



**BSU Joint Safety Committee Meeting Minutes
Meeting #37 - May 27, 2004**

Time: 1:38 P.M.
Place: D301B

In Attendance: B. Butler, T. Harrison, M. Lanners, R. Marsolek, J. Sande, M. Schmitt, E. Steigauf, J. Utley

Absent: L. Abrahamson, M. Arneson, J. Mastro M. Taylor, and R. Womack

Four items of old business were reviewed.

- E. Steigauf reported on the campus emergency plan. Department plans are slowly coming in. There may be evacuation drills sometime during the first summer session. E. Steigauf and Casey McCarthy have been meeting with Residential Life to work out details related to notification and evacuation of the dormitories. E. Steigauf noted, as has been discussed during previous meetings, that lack of an efficient campus-wide notification system is still a critical deficiency. He is reviewing various systems and options for addressing that issue. It can be expected that any suitable system will be expensive.
- Services for the Blind still has not yet returned to campus to complete the inventory of vending machines. Fran Bussey has again been contacted and is still planning to complete the inventory and install improved anchoring devices on some of the machines this summer.
- There has still been no response from interim Vice President Amble regarding suggestions for limiting vehicle traffic on sidewalks.
- The AEDs ordered by Safety and Security, the Recreation Fitness Center, and the Athletic Trainers have arrived. Training has been provided for staff members.

There was one report of work place injury occurring since the last meeting.

- An employee suffered a back strain due to over exertion when closing a sliding metal gate. The

gate jammed during the process and the resistance resulted in a strain to the employee's upper back. The gate has been inspected and lubricated. There were five lost workdays. The employee has worked eight days with restrictions up to the date of this meeting. The restrictions will continue at least through June 1.

Two items of new business were discussed.

- R. Marsolek reported on an asbestos clean-up project in Maple Hall. The floor tile in Maple Hall is known to contain a small percentage of asbestos, based on a campus-wide asbestos survey conducted several years ago. Asbestos fibers can be released from the material if the tile is drilled, sanded, or otherwise abraded or physically broken up. An occupant of an office in Maple Hall reported concerns about an asbestos hazard do to wear on the floor tile from the wheels of the office chair. An asbestos removal contractor investigated the concern and determined that the tile surface was not damaged and that it was very unlikely that any asbestos was being released into the air. The visible dust in the room was most likely normal background dust. The contractor did clean the room using asbestos removal procedures and techniques. He advised that regular waxing of the floor would adequately protect against wear on the tile surface. It was also suggested to put a pad on the floor where the chair will be used.
- The last item of discussion was added to the agenda at the beginning of the meeting. B. Butler received an employee concern about the ashtrays near building entrances. The concern stated that there are often fires in the ashtrays and questioned if they should be replaced. The long-necked vase type ashtrays and the metal ones attached to the buildings are the most prone to those problems. J. Sande is aware of the problem. The long-necked ashtrays will no longer be purchased. The metal ashtrays will require more frequent cleaning to prevent the problem.

The next meeting is tentatively scheduled for June 24, 2004.

Adjourn: 2:02 P.M.

Respectfully submitted,

Richard Marsolek
Coordinator, Environmental Health and Safety