



**BSU Joint Safety Committee Meeting Minutes  
Meeting #78, June 25, 2014**

Time: 1:00 P.M.

Place: Deputy 341

In Attendance: E. Hagensen, M. Lanners, G. Taylor, S. Theisen, R. Marsolek

Absent: B. Butler, B. Crews, J. Sande , J. Utley

On item of old business were discussed:

**MSDSOnline:**

Campus MSDS's are being loaded into an "e-binder". There will be one, searchable e-binder for the campus.

### Injury Summary 3/19 - 6/24/2014

INJURY/ ILLNESS	BODY PART	CAUSE	SOURCE	MEDICAL	LOST DAYS	RESTRICED DUTY	OSHA	HAZARDS
Pain	Knee, right	Struck against	Construction material	Y	6	0	Y	Placement hazard
Eye Cloudiness	Eye, left	Contact with	Chlorine	Y	0	0	Y	Defective equipment
Muscle Tear	Shoulder, right	Overexertion	Scrubbing machine	Y	16?	0	Y	N

Eight items of new business were discussed.

**Stairwell Storage in Bangsberg:**

A recent accreditation report for the Music Department as well as previous notices from MnSCU Risk Management and local authorities has prompted a search for alternative storage for risers, chairs, and music stands that have been stored in the stairwell in the southeast corner of Bangsberg Hall. Fire Code, OSHA standards, and MnSCU policy prohibits the storage of materials in stairwells, exits and the corridors serving them.

**Lift Use:**

EHS is notifying campus departments that have personnel lifts that the lifts can only be used by employees who are trained to use them.

**Severe Weather Week:**

In April, A notice and information about the annual severe weather week sponsored by the Minnesota Department of Public Safety was sent to the Fac/Staff list, student e-mail list and NTC.

*Each year, the Minnesota Department of Public Safety sponsors Severe Weather Awareness Week. This year's observance is scheduled for April 21 - 25, 2014. As part of the week-long observance, two statewide tornado drills are planned for Thursday, April 24, one in the morning and another in the early evening.*

*BSU Public Safety will activate the campus emergency notification systems in conjunction with the statewide drills. The morning drill will include broadcasting live messages in BSU and NTC buildings, through the "Campus Informer" emergency public address system and activating the Blackboard Connect telephone and email notification system. Only the Campus Informer will be activated for the evening drill.*

*You are encouraged to confirm that your contact information is current to assure that you receive the Blackboard Connect notifications. Procedures for updating your contact information are posted on the BSU Public Safety web page at [http://www.bemidjistate.edu/offices/safety/emergency\\_preparedness/notifications/blackboard\\_connect/](http://www.bemidjistate.edu/offices/safety/emergency_preparedness/notifications/blackboard_connect/)*

*Please take time to review the campus emergency procedures and those for your department or work area. Information about severe weather emergency procedures and other emergency situations can be found in the Campus Emergency Procedures Guide. The guide and Information about campus emergency preparedness can be accessed on the Public Safety web page at [http://www.bemidjistate.edu/offices/safety/emergency\\_preparedness/](http://www.bemidjistate.edu/offices/safety/emergency_preparedness/).*

*Additional information regarding Severe Weather Awareness Week can be found at: <https://dps.mn.gov/divisions/hsem/weather-awareness-preparedness/Pages/default.aspx>*

**Bensen Hall Safety Improvements:**

Smoke separations are being installed at the access points to Bensen Hall from the tunnel. The separations are being installed as part of the building remodeling and will control passage of smoke between the two areas in case of a fire emergency.

**Light Towers:**

It has been decided to contract repair and routine maintenance work on the football stadium light towers. Fall protection equipment and electrical repairs are pending. The contractor will also conduct an inspection of all the towers.

**MSDS Notice:**

EHS recently sent a notice to supervisors and directors reminding them that MSDS's must be obtained for all chemical products used on campus in response to a report that they were not always obtained for products purchased locally.

**OSHA Inspections:**

OSHA has inspected at least nine MnSCU schools over the last seven months. Every school should expect to be inspected in the coming months.

**OSHA Consultation Inspection:**

It has been decided to take advantage of an OSHA program that will assist us to identify compliance deficiencies, reduce potential penalties, and defer the potential for a compliance inspection.

The OSHA Consultation program provides an onsite inspection that is very similar to a compliance inspection, but there are no citations or penalties issued. However, the employer is obligated to correct identified violations within a given time frame, usually 30-90 days, depending on the nature of the violation. Participants in the program are exempt from OSHA compliance inspections for 10 days before the consultation visit and until after the designated time period for corrections. The consultation program does not share any of its findings with the compliance section and it is unlikely there will be a compliance inspection any time soon after a consultation inspection.

A consultation inspection of the campus is scheduled to take place throughout the week of July 7. The focus of the inspection will be on training records, written programs, plans, and policies and operations and activities in the maintenance departments, science departments, and Technology, Art, and Design. Other areas will be inspected, if time permits.

Adjourn: 1:50 P.M.

Richard Marsolek,  
Coordinator, Environmental Health and Safety