



**BSU Joint Safety Committee Meeting Minutes  
Meeting #66, November 18, 2010**

Time: 1:30 P.M.

Place: Deputy 301A

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

Absent: Bill Crews

Seven items of old business were discussed:

**Campus Informer emergency notification System:**

The project was completed in August. The system is now installed in all campus buildings, with the exception of Memorial Hall, Birch and Maple. Memorial and Birch will be included in anticipated renovations. Maple is expected to be demolished. Additional speakers will be installed in Walnut, the HMU, and possibly Bangsberg.

**Birchmont Drive speed limit reduction:**

Captain Lehman of the Bemidji Police Department received a letter from Mn/DOT stating that they “will not be recommending any changes to the speed limit in this area.” The letter summarized the results of the speed study done last summer and cited its findings in denying the request. Captain Lehman discussed the letter with R. Marsolek and indicated that based on Mn/DOTS decision, further effort to get the speed limit lowered will probably not be productive.

**Student worker attire:**

R. Marsolek contacted the supervisor to discuss a student worker’s wearing “flip-flop” sandals while standing on a ladder, painting, reported by B. Butler at the last meeting. The supervisor will follow-up.

**Electric vehicle passenger riding:**

R. Marsolek contacted the supervisor about J.Utley’s report of passengers riding outside of the electric vehicle. The supervisor will follow-up.

**Tamarack roof access:**

R. Marsolek contacted Residential Life about Irondale Band personnel being on the roof of the Tamarack entrance. A Residential Life staff member had given permission. They will discuss this with

their staff and prohibit access to the roof in the future.

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

## Injury Summary, 7/30/10 – 11/17/10

Injury	Body Part	Cause	Source	Medical	OSHA	Lost Days	Restrictions	Hazards
Pain	Back, Lower	Overexertion, carrying	Trash bags	N	N	0	N	N
Bruise	Forearm/Left	Fall down stairs	Stairs	Y	N	0	N	N
Pain	Head/neck/shoulders	Struck by	Ceiling tile and grid	N	N	0	N	N
Laceration	Fingers/ 3rd & 4th/left	Caught between objects	Vehicle door	Y	Y	0	N	N
Pain	Knees	Bodily reaction (non-impact)	Bodily motion/running	Y	N	0	N	N
Pain	Wrist	Fall, Slipped	Sidewalk, ice	Y	Y	?	?	Natural/snow, ice

Seven items of new business were discussed.

### **D2L safety training:**

R. Marsolek reported that OSHA required training on bloodborne pathogens is now available through the Desire to Learn training system. He plans to provide more occupational safety training courses using D2L.

### **911 address signs:**

While on campus for a routine inspection of the Student Health facility, the Bemidji Fire Chief noted that some of the campus buildings' 911 addresses were not optimally visibility for emergency responders. He suggested installing blue 911 signs in front of the buildings near the streets, as is done in rural areas.

### **Sidewalk sand barrels:**

R. Marsolek initiated discussion about a risk management “best practices” suggestion to provide “self-serve” sand buckets for public use in areas of campus that have been noted to be especially slippery in the winter, Jeff Sande will take in under consideration and discuss it with Building and Grounds.

### **Cell phone use and driving:**

The dangers of distracted driving due to cell phone use was a subject of special focus at a recent State risk management conference attended by R. Marsolek. He reported that State agencies were strongly encouraged to develop policies that prohibit employee's use of cell phones while driving. The committee recognizes the hazards and supports the intent of such a policy but is unsure how it will be enforced. Members are also uncertain the policy would get support from the administration as

administrators and managers/supervisors are the ones who would probably be the most impacted by the policy. No recommendation to establish a policy is being made by the committee at this time.

**New blue light installation:**

A new blue light security alert unit was installed with the new bus stop on Birchmont Dr. near the junction with 15<sup>th</sup> St.. Two additional lights will be installed, as well.

**Hagg-Sauer roofing project:**

Several complaints about tar odors were received during the Hagg-Sauer roofing project, which began in early September. There were also complaints that there was no advanced notice or communication to the campus about the project. R. Marsolek indicated he did send a notice to the Fac/Staff list more than a week before the project began. It included referral to on-line information about the potential hazards of exposure to the odors. He will review the communication procedures and other related activities and work with the Physical Plant to avoid similar concerns and problems on future projects.

**Injury reporting procedures:**

Links to injury reporting procedures for both employees and non-employees have been posted on the EHS and Public Safety web sites. The procedures are not new but have been posted to make them more accessible and increase awareness about reporting injuries. The information can be accessed at:

[http://www.bemidjistate.edu/offices/environmental\\_health\\_safety/injury\\_reporting/](http://www.bemidjistate.edu/offices/environmental_health_safety/injury_reporting/)

Adjourn: 2:30 P.M.

Richard Marsolek,  
Coordinator, Environmental Health and Safety