

## Campus Safety Committee Meeting Minutes

### Members

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

#### Employee Represented:

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

#### Employer Represented:

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

#### Alternate:

#### Ad Hoc:

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

### Meeting Call to Order

Date: 3/13/2024

Time: 1:04 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)

- Next safety inspection has been scheduled for 3/20 from 8:30 - 10am, inspecting Hoffman Hall, Honors House, and East Hall depending on participation. If you are able to attend, please let Erica know and she will add you to the calendar event.

### 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)

- 1/11/2024, HGDCD, Student was injured
- 2/22/2024, UPL, TAPS student stung by bee on face
  - Follow-up conducted to find if any nest was present, there was not.

### 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)

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## Rounds / New Safety Concerns

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

- EB - PGE corral on side of HGCDC had been used as a restroom, JP installed lock. More permanent fixes are coming.
- ES -
  - Reports of thefts occurring at FMH where people posed as security officers conducting inspections.
    - JR - Campus-wide email sent out from CPSO with more information. This is particularly concerning given that EHS, CSC, and other groups regularly conduct inspections throughout spaces and may have more issues having access. Workers are now being asked to wear identifying vests and carry business cards. Thief was wearing a security uniform, but it was not the type used by PSU.
    - JP - JP had passed by these thieves as they were in PSU spaces, but did not take note of them as there are a considerable number of people in various uniforms on campus at any given time.
      - These individuals apparently had used these outfits to gain access to spaces throughout the city, not just PSU.
      - Occupants are highly encouraged to be more cautious of possible issues with security given other incidents throughout the city of fake security officers.
    - DW - Are there lists of officers who conduct these inspections? For example, to be used by reception to reference upon entry.
      - JR - There would be a substantial number of people given that many departments conduct some sort of inspection. The best way to identify these workers would be based on official PSU badges or identification, asking them to identify themselves or their supervisor.
      - The PSU Foundation building has open public access and may be a future security concern.

- Millar Library bike parking garage vandalized.
  - Blowtorch was used on card reader to attempt to gain access, but the reader became disabled and prevented access.
- MO - Protest occurred in the School of Business on several levels of the building during the recent budget forum. CPSO was present and no security issues occurred.
  - CPSO will be notified if campus operations are disrupted in some way.
- MJ - There are a number of IT employees around campus assisting staff and students who can be identified by an IT service test ticket, ID badges.
  - The Help Desk can be reached using 5-HELP if there are any serious concerns.
- PB - Spoke with JH concerning the fake security officers. These individuals did not forcibly take any property, simply whatever could be easily grabbed, including laptops and wallets.
- TJ - Emergency Management is working with several groups to expand emergency preparedness materials and working with CPSO on their active threat training materials, including adding online resources.
  - TJ has created a 10 minute emergency procedures presentation (addressing the emergency procedures poster found in PSU spaces and other online resources) that can be shared with other departments to present or be directly presented by TJ depending on availability.
    - TJ will be working with EH to bring this presentation to the Campus Safety Committee.
  - The CPSO active threat page has been created, detailing proper responses and preparation.
    - [CPSO's Active Shooter/Active Threat page](#)
- JR -
  - PSU had acquired a large amount of hand sanitizer, cleaning supplies, and masks during the height of the COVID-19 pandemic and there is still a large stockpile available for departments. If your department would like any of these supplies, you can pick these up for free from the USB mailroom. A message will be sent out soon with more details.

- JP - There will be a decreasing supply of masks at the entry of campus buildings, with many stations planned to be removed on/by spring break. There will still be masks available at FMH, SMSU, and SHAC. There will still be stock, the dispensers will just not be refilled.
- ES - Will the sanitizer be unscented? All sanitizer in the past has been strongly scented.
  - PSU's sanitizer is unscented and has a strong chemical odor. All sanitizer is generally labeled 'unscented' because additional scents have not been added, not because it lacks any odor.
- One AED has recently been stolen from Urban Center that has now been replaced. If you ever notice an AED missing without an explanatory note, please contact [EHS-group@pdx.edu](mailto:EHS-group@pdx.edu) as soon as possible.
- Campus projects -
  - VSC - A large crane pick will be occurring on Saturday April 6th that may cause some traffic delays, though EHS is communicating with other departments to ensure continued access. Substantial completion for this project is anticipated for July 4th. Furniture move-ins will be conducted July-August, and the building will be ready for use by Fall term 2024.
  - A+D Building is in the construction process and will be going on the Shattuck Hall parking lot / skatepark. Construction is scheduled for middle-late June and the lot will be going offline. Estimated completion date will be sometime in the middle of 2026.
  - The Fire Prevention website is undergoing significant updates and new materials and resources are being added, including safe use of appliances, extension cords, and shelving units, as well as proper office set-up procedures.
    - ES - Can Facilities build-in anchoring for furniture into the move-in process to reduce wait times and costs? More beneficial budgeting processes are created for larger moves, what about small ones?
      - JR - This should already be built into budgets for moves for larger spaces, and efforts are being made for Facilities to ensure this is on a checklist for completion. In the past, the process was for the occupants to move furniture into the desired space and then schedule anchoring, but this was frequently not completed and many items were left unsecured. Departments would then be incorrectly charged a second time. For smaller projects, departments will need to coordinate with Facilities for proper installation.



## New Action Items

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

- JR, JP, ES, others - Topics of concern for JH (requesting he be present next meeting):
  - Issue with fake security officers on campus 'inspecting' spaces, stealing property
  - What would be the ideal way to ensure safe and verifiable entry into campus spaces, and accurate identification of security officers?
  - Millar Library bike garage break-in and card reader destruction

## Meeting Adjourned

Time: 1:46pm

## Next Meeting

Date: April 10, 2024

Location: Zoom