



**BSU Joint Safety Committee Meeting Minutes
Meeting #75, September 16, 2013**

Time: 11:00 A.M.
Place: Deputy 306

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

Five items of old business were discussed:

Membership:

Dr. Elizabeth Hagensen was welcomed as the new representative for the IFO.
There are still an open seats for a representative for AFSCME, Local 1949, Council 5, BU 207.

Globally Harmonized System (GHS) Training:

R. Marsolek reported that employee training required by the Globally Harmonized System (GHS) need to be completed by December 1, 2013. He will be sending notices to supervisors of affected employees. The training will be provided via on-live interactive video course.

NIMS Training:

There was no progress in completion of NIMS training over the summer. There are still about a dozen people who have not completed the training..

Building Emergency Preparedness Plans:

There was little progress in completion of the effort to develop and update building emergency plans, begun last winter. Notices will be sent out this fall to remind departments review their plans and update them as necessary.

Sidewalk and Steps Repairs:

Jeff Sande updated the committee on sidewalk and step repairs completed this summer, including the patio and stairs between the HMU and Library.

Injury Summary 6/6/13 - 9/13/13

INJURY/ ILLNESS	BODY PART	CAUSE	SOURCE	MEDICAL	LOST DAYS	RESTRICED DUTY	OSHA	HAZARDS
Pain	Back, Lower	Overexertion Lifting	Tackling Sled	Y	0	0	Y	N
Pain	Back, Lower	Overexertion Lifting	Garage Door	Y	56+	0	Y	N
Strain	Shoulder, Right	Overexertion	Manhole cover	Y	0	14	Y	N
Pain/Wound	Ankle, Knee, Hand Elbow, Shoulder	Fall	Parking lot- ground	Y	0	0	N	N
Tendinitis	Achilles Tendon, Right	Struck by	Laundry cart	Y	0	14	Y	N
Pain	Head, Left side	Struck by	Bed Frame	Y	0	0	N	N
Headache	Head	Inhalation	Chemical vapor	N	0	0	N	Y
Dermatitis	Leg, calf, right	Sting	Insect	N	0	0	N	N
Dislocation	Knee	Struck by	Person	Y	?	?	Y	Inherent

Six items of new business were discussed.

West Nile Fever:

This summer a fac/staff message was posted with information from the Division of Risk Management about steps that should be taken to prevent West Nile and other mosquito borne illnesses at work and home. The MN Dept. of Health has reported several cases of West Nile virus in Minnesota residents in 2013 including at least two deaths.

Safety Training Requirements:

R. Marsolek reported that there will be an increase focus on holding employees accountable for completing required safety training by established deadlines. Compliance with training requirements will be considered in annual performance evaluations, certification of probationary employees, and other areas of employee evaluation.

Construction Impacts:

Potential safety issues associate with upcoming construction projects were discussed. The demolition of Sanford Hall and remodeling of Memorial Hall, beginning next spring will disrupt use of tunnels and other common pedestrian routes. Campus community members will ne to be aware of equipment and materials moving around the work site and plan to keep a safe distance from the activities. Noise and dust may also affect adjacent buildings. The Physical Plant will be working and planning with contractors to reduce these impacts and implement safety procedures to protect the public.

Emergency Procedures Guides:

OSHA regulation requires that employees be informed of workplace emergency procedures. EHS has developed a D2L presentation of BSU's Emergency Procedures Guide that is assigned to all new employees identified on the WEAR information provided by the HR office.

Hallway Use Notice:

The annual fac/staff notice regarding use of hallways, corridors, and stairwells was sent out by EHS and Procurement and Logistics, earlier this month The notice is a reminder that OSHA standards, fire code, and MnSCU's Emergency Response Plan related to hallway, corridor, stairwell, and exit safety guidelines, require all exits and accesses to exits to be free of all obstructions and available for immediate use at all times. These areas may not be used for short-term or long-term storage, of any kind.

Door Stops:

R. Marsolek informed the Committee that he recently responded to a question he received about using doorstops. The response, in part, was that doorstops and any other device or procedure that prevents a self-closing door from working as designed, are prohibited. Self-closing doors are part of a building's fire protection system and it is a violation of fire code to over-ride or defeat the self-closing mechanism. "Wedging" the door also invalidates any warranty on the self-closing mechanism.

Adjourn: 10:50 A.M.

Richard Marsolek,
Coordinator, Environmental Health and Safety