



## 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  
[] Deanna Britton (DB), College of Liberal Arts & Sciences  
[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 (TB), Campus Recreation  
[P] Erin Burns (EB), Helen Gordon Child Development Center  
[P] Josh Hendricks (JH), Campus Public Safety Office  
[] 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  
[] Mercedes Youngston (MY), Conferences & Events

#### Alternate:

#### Ad Hoc:

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

### Meeting Call to Order

Date: 7/10/2024

Time: 1:00 pm

Quorum Met: Y

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

[x] indicates members vote

Minutes approved as is	<input type="checkbox"/>
Minutes approved with minor corrections	<input type="checkbox"/>
Minutes not approved – corrections required	<input type="checkbox"/>
Minutes not approved – quorum not met	<input type="checkbox"/>

### Announcements

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

- On August 10th, there will be a Stryker evacuation chair and fire extinguisher training held for the committee.
- Next workplace safety inspection will be in Urban Center, to be scheduled by EH.

### 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)

- 6/2/24, FMH, Student Worker fractured left foot
- 6/11/24, Park, Psychologist injured rib

#### Non-Reportable Incidents

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

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

Next building to be inspected: Urban Center

Quarter of inspection: Summer

### Completed Inspection Review

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

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

- SMSU was inspected on June 26th. Almost all issues noted were problems with proper seismic bracing. Some issues noted with microwaves, coffee makers, and other appliances plugged into extension cords when they should be plugged into wall outlets, as well as daisy chaining of cords. Some door stoppers were confiscated as they are a potential fire safety concern, and space heaters were unplugged and tagged. The committee also connected people with resources, ex. emailing concerns to [EHS-group@pdx.edu](mailto:EHS-group@pdx.edu) or instructed to contact the Work Control Center.
  - PB - Are space heaters banned? Even if a space has sufficient heating and cooling systems, people's individual definitions of cool and hot are different.
    - JR - Not currently, but it depends on the model and if they meet particular safety requirements, ex. automatic shutoff, tip over protection. Addressing the root causes of heating and cooling systems should come first - if a whole area is having issues, this should be conveyed to the Work Control Center to fix. On an individual level, changing the temperature of one area may impact the rest of the building unfairly as the system attempts to regulate itself, as well as being a significant power draw. A ban is being considered as this becomes an increasingly larger issue, but space heaters may be allowed under some circumstances and with prior approval. Connect first to EHS, so HVAC can be checked first if there's appropriate heating and cooling or possible fire hazards.

### 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)

- CQ - Brief overview of the committee's annual report for 2023-2024. Information on membership, group goals, trainings and presentations given, injury reports, and more. In particular, please ensure you're able to have continued participation if you want membership, and attend the minimum number of meetings (depending on the length of your contract). Outreach efforts are important, find new members or replacements if you're no longer able to participate. Reach out to EH for any membership concerns or additions.
  - Drafts and reports, current and past, are available to view for all members. [Safety Committee Annual Report FY 23-24 - draft](#)
  - Overview of injury reports
    - EH - The report takes into account trends with injuries, and may be of particular interest depending on your department and common issues.

- JR - Lab incident reports are separate from these calculations. EHS has been encouraging employees, student workers, and other PSU community members to submit incident reports, leading to an overall uptick in reports, but not necessarily actual incidents. More safety trainings, particularly for field research and lab workers, are being held. Issues are tracked and analyzed for particular areas of concern for possible additional training and resources for affected groups.
- CQ - Contact Joe Potter or the WCC for injury prevention materials, ex. anti-slip mats for entryways.
- EH - Working on updating the charter. Will discuss more in depth in future meetings.
- MJ - Concern for the lack of AC in HGDC was posted on social media. Can follow up with this person as needed, and will tell them the following per EB: the AC had broken the previous day in one of the classrooms. Families were contacted and the children were transferred to air-conditioned classrooms. Facilities installed a temporary solution until a new unit can be ordered.
  - [r/PortlandState post \(Reddit\)](#)
- TB -
  - Campus Rec is holding a Stryker evacuation chair training in two weeks with staff, and hopes to push this out to student staff as well.
  - Recently visited another university and there were also EpiPen cases next to wall-mounted AED boxes - may be a good resource to consider?
- NL -
  - The fire marshall will be coming out to various campus buildings to complete fire safety inspections, including the Viking Pavilion, Peter Stott, Hoffman Hall, KMC, and others.
  - If you happen to find fire extinguishers that are out of date or in the wrong location, please contact NL.
- AB, JP - Be mindful of the heat! Drink plenty of water, wear sunscreen.
- MS - There can still be injuries working from home - check your office for possible hazards!
- JH -
  - No recent protest activity on campus.

- Orientation is this week, there will be an increase in campus traffic and decreased parking options.
- During the heat, unhoused populations may be occupying spaces that they might not otherwise, and heat generally causes people to become more agitated. No issues currently.
  - 15 arrests were recently made in the Park Blocks for nonviolent drug use, and being in the park after hours. Several Parkmill employees were recently verbally harassed in the Park Blocks.
- EH - On Monday the 15th, an email will be going out for the annual Protection from Wildfire Smoke Canvas training. Please pay attention to your inbox and complete this training promptly, as it's required to be completed prior to any smoke events. Contact EH or email [EHS-group@pdx.edu](mailto:EHS-group@pdx.edu) for any questions, comments, or concerns, or employee verifications of completed training.
  - The Heat Illness Prevention training that was sent out several weeks ago is also required - if you have not already done so, please complete this as soon as possible.
- CQ - What's happening with the out-of-order Cramer elevator?
  - JP - The elevator still has out-of-order stickers on it after over a month, and the current status of the issue is unknown. JP will contact the people involved and update the committee.
- JR -
  - Remind employees and management that Wildfire Smoke Prevention training is required and should be completed as soon as possible.
    - [EPA's AirNow air quality resource](#) for Portland
      - Remember to not just check current situations, but trends that may be impacting your work or home area soon. Recent ozone pollution caused unsafe air quality for several days in Portland.
  - The Vanguard student newspaper recently published an edition detailing that PSU had recently been cited by the Department of Environmental Quality for noncompliance regarding storage tanks underground. DEQ changed the compliance guidelines during the pandemic, leading to PSU lapsing to adjust to the new standards. This issue has since been resolved.
  - Recent incident where an employee suffered a workplace injury that resulted in hospitalization, but 'timely notice' was not given to Oregon OSHA. If you receive more than observation at a healthcare facility, ex. an overnight stay, this must be reported to

Oregon OSHA within 24 hours. If there is a fatality, this must be reported within 8 hours. EHS is working on resolving this, but given the circumstances, it will take more time - this is a good reminder to try to report incidents as timely as possible.

- Various ongoing construction projects and updates:
  - VSC is in its final stages of work, with temporary occupancy starting July 16th, and August 17th for occupant move-in. Fencing will be taken away as final projects are completed, including landscaping work and improving surrounding areas.
  - The Art and Design building will begin its groundbreaking project on August 17th at the Shattuck Hall lot. CPC and EHS are working with the involved companies to see what surrounding areas will be impacted, which will include several sidewalks and parking areas.
  - The now-demolished King Albert's fencing has been removed, and the site will become a grass field soon.
    - JP - During work on King Albert, a sprinkler head was hit, causing the sidewalk to raise/lower and resulting in an injury. Will a repair happen while the site is contained behind fencing? CPC has also been working on grinding down some problematic raised concrete.
      - JR - Site was reviewed today, and sidewalk repairs will be occurring in several areas around campus soon.
  - The now-demolished Harder House's fencing will be removed soon, and the site returned to TAPS for parking.
  - Urban Center is having its roof replaced, and EHS is working with the construction company to ensure occupants are comfortable during reroofing.
  - Millar Library's internal repair work is going well, and fencing will likely remain until late August or early September.
  - St. Epler is having several windows replaced, and some of the surrounding areas, including sidewalks and parking areas, will be partially closed.
- JH - Some people have recently stated that the PSU Bookstore in Urban is now being controlled by PSU of Barnes and Noble. Is this accurate?
  - JR - Will speak to Laverne about a possible tenant change, but currently believes this is not true.

### New Action Items

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



- CQ - What's happening with the out-of-order Cramer elevator?
  - JP - The elevator still has out-of-order stickers on it after over a month, and the current status of the issue is unknown. JP will contact the people involved and update the committee.
- JH - Some people have recently stated that the PSU Bookstore in Urban is now being controlled by PSU instead of Barnes and Noble. Is this accurate?
  - JR - Will speak to Laverne about a possible tenant change, but currently believes this is not true.

### Meeting Adjourned

Time: 2:00 pm

### Next Meeting

Date: August 14, 2024

Location: Zoom