

Chancellor's University Safety Committee (CUSC) Meeting

March 25, 2025 - 3:00-4:00 p.m.

OPEN FORUM MEETING

EHS Training Room & Zoom

AGENDA

1. Introductions /Technical issues (3:00 – 3:05 p.m.) Martha Morton
2. Open Forum (3:05 – 3:10 p.m.)
3. Old Business
 - A. Update on meeting with UCOMM (3:10 – 3:15 p.m.) Jacob Sharrer
 - B. Any Old Business (3:15 – 3:20 p.m.)
4. New Business
 - A. Resource: Active Shooter (3:20 – 3:45 p.m.) Abby Schletzbaum
 - B. Meeting dates 2024-2025 (3:45 – 3:50 p.m.) Elizabeth Howe
 - C. Other new business (3:50 – 3:55 p.m.)
5. Reminder of next meeting & Adjourn Martha Morton

Meeting Schedule for 2025-2026 (EHS training room, Warehouse 1, East Campus and Zoom)

- May 20, 2025 (Injury/Illness report January-March 2025)
- July 15, 2025 (Injury/Illness report April-June 2025)
- September 16, 2025 - Open Forum
- November 18, 2025 (this is not Thanksgiving Week)
(Injury/Illness report July-September 2025)
- January 20, 2026 (Injury/Illness report October-December 2025)
- March 24, 2026 (4th Tuesday to avoid spring break) - Open Forum
- May 19, 2026 (Injury/Illness report January-March 2026)
- July 21, 2026 (Injury/Illness report April-June 2026)

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
OPEN FORUM MEETING
Meeting Minutes – March 25, 2025
3:00 - 4:00 p.m.

The March meeting was convened by the CUSC Chair, Martha Morton, at 3:05 p.m. due to technical difficulties.

INTRODUCTIONS

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

Members In Attendance: Ron Bacon (Custodial Svcs), Eileen Bergt (Landscape Svcs), Rick Campos (FCPC), Abby Schletzbaum (UNLPD), Kyle Hansen (CREC), Samantha Link (ARD Greenhouse), Jingjie Hao (Nutrition & Health Science), Lindsey Chizinski (SNR), Jacob Sharrer (HEP), Jon Shields (NE Unions), Brent Morgan (Libraries), Mike Livingston (Agronomy & Horticulture), Darren Johnson (ENREEC-Mead), Marla Nissan (UNOPA), Diane Pinkerton (Sheldon Museum of Art), Deb Royal (Vet Diagnostic Center), Jody Wood (Equity & Compliance), Zach Sun (NCMN), Sharleen Roth (Housing), Barb McCain (Housing Dining), Xiaoshan Xu (Physics & Astronomy), Brenda Osthus (EHS), Elizabeth (Betsy) Howe (EHS liaison).

Safety Committee Chairs/Contacts: Randi Houghtelling (NCTA)

OPEN FORUM

Abby Schletzbaum informed attendees of a new substation on East Campus in Kiesselbach to maintain a UNLPD presence on East Campus. This substation will be permanently staffed. Abby is partnering with Rick Campos to restart the process of having fire drills around campus in every building. Rick Campos said these efforts will be coordinated with BMRs and staff of the building. UNL is participating in the statewide Severe Weather Awareness Week.

OLD BUSINESS

Meeting with UCOMM re: Heads Up! Signage Update

Jacob Sharrer, Sandi Christofferson and Elizabeth Howe met with UCOMM representatives to discuss updating the Heads Up! poster/digital display slogans. UCOMM suggested that we only have 5 or 6 as fewer slogans being displayed are likely to better be remembered.

Other Old Business

There was no other old business.

NEW BUSINESS

Meeting Dates for 2024-25

Dates determined for the upcoming fiscal year are noted at the bottom of the agenda. The meeting dates were set up to continue on the third Tuesday of the month unless the meeting date falls over a UNL break or Thanksgiving week. Martha suggested that members note those dates on their calendars.

Annual Stormwater Management Report

Brenda Osthus told the group that the annual report to the NE Dept of Environment & Energy has been submitted and is on the EHS website. An updated Stormwater Management Plan is also on the EHS website. One requirement of the Permit is public involvement. You are all invited to review the plan and comment. Any comments can be sent to ehs@unl.edu or directly to Brenda. Patrick Boulas, who had been managing this program, has accepted a position elsewhere. EHS is recruiting for an EHS Administrative Coordinator position. This position would help coordinate biosafety, laser safety and radiation safety programs.

Resource: Emergency Preparedness Workshop

Abby Schletzbaum with UNLPD Emergency Management presented an abbreviated version of a presentation she has available for faculty, staff, and student presentations. The presentation to the CUSC focused on an Active Shooter - Active Threat on campus.

Abby began with a review of various reporting options. She encouraged everyone to note the text line, 402-472-5222 as a means of reporting to UNLPD in a crisis. Abby highlighted the Safe Walk program, Property Registration, and the campus Lost and Found.

The basic steps of emergency preparation boil down to making a plan for yourselves and your department and putting together a kit of items such as a first aid kit. Departmental Emergency Action plan forms are available from Abby for departments who don't already have a plan for their department/facility. Abby suggested you subscribe to multiple methods of notice in an emergency situation.

Overall, the focus is on Run-Hide-Fight as a tool to make decisions in emergency situations. You must assess the situation and make the best decision for yourself and your co-workers. Most often an attacker will post a threat or warning so be sure that if you see something, say something. Stay aware of your environment.

Abby showed a video ([Active Shooter Safety Resources — FBI](#)) about a few scenarios where either RUN or HIDE or FIGHT would be appropriate. If you must fight as a last resort, remember to use anything in your immediate area as a weapon and work together with others in your area.

Other New Business

There was no other new business.

CLOSING REMARKS

Martha Morton, Chair, adjourned the meeting at 3:45 pm. The next meeting will be on May 20, 2025.