

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

**Health and Safety Committee**

Tuesday July 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	Tara Sprengeler	x		
EHS & RM	Chandler Holland	x		
Interfaculty Organization	John Paul		x	
MMA / Residential Life	VACANT			
President's Designee	Rick Straka		x	
Security	Bryan Johnson		x	
Safety Officer 1	Medea Myhra	x		
Student Representative	VACANT			

**B. REVIEW & APPROVAL OF May 10, 2016 MEETING MINUTES**

**C. REVIEW OF STANDING ITEMS**

**1. Injury & Accident Review**

	CY 2016	PY 2015
<b>First Report of Injuries (May - June 2016)</b>	6	10
<b>Recordable (May - June 2016)</b>	3	0
<b>Total FRI Year-To-Date</b>	26	44
<b>Total Recordables Year-To-Date</b>	8	3

**2. Motor Vehicle Accident Review**

<b>MVA (May - June 2016)</b>	
WWC vehicle dent from trailer	~\$500.00

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**C. ON-GOING ISSUES**

1. **Building hazard walkthroughs** – *Chandler is still coordinating with Mankato Dept. of Public Safety to develop a consistent regular occurring schedule for building walkthroughs.*
2. **CLM/ELM on-line employee trainings** - *State of MN is still 'in-progress' in the unveiling the fully executed version of ELM. More details to come*
3. **First Aid Kits supplies/servicing** -- *EHS & RM to coordinate with Campus Security on purchase of supplies and development of a regularly scheduled inspection plan.*

**D. NEW COMMITTEE MEMBER ISSUES/SUBJECTS**

1. **Post-Accident/Injury Investigation & substance testing** – committee members present discussed and informally voted in favor of supporting initiative to pursue continued steps for implementation of a post-accident/injury investigation that includes substance testing.
2. **UAV (Unmanned Aerial Vehicles...aka Drones)**– update given to committee on current requirements for operation/use of UAV's.
  - UAV must be registered with FAA
  - UAV operators must comply with FAA June 21, 2016 Summary of Small Unmanned Aircraft Rule (Part 107)
  - Owner/operators required to have general liability insurance coverage for UAV
  - Operators on campus will be subject to a UAV application and operational permitting procedure being developed in conjunction between MSU Security & EHS & RM offices.
3. **MnSAFE FY16 3<sup>rd</sup> Quarter (Jan-March) Review**
4. **Employee Concerns** –
  - A. **Ceiling clearance height for fire protection** – a committee member asked if 'stickers' or some sort of I.D. labels could be installed to remind folks to maintain a minimum of 18" clearance of ceiling height and/or fire sprinkler heads.
  - B. **Temporary wall for Barnes & Nobles** – a committee member requested a review of the practice/procedure for constructing a temporary wall with the lower level of the CSU for Barnes & Nobles. Concerns for egress, fire system coverage etc. was of concern along with the extra workload needed to construct and remove the wall on a regular basis.
  - C. **Dead trees/branches in Lot 12** – Grounds has confirmed that this fall when leaves have dropped there is a plan to trim/remove dead branches in the area of Lot 12.

**Next Meeting: September 13, 2016**