



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] Erica Hunsberger (EH), Environmental Health & Safety
[P] Michael Jantzen (MJ), Office of Information Technology
[] 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
[] 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
[P] 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: 8/14/2024

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 checked="" 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 September 3rd at 1 pm, there will be a Stryker evacuation training.
 - If your building has a chair, email JR to coordinate more in-depth training for your team.
- On September 11th at 9 and 10 am, there will be fire extinguisher training at the SRTC loading dock.
 - You may invite more people to both the Stryker and fire extinguisher trainings, but please let Erica know on the invitation.
- Next workplace safety inspection will be in Urban Center on September 5th at 8:30 am.

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)

- 7/12/24, KMC, Program Admin had back strain
- 8/6/24, RMNC, Student was cut on hand
- 8/8/24, Landscape Yard, Student was punctured on left forearm

Non-Reportable Incidents

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

- 7/11/24, 37.023922, -122.208622, Lab Tech inhaled poisonous hemlock
- 7/11/24, 37.023922, -122.208622, Unknown person inhaled poisonous hemlock
- 7/26/24, HG CDC, Student was lacerated by tree branch
- 8/8/24, S. Fork River, Unknown person was injured

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 \(blank\)](#)

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 - 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.
 - Some of the backend maintenance has been shifted to FPM, but the ownership remains with Barnes and Noble.

Rounds / New Safety Concerns

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

- AB - Work order system
 - Any work taking place outside is automatically sent to Landscaping. Contact the Work Control Center for some jobs, such as outdoor window cleaning, that is outside the scope of Landscaping. The WCC will also have quicker response times for urgent requests.
 - Contact: 2fix@pdx.edu, or (503) 725-2349
 - Buildings that are grayed out on campus maps are outside of PSU's responsibility, and work orders should not be made for these spaces. If you aren't sure, consult the map first.
- ES -

- The front door cracked at Urban - what is the timeline for repairs?
 - JP - This is not a security or safety issue as this was specialized security glass, and the door is still operational. This is expected to not be fully repaired until around December, but a temporary door will be installed in several weeks.
- There are many cases of Covid going around. Are there any protocols in place?
 - JR - There are still wipes, masks, and hand sanitizer for request at Materials Management. Cases are rising nationally, so please continue to be mindful of your health, mask as necessary, wash your hands often, etc. HEPA filters are still deployed across campus, and you can contact EHS for any issues or filter replacements.
- NB - Updating safety and evacuation protocols at SHAC - the door is now card access only. Would staff call CPSO to prevent access in emergencies?
 - JH - Yes, contact CPSO for access lockdowns. CPSO can also assist with a lock override button ('panic button') that can be installed near the entrance.
- JP -
 - Given PBOT improvement projects, be mindful of the changing sidewalk and street access issues in and around campus.
 - Action Item: The FMH awnings are shedding their facades and repairs haven't been successful in the long term. Maintenance has been routinely picking up pieces that have fallen, including heavy wooden sections with nails.
 - JR to contact CPC for building and safety improvements.
- JH -
 - There is a new point of access control for the West Heating Plant.
 - For access requests, contact: accessrq@pdx.edu / accessrequest@pdx.edu (these are interchangeable)
 - Fencing and plywood around Millar Library has been removed, but the building is not currently open to the public yet.
 - Parking Structure 3 rollup gates have been repaired, increasing security. The new schedule will have the gates closed from 7 pm - 6 am, requiring a badge to open them.
- JR -



- VSC construction project: gating is removed, and first tenants are moving in. Larger opening celebration in late September. Authorized individuals only at this time.
- Art and Design project: will be breaking ground at Shattuck Hall parking lot soon. There will be some traffic revisions at this end of campus, but the pedestrian walkway at the south side of Shattuck Hall will remain open for now.
- Remember to complete Wildfire Smoke training on Canvas in case there is an incident that impacts you or the campus. This is an annual requirement for all employees.
 - ER - Remember that there is a difference between ozone and wildfire smoke pollution. There was recently lower air quality that was due to ozone, but the EPA AirNow website and app showed a simplified average. Different types of pollution can affect people and the environment differently, and other precautions may need to be taken.
 - JR - The closest monitoring station is at Lincoln High School, which provides high quality data for the campus area. Remember to switch this if you want information for other areas.

New Action Items

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

- The FMH awnings are shedding their facades and repairs haven't been successful in the long term. Maintenance has been routinely picking up pieces that have fallen, including heavy wooden sections with nails.
 - JR to contact CPC for building and safety improvements.

Meeting Adjourned

Time: 1:45 pm

Next Meeting

Date: September 11, 2024

Location: Zoom