

Minnesota State University Mankato
OFFICE OF ENVIRONMENTAL HEALTH, SAFETY AND RISK MANAGEMENT

Health and Safety Committee

Tuesday, November 12, 2019 at 1:30 pm
 Wiecking Center Room 221

MINUTES

A. REVIEW OF MEMBERSHIP/ATTENDANCE

Bargaining Unit / Department	Member	Present	Absent	Comment
Administrative Support (minutes)	Becky Gahler	X		
MSUAASF	Wendy Schuh	X		
AFSCME – Unit 202 / CSU	Craig Rasmussen		X	
AFSCME – Unit 203	Mike Cofield		X	
AFSCME – Unit 206	Larry Hennis	X		
AFSCME – Unit 207	Annalis Luck	X		
Commissioners Plan/HR	Sarith Phan	X		
	Arialle Schmitz	X		
EHS & RM	Chandler Holland	X		
Interfaculty Organization	John Paul	X		
MMA / Residential Life	Perry Conrad	X		
MGEC Representative	Mike Peters	X		
President's Designee	Rick Straka		X	
Security	Loren Jansen	X		
Safety & Compliance Officer	Medea Myhra	X		
Chemical Hygiene Officer	Maddie Straka		X	
Student Representative	Sarah Kamrath	X		

B. REVIEW & APPROVAL OF September 10, 2019 MEETING MINUTES

C. REVIEW OF STANDING ITEMS

1. Injury & Accident Review

	CY 2019	PY 2018
First Report of Injuries (September – October 2019)	3	6
OSHA Recordable (September – October 2019)	0	1
Total FRI Year-To-Date	45	63
Total OSHA Recordables Year-To-Date	12	17

2. Motor Vehicle Accident Review

MVA (September – October 2019)	
Accidents (2) weed trimmer vs auto glass, toolcat/dumpster vs auto	2 – (~\$2,500.00)
Glass/Windshields	1 - \$213.00

**3. Building High Hazard Walk-Throughs
 (on hold/TBD)**

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C. EHS & RM NEW ISSUES/SUBJECTS

1. **Safety**

- Safety Perception Survey Follow-up
 - Emergency Preparedness Discussions – Loren gave feedback on Fall exercise. A final report of outcomes will be published
 - Snow/Ice Maintenance
 - Additional shovels/ice scrapers purchased to aid in shoveling
 - Due to supply shortages our normal ice melt salt is not available. Bags of ice melt delivered to GMW locations. R
 - Replacement salt for grounds use is less compatible with our spreaders. There will be excess salt dispersed at times due to crystal size and clumping of inferior product
 - A weekend overtime sign up has been implemented to aid in weekend snow removal
 - Continue to focus on GMW's and Grounds working together to keep doors clear. There is NO 10' RULE! Do what it takes to maintain snow and ice from building up.
- Taylor Center Floor – Slippery
 - A meeting of users and facilities was held to discuss slipperiness of the floor. Factors discussed were:
 - Reducing unneeded foot traffic by student athletes cutting across floor
 - Repairing floor finish in key locations vs. over entire floor
 - Review current HVAC system operations/controls and explore any needed upgrades or improvements
- Recreation Fires – increased requests for student groups to have 'bonfires' on campus. A group of key campus community members (Res Life, Security, Grounds, and Campus Rec) have met. Discussions included:
 - Two (2) possible semi-permanent locations – Campus Rec field's area and PA Lawn somewhere.
 - 3rd option – Portable – can be moved and delivered to approved sites with advanced notice
 - Proposed to have groups reserve spots through scheduling.
- Focus Program – Lock out/Tag out – Rooftop Units of buildings being worked on.
- ELM – Employees have been missed and are being added.
 - Have employees with questions, contact Medea.
 - Was noted that some employees have been assigned quite a few trainings.
- Chemical Hygiene Program
 - Chemical Inventories - Biology Done. Working on Chemistry.
 - Formaldehyde Exposure Testing was conducted. .75 is acceptable and our test came back at .76. Looking at 3 – 4 ideas with the department to reduce the levels.

2. **Environmental**

- **MS4 – Storm Water**
 - Dumpsters at Loading Docks have been leaking. Now has barrels with absorbent by each one to soak up liquid before it would go into drains.

3. **Insurance & Risk Management**

- Insured values/Appraisal Rates – MN State hired a firm to re-evaluate as there was about a 30% difference. One area to look at is the PA contents value.

4. **Ergonomics**

- Nothing new to report.

D. EMPLOYEE / COMMITTEE MEMBER NEW ISSUES

1. Loren Jansen – Building Coordinator Plan being worked on. – A Building Coordinator is proposed to be someone to help coordinate within their building during emergency situations.

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For example, aid in fire drill procedures, provide basic first response/communication in situation of a large event where Campus Security, police or fire are not able to respond immediately

2. Medea Myhra – Eye Wash check lists are being distributed.
3. John Paul – ELM discussions – Art things worked on – art students have to do lab safety training for after hour passes.
4. Wendy Schuh – Student Health Services sewer smell every day – have been monitoring to try and find source/certain time.
5. Annalis Luck
 - Memorial Library basement doors propped open – should be locked at all times to prevent unauthorized folks from accessing tunnel system, mechanical spaces etc.
 - Need for matting/rugs by doors to help absorb snow or rain moisture.
6. Perry Conrad – signs will be put up by back entrance of Preska that state it is an Emergency Exit only during winter months. GMW's to shovel entrance for emergency exit only and not entire walkway.
7. Mike Peters – A couple of process changes being worked on that may impact hazardous chemical usage in CSET Elec. Engineering. Look into options.

Next Meeting: January 14, 2020