

Chancellor's University Safety Committee (CUSC) Meeting
January 20, 2026 - 3:00-4:00 p.m.
EHS Training Room & Zoom

AGENDA

- | | |
|---|------------------|
| 1. Introductions (3:00 – 3:05 p.m.) | Martha Morton |
| 2. Old Business | |
| A. Scooter Use Policy (3:05 – 3:10) | Rick Campos |
| B. Other Old Business (3:10 – 3:15 p.m.) | |
| 3. New Business | |
| A. Emergency Planning & Preparedness (3:15 – 3:25) | Abby Schletzbaum |
| B. Emergency Procedures Flip Chart (3:25 – 3:40) | Diane Pinkerton |
| C. Injury/Illness Reporting (Oct - Dec) (3:40 – 3:45) | Elizabeth Howe |
| D. Nominations for Vice Chair (3:45 – 3:50) | Elizabeth Howe |
| E. Other new business (3:50 – 3:55 p.m.) | |
| 4. Reminder of next meeting & Adjourn | Martha Morton |

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

- 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 2025-2026:

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 – January 20, 2026

3:00 - 4:00 p.m.

The January meeting was convened by Chair Martha Morton at 3:05 p.m.

INTRODUCTIONS

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

Members In Attendance: Ron Bacon (Custodial Services), Eileen Bergt (Landscape Services), Sandi Overkamp (Ag Research), Dianne Pinkerton (Sheldon Museum of Art), Darren Johnson (ENREEC), Sharleen Roth (Housing), Samantha Link (ARD Plant Facility), Mike Livingston (Agronomy & Horticulture), Barb McCain (Dining Svcs), Xiaoshan Xu (Physics & Astronomy), Max Wheeler (College of Engrg), Abby Schletzbaum (UNLPD), Marla Nissan (UNOPA), Alan Boldt (BSE), Jacob Sharrer (HEP), Kyle Hansen (CREC), Jon Shields (NE Unions), Deb Royal (VDC), and Zhiguang (Zach) Sun (NCMN)

OLD BUSINESS

Scooter Use Policy

Rick Campos, committee chair, was unable to attend but did provide a report:

- Scooter committee is being formed. Martha advised anyone interested to contact Rick Campos directly.
- A lot of interest for participation
- Gathering segmented policies. Darren Johnson shared some information with APPA (Leadership in Academic Institutions) website on which he had found scooter use from a variety of academic institutions.
- UNO has adopted a Campus-Wide policy starting 1/6/26

Eileen Bergt referred the Campus Planner to Rick to go onto the committee.

Plan Ahead Project

Sandi Overkamp shared that she had submitted a select group of Plan Ahead! graphics to the Unions and Housing for them to use in their digital displays for

two months. She showed the group which graphics she had selected for the next submission and solicited feedback. Members in attendance indicated Sandi's selection was fine.

Elizabeth Howe indicated that now the Future Ready migration is complete she will upload all new Plan Ahead! graphics to the CUSC SharePoint and send out the link for members to view and download any Plan Ahead! or Heads Up! graphics.

The new Heads Up! and new Plan Ahead! graphics will still be posted through the EHS website with graphics changed quarterly.

Other Old Business

There was no other old business.

NEW BUSINESS

Emergency Planning & Preparedness

Abby Scheletzbaum informed the group that there were recent IT upgrades that negatively impacted the UNL Alert and Alertus systems. Issues seem to have been resolved, but in future if there are issues with either of these two systems, that should be reported directly to UNLPD rather than turning in an IT help ticket.

There were a couple of bomb threats that were called into the UNO at the beginning of the semester. America's Cyber Defense Agency bomb threat checklist may be found at <https://www.cisa.gov/resources-tools/resources/bomb-threat-checklist>.

Emergency Procedures Flip Chart – The Sheldon Museum of Art

Dianne Pinkerton, The Sheldon Museum of Art, told the group that, as an accredited museum, the Sheldon follows the suggested practices for museum security as adopted by the museum, library and cultural properties council of ASIS International and the museum association security committee of the American Association of Museums.

There is an emergency flip chart at the desk or in the office of every staff member, along with a readily available flashlight. There is an emergency backpack at the guard station including first aid supplies, an AED, weather radio and a large flashlight. This backpack is taken along when there is some type of emergency occurring.

The group viewed a Table of Contents showing all the types of emergencies covered in the flip chart. Diane showed the group information on "bomb threat," including a list of questions to be asked of the caller and filled out by the staff person taking the call. The other area highlighted by Diane was handling civil disturbance.

Diane indicated that the flip chart includes specifics on various emergencies for example, how to handle suspicious mail/packages, where to shelter in place, information on accounting for all in the building, both staff and visitors, and much more.

A PDF of the presentation is included later in these minutes.

Injury Incident Reporting for 2nd Quarter 2025-2026

All CUSC members were provided by email prior to the meeting with a report on Severity Total, Event/Exposure by Employment Type and a report detailing all OSHA Recordable Injuries by Employment Type. Elizabeth Howe noted that from October 1, 2025, through December 30, 2025, there were thirty-five (35) First Reports of Injury (FRIs). 37.1% were classified as OSHA-Recordable, considered more serious injury incidents. 14.3% of the injury incidents required workers to be off work or resulted in restricted duty for the worker.

Elizabeth pointed out that the major event/exposure for recorded injuries was due to being Struck Against or By. Injured workers in these categories were from a broad range of employment types, including office workers, often dismissed as a worker type/work area without hazards. This should inform CUSC members that training by departments within their spheres of influence is needed to avoid such incidents in the future.

Elizabeth Howe asked those in attendance if there were any questions. There were none. Any questions that arise after the meeting can be sent to ehs@unl.edu to be addressed.

Darren Johnson asked about follow up to departments. Elizabeth said that as appropriate workers and/or supervisors were contacted. CUSC members were reminded to share injury incident information within their spheres of influence, either through a safety committee or with management. If any member wants more information for outreach in their area EHS can provide additional reports, such as incidents not OSHA-Reportable.

Sandi Overkamp asked if it would be possible to have the colors used for delineating Event/Exposure information to be modified as in some instances the color designation for one employment type is so close to the color designation for another employment type as to make it nearly impossible to view the report and tell which employment type has what number of instances for any one event/exposure. Elizabeth Howe told the group that the vendor should be able to make that change and have it in place before reporting is due for the next quarter.

Nominations for Vice Chair

Elizabeth Howe reminded the group that every two years the Vice Chair moves into the position of Chair of the CUSC. This is the year for that to occur. She put together a list

of duties of both Vice Chair and Chair since the time commitment is four years starting with two as Vice Chair than moving up into the Chair position. This year nominees are asked to provide a short bio that will be included with the ballot for voting. Martha Morton put together a sample.

Members are asked to thoughtfully consider if they would be willing to put their name forward to serve. Elizabeth will send out the documents with duties and sample bio now, so members have the information they need to inform their decision to volunteer.

To put your name forward, please email ehowe2@unl.edu.

Other New Business

Marla Nissan representing UNOPA said she is retiring from the university, so this is her last meeting.

Jacob Sharrer wondered where to submit safety concerns such as missing bollards around the stadium. Abby Schletzbaum suggested such information be submitted to unlreport.unl.edu and they would redirect such information to the correct area. Abby suggested that it might be a good topic to bring up during another safety walk. Martha asked if there was going to be another safety walk. Abby is checking with Captain Baker. Elizabeth asked if there was going to be a safety walk she be notified in order to share that information with the entire CUSC. Eileen said concerns about missing bollards can be reported to her. They sometimes are taken down for construction or snow removal.

Closing Remarks

Martha Morton, Chair, adjourned the meeting at 3:41 pm. The next meeting will be on March 24, 2026, the fourth Tuesday of the month, to avoid spring break week.

Emergency Procedures

Flipchart

SHELDON

MUSEUM OF ART

Emergency Procedures

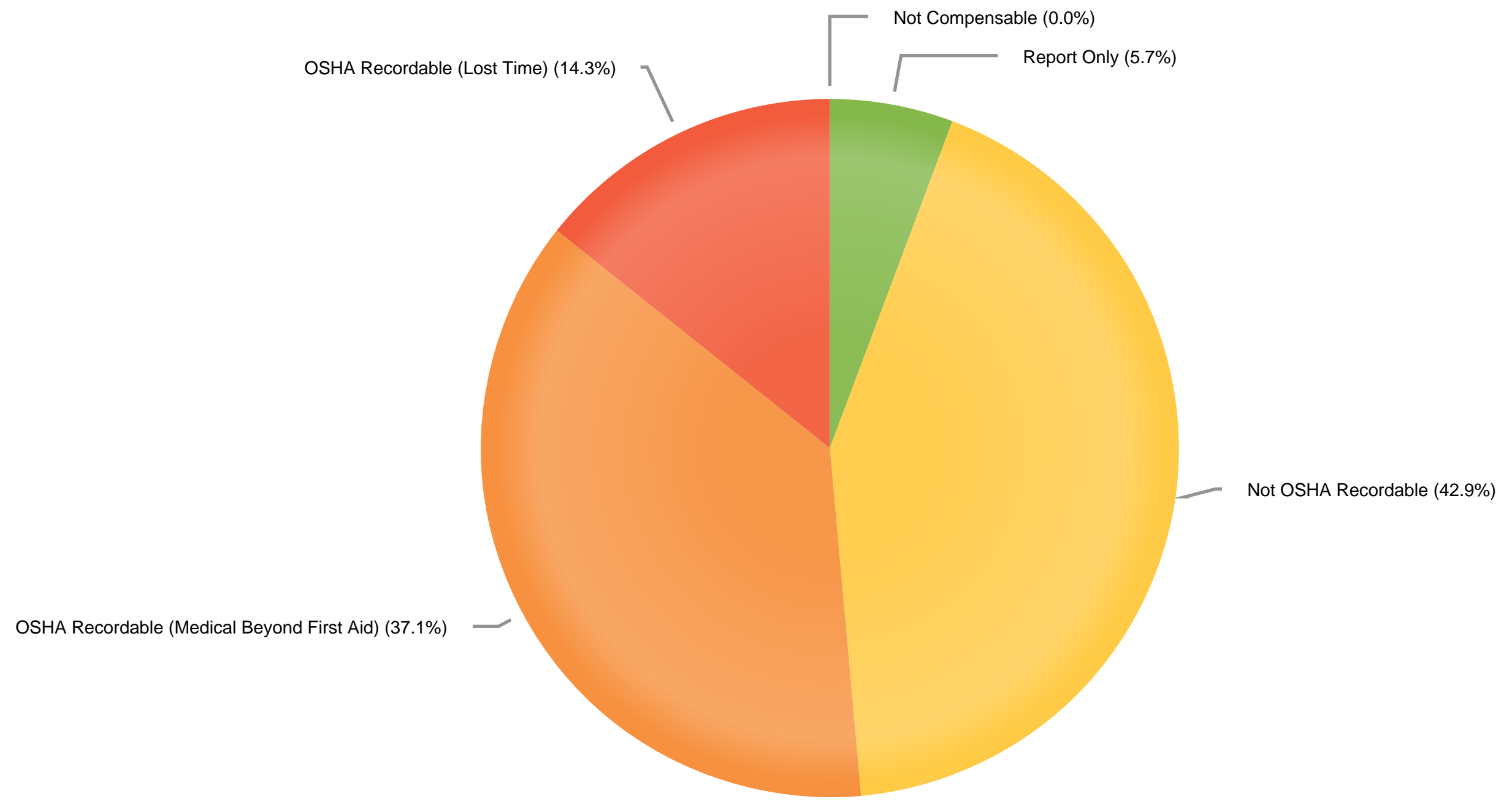
	<u>UNL phone</u>	<u>Non-UNL phone</u>
Fire/Ambulance	911	911
UNL Police	2-2222	402-472-2222
Facilities Management	2-1550	402-472-1550

Table of Contents

1	Introduction
2	Staff Listing
3	Bomb Threat
4	Bomb Threat form
5	Broken/Damaged Window or Doors
6	Civil Disturbance
7	Confrontation
8	Damaged Artwork
9	Earthquake
10	Elevator Entrapment
11	Explosion
12	Fire
13	Incident Report form
14	Inclement Weather / <i>Building Closure</i>
15	Lightning
16	Medical Emergency
17	Assault
18	Power Outage
19	Shooter on Campus
20	Suspicious Package or Letter
21	Theft or Vandalism
22	Tornado
23	Water Intrusion
24	Flash Flooding
25	Life Threatening Bleeding

Severity (Total : 35)
Start Date: 10/1/2025 - Stop Date: 12/31/2025

- 0 Not Compensable
- 2 Report Only
- 15 Not OSHA Recordable
- 13 OSHA Recordable (Medical Beyond First Aid)
- 5 OSHA Recordable (Lost Time)



Event/Exposure By Employment Type

Start Date: 10/1/2025 - Stop Date: 12/31/2025

