



**BSU Joint Safety Committee Meeting Minutes
Meeting #42 – November 18, 2004**

Time: 1:48 P.M.

Place: D301B

In Attendance: L. Abrahamson, T. Harrison, M. Lanners, R. Marsolek, D. Morris, M. Schmitt

Absent: B. Butler, J. Mastro, J. Sande, E. Steigauf, M. Taylor, J. Utley

Several items of old business were reviewed.

- R. Marsolek distributed a copy of the revised Department Emergency Plan form, for committee members to review.
- There has still been no contact from the AFSCME local regarding Mindy Taylor's status on the committee. M. Schmitt will follow-up on this.
- R. Marsolek distributed poison control center phone stickers.
- J. Sande was contacted about the concern J. Mastro expressed at the last meeting regarding the tunnels being inaccessible as emergency shelters last summer. Procedures will be in place before next summer to assure the tunnels are accessible.
- Concern about fires in outdoors ashtrays, brought up at the last meeting, have been addressed by J. Sande. GMWs have been directed to check the units more frequently.
- The suggestion to add the entryway number designations to the inside of the Rec Center/PE entrances was forwarded to J. Sande. There are no immediate plans to add the numbers.

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

- An employee splashed a corrosive cleaning chemical into his eye but quickly flushed the eye with water, preventing any serious injury. He did go to the emergency room where they further irrigated the eye. There was some minor irritation to the eye, but no other injury. There was no lost work time.
- An employee was seen at the clinic for elbow pain that first occurred after moving several files last summer. The pain persisted and tendonitis was diagnosed. No special treatment other than rest was prescribed. There were no lost workdays due to the injury.

Several items of new business were discussed.

- Environmental Health & Safety (EHS) received a concern about students obstructing hallways in Sattgast, while sitting on the floor as they wait for classes to begin. Though inconvenient, Fire Code and OSHA regulation do not specifically apply to this situation as it is assumed that the students would get up and leave during an emergency situation. R. Marsolek advised that the situation would best be addressed by establishing local policy to prohibit sitting the activity
- EHS received a complaint from an employee who observed a BSU van being driven at a high rate of speed and rather recklessly. The complaint was forwarded to the State car office, who notified the supervisor of the group using the van.
- Maintenance employees expressed concern about metal sculptures on display on the sidewalk leading to the entrance of the Beau Arts Ballroom. The sculptures had sharp edges and were somewhat unstable. Kathy O'Brien was contacted and she facilitated getting the sculptures moved to a safer location.
- An asbestos removal project was completed as part of the gym floor replacement in the PE complex.
- Formaldehyde monitoring was completed in Sattgast 252 where preserved animal specimens are used as part of an anatomy class. The monitoring indicated that the formaldehyde exposure in the room was within OSHA permissible levels. Additional monitoring will be done in the spring.
- A recent inspection of the food service areas found mold on the outside of ventilation ducts in a storage room in the Hobson Memorial Union. The Physical Plant will have a contractor clean the ducts and take steps to prevent future problems.
- Employees in Sanford Hall are concerned about indoor air quality in that building, citing an increase in sinus and allergy- like symptoms. Maintenance personnel are inspecting the air handling and other ventilation equipment.
- R. Marsolek distributed a Health and Safety program assessment survey. The survey is available on-line at the OSHA web site. It allows respondents to rate several aspects of their organization's safety and health program. The survey can be completed and submitted on line and a program evaluation based on the responses is returned. Committee members discussed using this survey or developing a similar one to evaluate BSU's program. Committee members will discuss ideas for a survey at the next meeting.

The next meeting is tentatively scheduled for December 16, 2004.

Adjourn: 2:47 P.M.

Respectfully submitted,
Richard Marsolek
Coordinator, Environmental Health and Safety