



## Campus Safety Committee Meeting Minutes

### Members

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

#### Employee Represented:

[P] Paul Boevers (PB), Transportation & Parking Services  
[P] 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  
[P] Joe Potter (JP), Facilities & Property Management  
[P] Clare Quinn (CQ), College of Liberal Arts & Sciences, Chair  
[] Jeffrey Smith (JS), Diversity & Multicultural Student Services  
[] Deanna Wiley (DW), PSU Foundation

#### Employer Represented:

[P] Nellie Bass (NB), Center for Student Health & Counseling  
[] Todd Bauch (TB), Campus Recreation  
[P] Erin Burns (EB), Helen Gordon Child Development Center  
[P] Maddie Franke (MF), University Housing & Residence Life  
[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  
[P] Mercedes Youngston (MY), Conferences & Events

#### Alternate:

#### Ad Hoc:

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

### Meeting Call to Order

Date: 5/14/2025

Time: 1:00 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)

- Looking for Representatives from the different Colleges to gather and disseminate information more effectively.
  - Jeff has sent out invitations. Please reach out to people who may be interested.
    - JH - He is a part of the Vanport Building committee and will bring that information over as appropriate, or possibly a representative.
    - NL - RLSB has requested more fire and life safety training – their staff would be good to include as representatives. OHSU has recently changed their floor warden program, meaning cross-training between PSU and OHSU has been impacted.

## 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)

- 4/9/25, HG CDC, Staff was in a room caring for children (3 year olds) when a child was running and waving their arms around, and hit them in the left side of the chin.
- 4/28/25, SH 155, Lab tech was opening a plaster mold of a bronze cast, which requires heavy lifting and chiseling away at the object with a mallet and hand pick. Was chiseling with the hand pick and missed object and sliced pointer finger on left hand.
- 4/30/25, HG CDC, Teacher was walking towards the classroom counter, and fell onto left side. Body weight landed on arms, hands, and upper thighs. Initially they didn't feel any pain, but as they moved around, they started experiencing lower back pain, neck pain.

### Non-Reportable Incidents

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

- 4/22/25, Montgomery Service Desk, Student hurt wrist carrying heavy package from high shelf (~40lb), possible tendonitis.
- 4/14/25, Student Mailroom, Student had cold pack leaked onto hand.



- 4/10/25, 930 SW Montgomery, Student lacerated hand.
- 4/29/25, HG CDC, Teacher had hand bit by child.

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

Next building to be inspected: Lincoln Hall

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)

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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)

- What is the role of the CSC in reviewing the accident and injury reports?
  - JR – The committee may be able to offer recommendations or insights on issues, particularly where there are repeat issues. For example, certain spaces may have equipment that has led to multiple injuries, or areas with repeat ergonomic issues. Other spaces like HG CDC have repeat injuries that are routinely expected as part of working with children. The CSC may be able to have a closer relationship with the spaces and incidents that can be helpful in assisting with the review.
- NL – The mail room is shifting spaces to Broadway due to the upcoming Montgomery demolition. When this relocation is complete, it will be helpful for the CSC to review and inspect this area for ergonomic and safety issues.
- EB – Teachers believed they heard gunshots outside of the playground area. CPSO was called, and were unable to find anything or obtain more information. HG CDC was briefly locked down. However, there were issues in communication with staff, and these processes will be reviewed.
  - CQ – Confirmation needed – the Emergency Action Plan form can be completed, which utilizes campus funds to purchase safety equipment and supplies.

- NL – Do not purchase fire extinguishers. If you see empty fire extinguisher boxes anywhere on campus, report them.
- JR – Will speak with Tiara Halsey.
- JP – Practice defensive driving, even as a pedestrian. People on electric scooters often have close calls and are not aware of their surroundings.
- NB – SHAC has had recent incidents with unknown people accessing areas, and staff lacking the training to know how to handle the situation.
  - On the 3rd floor, someone accessed a badge-access only area and locked themselves in a restroom. CPSO was contacted and handled the situation.
  - CQ – As a campus, we have not had much training and understanding of what we should be doing in these situations.
    - JH – According to campus policy, no student or staff is obligated to engage with anyone, particularly if they may pose a threat. In the bathroom-locking incident, proper procedure is more clear-cut, but you are not expected to have all the information in order to call CPSO for other incidents.
    - NB – Staff are being encouraged to wear name tags and identifying shirts.
    - NL – Staff should be encouraged to introduce themselves and clarify their purposes for being in the space.
      - EB – In the main HG CDC building that is badge-access only, many people come in and do not identify themselves.
    - JP – New employees often are not wearing identification or introducing themselves. JP will be reiterating this to their crew, particularly given that maintenance workers are often coming in and out of buildings. Each department has different norms, so it's important to discuss this with your teams.
    - CQ – For concerns of equity and standard practices across different departments, it would be helpful to form standards on how to discuss these issues and what identification should involve.
- PB –
  - PS1 roof has had safety fencing installed for suicide prevention, expected to be installed before fall term.
  - Suggestion: The committee would benefit from Housing and Lincoln Hall representatives. Reach out if you know anyone.

- Maddie Franke is the current Housing representative, absent today.
- MY – Last week's SMSU demonstration went as smoothly as possible. Thanks to the employees involved for their work during this event.
- DB – There are administrative staffing concerns with Speech & Hearing being able to fulfill the evacuation warden program, and staff lacking the training on how they can assist people with mobility issues during evacuation.
  - NL – The evacuation warden program is not mandatory. Everyone should aim to evacuate the building and congregate at the assigned area regardless of the presence of a trained warden. Staff are not required to assist people with mobility issues. They should take the person's information and location, and give this information to emergency responders.
    - NL recommends a followup meeting to discuss these specific issues with Speech & Hearing staff, and discussing training as needed. Each campus building is different and NL, JR, and other staff can be involved in a meeting to address specific needs.
  - Stryker chairs are being introduced across campus but Speech & Hearing does not currently have one, with DB discussing this with JR.
- JR –
  - The [written AED list](#) has been updated. The [interactive map](#) is not updated yet, but it will have the updated information including pediatric AED locations.
  - A worker was recently exposed to asbestos, and a report and inspection by OR-OSHA has been conducted. Per OR-OSHA, asbestos training is good.
  - Engineering Building incident – a student was using a lithium battery that ignited and exploded, causing a small fire. 3 other batteries also ignited and exploded. Incident was resolved with minimal issues, and no injuries to any individuals. EHS is working on more outreach information on lithium ion batteries for those who interact with them.
  - Stryker chair evacuation training was completed for Millar Library staff.
    - This training is free and can be provided to any interested department. Reach out to EHS for more information.
  - Heat Illness Prevention training will be coming out soon, which is required annually for all staff. Thanks for your support.



- There will be many construction projects occurring across campus, as well as graduation events. Sign up for building impact notices for more information, and be aware of impacts to traffic and building access.
- CQ – Will be completing the annual report soon. Contact her if you have any questions - there is a section on committee goals, which you can add to!

### New Action Items

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

- Looking for Representatives from the different Colleges to gather and disseminate information more effectively.
  - JR - Reach out to RLSB employees to solicit CSC representation.
- NL - RLSB has requested more fire and life safety training. OHSU has recently changed their floor warden program, meaning cross-training between PSU and OHSU has been impacted.
- JH - Follow up with Tiara Halsey regarding emergency response communication, re: HG CDC lockdown following gunshot sound
- CQ/JR - Follow up with Josh Hendricks/CPSO regarding employee campus security training (campuswide)

### Meeting Adjourned

Time: 2:15 pm

### Next Meeting

June 14th, 2025

Location: Zoom