



**BSU Joint Safety Committee Meeting Minutes  
Meeting #79, September 24, 2014**

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

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

**Membership:**

Mary Carlson was welcomed as a new member, representing AFSCME BU 202. Mary replaces George Taylor who recently retired.

Five items of old business were discussed:

**MSDSOnline:**

The campus “e-binder” has been completed. Next week R Marsolek will be getting information on how to set up employee access.

**Stairwell Storage in Bangsberg:**

The relocation of the Music Department items stored in the Bangsberg stairwell is still pending availability of an alternative site.

**Bensen Hall Safety Improvements:**

The smoke separations have been installed at the access points to Bensen Hall from the tunnel. Sprinklers found concealed above a false ceiling installed in a past renovation will be extended to below the ceiling.

**Light Towers:**

Repairs of fall protection equipment and electrical problems and inspection of the stadium light towers have been completed. A contract for regular inspections and maintenance is pending.

**OSHA Consultation Inspection:**

The OSHA consultation inspection took place July 8-9. Full reports of the inspections were forwarded to the committee members in July and August.

### Injury Summary 6/25 - 9/24/2014

INJURY/ ILLNESS	BODY PART	CAUSE	SOURCE	MEDICAL	LOST DAYS	RESTRICED DUTY	OSHA	HAZARDS
Fracture	Foot	Fall to floor	?	Y	1	?	Y	unknown

Seven items of new business were discussed.

**Grounds' student workers complaint:**

EHS received a complaint in June about student employees “racing” the utility vehicles and “ramming each other like bumper cars.” The information was forwarded to the supervisor for follow-up.

**HMU bulletin board/fire code:**

In June the HMU requested information about fire codes related to bulletin boards. EHS responded that the code allows for up to 20% of the surface area of a hallway/lobby wall to be covered by combustible material such as paper posters or art work. Enclosed cases may be used as an alternative.

**Decker storage room-office conversion:**

A plan to convert a storage room to an office in Decker Hall was determined to be acceptable under provisions of fire and building codes. Typically, regularly occupied rooms must have a direct exit to a fire protected corridor or a street level exit. Occupants should not have to exit through another room. An exception is allowable if the intervening room is sprinkled, which was the case in the Decker request.

**Chemical Hygiene Officer (CHO) position**

The OSHA Laboratory Safety Standard requires training and information on safe use of chemicals, fume hood testing and certification, safe storage of chemicals, and other provisions for laboratory workers. It is similar to and takes the place of employee right to know training in laboratory work places. The regulation requires the development of a written chemical hygiene plan and the designation of a chemical hygiene officer to be responsible for the plan's implementation. These requirements were found deficient and/or lacking according to the OSHA consultation report. Administrators are discussing ways to address the deficiencies, including making the duties part of an existing position.

**AED registration:**

A new law requiring registration of AEDs went into effect this summer. Department of Public Safety Officer Alissa Carlson coordinated the registration of BSU's AEDs. The purpose of the registration is to assure and document that required regular maintenance and replacement of expired components is achieved. The registration service sends automated messages to designated persons to alert them about maintenance and replacement needs and dates.

**Service dogs:**

Timothy Boyer from Disability Services contacted EHS about BSU policy regarding service dogs. He was provided a copy of a policy developed several years ago about dogs on campus as well as information about a service dog notification form developed by former Disability Services Director Kathi Hagen.

Adjourn: 12:00 P.M.

Richard Marsolek,  
Coordinator, Environmental Health and Safety