

Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

- [P] Andrew Beland (AB), Facilities & Property Management
- [] Paul Boevers (PB), Transportation & Parking Services
- [] Deanna Britton (DB), College of Liberal Arts & Sciences
- [P] Joshewa Fulton (JF), Global Diversity & Inclusion
- [P] Erica Hunsberger (EH), Environmental Health & Safety
- [P] Michael Jantzen (MJ), Office of Information Technology
- [P] Alyssa Koida (AK), Global Engagement & Innovation
- [P] Joe Potter (JP), Facilities & Property Management
- [P] Clare Quinn (CQ), College of Liberal Arts & Sciences, Chair
- [P] Jeffrey Smith (JS), Diversity & Multicultural Student Services
- [P] Elena Sokol (ES), College of Urban & Public Affairs

Employer Represented:

- [P] Todd Bauch (TBa), Campus Recreation
- [P] Erin Burns (EB), Helen Gordon Child Development Center
- [] Vacant, Human Resources
- [] Vacant, Campus Public Safety Office
- [P] Marcos Ordaz (MO), School of Business
- [P] Jeffrey Rook (JR), Environmental Health & Safety
- [P] Gaby Sysyn (GS), Center for Student Health & Counseling
- [P] Mercedes Youngston (MY), Smith Memorial Student Union

Alternate:

Ad Hoc:

- Angel Antonucci (AA), Environmental Health & Safety

Meeting Call to Order

Date: 9/13/2023

Time: 1:03 pm

Quorum Met: Y

Approval of Meeting Minutes from Previous Meeting (Vote)

([x] indicates members vote)

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



Announcements

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

- CSC annual report in progress by CQ and EH
- Andrew Beland has been elected new Vice Chairperson!

Presentations / Discussions

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

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Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- HR representative position vacant
- July 12 - Sept 5
- 7/12, Field research in eastern Oregon, Researcher had lifting accident resulting in a pinched nerve
 - EHS following up
- 7/20, Green Zebra food pantry, Student worker fell in green zebra pantry, injuring elbow. Went to ER. Believed to have required surgery, but have not received 801 to file claim with SAIF. Time loss and medical treatment.
 - EHS following up
- 7/24, Athletics, Basketball coach impact to finger. Per SAIF injured finger when a basketball hit it.
 - Emailed EE to complete both the injury report and 801 on 8/3/2023.
- 7/24, Field research STP during river hike
 - EHS following up
- 9/5, Housing employee fall. Foot had fallen asleep, weight was put onto foot, fell
- 9/6, Housing employee STP impact to leg

Non-Reportable Incidents

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

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Quarterly Inspection Update (provided by EHS staff)

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)

- MM - follow up UCB elevator access, including east elevator.
 - MM has left PSU - find new contact
 - New vice chairperson is needed as MM has left PSU. Let CQ know if willing!
- JR, Manny Watson - What is the stance on wall lighting (Christmas lights, fairy lights)? What restrictions apply for fire and environmental safety?
 - There is generally a 3 month rule for temporary light installation. For small twinkling lights, the thin coating around wire can be frayed, creating heat, exposed electricity near outlets. Christmas tube lighting is more robust and may be allowed to be installed for a longer period of time.
 - JR to provide specific information soon from Manny and improve outreach
- JP, Karen Barnack - EH to contact for process of safe securing of floor and wall fixtures
 - Per Manny Watson - If a filing cabinet or bookcase is over 3 feet it will be required to have earthquake bracing applied regardless of weight.
 - Seismic bracing is a lower prioritization unless area is due to be scheduled for a fire inspection. There are 4 main prioritization standards for building inspection maintenance:
 - 1. Item is related to recent fire inspection with a set correction due date 2. Item is a serious or imminent safety hazard 3. Item is related to an upcoming scheduled fire inspection 4. Item is a non-serious lower-potential hazard safety concern

- JP working with Work Control Center to sort out prioritization and processes given limited staffing

Rounds / New Safety Concerns

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

- AB - Slips, trips, falls season is coming up. Watch out for fallen tree branches and don't cut across grassy areas
- MO -
 - Fire Prevention Coordinator inspected KMC, many office spaces had insufficient clearance and excessive storage.
 - If you can't see the floor in your office or there is a large buildup of papers, there is insufficient clearance and can be cited by the marshall during inspections. Please review this with department and be mindful of storage
 - The Portland Fire Marshall will be coming to inspect these spaces in October
 - MO can be contacted directly for any KMC fire concerns
 - Question - Can KMC staff purchase a glass breaking tool in case of emergencies?
 - JR and JP - No, given KMC is fully sprinklered and is a multi-storey building that cannot be safely broken out of to the ground level. KMC does NOT have break-away glass for emergency purposes.
 - The fire warden program is currently under review given its significant disruption during the pandemic. Per EHS, these materials are temporarily unavailable but are working to be reestablished.
 - Fire drills in academic buildings to begin in October
 - Reports of several minor thefts in office spaces, break-ins
 - Contact CPSO as soon as possible for tracking purposes, accessing camera footage, and suspicious activity
 - JP - 81 doors in KMC alone have shown evidence of break-ins, third party door repair company to correct and improve security, badge access throughout the building soon
- AK -

- KMC glass on 6th floor between offices has recently broken but has not shattered
- Interest in public outreach information and preparation for inspections - JR to speak with MW
- ES - Interest in purchasing first aid kit for departments
 - JR - To contact Risk Management concerning appropriate first aid kits as there are some issues purchasing first aid kits containing medication
- JP - Watch out for increased pedestrian and vehicle traffic as classes start back up
- JF - Fire Prevention training module for fire wardens - these programs are currently under review and are working to be brought back
 - JR - Many links broken on Fire Prevention website, working on restoring these
- JR -
 - Per injury reports - EHS had developed a new online field research safety and response training program, food pantry accident investigations ongoing
 - Harder House: has been demolished, over the next month area will be cleaned completely
 - Parkway Manor: PSU still waiting for final permit from the city for Parkway Manor demolition, planned to start after September 22nd. Market Street closure 10th to SE Park will last on and off until November 15th given there is a moratorium on street closures in downtown Portland. Complete demolition of PKM will end by November 30th.
 - King Albert: has been halfway demolished, is in progress, and will continue after a temporary pause from September 21st through October 1st to allow students to have time to get situated at university and reduce construction traffic. To continue October 2nd 6 days a week, 10 hours a day. Final demolition to be finished by November 15th
 - Article written in Vanguard concerning demolitions and flyer concerns over lead exposure in childcare spaces, employee and student areas. All standards are being followed. Third party has established two air monitoring stations in Little Vikings, second floor of Epler. All numbers currently below the standards to be okay for indoor air quality and there are no concerns or adjustments needed to current practices. If there is an adjustment or spike in these reports, the company will be contacted for

sufficient corrective practices and hazardous materials abatement. All materials have been identified and abatement had been completed prior to flyer disbursement and any demolition activity. Any questions for demolition impacts, contact JR.

- Vernier Science Center construction
 - Well underway in construction, planned opening for August 2024. Framing, interior heavy duty work, seismic safety completed, with windows and walls coming in the next month. Construction is currently disrupting to vehicle and pedestrian traffic. Increased break-ins recently, but are planned to decrease as construction amps up in two to two-and-a-half months
- Prevention from Wildfire Smoke Training Canvas training has been sent out. Please take this training.
 - [Prevention from Wildfire Smoke Training - Canvas](#)
- COVID-19 response for fall term
 - Rates are currently increasing. Be mindful of personal hygiene, monitoring symptoms, and wearing a mask in high occupancy areas. Continue to test and stay home as needed. HEPA air filtering units are still deployed in PSU spaces and have been recently inspected. Units are turned on at the discretion of occupants. PSU is no longer providing take home tests, but may still be available from your healthcare provider. Mask distribution points to remain on campus - if empty, submit a work order to 2Fix. Masks can still be requested by departments.
 - JR - new booster for OMICRON variant has been approved. If you fall in a high-risk category, follow your healthcare provider's advice if a vaccine is recommended. At this time, PSU has removed vaccination requirements for employees.
- GS - New elevator on 5th Ave side of UCB new elevator
 - Elevator is active and working great, JP to double-check as some construction signage may remain
 - Door was propped open with no clear working occupants and GS removed prop - this is strongly recommended to be aware of and take action against.
 - JP - If there are concerns, please email EHS, call the work order center, inform the CSC at meetings, or by email. Don't hold onto serious safety concerns until the next meeting, particularly in the coming weeks. Admission is touring 700-800 people a day, greatly increasing activity

- New intercom is on Harrison side of UCB across from the Outdoor Center for clients to buzz up to Speech and Hearing, but there is no signage indicating presence. New students coming from Hall side are unaware and have been unable to utilize the intercom. Signage is recommended. May recommend to switch sides given more traffic on Hall side
- CQ - If you see any external safety committees, connect to CQ for additional resources and support.

New Action Items

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

- JR - Contact Risk Management/Emergency Management on appropriate first aid kits
- JR - Ensure intercom system on the Harrison side of UCB across from Rec Center's Outdoor Center has clear signage, consider switching intercom to Hall side
- EH - Contact Manny Watson to come to meetings given recent fire inspection, fire life and safety questions

Meeting Adjourned

Time: 2:04 pm

Next Meeting

Date: October 11, 2023

Location: Zoom