



**BSU Joint Safety Committee Meeting Minutes
Meeting #55 -September 27, 2007**

Time: 1:38 P.M.

Place: D306

In Attendance: Bill Crews, M. Lanners, R. Marsolek, L. Sutherland, S. Theisen

Absent: B. Butler, E. Hoffman, Casey McCarthy, J. Sande, J. Utley

The following old business was discussed:

- The Memorial Tunnel clean out remains in progress.
- There have been no new developments in establishing on-line safety training on campus. MnSCU has proposed developing an on-line training program using system resources. That won't happen any time soon. An RFP for a commercial product may be sent out to provide on-line training until the MnSCU product is available.
- The Bangsberg access driveway has been changed to an entrance only. Pavement markings are in place and signs will be posted soon.
- Picture ID badges for student workers working in the Library have been ordered.
- Discussion with Security and Safety about additional dispatching guidelines are still pending.

The committee reviewed two reports of work place injuries occurring since the last meeting. Reported injuries fell into the following categories:

- Bodily Motion (1)
 - Lower back pain while bending over. No carrying or lifting involved.
 - Medical visit only, no lost time or restricted duty reported
 - Not OSHA recordable
- Fall (1)
 - Tripped or "blacked out" on stairs.
 - Bruised left knee, ribs, and ankle. Headache
 - Incident report only. No lost time or restrictions or restrictions reported. No medical visit.
 - Not OSHA recordable.

Two items of new business were discussed.

- Representatives of the Department of Administration Risk Management Division visited conducted property appraisal of campus buildings earlier in September. They made the following safety related loss control recommendations:
 - Repair exit signs in Bangsberg Main Theater
 - Remove items being stored in Bangsberg 305, mechanical room
 - Reduce combustible materials storage in Bangsberg Scene Shop
 - Conduct fume hood testing in Sattgast
 - Secure shelves in Day Care

All affected areas have been notified and corrections are in progress.

- Representatives of the Department of Administration Risk Management Division will again be on campus January 14-15, 2008. They will be conducting a loss prevention inspection of campus buildings.
- B. Crews asked if a campus emergency alert or notification system has been established or planned. R Marsolek indicated that a wireless public alert system has been installed in Bridgeman and is in progress of being installed in Ed-Arts, Hagg-Sauer, and Bangsberg. He will check on whether or not any other systems are being considered.
- B. Crews forwarded a question from Vance Balstad about procedures for filling Zamboni batteries. R. Marsolek will follow-up and also suggested contacting the Zamboni manufacturer.
- S. Theisen forwarded an employees question about parking above campus tunnels. R. Marsolek replies that most of the tunnels are in areas where vehicles shouldn't be anyway but that he is not aware of any tunnel damage due to vehicles. He will follow-up.

The next meeting is tentatively scheduled as follows:

Date: Week of October 15

Time: 1:30 PM

Place: TBA

Adjourn: 2:10 P.M.

Respectfully submitted,

Richard Marsolek

Coordinator, Environmental Health and Safety