



## Campus Safety Committee Meeting Minutes

### Members

([P] indicates member present at today’s meeting)

#### Employee Represented:

- [P] Tom Bennett (TBe), Civil & Environmental Engineering
- [P] Paul Boevers (PB), Transportation & Parking Services
- [P] Deanna Britton (DB), College of Liberal Arts & Sciences
- [P] Lorenzo Guzman (LG), Office of the Registrar, Chair
- [P] Erica Hunsberger (EH), Environmental Health & Safety
- [P] Aaron Landreth (AL), Office of Information Technology
- [ ] Nate Parsons (NP), Graduate Employee Union
- [P] Joe Potter (JP), Facilities & Property Management
- [P] Clare Quinn (CQ), College of Liberal Arts & Sciences
- [P] Jeffrey Smith (JS), Diversity & Multicultural Student Services
- [P] Susan Tardif (ST), College of Urban & Public Affairs
- [P] Karin Waller (KW), International Affairs

#### Employer Represented:

- [P] Todd Bauch (TBa), Campus Recreation
- [P] Erin Burns (EB), Helen Gordon Child Development Center
- [P] Abby Chroman (AC), School of Business
- [ ] Tyler Hartman (TH), Human Resources
- [P] Sarah Kenney (SKe), Construction & Real Estate, Vice Chair
- [P] Shaun Kohn (SKo), Smith Memorial Student Union
- [P] Mike McNerney (MM), Campus Public Safety Office
- [P] Jeffrey Rook (JR), Environmental Health & Safety
- [P] Gaby Sysyn (GS), Center for Student Health & Counseling
- [P] Leslie Walters (LW), Facilities & Property Management

#### Alternate:

#### Ad Hoc:

- [ ] Karen Kraus (KK)

### Meeting Call to Order

Date: 11/10/2021

Time: 1:00 pm

Quorum Met: Yes

### Approval of Meeting Minutes from Previous Meeting (Vote)

([x] indicates members vote)

- Minutes approved as is
- Minutes approved with minor corrections
- Minutes not approved – corrections required
- Minutes not approved – quorum not met

## Announcements

(Whom provided by, description of announcement, date of event or impact, if applicable)

## Presentations / Discussions

(Whom provided by, description of presentation or discussion, date of event or impact, if applicable)

- EH- Workplace Safety Inspection
  - Time to start looking into restarting with returning to campus
  - Suggestion of FMH to take small groups to tackle one section/floor
    - Plan to have new members with older members to learn process dependent on volunteers
    - An email will be sent about inspection and to gauge interest then a later inspection day TBD
- JR- IMT update
  - The November meeting was canceled and moved to a week later, updates to come at a later date
    - Reminder that IMT has moved to monthly meetings
  - No plans for a campus vaccination clinic at this time
    - 5-11 year olds received FDA vaccine approval
    - The booster is available [OHA Guidance](#)
  - Inclement Weather resources
    - [University Closure Policy for Employees](#)
    - General [Inclement Weather](#) resource
    - 2021 [Inclement Weather Notice Letter](#)
- JR- [COVID Dashboard](#) PSU up to date resource for contact tracking and COVID resources

## Accident / Injury Report (provided by Human Resources)

- JR- Summary of known incidents
  - September had no reportable incidents
    - UCB building; employee hit hand on door jam
    - FPM building; hyperventilation by employee was deemed not work related
  - October
    - SHAC employee bumped head on cabinet
    - CPSO employee slipped on sheet metal in Parking 1 on 7th floor



- This incident is waiting on final review
  - Engineering building; employee was moving desks and smashed finger
- November
  - Helen Gordon, employee slip, still in review and information gathering

### Reportable Incidents

(Date of incident, location, description of incident, committee recommendations)

### Non-Reportable Incidents

(Date of incident, location, description of incident, committee recommendations)

### Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: FMH

Quarter of inspection: TBD

### Completed Inspection Review

(Date of inspection, locations inspected, description of inspection findings, description of follow-up or resolutions, if applicable)

- [Inspection Sheet \(blank\)](#)

### Old Action Items and Safety Concerns

(Date reported, description of action item/safety concern, whom it was assigned to, description of follow up, date investigated/resolved)

- 10/13- TBa- Recreation Center policy on COVID response update
  - Changing mask warning protocol to one warning per day about appropriate wear, otherwise escalation process to no longer be able to use Recreation Center
    - There is a documentation process initiated by student staff when the first warning is issued.
    - The new policy goes into effect November 15th, 2021

### Rounds / New Safety Concerns

(Reported by, description of safety concern, description of committee recommendations, whether follow up is required as an action item)

- TBa- Recreation Center is renewing efforts in tracking vaccination cards for members who are not PSU students/faculty. Students are welcoming action.
- GS- UCB parking structure elevator accessibility
  - MM- CPSO is looking into working something out to address accessibility and badge access
- KW- Are slippery surfaces signs going back up with leaves on the ground?



- JR- Some signs in some place, not in every building on campus due to limited space with COVID information on signs around entryways
  - EHS can look into opportunities for more signage and can possibly put more signs up
- COVID policy in eating areas, and how to implement policy/language
  - JR- COVID precautions with occupancy have been removed by OHA, but further policies are dependent on department/office
    - PSU does not have a requirement to post and impose
- Fire drills update
  - JR- No issues or problems have been noted at this time; the report is not finalized.
- KW- Uptick in theft on campus, reminder to be aware of personal property and to lock up belongings and rooms
  - [PSU protect your property safety](#)
- JP- Reminder for the new contact tracing to make sure to tap badge even if door is held open for you
- MM- Oregon passed Right to Rest Act ([House Bill 2367](#))
  - The language is broad and states “objectively reasonable” activities including to set up a tent or shelter from elements in public spaces
    - This means unless tent/shelter is obstructing right of way cannot legally move person
  - Goal is to connect persons with resources to hopefully facilitate move to a better situation if they are on campus
  - DB- How does this affect people using wheelchairs, how is obstructing the right of way defined?
    - CPSO will be mindful of ADA 32” limit
  - What about drug use and paraphernalia?
    - MM- If a public health hazard or other situation, it will be dealt with through proper authorities.
- LW- Leaves will hopefully be done falling and cleared up by end of the month
  - EH- Is it helpful to alert an area with extra leaves by putting in a work order?
    - Yes, it is helpful to alert to an area needing extra attention
  - Preparing for inclement weather response and training
    - Plan to train some Facilities people soon
  - Fall season is planting time after leaves are done along with tree pruning
- SKo- There was an assault October 19th on a student by non student
  - Please remember to be aware of surrounding and attention to non students in buildings
- SKe- Invitation to President and VP who got to see landscape activities in action
  - President and VP like to be engaged so you can always invite to come and see what workday is like
- JS- Mask use in common areas have been relaxed by students



# Portland State UNIVERSITY

- [PSU Mask and Face Covering Policy](#)
- PSU webpage on [masks](#) and reporting policy violation
- CQ- Is there training on office safety involving lifting and moving items?
  - JR- Any injuries while working should be reported [Workers' Compensation- HR](#)
    - EH- The goal is to be proactive and to keep a safe work environment even if the injury happened before and was only exacerbated.
  - Safety in Motion training is available but is geared towards field workers and involves an in person training that requires adequate space.
    - Office ergonomics and proper lifting techniques training or resources is identified as a gap
  - One option is Materials Management can have their Moves help with equipment movement but department does have to pay for services
- JR-
  - HEPA filters have all been given out
    - 75 more are ordered
    - EHS is going around campus and checking filters
  - Group walk about campus lighting
    - Identified lights needing to be replaced and areas needing more light
    - reach out if any areas you see as well

## New Actions Items and Safety Concerns

(Date reported, description of action item/safety concern, whom it was assigned to)

- 11/10 AC- Reach out to PSU Homelessness Research & Action Center for possible speakers to speak with the committee on workplace safety issues as it relates to homelessness on campus
- 11/10 EH- Safety in Motion for office workers training or resources
- 11/10 JR- IMT meeting update for Inclement Weather
- 11/10 EH- Coordinate workplace safety inspection with members

## Meeting Adjourned

Time: 2:05 pm

[Next Meeting](#)



Date: December 8, 2021

Location: Zoom