



**BSU Joint Safety Committee Meeting Minutes
Meeting #81, February 4, 2015**

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

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

Five items of old business were discussed:

MSDSOnline:

The problems in setting up employee access to the site have been resolved. Employees may access the site as follows:

<http://www.msdonline.com/>

Username: BSU Employee

Password: Bemidji

Affected employees departments will be notified through their supervisors

OSHA Consultation Visits:

All hazards listed in the July Consultation report have been abated.

One hazard identified during the October visit remains to be abated. Chemical storage and chemical feed pumps in the swimming pool filter room in the Gillett Recreation Center need to be relocated away from the emergency shower and eyewash station.

Chemical Hygiene Officer (CHO) position:

A new position description that includes the CHO responsibilities is being developed.

Deputy relocation sites:

Notice of new emergency relocation sites to replace those affected by the Memorial Hall remodeling project were sent during the first week of January to supervisors of affected departments. It was noted that some employees did not receive the information. A second notice will be sent.

Bangsberg stairwell:

The Fire Chief has determined that the items stored in the Bangsberg stairwell can remain if sprinklers are installed in the stairwell . No action has been taken on that option.

Injury Summary 12/11/2014 - 2/3/2015

INJURY/ ILLNESS	BODY PART	CAUSE	SOURCE	MEDICAL	LOST DAYS	RESTRICED DUTY	OSHA	HAZARDS
Strain	Knee, Left	Overexertion	Box of paper	Y	0	0	Y	N

Three items of new business were discussed.

Fall posters:

Winter fall prevention posters sponsored by MnSAFE were posted around campus during the semester break.

OSHA 300a annual summary:

The OSHA 300a summary report of OSHA recordable workplace injuries and illnesses that occurred in 2014 has been posted on the Human Resources bulletin board in the entry to Deputy 350, the Finance and Administration bay.

AEDs:

Based on a discussion from a recent meet and confer, the Safety Committee was asked to review and discuss the University's emergency response procedures in regard to AED availability on campus.

R. Marsolek provide the following information:

Emergency Response Considerations

Some factors to consider in determining where and if to install AEDs include:

- The predominant campus population is made up of young adults who are statistically unlikely to experience cardiac events responsive to defibrillation.
- There is no history of medical emergencies requiring defibrillation, in a BSU academic building.
- Campus areas frequented by a population statistically more prone to cardiac arrest (Rec Center, Theater and Recital Hall lobby) have AED access. Athletic Trainers have an AED at events they attend. An ambulance is at each football game.
- Campus and community first responders have an average response time to campus of less than four minutes.
- Campus and community first responders (DPS, Police and Fire) carry AEDs.

Costs Per AED*

Item	Cost	Expiration
New AED –Philips FR3**	\$3320.00	N/A
Alarmed wall mounted case	\$440.00	N/A
Carrying Case	\$164.00 - \$243.00	N/A
Pads (2 sets)	\$46/set	18-30 months
Batteries (2)	\$270/each	~4 years
AED support kit	\$9.07	1 year

* These prices were taken from Bound Tree Medical's website (www.boundtree.com).

** FR3 is compatible with community first responders' equipment

Equipment costs may be reduced through grants, donations, volume purchases, vendor selection and competitive bidding.

Training Costs

The FDA is the federal agency that regulates AEDs. The FDA expects that “Public Access AEDs” will be available in conjunction with trained users. Current training standards indicate that CPR should be provided immediately if an AED is not immediately available and if no shock is advised when the AED is attached and after a defibrillation attempt.

Item	Cost	Expiration
AHA AED/CPR training	\$39.50/person	2 yr
CPR card	\$4.50/person	2 yr
AHA CPR/AED Instructor certification	\$300/person	2 yr
AED simulator*	\$330	N/A
CPR mannequins	~\$500/3-5 students	N/A

* Based on 2013 purchase. A few campus departments have already purchased training equipment, but additional training AEDs and mannequins may be needed, depending on the number of employees to be trained and the size of classes.

There will be additional costs associated with wages paid to employees (if BSU requires employees to be trained in CPR) providing and receiving the training or to contract an outside instructor.

Training costs may be reduced through use of volunteer instructors, competitive bidding, and vendor selection.

Program Maintenance Requirements

MnSCU schools are required to implement MnSCU's AED management program and comply with MnSCU Board policy 5.24.4. The MnSCU AED management program and policy require, among other things, documenting weekly and monthly checks and inspections of each AED. Currently, each department with an AED is responsible for completing the required weekly status checks and monthly maintenance inspections. Once these logs are completed, they are to be sent to the Department of Public Safety for filing.

There are currently five AEDS on campus (two mobile, one wall mounted in Bangsberg, one in the Rec. Center and one for Athletic Trainers). The Department of Public Safety manages and records data for the two mobile AEDs and the one located in the Bangsberg Theater/Recital Hall lobby. Kiersten Hoven is responsible for the Rec. Center's AED and record keeping. William Crews is responsible for the Athletic Trainer's AED and record keeping.

Online Registration

State law requires public access AEDs to be registered with an appropriate AED registry. Currently, BSU registers all of its AEDs with the Minnesota AED Registry. Departments acquiring AEDs are required to provide AED information (location of AED, make and model of AED, pad expiration dates, and battery expiration dates) to the Department of Public Safety who then completes the registration process.

Reports of Malfunctions or Damage

Any performance issues or defects with an AED should be reported to the AED Coordinator.

AED Coordinator

Richard Marsolek – Environmental Health and Safety Officer 2

Departments are not prohibited from acquiring AEDs, as long as they are willing to take responsibility for complying with the AED program management requirements.

Based on the information provided, the Safety Committee concluded that the current AED management procedures and campus distribution of AEDs seems adequate. The Committee has no opposition to more AEDs being placed on campus but recommends that an adequate number of trained providers be available in areas where AEDs are made available. The Committee recommends that CPR/AED training be voluntary for employees and further recommends against requiring employees to take AED or CPR training, with exception of those whose duties require it, such as DPS officers, Life Guards, and Athletic Trainers.

Adjourn: 11:05 A.M.

Richard Marsolek,
Coordinator, Environmental Health and Safety