



## Campus Safety Committee Meeting Minutes

### Members

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

#### Employee Represented:

[P] 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  
[ ] 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  
[ ] Marcos Ordaz (MO), School of Business  
[P] Jeffrey Rook (JR), Environmental Health & Safety  
[P] Melissa Scholl (MS), Human Resources  
[ ] 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: 7/9/2025

Time: 1:10 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

[X]

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)

- Lisa Saban and other people may be attending future meetings as prospective members. Lisa was unavailable today.
- Reminder: if you see expired or missing fire extinguishers, alert Nikki Ludd.
- Next week, the Protection from Wildfire Smoke Training will be released. All employees are required to take the training annually.

## 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)

- 5/13/25, 491, Maint Coordinator: I was cleaning up our equipment after we finished snaking a drain. I bent down to grab the snake and hit my head on the corner of the water heater support/pan that sits at about 4-5' high. Caused a cut and large bump.
- 5/9/25, Moro, OR, Research Faculty: Dog bite on left calf
- 5/20/25, USP 250, Assoc. Professor: Towards the end of my class USP 312 at room 250, I turned to walk to the computer station and somehow tripped and fell forward towards a table and hit the edge of the table. I was able to pull myself up.
  - EHS to follow up.

### Non-Reportable Incidents

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

- 5/20/25, 930 SW Hall, Wage pool: My operations staff and I were taking down a softball hitting cage at the turf field and we were moving it from one location to another. It's a large batting cage on wheels and when we were rolling it my left foot got caught and rolled over.
- 5/19/25, West side of 1802 SW 10th Avenue, Campus Security: Struck in face by transient
- 6/20/25, FMH 150A: Student: Thwapped with a bungee cord on face



- 6/11/25, HGCDC, Teacher: Exposed to roofing fumes
- 6/11/25, HGCDC, Teacher: Exposed to roofing fumes
- 6/11/25, HGCDC, Teacher: Exposed to roofing fumes

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

Next building to be inspected: FAB

Quarter of inspection: Fall

### Completed Inspection Review

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

- There was a workplace inspection held Monday, 6/16 from 10:30 – 12:00 at Lincoln Hall.
- [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.
  - MJ has a list of OIT administrators that he will get into contact with.
- 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.
- 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.
  - MY not present, will follow up next meeting **8/13/25**.

### Rounds / New Safety Concerns

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

- CQ –
  - Discussion on deciding the next location for the workplace safety inspection for Fall 2025 term, choosing between FAB or PSC.
    - The next inspection will take place in FAB.
  - There is paper on the floor in SMSU, potentially leading to a tripping hazard. CH has HVAC updates and an asbestos project that may cause occupant impacts.
  - If you have any questions or concerns for the annual report CQ is preparing, you may contact her. The document is also available to view in the CSC Google Drive.



- EH – Next week, the Protection from Wildfire Smoke Training will be released. All employees are required to take the training annually.
  - If you have not already taken the Heat Illness and Prevention training, please do so as soon as possible.
- PB – Parking Structure 3's gate is broken after repeated crashes due to mechanical issues, and not user error as in previous incidents. It will be replaced soon and the gate is currently open.
- MS – RMNC is hot and dry.
  - See JR below for more information.
- JH – The boarding-up of Blackstone has begun in preparation for its future demolition.
- JR –
  - The university received an SEIU and OR-OSHA complaint for workplace safety related to fume exposure in HG CDC.
    - EHS worked to address the issue – work was being completed prior to the HVAC system being turned off, exposing employees and children to the fumes. The building was fully purged that night, and discussions were had with Facilities to ensure these systems are properly addressed before projects begin.
  - The university was found to not be at fault for the asbestos incident at Cramer Hall that had been reported to OR-OSHA, and current procedures have been evaluated as sufficient and appropriate.
    - There was a citation for committee meeting minutes, where specific dates for management responses to issues are required to be listed. This will be corrected going forward.
  - EHS is reviewing all incident and injury reports from the past 5 years to analyze repeat incidents, working with HR on what training may be needed and to address problematic areas, equipment, procedures, etc.
  - Current and upcoming summer construction projects:
    - SMSU – 3 air handler units will be replaced over the next year, as well as multiple elevators. Asbestos abatement will be required on and around the units. To support employees, there will be baseline air monitoring as well as air monitoring through the entire project, both during and outside of abatement phases. Will be starting the middle of next month.
      - MS – Some SMSU employees (as well as possibly RMNC) will be affected by these projects and will need assistance with their accommodations.

- JR – MY and the Swinerton team have created a thorough document to support the work being done that will be shared with MS.
- RMNC – 2 air handler units will be taken offline and replaced. No start date is currently known, but this project is underway. The HVAC system will need to be fully replaced, increasing the scope and duration of the project.
- The road of the intersection between Blumel, SRTC, and VSC (11th and Mill) will be torn up starting this Monday, blocking access to the SRTC loading dock and that area of campus for about a month and a half.
  - The 10th and Montgomery surface lot between the Oak Savannah and the Montgomery dorm will remain available.
- Stott Field will be fully replaced in about 2 weeks with new turf.
- Millar Library – There will be an elevator modernization project over the next several months. All elevators will be removed, with portions of the exterior and nearby roadways closed temporarily. A crane pick was recently completed related to this project.
- Cramer Hall – 2nd floor will be finishing asbestos abatement this month. Flooring, ceiling, and other materials are being replaced, and fixtures will be modernized.
- Art and Design – Construction is ongoing, with the building having significant progress.
- If there are any concerns you or your department have with campus projects, please contact EHS, [EHS-group@pdx.edu](mailto:EHS-group@pdx.edu). CPC has a limited log of major projects on [their website](#) with more information. Consider signing up for impact notices, which will be automatically emailed to you when your selected buildings are having projects that may impact you.
- EB – Blumel has a leaning tree that appears to have a rotted hole. How should this be addressed?
  - JR – Contact the Work Control Center, who will have Landscaping check. If not on campus property, it will be handled by the city.

### New Action Items

(Whom it was assigned to, description of action item/safety concern, expected date of follow-up)

- EH, JR, CQ – There is not currently a publicly accessible list of construction projects on CPC's website – only major projects, such as the Art and Design building, are noted.



- A more transparent project list with contact information would be helpful for affected departments as well as other community members, particularly considering that some people do not have access to this information and may not be included by notices or supervisors. However, there are also concerns of people unnecessarily contacting project managers.
- Jeff will bring this up to Quinn Soifer, director of CPC, and will report next meeting **8/13/25**. There is currently a private log of these projects that is not publicly accessible.

### Meeting Adjourned

Time: 1:50 pm

### Next Meeting

August 13th, 2025

Location: Zoom