



**BSU Joint Safety Committee Meeting Minutes  
Meeting #40 - August 19, 2004**

Time: 1:32 P.M.

Place: D301B

In Attendance: L. Abrahamson, B. Butler, M. Lanners, R. Marsolek, D. Morris, M. Schmitt, J. Utlej

Absent: T. Harrison, J. Mastro, J. Sande, E. Steigauf, M. Taylor

Two items of old business were reviewed.

- R. Marsolek reported that Casey McCarthy and he have completed a tabulation of the department emergency plans and identified which departments or work areas still need to submit plans. An e-mail requesting that the plans be submitted by September 15 has been sent to the deans and directors of those departments.
- R. Marsolek reported that the map of the Rec Center and PE Complex door designations has been completed. Corresponding numbers will be posted on the outside of the buildings this fall.

There were no reports of work place injuries occurring since the last meeting.

One item of new business was discussed.

- R. Marsolek summarized the discussion that occurred during the MnSCU safety visit that took place August 13. L. Abrahamson, B. Butler, and J. Utlej also took part in the meeting with Bruce Roed, MnSCU Safety Compliance and Emergency Preparedness Coordinator. The meetings main focus was a review of the OSHA standards for General Industry, (29 CFR 1910), that pertain to BSU. Mr. Roed gave a brief description of each applicable standard and asked for a subjective assessment of the University's compliance status. Areas where improvements should be made include identification and signage of confined spaces, compliance with the MnSCU AED policy, and keeping up with training requirements. Other topics discussed included use of lifts, installation of type K fire extinguishers in food service kitchens, fire extinguisher inspection and maintenance in the PBTV area, hot permit and churn test record keeping requirements, and training requirements for operators of

equipment borrowed from BSU maintenance departments. R. Marsolek suggested that support from MnSCU to develop on-line or computerized training programs would be beneficial. Mr. Roed encouraged questions about and requests for help on safety issues be brought to his attention.

The next meeting is tentatively scheduled for September 23, 2004.

Adjourn: 2:11 P.M.

Respectfully submitted,

Richard Marsolek  
Coordinator, Environmental Health and Safety