



**BSU Joint Safety Committee Meeting Minutes  
Meeting #65, July 29, 2010**

Time: 1:30 P.M.

Place: Deputy 301A

In Attendance: B. Butler, Bill Crews, E. Jones, R. Marsolek, J. Sande, L. Sutherland, S. Theisen J. Utley

Absent: Marilyn Lanners

Six items of old business were discussed:

**Campus Informer emergency notification System:**

The project is on schedule for the August completions date. All dormitories, the CMB, Heating Plant and academic buildings, with the exception of Memorial Hall, will have the system installed. Memorial will be included in an upcoming renovation. Coverage in Bangsberg will be expanded at a later date.

**Birchmont Drive speed limit reduction:**

Bill Perky, MnDOT traffic engineer, provided the following information:

- Field checks were performed this past season but the data has yet to be compiled.
- State law requires that the minimum speed in an urban district be set at 30 mph.
- State law allows for areas to be set lower than 30 mph, if an established adjacent bicycle lane exists,
- It appears the speed can be lowered to 25 mph going north from Diamond Park where the bike lane exists.
- The City of Bemidji has the authority to set the speed by resolution without an engineering study.
- St. Paul will review the field data.
- MnDOT hopes to have answers in the coming months

R. Marsolek proposed establishing a bike path adjacent to the section of Birchmont Dr south of Diamond Point to 14th Street? The street is wide and parking is prohibited on the east side of that stretch so it seems there would be room for a bike lane. He noted there is already a lot of bike traffic there. A designated bike path might encourage bikers to stay off the sidewalk and help address the speed issue, as well. S. Theisen mentioned that a bike path might prevent bus stops. J. Utley indicated that designated bus stops in other areas are being considered. R. Marsolek will look into these and other possible options.

**Connect Ed participation options:**

R. Marsolek said Public Safety informed him that students and employees are automatically enrolled in

Connect Ed, based on information provided for their personal data records. Individuals are responsible for keeping that information up-to-date. The following information is published on the Public Safety web site:

- All Students, Faculty and Staff are automatically enrolled in Connect-ED. (Individuals are responsible for providing accurate data. The University assumes no liability or responsibility for improper or outdated data)
  - Student data is collected from the students "BSU Portal". Every student must assure that the information in their portal is accurate and current for successful Connect-ED notification.
  - Faculty and Staff data is collected from the BSU directory. Faculty and Staff that would like to have their contact number changed to receive Connect-Ed notification must complete a Connect-ED permission form. This form can be found at the BSU Public Safety website: <http://www.bemidjistate.edu/offices/safety/Connect%20Ed%20Form.pdf>. Once completed the form must be submitted to the Department of Public Safety.
- E. Jones said that some students expressed concern about personal phone numbers being available in the on-line directory. Various members replied that students can contact Admissions about not publishing that information.

**Walnut emergency exit doors:**

J. Sande reported that Building & Grounds would be taking action on the emergency doors. R. Marsolek followed up with Bill Lanners after the meeting. He indicated that the locks had been removed from the doors. The doors are now OSHA compliant.

**Field House storage sheds:**

Moving the sheds is the only option supported by Public Safety. Since visibility, rather than speed is the main concern, speed bumps would not be effective. Directional lines have been found to be confusing in parking lots and they are not visible in the winter. J. Utley reported he had already added a centerline stripe. However, traffic has been light this summer so it is uncertain if it is of any benefit.

**Sattgast emergency route signs:**

The signs have been posted. There will be a walk-through before school starts and any additional needs should be taken care of before classes begin.

The committee reviewed three reports of work place injuries occurring since the last meeting. They are summarized in the following table.

**Injury Summary, 4/30/10 – 7/29/10**

Injury	Body Part	Cause	Source	Medical	OSHA	Lost Days	Restrictions	Hazards
Pain	Back & shoulder, Left	Overexertion lifting	Trash bag	Y	Y	0	Y (92+)	N
Pain	Hip, Back, Ribs	Fall	Floor, Wet	Y	?	0	?	Wet Floor
Pain	Back, Upper	Overexertion lifting	Tables	Y	?	1	N	N

The following items of new business were discussed.

**Security & Safety name change:**

BSU Security & Safety's name has been changed to Public Safety. Their mission and organizational structure remain the same.

**Environmental Health & Safety web site changes:**

The Environmental Health & Safety web page has recently undergone some changes:

- Background and design have been changed to have an appearance consistent with BSU home page.
- URLs for information on the site have been changed. Therefore, links in electronic documents and information that was distributed prior to this July will be broken. Redirects have been established for some frequently used links.

The documents will be updated and redistributed as needed.

**Department of Risk Management web site changes:**

The State Department of Risk Management completed a major remodeling of their web site this summer. The changes affect the web sites for Worker's Compensation and the Safety and Industrial Hygiene Unit, among others. Links to information on those sites have changed; therefore any documents or information referring to those sites will need to be updated. The new site will go on-line in August.

**Minnesota Safety Council booklet, "Get There! Your Guide to Traffic Safety":**

The Minnesota Safety Council recently released a traffic safety resource titled "Get There! Your Guide to Traffic Safety". The booklet addresses the twenty top issues drivers face behind the wheel, ranging from distracted driving to bad weather, sharing the road and more. The booklet can be downloaded from the Minnesota Safety Council website at:

<http://www.minnesotasafetycouncil.org/traffic/GetThere.pdf>

Free copies can also be ordered online at:

<http://www.minnesotasafetycouncil.org/NETS/NETSOnlineOrderForm.cfm> or by fax order form available at: <http://www.minnesotasafetycouncil.org/nets/faxorder.pdf>

This information was also posted on the Fac/Staff list on 7/9/2010.

**Student Worker attire:**

B. Butler reported observing a student worker wearing "flip-flop" sandals while standing on a ladder, painting. R. Marsolek will notify the supervisor.

**Other discussion:**

Prior to the beginning of the meeting, J. Utley reported observing someone riding outside of the electric vehicle used by Information Technology. R. Marsolek will follow-up.

He also observed Irondale marching band personnel standing on the roof of the west entrance to Tamarack. R. Marsolek will follow-up.

Adjourn: 2:10 P.M.

Richard Marsolek,

Coordinator, Environmental Health and Safety