

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
[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
[] 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
[] Maddie Franke (MF), University Housing & Residence Life
[P] Josh Hendricks (JH), Campus Public Safety Office
[P] Marcos Ordaz (MO), School of Business
[] Jeffrey Rook (JR), Environmental Health & Safety
[] 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
[] Nikki Ludd (NL), Environmental Health & Safety

Meeting Call to Order

Date: 6/11/2025

Time: 1:05 pm

Quorum Met: Y

Approval of Meeting Minutes from Previous Meeting (Vote)

[x] indicates members vote

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

[]
[X]
[]
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Announcements

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

- Lisa S. and other people may be attending the next meeting as prospective members.
- There will be a workplace inspection held Monday, 6/16 from 10:30 – 12:00 at Lincoln Hall. Please let Erica know if you will be attending.

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)

- MS is not in attendance. Will report for the next meeting.

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: 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)

- Looking for Representatives from the different Colleges to gather and disseminate information more effectively.
 - JR – Reach out to RLSB employees to solicit CSC representation.

- UPDATE – More people may be stopping in to the next meeting as prospective members. One will be coming from the Graduate School at RMNC, expanding the committee's coverage across campus.
- 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: a HGCDC lockdown following gunshot sound.
 - UPDATE – CPSO, EHS, and HGCDC to sit down and discuss in August.
- CQ/JR – Follow up with Josh Hendricks/CPSO regarding employee campus security training (campuswide).
 - JH – Spoke with Nikki Ludd, Heather Randell (Facilities and Maintenance director), and Quinn Soifer (Capital Projects and Construction director). A potential jumping-off point for procedures may be that of SHAC and HGCDC, who have sign-in processes.
 - EH –
 - Facilities are often wearing appropriate identification.
 - Discussed at pre-meeting with CQ on the lack of general understanding of what individuals and departments should do when they encounter a problematic situation.
 - Discuss more solutions when JR is back. Potentially a Canvas training.
 - CQ – This is a highly valuable conversation to continue having with your teams, particularly as this is a nuanced issue for many departments and formal solutions are difficult to implement. Remember that many people completing a variety of tasks come and go at PSU, but also remain conscious of your surroundings, verifying entry in limited-access areas, and wearing identification.
 - If you have any ideas or suggestions, please let the committee know.

Rounds / New Safety Concerns

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

- DB – Will be off contract for the Summer, back in the Fall.
- EH – If you have not completed the annual Heat Illness Prevention training, please do so. This is a required training.



- Wildfire Safety training will be coming later in July.
- MY – Last week, someone pulled the fire alarm at SMSU. Evacuation was successful and quick.
 - CQ – Not all staff were aware of when to return inside. Discuss with Nikki Ludd on better procedures for ‘all clear’ announcements.
- EB – Roof work was being completed at HG CDC and created significant fumes, with several employees becoming sick and parents being called to pick up children as soon as possible.
 - Joe Potter responded – the fumes were nontoxic, but the odor was very strong.

New Action Items

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

- MY – Last week, someone pulled the fire alarm at SMSU. Evacuation was successful and quick. Discuss with Nikki Ludd on better procedures for ‘all clear’ announcements.

Meeting Adjourned

Time: 1:30 pm

Next Meeting

July 9th, 2025

Location: Zoom