



**BSU Joint Safety Committee Meeting Minutes  
Meeting #80, December 11, 2014**

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

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

Three items of old business were discussed:

**MSDSOnline:**

There have been problems in setting up employee access to the site. Other MnSCU schools have reported similar problems. R. Marsolek said he will monitor the progress made by the other schools and set up the access when a working procedure is developed.

**OSHA Consultation Visit:**

One hazard listed in the July Consultation report, involving the designation of a chemical hygiene officer for the science areas (see below) still needs to be abated.

Reports on the hazards identified during the October visit were forwarded to the Committee members a week before the meeting. It listed hazards in the Ceramics Studio in Bensen Hall and the pool chemical room in the Gillett Recreation Center.

In a separate inspection, the Fire Dept. identified some hazards in the Ceramics Studio and Kiln Room regarding lack of fire detection and suppression systems.

**Chemical Hygiene Officer (CHO) position**

A proposal has been made to assign the CHO duties Chemistry Dept.'s Laboratory Services Specialist position and increase the FTE of the position. Vice President Maki is supportive of the idea and has agreed to fund the additional FTE. The College and the Chemistry Department are also supportive of the proposal. Some details still need to be worked out before moving forward.

## Injury Summary 9/24 - 12/11/2014

| INJURY/<br>ILLNESS | BODY PART              | CAUSE                 | SOURCE        | MEDICAL | LOST<br>DAYS | RESTRICED<br>DUTY | OSHA | HAZARDS        |
|--------------------|------------------------|-----------------------|---------------|---------|--------------|-------------------|------|----------------|
| Dermatitis, Rash   | Hands                  | Contact with allergen | Latex gloves  | N       | 0            | 0                 | N    | Product choice |
| Contusions         | Face, Back, leg        | Fall                  | Stairs        | Y       | 0            | 0                 | N    | N              |
| Pain               | Neck                   | Vehicle Crash         | Vehicle       | Y       | 0            | 0                 | N    | N              |
| Strain             | Left hip, Right knee   | Fall                  | Ice           | N       | 0            | 0                 | N    | Natural        |
| Strain             | Groin                  | Overexertion          | Cabinet       | Y       | 0            | 0                 | N    | N              |
| Bruises, Strain    | Left elbow and Knee    | Fall                  | Snow          | N       | 0            | 0                 | N    | Natural        |
| Bruises, Strain    | Right Knee, Left elbow | Fall                  | Ice           | N       | 0            | 0                 | N    | Natural        |
| Strain             | Elbows, Back           | Fall                  | Bodily Motion | N       | 0            | 0                 | N    | N              |

Six items of new business were discussed.

**Ebola information:**

The campus Emergency Operations Team met on October 21 to discuss University preparedness activities to the Ebola threat. It was agreed that the University should monitor and follow recommendations provided by the Centers for Disease Control (CDC) and Minnesota Department of Health (MDH) for health related actions. Foreign travel policy guidance will be directed by information from the U.S. State Department.

**Emergency notification testing:**

The Blackboard Connect and Campus Informer emergency notification systems were tested in November. Some minor problems were identified and corrected.

**Deputy relocation sites:**

The Memorial Hall remodeling project has necessitated the designation of new emergency relocation sites for Deputy Hall.

The new designated external relocation site to be used in case of fires or other emergencies requiring evacuation of the building is Bangsberg Hall. The Theater and Recital Halls and lobby area are suggested as the gathering area in Bangsberg.

The new designated internal relocation site to be used, in the case of severe weather or other emergencies where it would be unsafe to leave the building, is the central corridor on the first floor and any adjacent rooms along that corridor that do not have windows or doors on the outside walls of the building.

An announcement of the changes will be made prior to the beginning of spring semester.

**Health Service inspection:**

The Bemidji Fire Department conducted the annual inspection of the Health Services facilities on October 27. Some minor issues were identified and corrected.

One bigger issue that still needs to be addressed and not directly related to Health Service activities, is vehicles regularly parking in the fire lane on the west side Cedar Hall. Most of it is related to drop-off and pick-up of students attending the school district's Jack and Jill pre-school in Pine Hall.

**Winter Hazard Awareness Week:**

Winter hazard safety information provided by the Department of Administration Risk Management Division was posted to the fac/staff list in November.

**Snow removal safety:**

Information about snow removal safety on campus was posted to the fac/staff and student e-mail lists in November.

Adjourn: 10:57 A.M.

Richard Marsolek,  
Coordinator, Environmental Health and Safety