



**BSU Joint Safety Committee Meeting Minutes  
Meeting #74, June 5, 2013**

Time: 10:00 A.M.  
Place: Deputy 306

In Attendance: B. Butler, B. Crews, M. Lanners R. Marsolek, G. Taylor, S. Theisen, J.Utley  
Absent: J. Sande

Five items of old business were discussed:

**Membership:**

George Taylor was welcomed as the new representative for AFSCME, Local 1949, Council 5, BU 202  
There are still open seats for a representative for AFSCME, Local 1949, Council 5, BU 207 and the IFO.

**Bird Droppings:**

Pigeons roosting under the AIRC trash dumpster canopy have left droppings in the area. Screen will be installed to exclude the pigeons and the area will be hosed out to remove the droppings

**NIMS Training:**

Only one more person has completed the NIMS training, since the last meeting. To date, nine of the 21 people identified to take the training, have completed it. Two of the nine are leaving BSU and their successors will need to complete the training.

**Building Emergency Preparedness Plans:**

The focus has been on department or work area plans. 13 plans have been submitted. 50 plans are still outstanding.

**Cedar Hall Parking Exhaust Odor:**

Complaints about exhaust odors in Cedar Hall due to vehicles parking near the fresh air intakes were received last fall and winter. The fresh air intake was raised 16ft up the wall. No complaints have been received since the move.

**Functional Job Descriptions:**

The practice of utilizing physical assessments based on functional job descriptions in the hiring process has resumed.

**Forklift Training:**

Chris Haley has completed the forklift instructor training course and will provide training, as needed, for Procurement and Logistics.

**Sidewalk and Steps Repairs:**

At the last meeting, Barb Butler noted that stairs and the patio area just east of the Library and north of the Upper Union are in need of repair. The Physical Plant is currently getting quotes to repair/replace the steps.

### Injury Summary 3/4/13 - 6/5/13

INJURY/ ILLNESS	BODY PART	CAUSE	SOURCE	MEDICAL	LOST DAYS	RESTRICTED DUTY	OSHA	HAZARDS
Pain	Back	Fall	Parking lot, snow/ice	Y	0	0	N	Natural/snow, ice
Laceration	Hand, Palm, Right,	Contact with	Glass, broken	Y	0	0	Y	N
Pain	Hip, Calf, fingers, elbow - left	Overexertion	Shoveling snow		0	0	N	Natural/snow, ice
Pain	Shoulder, Right	Fall	Parking lot, snow/ice	Y	0	6	Y	Natural/snow, ice
Pain/Tendinitis	Finger, Pinky and Wrist/Right	Overexertion	Drill	Y	0	0	N	N
Skin Irritation	Face, Neck, Arm	Contact with	Poison Ivy	Y	0	0	Y	Unknown

Six items of new business were discussed.

**MRSA Concern:**

A concern was reported to EHS about Methicillin resistant Staphylococcus aureus (MRSA) related to an office that had been occupied by an infected individual. Safety and cleaning information from the Centers for Disease Control was forwarded to Building Services.

**Severe Weather Awareness Week:**

The Department of Public Safety Division of Homeland Security and Emergency Management (HSEM) sponsored its annual Severe Weather Awareness Week April 15-19. A fac/staff notice provided links to severe weather preparedness information and other resources on the HSEM web site. BSU Public Safety also conducted attest of the campus emergency notification systems as part of the State-wide tornado drill on April 18.

**Einstein's Bagel Shop Occupancy Load and Exits:**

It was determined that one of the exits in Einstein's Bagel shop in the Lower Union, did not fully meet the requirements for an emergency exit. The Bemidji Fire Chief reviewed the issue and advised that if the occupancy load limit were set to less than 50, fire code would require only one exit. This was agreeable to Einstein's management and the load limit was revised and the exit sign was removed.

**MnSCU OSHA Visits:**

R. Marsolek reported receiving notice from MnSCU that MNOSHA made five inspection visits to campuses in March and April. It is expected that the visits will continue. Areas of focus included Employee Right to Know training use of safety devices on power equipment, safe electrical practices, and proper fall prevention and protection practices.

**Globally Harmonized System (GHS):**

R. Marsolek described the Globally Harmonized System (GHS). GHS is a system that defines and classifies the hazards of chemical products, and communicates health and safety information on labels and material safety data sheets (called Safety Data Sheets, or SDSs, in GHS). The goal is that the same set of rules for classifying hazards, and the same format and content for labels and safety data sheets (SDS) will be adopted and used around the world. The major impact on BSU will be a change in the appearance of labeling on chemical products and a change in the format of Material Safety Data Sheet (MSDS) which will also be renamed Safety Data Sheets (SDS). GHS is scheduled to go in effect in December 2013.

**MnSCU MSDS On-Line Service:**

MnSCU has contracted with a commercial vendor to provide on-line MSDSs for all system schools. There is some question about how the Universities will participate, due to the large number of MSDSs they require. BSU will pay approximately \$800/year to participate.

Adjourn: 10:30 A.M.  
Richard Marsolek,  
Coordinator, Environmental Health and Safety