

**Chancellor's University Safety Committee (CUSC) Meeting**  
**March 26, 2024 - 3:00-4:00 p.m.**  
**EHS Training Room & Zoom**  
**OPEN FORUM**

**AGENDA**

1. Introductions & Welcome (Zoom mute) (3:00 – 3:05 p.m.) Michael Livingston
2. Open Forum (3:05 – 3:10 p.m.)
3. Old Business
  - C. Any Old Business (3:10 – 3:15 p.m.)
4. New Business
  - A. Review CUSC Meeting Dates for 2024-2025 (3:15 – 3:20 p.m.)
  - B. Accepting Vice Chair nominations until April 15 (3:20 – 3:25 p.m.)
  - C. Resource: Emergency Planning (3:25 – 3:40 p.m.) Michael Livingston
  - D. Other new business (3:40 – 3:45 p.m.)
5. Reminder of next meeting & Adjourn Michael Livingston

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

- May 21, 2024 (Injury/Illness report January-March 2024)
- July 16, 2024 (Injury/Illness report April-June 2024)

**Meeting Schedule for 2024-2025** (EHS training room, Warehouse 1, East Campus and Zoom)

- September 17, 2024 - Open Forum
- November 19, 2024 (kept on 3<sup>rd</sup> Tues as date does not fall Thanksgiving Week)  
(Injury/Illness report July-September 2024)
- January 21, 2025 (Injury/Illness report October-December 2024)
- March 25, 2025 (4<sup>th</sup> Tuesday to avoid spring break) - Open Forum
- May 20, 2025 (Injury/Illness report January-March 2025)
- July 15, 2025 (Injury/Illness report April-June 2025)

Goal FY 2024-2025:

*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.*

**Chancellor's University Safety Committee Meeting**  
**Meeting Minutes – March 26, 2024**  
**Open Forum**  
**3:00 - 4:00 p.m.**

The March 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), Brent Morgan (Libraries), Barb McCain (Dining Services), Samantha Link (ARD Greenhouse), Jody Wood (Institutional Equity and Compliance) Jacob Sharrer (Husker Energy & Power), Dennis Ferraro (SNR), Kyle Hansen (CREC), Jon Shields (Nebraska Unions), Sandra Christopherson (ARD Project Mgmt.), Deb Royal (Vet Diagnostic), Jingjie Hao (Nutrition & Health Science), Marla Nissan (UNOPA), Sharleen Roth (Housing), Diane Pinkerton (The Sheldon Museum of Art), Larry Harisis for Brenda Osthus (EHS).

**Safety Committee Chairs/Contacts:** Darren Johnson (ENREEC-Mead), Adam Eakin (Nebraska State Museum), Kyle Broderick (Plant Pathology), Xiaoshan Xu (Physics), Logan Dana (ENREEC-Concord), Joel Haman (UNMC) and Zhiguang (Zach) Sun (NCMN)

**OPEN FORUM**

No one from the campus community attended.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

**Review CUSC Proposed 2024-2025 Meeting Dates**

There were no comments about the proposed meeting dates for the next fiscal year. Dates were adopted as listed on the agenda.

## **Vice Chair Nominations Open**

Nominations for Vice Chair are now open. After the May meeting Martha Morton, current Vice Chair will move into the position of Chair. The duties of Vice Chair and Chair were sent out with the one-week meeting reminder. The term of Vice Chair is four years, with two as Vice Chair then two as Chair. Members are asked to please thoughtfully consider whether they would be willing to be on the ballot for Vice Chair. Nominations are accepted until April 15, at which time Elizabeth Howe will send out a ballot to determine the new Vice Chair. Willingness to serve can be communicated to Mike Livingston, Martha Morton or Elizabeth Howe.

## **Resource – Emergency Planning**

Michael Livingston talked to attendees briefly about his area's Building/Department Emergency Action Plan for the Department of Agronomy and Horticulture, Keim/Plant Science Halls, Stewart Seed Lab and Kiesselbach Research Lab.

The plan for this department lists people from nine different entities. These people are asked to volunteer as Coordinator for their program located in the buildings noted. The plan is updated twice a year or more often if personnel representing an entity change. Included were floor maps indicating the location of fire extinguishers, AEDs, and first aid kits. Included in the plan and posted near exits are maps noting emergency exits and tornado shelter areas. Assembly locations are also listed should building evacuation become necessary. The type of alarm systems are listed. Instructions for Building Emergency Personnel are listed.

The department's Emergency Action Plan is available on the department's safety page. The UNLPD has a copy of this plan including each Coordinator's cell phone number. For the 6-8 departments who teach in the buildings covered, this information is shared with professors to include guidance in their course syllabi.

There were questions about accounting for students and workers who exited the building. Marty Fehringer, UNLPD, spoke to how situations where building evacuation and active violence are handled from the emergency responder perspective.

## **East Campus Emergency Situation – Marty Fehringer**

A recent situation on East Campus was initiated by local police. Their dispatch center did not know where they were or what they were on, when they had a person flee a traffic stop. The foot pursuit quickly moved from city property to UNL property. Because UNL dispatch was unable to get information initially, it resulted in a delayed UNL Alert. UNLPD officers needed to respond to the scene, and question local law enforcement officers of what was occurring. The officer then immediately relayed the information to UNL Dispatch to formulate a message and get the message sent out through UNL Alert.

There was a question about how long it takes everyone to get their UNL Alert. Delivery time for an individual can vary depending on their email and cell service providers. Also, UNL Alert is sent over the internet so issues impacting bandwidth availability can impact the speed of UNL Alert message delivery. Text Message is always will be the quickest notifications, as well as the beacons sounding in the buildings. UNL Alert pushes are evaluated after each episode. Issues with the system are then reviewed with the vendor.

The question was raised about when a lockdown of campus is done. There is no "button" to lock down all UNL campus buildings. A concern with wide-ranging lockdown is whether, with a lockdown, anyone with an N card can get into a building or would they be stranded in a parking lot or other outside area and be unable to seek shelter.

Communication and coordination occur between UNLPD, Lincoln Police, Lancaster County Sheriff's Department and State Patrol in this area of the state. All of these entities work together to address questions such as lockdowns and access by all of these appropriate entities. There are fire department locations in close proximity to both campuses.

### **Other New Business**

There was no other new business.

### **CLOSING REMARKS**

Michael Livingston, Chair, adjourned the meeting at 4:00 pm. The next meeting will be on May 21, 2024.