



BSU Joint Safety Committee Meeting Minutes
Meeting #46 -January 25, 2006

Time: 1:36 P.M.

Place: D301B

In Attendance: L. Abrahamson, B. Butler, T. Harrison, M. Lanners, R. Marsolek, M. Schmitt, J. Utley

Absent: J. Mastro, D. Morris, J. Sande, E. Steigauf, and L. Sutherland

The following old business was discussed:

- After brief discussion, the committee decided not to adopt a specific mission statement for the Safety Committee. Committee members felt the language in bargaining agreement contracts and included in the welcome letter sent to new members adequately identifies the Committee's function and charge.
- B. Butler provided information that clarified that the MnSCU System Wide Safety Committee does not replace local campus safety committees.
- Phones were installed in public areas in the CAET building in September.
- R. Marsolek reported that three presentations on the campus emergency plan were offered to the campus community in November. 50-60 people attended. The presentations were a repeat of those offered during fall start up. They provided general information about the administrative and management aspects of emergency management on campus and initiated discussion about emergency planning for specific buildings. R. Marsolek indicated he and Security and Safety would be working with campus departments to establish one building emergency plan per building, which will serve all departments regularly occupying each campus building. The plans will have a common format but will also need to address the unique features and operations occurring in each building. Therefore, even if plans have been previously completed, departments should still participate in this planning process. Deans, directors and other responsible individuals have been requested to identify an individual or group to represent their area and participate in the emergency planning process. A meeting with all the planning groups was to be scheduled for the first week of the semester but has been postponed because not all areas have provided contact information. The goal is to have all plans completed by June 1.

There were 10 reports of work place injuries occurring since August 23,2005.

Reported injuries fell into the following categories:

Overexertion – 3

Slips and falls – 3

Struck by/against – 2

Cut – 2

A total of one lost day was reported. It was due to soreness after slipping on ice and falling.

A childcare worker had five days of restricted duty after straining their lower back when lifting a child.

Two days of restricted duty were reported due to a sore ankle caused from striking it on a step.

L. Abrahamson reported he had not received a work order to adjust a door that struck an employee in the cheek. R. Marsolek will follow up with the employee's supervisor.

Five items of new business were discussed.

- R. Marsolek reported that MnSCU is initiating a fire protection program that focuses heavily on student residences, both on and off campus. Regular site inspections and documented fire drills are two of the areas the program will emphasize.
- J. Utley reported a concern about access to the Bridgeman construction area. R. Marsolek will forward the concern to the construction manager.
- L. Abrahamson reported that carts, stands, and other food service items are being placed in the pedestrian tunnel between Sattgast and the HMU. R. Marsolek will contact the HMU.
- M. Schmitt reported that contractors were sealing block on the Bridgeman project on Monday January 23 and a strong solvent odor was detected in CAET. R. Marsolek will discuss this with the construction manager.
- R. Marsolek provided a summary of topics discussed at a MnSCU environmental health and safety conference held at the St. Cloud Technical College on November 3. There were three main areas discussed: environmental management, safety, and emergency planning. He will e-mail a copy of the summary to all committee members.

The next meeting is tentatively scheduled as follows:

Date: Wednesday February 22, 2006

Time: 1:30 PM

Place: D301B

Adjourn: 2:35 P.M.

Respectfully submitted,

Richard Marsolek

Coordinator, Environmental Health and Safety