



**BSU Joint Safety Committee Meeting Minutes
Meeting #41 - September 30, 2004**

Time: 1:33 P.M.

Place: D301B

In Attendance: L. Abrahamson, B. Butler, T. Harrison, M. Lanners, R. Marsolek, J. Mastro, D. Morris

Absent: J. Sande, M. Schmitt, E. Steigauf, M. Taylor, J. Utley

Two items of old business were reviewed.

- R. Marsolek reported that the form for documenting building or department/work area emergency plans is being reformatted to make it clearer and address concerns identified during meetings with faculty groups. The new form will be distributed later this month.
- The county disaster drill was held at the airport on September 24. Originally the drill was going to include the BSU campus but the plan was changed and BSU did not participate in the drill.

There were two reports of work place injuries occurring since the last meeting.

- An employee experienced three full days plus an additional accumulation of 9.25 hours of lost time due to an abrasion to the eye. The injury was caused by metal particles that fell from overhead pipes the employee was working on. Safety glasses were being worn but they did not prevent the injury. Most of the lost time was due to light sensitivity in the injured eye.
- An employee required staples to close a laceration of the knee after falling on steps in Walnut Hall. The steps were worn and wet from rainwater. The employee slipped and fell while carrying a piece of equipment. The steps will be inspected and repaired if necessary.

Six items of new business were discussed.

- B. Butler indicated that M. Taylor might no longer be serving on the Safety Committee. R. Marsolek will review the membership requirements and follow-up on M. Taylor's status and

determine if there is a need to replace her.

- R. Marsolek informed the committee that adhesive stickers with the Poison Control phone number have been ordered and will be distributed around campus when they arrive. This number will replace the Hazard Hotline number. The Hotline number will rollover to the Poison Control Center for another 3-6 months. He also showed the committee a Poison Control Center poster that can be made available upon request.
- Material Safety Data Sheets for many of the products used by BSU employees are now available on the EHS web site. More will be added.
- J. Mastro brought up a concern about access to the emergency shelter site for Tamarack Hall. Summer camp students stayed in Tamarack Hall this summer. He reported that there was a weather warning issued but that the Tamarack residents were not notified and that the tunnel designated as the shelter site was locked and inaccessible. R. Marsolek will discuss this with Security and Safety.
- B. Butler reported that the ashtrays in front of the Student Union did not seem to be being emptied as often as necessary, creating a possible fire hazard. R. Marsolek will forward the information to J. Sande.
- It was suggested that the numbers for the Rec Center/PE exits be posted on the inside of the building. They have already been posted outside. R. Marsolek will discuss the suggestion with J. Sande.

The next meeting is tentatively scheduled for October 21, 2004.

Adjourn: 2:00 P.M.

Respectfully submitted,

Richard Marsolek
Coordinator, Environmental Health and Safety