

Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

☐ 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
☒ Deanna Wiley (DW), PSU Foundation

Employer Represented:

☒ Nellie Bass (NB), Center for Student Health & Counseling
☐ Todd Bauch (TB), Campus Recreation
☒ Erin Burns (EB), ASPSU Student Government
☒ Maddie Franke (MF), University Housing & Residence Life
☒ Josh Hendricks (JH), Campus Public Safety Office
☒ Marcos Ordaz (MO), School of Business
☒ Jeffrey Rook (JR), Environmental Health & Safety
☐ Melissa Scholl (MS), Human Resources
☒ Mercedes Youngston (MY), Conferences & Events

Alternate:

Ad Hoc:

☒ Angel Antonucci (AA), Environmental Health & Safety
☐ Tiara Halsey (TH), Emergency Management
☐ Nikki Ludd (NL), Environmental Health & Safety

Meeting Call to Order

Date: 2/12/2025

Time: 1:00 pm

Quorum Met: Y

Approval of Meeting Minutes from Previous Meeting (Vote)

[x] indicates members vote

Minutes approved as is	<input checked="" 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)

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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)

- HR representative absent – will review next month.

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: NASCC

Quarter of inspection: Spring

Completed Inspection Review

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

- A new location and time for the next building inspection will be coming soon from EH.
 - NASCC, FAB 1st and 2nd floors, and the Art Building are good candidates.
 - NASCC will be the next building inspection, with FAB possibly being after.
- [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)

Rounds / New Safety Concerns

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

- JR -
 - Updates will be coming to the injury and accident reporting system to streamline current issues with the process.
 - Evacuation maps across campus are being updated to reflect changes to buildings and resources. This will take some time given the large number of buildings.
 - Art and Design construction is ongoing, with traffic disruptions continuing.
 - Winter weather is coming. There will potentially be campus closures or delayed starts – remember to sign up for PSU Alerts and pay attention to your email. Decisions will be made at around 5-5:30 AM. Follow your HR guidelines for proper working procedures and expectations.
- EB - Do AEDs have pediatric pads or only adult pads?
 - JR - Some have both adult and pediatric pads, but he is unsure which have these and will try to find this info.
 - Consider adding this information to the overall AED list.
 - Speech and Hearing would also benefit from pediatric pads given their pediatric clients.
- EH - Remember to stay hydrated, warm, and eat enough as cold weather work can be more strenuous.
- JP - Keeping an eye on possible inclement weather upcoming. Striping on sidewalks and the Park Blocks is a liquid deicer being laid down preemptively. Watch your footing and possible slips, trips, and falls.
- MO -
 - Working with Jeff and team to get permitting for events happening at KMC.
 - Large amounts of graffiti in bathrooms recently, and is working to clean this up.
 - Re: injury report of a student tripping in classroom - Maintenance has installed visibility tape with grip on the stairs.

- DB - Emailed some concerns for Speech and Hearing to EHS. Department faculty don't currently have a fire warden or evacuation chairs – this is of particular concern given that the department assists with many disabled clients. There is no full-time administrative staff at Speech and Hearing, limiting who can fulfill this role.
 - JR - The university is working on getting more evacuation chairs across campus. The Accessibility Committee meeting is soon, and this will be a topic.
 - JR - Fire warden program itself is getting updated, and will likely take several months to be completed with new training. There will hopefully be many interested persons. Training is volunteer-based and some departments have not had wardens. There is a new Fire Prevention Coordinator who may be able to assist with the warden issue. JR - New training will be more comprehensive and offered to more people, meaning there will be less reliance on one person.
 - Many people have been confused on how and where to evacuate, such as using or not using elevators and where to gather. DB suggests that a text message could go out with that information during incidents.
- CQ - Skybridge between SMSU and FMH has pieces of metal across stairs that pop up occasionally and present a tripping hazard. Will be submitted as a work order.

New Action Items

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

- EB - Do AEDs have pediatric pads or only adult pads?
 - JR - Some have both adult and pediatric pads, but he is unsure which have these and will try to find this info.
 - Consider adding this information to the overall AED list.
 - Speech and Hearing would also benefit from pediatric pads given their pediatric clients.

Meeting Adjourned

Time: 1:30 pm

Next Meeting

March 12th, 2025

Location: Zoom