



Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

- [P] Andrew Beland (AB), Facilities & Property Management
- [P] Paul Boevers (PB), Transportation & Parking Services
- [P] Deanna Britton (DB), College of Liberal Arts & Sciences
- [P] Joshewa Fulton (JF), Office of the President
- [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
- [] Jeffrey Smith (JS), Diversity & Multicultural Student Services
- [] Elena Sokol (ES), College of Urban & Public Affairs
- [P] Deanna Wiley (DW), PSU Foundation

Employer Represented:

- [P] Nellie Bass (NB), Center for Student Health & Counseling
- [P] Todd Bauch (TBa), Campus Recreation
- [P] Erin Burns (EB), Helen Gordon Child Development Center
- [P] Josh Hendricks (JH), Campus Public Safety Office
- [P] Marcos Ordaz (MO), School of Business
- [P] Jeffrey Rook (JR), Environmental Health & Safety
- [P] Melissa Scholl (MS), Human Resources
- [] Gaby Sysyn (GS), Center for Student Health & Counseling
- [P] Mercedes Youngston (MY), Conferences & Events

Alternate:

Ad Hoc:

- [P] Angel Antonucci (AA), Environmental Health & Safety
- [] Tiara Johnson (TJ), Emergency Management

Meeting Call to Order

Date: 1/10/2024

Time: 1:09 pm

Quorum Met: Y

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

[X]

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Announcements

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

- Welcome new member, Nellie Bass! Serving as substitute for GS from SHAC.

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)

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Non-Reportable Incidents

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

- 12/12/2023, HGCDC, Teacher slipped on icy deck
- 12/14/2023, EB, Professor assembling sampling lines that included stainless steel tube. Tube was under tension while removing a sampling line, line gave way and steel tube directed at student with force striking above left eye
- 12/22, SHAC, Nurse was hit on side of head by cabinet door

Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: Hoffman Hall, Honors House, East Hall

Quarter of inspection: Winter

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)

- CQ - Investigating: Can more people be added to the contact section on work orders to receive followup?
 - **UPDATE:** Discussed with Sarah Johnston from FPM. There is no current way to automate sharing of information
- MW, EH, JR - EHS to arrange fire extinguisher training for committee members
 - **UPDATE:** Training to be arranged for June-July-August as this is an outdoor training.

Rounds / New Safety Concerns

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

- CQ: Establishing next workplace safety building inspection:
 - All buildings are inspected every 2 years for the Portland Fire Bureau and this serves as a general fire safety inspection. However, not all safety concerns are covered.
 - There are many considerations to take into account for determining the next inspection - most recent inspection, building usage, status of residents, etc.
 - Suggestions: inspect 2 smaller buildings instead of one. Hoffman Hall, NASCC. Cramer Hall. Honors House. East Hall.
 - JF: URBN was last inspected in 2018, but it has many unoccupied spaces - is there a benefit to inspecting unused buildings? Many floors are completely empty and have not been inspected recently.
 - Priority is on higher-trafficked areas, lower-use spaces will mainly be inspected when the Fire Bureau is conducting routine inspections.
 - JP: Which spaces would we be inspecting, and how thorough are the inspections? Ex. department spaces versus mechanical spaces. At the FMH inspection, many residents were unaware of rules. What are the communication procedures for before, during, and after?

- JR: More communication is being established. Building impact notice, documentation of common fire code violations and how to correct them. Both chairs and deans will be contacted before and after inspections. Departments will be notified that they must enter work orders (some orders will be entered by EHS, as long as responsibility is on PSU, such as electrical issues). JR will be taking over Fire Prevention roles between coordinators.
 - Next inspection will be Hoffman Hall, Honors House, and East Hall, depending on participation.
- JH - Recent increase in car break-ins. Campus Safety is working with the Portland police department, but there is an increased risk of activity.
 - Most impacted areas are in Parking Structures 1 and 3 between 3 and 5 am. Perpetrators are often on bicycles and act quickly. Remember to hide, cover, or remove all valuables in vehicles, and time your schedule appropriately.
- MY - Upcoming routine SMSU inspection with Portland Fire Bureau being conducted soon.
- AB - Possible snow this weekend. Landscaping is blowing off loose debris from trees, be aware of possible slips, trips, and falls.
- EB - If a department has an event on campus, who determines the cancellation of the event?
 - JR - If university is closed, events will be canceled as well. Some limited events may be allowed, such as construction activity and CPSO events, with prior university approval. Departments should notify interested parties that events are being automatically canceled.
- NB - Access on the Hall St side of UCB is an ongoing issue. The building needs to be accessible on Tuesdays and Thursdays for clients to the Speech and Hearing Clinic, and an intercom system was installed to allow approved access. However, the doors remain fully unlocked to the public on Tuesdays and Thursdays. Possible safety concern.
 - JH - Unlock schedules can be modified or removed per request by CPSO - NB to follow up on specific desired scheduling. DB to contact Claudia Meyer in Speech and Hearing.
- JP - If temperatures go below freezing, any standing water will turn to ice - be cautious and aware of skybridges, rooftops, and other areas that may accumulate water.
- DB -



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- Speech and Hearing Clinic in UCB is working on determining who their fire warden will be - several occupants of UCB are currently registered for warden training.
- Question: Will there be security cameras installed in parking structures? Car break ins, general safety is a major issue in the UCB lot.
 - JH - There are many cameras in all of the parking structures around campus. Break-ins are difficult to prevent as incidents can be pinpointed in footage, but perpetrators are rarely able to be found and apprehended. Onsite presence and increased guarding will assist, CPSO and the Portland police department are working on solutions.
- AB - Will PSU enforce the Portland camping ban, preventing unhoused individuals from camping on university property at most times?
 - JH - Unable to say at this point in time.
- JR -
 - Construction updates:
 - Vernier Science Center to be wrapped up by July.
 - Art+Design Building to begin in June in Shattuck Hall parking lot (skatepark).
 - Waterproofing odors at Shattuck Hall caused issues, similar to previous construction projects. Working with the PM, contractor, and residents on better scheduling. Some residents had to leave work, class early to limit exposure.
 - Please make sure you are signed up to PSU alerts, including a secondary email, particularly given predicted upcoming inclement weather.
 - Manny Watson, Fire Prevention Coordinator, has left the university and fire-related issues will be going to JR. The final evacuation floor warden program training is next week and will still be conducted - let JR know if you are interested.

New Action Items

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

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Meeting Adjourned

Time: 1:55 pm

Next Meeting

Date: February 14, 2024

Location: Zoom