS**

Michael Livingston, Chair, adjourned the meeting at 3:40 pm. The next meeting will be on January 16, 2024.

Severity (Total : 61)  
Start Date: 7/1/2023 - Stop Date: 9/30/2023



Event/Exposure By Employment Type (Total : 61)  
 Start Date: 7/1/2023 - Stop Date: 9/30/2023

