

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

Health and Safety Committee

Tuesday January 12, 2016 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	Jerry Harty	X		
AFSCME – Unit 206	Larry Hennis		X	
AFSCME – Unit 207	Deb Meissner	X		
Commissioners Plan/HR	Diane Roggow	X		
EHS & RM	Chandler Holland	X		
Interfaculty Organization	John Paul	X		
MMA / Residential Life	Don Duehring	X		
President's Designee	Rick Straka		X	
Security	Bryan Johnson	X		
Safety Officer 1	Medea Myhra	X		
Student Representative			X	

B. REVIEW & APPROVAL OF November 10, 2015 MEETING MINUTES

C. REVIEW OF STANDING ITEMS

1. Injury & Accident Review

	CY 2015	PY 2014
First Report of Injuries (Sept- Oct 2015)	9	13
Recordable (Sept- Oct 2015)	2	1
Total FRI Year-To-Date	73	74
Total Recordables Year-To-Date	7	22

2. Motor Vehicle Accident Review

MVA (Nov. – Dec. 2015)	
1 minor/small dent in Campus Security	TBD

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ON-GOING ISSUES

1. **Building Emergency Coordinators (BEC's)** – Chandler Holland / Bryan Johnson
 - **In progress**

2. **On-line employee training (CLMI)**
 - CLMI (the new system) has been launched and all records for employees have been updated.
 - A request has been made for closed caption sessions. The company is in the process of providing those sessions.
 - **In Progress**

D. NEW COMMITTEE MEMBER ISSUES/SUBJECTS

1. Review Committee Charter
 - The current Charter was reviewed. Some of the appointments listed are combined together with a member filling two (2) positions. (Current example – Craig Rasmussen is both AFSCME and CSU representative.)
 - Proposed change – Student Rep will be changed to say EHS Student Worker instead of an appointment position for a three (3) year term. This proposed change will be brought to the Student Senate for approval also.
 - Several members will need to be re-appointed in this current calendar year. (Don Duehring – Res Life, and possible President's appointee.)
 - Under Article II – Duties, include Building Walk Throughs.
2. MnSAFE Program Award
 - A handout from MnSCU was distributed congratulating the State of Minnesota for the efforts to reduce employee injury rate over the past three years by 23% - preventing as many as 900 injuries.
 - The Governor renewed this effort for four more years.
3. MnSAFE Program Update
 - A handout from MnSCU was distributed concerning employee injury rates for the first quarter of FY16.
 - Statewide, the rate climbed 14% to 3.41 injuries per 100 employees.
 - The goal is less than 2.86 injuries per 100 employees.
4. Employee Concerns
 - A committee member raised a possible concern about personal safety outside of Ford Hall. Landscaping items are getting tall and potentially could create line-of-site obstruction(s). The line-of-site obstruction(s), coupled with noise from the buildings exhaust systems, could possibly make this an area where someone could become prone to personal assault.
 - The Performing Arts Center has lots of spaces with fluorescent lights burned out. This affects lighting in many areas, especially the scene shop and storage areas. Many of these are in rooms with high ceilings where someone will need to use a ladder to check them and/or replace them. John Paul will put together a list of spaces to be checked.
 - MSU Facilities department continue to work with Human Resources to resolve water infiltration issues through the building envelope in their area of Wigley Administration Building.
 - MSU Facilities is working with Barnes and Noble in the CSU to resolve water infiltration issues into sub-grade ventilation ductwork they have been experiencing.
 - The subject of holes in Parking Lot 5 due to the construction of the new Clinical Sciences Building and the possible hazards they are created was discussed. Chandler will talk with Paul Corcoran about this to address with the contractors

Next Meeting: March 8, 2016