



**BSU Joint Safety Committee Meeting Minutes
Meeting #36 - April 29, 2004**

Time: 1:31 P.M.
Place: D301B

In Attendance: L. Abrahamson, M. Arneson, T. Harrison, R. Marsolek, J. Mastro J. Sande, M. Schmitt, M. Taylor, J. Utley

Absent: B. Butler, M. Lanners, E. Steigauf and R. Womack

Five items of old business were reviewed.

- The campus emergency plan is progressing under the direction of Casey McCarthy. Some department plans remain to be submitted. Security and Safety is planning to exercise the notification procedures within the next few weeks. Lack of an efficient campus-wide notification system is a critical deficiency. E. Steigauf and Casey McCarthy will be meeting with Residential Life to discuss issues related to evening hour notification in the dormitories.
- Services for the Blind has not yet returned to campus to complete the inventory of vending machines. Fran Bussey has been contacted and is still planning to visit this spring. He also indicated that some of the previously installed anchors will be improved
- There has been no response from interim Vice President Amble regarding a campus policy to restrict placement of items in tunnels, hallways, lobbies and stairways. However, MnSCU's Fire Safety Program does include language that prohibits that practice.
- There has been no response on suggestions for limiting vehicle traffic on sidewalks that were forwarded to Interim Vice President Amble.

There were four reports of work place injury occurring since the last meeting.

- An employee suffered a lower back strain due to over exertion from lifting a computer. There

was no lost work time reported.

- A graduate assistance experienced fractured hand after falling while teaching a snow boarding class. He received medical treatment but lost no time from work.
- An employee missed nine work days and required medical treatment for lower back pain that began in December 2003. The employee did not claim this as work related but was advised by Health Care Professionals in April that it was an aggravation of a previous work injury that occurred several years ago when the employee worked at a different State agency. A worker's compensation claim has been filed and is pending review.
- An incident report was filed for an employee who sustained a cut finger when handling a metal item. There was no lost work time or medical treatment.

Two items of new business were discussed.

- J. Sande reported on the completion of the campus fire alarm monitoring system. The system sends a signal to Security and Safety, the Energy Management Office, and an off-campus monitoring company when a fire alarm is activated in any campus building. The alarm monitoring company notifies the Bemidji Fire Department via the county 911 dispatch center.
- R. Marsolek provided a brief description of the MnSCU Fire Safety Program. He encouraged members to review the plan at the MnSCU Fire Center web site at <http://www.firecenter.mnscu.edu/ehs/ehs.html>.

After discussion of the agenda items J. Utley reported a potential safety hazard with wheel chairs used by students participating in a program to heighten awareness of accessibility issues for disabled persons. He noted that the wheel chairs seem to easily tip over backwards. J. Mastro indicated that the students are advised to wear gloves and bicycle helmets but not many do. He also stated that accessories are available to prevent the tipping. Expense is one reason that feature was not included when the chairs were purchased. J. Mastro mentioned that there might be grant money available that could be used to upgrade the chairs.

M. Arneson asked about a traffic concern she passed onto EHS from a University Day Care worker. R. Marsolek had already forwarded the information on to safety and Security.

The next meeting is tentatively scheduled for May 20, 2004.

Adjourn: 2:12 P.M.

Respectfully submitted,

Richard Marsolek
Coordinator, Environmental Health and Safety