



**BSU Joint Safety Committee Meeting Minutes
Meeting #77, March 19, 2013**

Time: 11:00 A.M.
Place: Deputy 341

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

Seven items of old business were discussed:

Globally Harmonized System (GHS) Training:

Most maintenance staff completed the required training by the December 1, 2013 deadline. One affected faculty has completed the training.

MSDSOnline:

MnSCU and a contracted vendor are still in the process of creating BSU's MSDS database. When completed, R. Marsolek will be providing employees with information about how to access the service and use its features. R. Marsolek will seek more information at the MnSCU CFO conference in April.

COPE Inspection Responses:

Items identified for action in the Rec. Center, Theater, and Chemistry Stockroom have been addressed. Other work is pending.

Health Service Inspection Response:

Work regarding fire doors is pending.

Work Station Assessments:

Recommendations following workstation assessments conducted last fall have been implemented. Vice President Maki indicated that the costs associated with assessments and modifications will continue to be the responsibility of the employees' department and/or college. Deans and directors should contact Finance and Administration if they lack funds or have questions about that policy.

Drain Pipe Leak - Sattgast:

The pipe was replaced in December, as scheduled.

Slip and Fall Prevention Posters:

The posters were distributed in January, during break. Limited feedback has been positive.

Injury Summary 12/10/13 - 3/18/2014

INJURY/ ILLNESS	BODY PART	CAUSE	SOURCE	MEDICAL	LOST DAYS	RESTRICED DUTY	OSHA	HAZARDS
Sprain	Ankle, Left	Fall	Stairs	Y	0	0	N	Not using handrail
Pain	Tailbone, ankle, wrist, cheekbone	Fall/struck by	Table	Y	0	0	Y	Improper placement/stacking
Tendinitis	Wrist, Right	Overexertion pulling	Wrench	Y	0	74+	N	Natural
Miniscus Tear	Knee. Right	Fall	Driveway	Y	21	0	Y	Natural
Pain	Shoulder, Right	Overexertion lifting	Vacuum cleaner	N	0	0	N	N
Pain	Forehead	Struck against	Shelf	N	0	0	N	N
Pain	Shoulder, Left	Fall	Stairs	Y	0	0	N	Wet
Rash	Chest	Exposure/Contact	Unknown	N	0	0	N	N

Five items of new business were discussed.

Snow Removal Safety:

R Marsolek distributed a snow removal safety message via fac/staff and the student e-mail list on January 14.

Fac/Staff:

Welcome back for a new year and a new semester,

Since the first snowfall of the season, you no doubt have observed maintenance staff working diligently to remove snow and ice from campus sidewalks, parking lots and roads. They often begin work early and sometimes stay late and work weekends to keep campus travel routes open for the convenience and safety of the campus community. At times, this work may interrupt your usual walking, driving, and parking routines and occasionally require you to detour from your preferred path or parking spot. In those situations you are asked to be patient and considerate of the work they are doing:

Please avoid walking or driving near operating snow removal equipment.

Stay where equipment operators can see you.

Avoid the blind spot directly behind heavy equipment and trucks.

Do not drive or park in areas where snow is being removed or piled.

Also, for the safety and convenience of others and to avoid being ticketed or towed, be aware of fire hydrants, handicap parking areas, driveway and alley accesses, and other restricted parking areas where curb and street markings, signs and other indicators may be covered by snow.

Thank you for helping keep our campus safe.

The student message was the same with the addition of the following sentence:

Please be aware that deliberate interference with snow removal operations could result in disciplinary action through the Student Conduct System.

Adjunct Faculty Emergency Procedures Training:

R. Marsolek reported that a review of training records revealed that adjunct faculty had not been getting enrolled in the D2L Campus Emergency Procedures course that all new employees now receive.

Adjuncts hired since last fall have been enrolled in the training.

Workstation Assessments:

Two requests for workstation assessments were received. Both have been completed. Implementation of recommendations is in progress,

Safe Rooms / Safe Campus Presentation:

Faculty and staff attended presentations by Officer Thomas Charboneau, Bemidji Police Department, about:

- Active shooting events and other potential threats in the academic setting,
- How to recognize potential aggressors,
- Increasing the odds of survivability.

Two separate presentations were offered on 2/17 and 3/11.

Sprinkler Deactivation Request:

A request was made to deactivate the fire sprinkler system protecting the room where the Kleven Art collection is stored, due to concern about water damage to the collection if the sprinklers activated accidentally. The sprinklers will not be deactivated until/unless an effective alternative fire suppression system is installed.

Adjourn: 10:55 A.M.

Richard Marsolek,
Coordinator, Environmental Health and Safety