



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: 6/12/2024

Time: 1:10 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)

- The next workplace inspection has been scheduled for SMSU on Wednesday, June 26th from 8:30am-10am. If you would like to attend, please let EH 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)

- [PBOT SW Fourth Avenue Improvement Project video -](#)
 - Crews and contractors will reconstruct and repave SW Fourth Avenue between Lincoln and W Burnside streets. Includes safer crosswalks, upgraded ADA curb ramps, new protected bikeway, better street lighting, and a business access and transit lane.
 - The first phase of construction began in May 2024, expected full completion to be late fall of 2025.
 - Contractors will be upgrading ramps on SW Fourth between SW Grant and Mill streets in this first phase of work, expected to be completed this summer. Once complete, curb ramp upgrades will begin on SW Fourth Avenue between SW Mill Street and West Burnside.
 - There will be impacts to campus, particularly in the first phase of work. Be mindful of potential issues with traffic, parking, and closed-off areas.

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- 5/1/24, RMNC, CPS officer injured back
- 5/2/24, Millar Library, CPS officer strained knee
- 5/2/24, Landscape Yard, Maint. worker strained knee
- 5/22/24, SMSU, Student was injured
- 6/6/24, HG CDC, Teacher strained right knee

Non-Reportable Incidents

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



- 5/8/24, HGCDC, Prog. Coordinator tripped on stool/ankle strain
- 5/8/24, USB, Asst. Director's ring finger smashed by file drawer.
- 5/15/24, HGCDC, Student Worker was bit by child

Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: SMSU

Quarter of inspection: Spring

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)

- The Canvas Heat Illness training was recently sent out, and is required to be completed by all employees. Questions:
 - NB - Is the Wildfire Smoke training also required for all employees?
 - EH - Currently, only Heat Illness is required. The Wildfire Smoke training will be coming out around July 15th, and will be required.
 - MY - Issues with starting a new training for 2024, as the course appears as if it's for 2023.
 - EH - You will need to just go through it again as normal. The course cannot be reset, as it would require a new course to be created and create more issues. You can reopen and go through it as normal, and use the 'Take the quiz again' button to complete the quizzes.

- PB - Is there a way to see if your employees have completed it or not?
 - EH - There is no current way to see this. However, you can ask your employees to send you the certificate that the Google survey at the end of the course generates. EH can also send the link to the response form, which shows a full list of who has completed the training.
 - HR has also sent out an email that there were going to be some changes to employee onboarding, including that they can only start on the 1st or 16th of the month and the first day is dedicated to trainings, including Canvas courses. EH is creating an 'Intro to EHS' Canvas course that everyone will be required to take.
- JH -
 - Overall decrease in protest activity, vandalism this month. Windows smashed at RMNC several days ago.
 - CPS is not expecting many general safety incidents over the summer term, but you should continue to have situational awareness.
 - Many graduation events are happening this week across campus, be aware of traffic and potential closures.
- CQ, MY, EH -
 - Elevator in Cramer down for several weeks pending repairs, but this has taken longer than expected.
 - One of SMSU's elevators will be down the week of July 4th.
 - SMSU will be closing early July 2nd at 3 pm, and fully closed on July 3rd and 4th. MY will be sending alerts as this gets closer.
- CQ - If anyone has interest in becoming chair or co-chair of the committee, the positions are both available. Contact EH if you are considering joining. The committee will vote on any new positions.

New Action Items

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

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Meeting Adjourned

Time: 1:32 pm

Next Meeting

Date: July 10, 2024

Location: Zoom