



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
[P] Alyssa Koida (AK), Global Engagement & Innovation
[] Joe Potter (JP), Facilities & Property Management
[P] Clare Quinn (CQ), College of Liberal Arts & Sciences, Chair
[] 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
[] Erin Burns (EB), ASPSU Student Government
[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
[P] Mercedes Youngston (MY), Conferences & Events

Alternate:

Ad Hoc:

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

Meeting Call to Order

Date: 10/9/2024

Time: 1:05 pm

Quorum Met: Y

Approval of Meeting Minutes from Previous Meeting (Vote)

[x] indicates members vote

Minutes approved as is	[X]
Minutes approved with minor corrections	[]
Minutes not approved – corrections required	[]
Minutes not approved – quorum not met	[]



Announcements

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

- Mental Health Awareness - Resources for employees and students
 - [PSU CARES](#) connects students with resources when they are experiencing distress or other concerns. [Send a referral at this link](#), email askdos@pdx.edu, or call 503-725-4422
 - [Center for Student Health & Counseling](#) (SHAC): Counseling Services Staff are available to assist any student in need of support or faculty/staff needing support in working with a student. During SHAC hours of operation call 503-725-2800, walk in to SHAC at the corner of SW 6th & Hall or schedule [online](#)
 - For employees, access to counseling and other resources through the PSU [Employee Assistance Program](#) is readily available by calling 800-433-2320
 - [Emergency and Crisis Resources](#)

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)

- 9/12/24, Grand Canyon University, Asst. Coach hit in head with ball
- 9/27/24, SHAC, Student fell in fountain, right ankle knee strain
- 9/26/24, SHAC, Student hit left hand on metal box
- 10/1/2024, URBN 6th fl, Teaching Asst. Professor slipped outside restroom. Left ankle/right knee sprain

Non-Reportable Incidents

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

- 9/6/24, UCB, Nurse dropped gatorade on left big toe
- 9/18/24, Parkmill, Student nicked finger with pruning shears

Quarterly Inspection Update (provided by EHS staff)



Next building to be inspected:

Quarter of inspection:

Completed Inspection Review

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

- [Inspection Sheet \(blank\)](#)
- Urban Center Building inspection was completed recently. The majority of concerns were improper extension cord usage, furniture needing to be secured to the walls. Submitting work orders and paying for securing shelving is the responsibility of building occupants.

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 - Remember that work orders can be submitted for areas of particular STF concerns, ex. slippery entrances and the skybridges.
- JR -
 - Be aware of upcoming inclement weather and what the process and expectations are for campus events. Decisions to close the university must be made by 6:30 am that morning, and this will be communicated via the mass notification system. Prepare beforehand for weather events, such as keeping supplies in your car and keeping track of weather conditions.
 - Different departments may need to respond differently, and they should maintain plans for closing, ex. what signage to be posting, how employees are alerted, and storage of materials such as food, water, and ice melt.
 - Phone call alerts will no longer be made. Notifications will be through text messaging and email alerts.
 - Vernier Science Center is fully open. The skybridge between VSC and SRTC is still being worked on, and will be unavailable for several more weeks.
 - The Art and Design building project has broken ground. The walkway between Broadway and the south Park Blocks will be intermittently closed, but is otherwise available.

- NL -

- There will be staggered fire drills conducted across campus from the 14th to the 18th, with University Housing buildings conducting drills today. Impact notices will be sent out. Let Nikki know if you would like to assist in these drills (nludd@pdx.edu).
 - Date and times will not be sent out ahead of time in order to mimic real incidents. People with mobility issues are encouraged to contact EHS on their options for assistance and procedures.
- During inclement weather, University Housing staff will still be working.
- When accessing buildings, ensure that other people are not tailgating behind you, and ask if they have an ID.
 - JH - Campus procedure is to not confront people for safety purposes. Notify CPSO if you have concerns.
 - For some positions, it's appropriate to ask, particularly if the other person is attempting to access a secured space. However, it's generally inadvisable to engage other people.
- Contact Nikki if you find an out of date fire extinguisher, or extinguisher that is out of place.

- AB - Be mindful of fallen leaves as they may conceal other hazards, and keep off the lawn. Landscaped areas are frequently slippery and muddy.

- MO -

- Student tripped in KMC on a step that is difficult to see.
 - JR - EHS will conduct a review of the stair to see if there are improvements that could be made, such as adding grip or visibility tape. MO has been contacting all involved parties.
- 911 and campus police addressed a student injury recently.
- Staff have reported that many people smoke on the 6th Ave street outside of the Topsy Teapot restaurant, with smoke traveling into the air intake of other buildings. This is supposed to be a nonsmoking area.
 - JR - These occupants will be contacted to address this.

- MJ - Is there CPR or bleedstop training?

- EH - There is not currently any training, but reach out to Erica and this can be done on an individual level at cost to the department.
- ES - Has submitted a work order to address a terrace with wobbly tiles.
- PB - TAPS is working on installing cameras on the roof and signage for mental health resources on Parking Structure 1, and possibly other campus parking structures.
- AK - At the nearby Safeway, backpacks and other large bags must be placed at the entrance. These bags are frequently stolen, and this has been an issue for a number of students.
 - Other safety committees, such as ones addressing student safety, may be helpful for advocating for improvements, as well as the Dean of Student Life.
- EH - Only two floors of Urban were inspected due to limited participation, and hopefully another inspection with more people can be conducted soon.
- JH -
 - There was a planned protest walkout event last Monday at 11 am, concluding at RMNC. The event was peaceful.
 - Relay notified CPSO the southeast exterior door to SMSU is often left unlocked. Relay locks the door, but it's a concern that many people seem to have the ability to unlock this.
 - MY - Many groups used to access this door to use the hose inside, and it has already been rekeyed.
 - JH - This door must be rekeyed again for security purposes. There's confusion on which door this is and who uses it, so more discussion will be had on the best ways to address this issue.

New Action Items

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

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Meeting Adjourned

Time: 1:45 pm



Next Meeting

Date: November 13, 2024

Location: Zoom