



**BSU Joint Safety Committee Meeting Minutes
Meeting #69, January 25, 2012**

Time: 10:30 A.M.

Place: Deputy 301A

In Attendance: Bill Crews, E. Jones, M. Lanners R. Marsolek, J. Sande, and J.Utley

Absent: B. Butler, L. Sutherland, S. Theisen

Three items of old business were discussed:

Companion dogs in dorms:

Kathi Hagen makes the decision when students request to have a companion animal on campus. She will send a notification to the following:

Residential Life

Physical Plant Director

Buildings and Grounds

Heating Plant

Public Safety

Sattgast-Union Tunnel:

Items continue to appear. EHS will contact Dave Souba.

Crosswalk Request:

Public Safety was informed of the request for a crosswalk to be added across Birchmont Dr. at the east entrance to Cedar/Pine Hall. It was discussed with local law enforcement but was not supported.

Injury Summary 10/24/11- 1/25/12

| INJURY/ ILLNESS | BODY PART | CAUSE | SOURCE | MEDICAL | LOST DAYS | RESTRICTED DUTY | OSHA | HAZARDS |
|--------------------|----------------------------|-------------------------|---------------|---------|--------------|--------------------|------|----------------|
| Pain | Ribs/Left Side | Struck by | Hockey puck | Y | 0 | 0 | N | Inherent |
| Strain | Neck | Struck by | Vehicle | Y | 0 | 0 | Y | Sun/visibility |
| Pain | Knee/right | Bodily reaction | Bodily motion | Y | 0 | 0 | Y | N |
| Pain/Strain | Shoulder, Upper Arm /Right | Overexertion lifting | Chair | Y | 0 | 23 | Y | N |
| Pain | Hip, leg/Right | Bodily reaction | Bodily motion | Y | 0 | 18 | N | N |

R. Marsolek asked for feedback about an idea to provide a warm-up and stretching program for employees, at the beginning of the workday. The discussion that followed identified potential benefits as well as issues. The consensus was that a better approach would be to provide information and support for employees to develop their own program.

Five items of new business were discussed.

OSHA 300 Logs:

R. Marsolek reported that, in February, the OSHA 300 log would be posted on the bulletin board in the entry to the Administrative Affairs bay on 3rd floor Deputy. There were 11 OSHA recordable incidents involving BSU employees in 2011.

Drill Press Guard:

Options for a guard for a drill press locate in the Heating Plant are being explored.

Beaux Arts Lighting Incident:

Brad Logan reported to HMU in November that, during preparations for the Madrigal Dinner on the 11th, a lift operated by a student struck a chandelier in the the ballroom. The lift operator grabbed the chandelier to prevent it from falling and striking students working below. No injuries were reported. Two small lamps broke and three of larger bulbs blew out. Electrical wires were arcing. The lights were turned off. Brad Logan left a message for the electricians to check the electrical problems.

Discussion of the incident lead to questions about proper training of equipment operators, use of BSU equipment by nonemployees, electrical work not being performed by, supervised by, or inspected by electricians, safety of props and staging, and the general safety of the site, those performing the tasks, and related liabilities.

R. Marsolek will continue to follow-up.

Theater Use and Safety:

The committee discussed potential safety issues related to the loss of the Theater program and management of the Theater and Scene Shop when professional staff is no longer available. Concerns include control of the use of power tools and other equipment by unauthorized or untrained individuals, proper operation and maintenance of rigging, proper use and maintenance of lighting systems, storage, use, and disposal of paints and other materials, proper design and construction of sets and scenery, security, and liability.

E. Jones will continue to oversee Theater operations until May. She advised that fire curtains must be kept in place, even when the theater is not in use. She has also ordered a rigging inspection to be conducted this spring.

R. Marsolek has inquired about the future use of the Theater but was told by the Administration that no decisions have been made. He will continue to follow-up on these issues.

Lake Bemidji Ice Danger:

Several vehicles have broken thought the ice on Lake Bemidji near the BSU campus and Diamond Point Park. J. Utley suggested and the committee agreed that warning signs or fencing should installed, similar to that used near the inlet to the lake.

R. Marsolek will contact Public Safety about the request.

Adjourn: 11:30 A.M.

Richard Marsolek,
Coordinator, Environmental Health and Safety