



**BSU Joint Safety Committee Meeting Minutes  
Meeting #67, March 1, 2011**

Time: 1:30 P.M.  
Place: Deputy 306

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

Absent: B. Butler, Bill Crews

Two items of old business were discussed:

**911 address signs:**

J. Sande reported that there has not been any discussion with Buildings & Grounds about the suggestion from the Bemidji Fire Chief to install 911 building address signs near the streets in front of campus buildings. J. Utley suggested they might be able to be installed on existing signposts already near the buildings. No decision was made on whether or not to install the signs,

**Sidewalk sand barrels:**

Buildings & Grounds decided not to implement the sidewalk sand barrel suggestion from Risk Management.

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

**Injury Summary, 11/18/10 – 2/23/11**

Injury	Body Part	Cause	Source	Medical	OSHA	Lost Days	Restrictions	Hazards
Pain	Knee/Right	Fall on stairs	Bodily Motion	Y	N	0	N	Lighting?
Pain	Neck, Shoulder/Left, Back/Upper	Fall, Slipped	Parking Lot/Ice	Y	N	0	N	Natural

Five items of new business were discussed.

**Campus Informer and Connect Ed operations:**

R. Marsolek explained that Public Safety operates the Connect Ed notification system and Public Safety Supervisors and certain administrators can authorize notification. The input of contact information, programming, and other aspects of the system are managed by IT and company reps. The Campus Informer is a Public Address system that is operated by Public Safety.

**Cold Stress Information:**

EHS forwarded cold weather safety information, provided by Risk Management, to Buildings & Grounds and Heating Plant staff, in December.

**Compressed Gas Storage:**

EHS provided Technical Studies faculty with information about the proper storage of compressed gas cylinders, in November. Personnel delivering the cylinders noted that correct storage procedures were not being followed and declined to deliver cylinders until the problems were corrected. Cylinders need to be chained or otherwise secured from tipping and have valve caps on, when not in use. Flammable products must be stored separately from other products. The problems were addressed and normal deliveries resumed.

**Shelving and Sprinkler Head Clearance:**

R, Marsolek informed committee members that safety standards require that shelving and stored items must be at least 18 inches below ceilings and sprinkler heads. This was an issue identified in several campus buildings in previous inspections by Risk Management.

**Pedestrian Tunnel Use:**

The Northern Student did an article on the accessibility of the campus pedestrian tunnels. They had received information from students who wanted to know why they were not made more accessible to disabled people. R. Marsolek and J. Sande provided information for the article. Briefly, most of the tunnel system was designed and built before ADA was enacted. Retrofitting the tunnels is technically challenging and not economically feasible.

**Companion Dogs:**

J. Utley reported that “companion dogs” are being allowed in some dorm rooms. He suggested that maintenance staff should be notified so they are aware that they may encounter dogs in those rooms. It was suggested that signs be put on the doors so that anyone visiting the affected rooms would be aware also. R. Marsolek will follow up with Residential Life.

**Sattgast-Union Tunnel;**

J. Utley noted that the Sattgast-Student Union tunnel has accumulated storage items. The items may interfere with pedestrian traffic and should be removed. R. Marsolek will follow-up.

Adjourn: 2:00 P.M.

Richard Marsolek,

Coordinator, Environmental Health and Safety