



BSU Joint Safety Committee Meeting Minutes  
Meeting #47 -March 2, 2006

Time: 1:32 P.M.

Place: D301B

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

Absent: T. Harrison, J. Mastro, M. Schmitt, E. Steigauf, and J. Utley

The following old business was discussed:

- Grounds and maintenance staff now have access to the Student Union commons area through Bridgeman construction area.
- The carts, shelves, and other items stored in the pedestrian tunnel between the Student Union and Sattgast have been removed. R. Marsolek complimented T. Todd Masman and his staff on their quick response to the concern.
- The construction manager for the Bridgeman project was informed of the concerns about solvent odors from the block-sealing project in January. He discussed it with the contractor and subsequent work was done in the evening.
- R. Marsolek reported that he attended a meeting regarding the MnSCU fire safety program in Detroit Lakes on February 23. Erle Steigauf and the Bemidji Fire dept. Captain also attended. The Director of the MnSCU Fire/EMS/Safety Center facilitated the meeting. Several MnSCU schools and their local fire departments were represented. The purpose of the meeting was to assess the current relationship between local fire departments and the MnSCU campuses. MnSCU is developing a plan that will emphasize regular inspections of campus buildings and off-campus rental units as well. Fire departments and the State Fire Marshal's office will be working with campuses to develop and implement a regular inspection process.
- R. Marsolek up-dated the committee members on recent emergency planning activities. Deans and Directors have identified individuals to work with r. Marsolek and Security and Safety on building emergency plans. These plans describe the emergency actions to be taken during the earliest stages of an emergency incident, the first few seconds to several hours. Presentations describing the planning process were provided for the emergency planning groups during the week February 20. The groups were directed to start actual planning activities this week. Vice President Maki has set

June 1 as the target date for all building plans to be completed. Safety Committee members were encouraged to participate in the planning process.

There were 3 reports of work place injuries occurring since January 25, 2006.

Reported injuries fell into the following categories:

Overexertion – 2

Struck by– 1

No lost workdays were reported.

One injury was examined at urgent care. No treatment was required.

One incident of overexertion resulted in low back and wrist pain. The injury was caused when an employee tried to prevent a scaffolding unit from tipping while he was erecting it. No medical attention was sought.

The second overexertion incident involved low back pain that developed after an employee had unloaded boxes from a van. No medical attention was sought.

An employee was struck in the neck by a tennis ball during a team practice. There was pain and some swelling experienced. Medical attention was sought but no treatment was required.

Two items of new business were discussed.

- L. Abrahamson distributed a memo and information describing safety and security problems with doors in the Linden Hall hallways and stairway. The doors are part of designated fire exits and as such must be closed and latched at all times. Many of the doors are wedged open and have been adjusted so that the latches will not engage the door striker. Building occupants prefer the doors unlatched and wedged for convenient access. The design of many of the doors contributes to the problem. The Committee will send a notice to residential life describing the safety and security concerns and urge that the problem be corrected as soon as possible. Security and Safety will be sent a copy of the notice.
- R. Marsolek noted that L. Abrahamson will be retiring in April. He has served on the Safety Committee for over 30 years. He will attend his last meeting on March 30.

The next meeting is tentatively scheduled as follows:

Date: Thursday March 30, 2006

Time: 1:30 PM

Place: D301B

Adjourn: 2:15 P.M.

Respectfully submitted,

Richard Marsolek

Coordinator, Environmental Health and Safety