



Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

- Nellie Bass (NB), Center for Student Health & Counseling
- Paul Boevers (PB), Transportation & Parking Services
- Deanna Britton (DB), College of Liberal Arts & Sciences
- Benjamin Crall (BC), College of Engineering & Computer Science
- 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

Employer Represented:

- Todd Bauch (TB), Campus Recreation
- Erin Burns (EB), Helen Gordon Child Development Center
- 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
- Lisa Sablan (LS), Research & Graduate Studies
- Melissa Scholl (MS), Human Resources
- Mercedes Youngston (MY), Conferences & Events

Alternate:

- Ed Ivory (EI), College of Engineering & Computer Science

Ad Hoc:

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

Meeting Call to Order

Date: 1/14/2026

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

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Minutes not approved – corrections required

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Minutes not approved – quorum not met

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Announcements

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

- Reminder that CQ will no longer be chairperson in June. Please reach out to CQ, EH, or JR if you're interested in taking on this role or have any questions.
- A test of the PSU Alert system will be occurring on Tuesday, January 20th at 12:50pm. If you have not already signed up for PSU Alert, please do so.
- February 9 - 13th will be Lab Safety Awareness Week! EHS will be working around campus to host several events, including lab safety training sessions.
- PSU Emergency Management and campus safety partners are listening! Here are some new resources for 2026 based on community feedback.
 - **New CPSO Reporting Tool for Non Emergency Crimes:** You can now submit non-emergency crime reports via a [convenient online form](#). Use it to report criminal activity that is no longer in progress, such as assault, theft, drug incidents or vandalism.
 - **Expanded Emergency Procedures:** New or updated public-facing guidance on what to do before, during and after [Inclement Weather](#), [Wildfire Smoke](#), [Civil Disturbance](#), [Active Threat](#), and [Earthquakes](#). Check our page for guidance on other hazards.
 - **Expanded Audience-Specific Guidance:** New tailored resources for [Faculty](#), [Researchers & Field Workers](#). We are working on similar resources for commuters, on campus residents, and individuals with access and functional needs.
 - **Expanded Continuity Planning:** More [resources](#) to help departments keep critical services running during a disruption.
 - **Increased Transparency:** PSU's [Crisis Communication's Plan](#) is now available online.

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)

- 11/21/25, Student Viking Pavilion, Student – While moving a padded seat from storage to other location I just lost the grip and dropped it on my finger.



- 11/4/25, SHAC, Hygenist – Rinsing the patient's mouth and a splash came out of his mouth, under my eye protection (loupes with side shields) and landed in my left eye.
 - EHS spoke with the dental team about increasing the type of faceshields when doing this type of work.
- 12/1/25, USB Basement, Carpenter – I got my right foot caught on an extension cord and to catch my balance was forced to take a quick step with my left. The movement seemed to have strained my Achilles tendon
 - EHS reviewed the space for proper workplace setup, particularly in regards to extension cords.

Non-Reportable Incidents

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

- 11/6/25, RSLB, Lab Preperator – Snake bite and constriction around left thumb and hand.
 - EHS addressed this, providing additional training on animal handling.
- 11/25/25, RMNC, Student – I sprained my right ankle and have been experiencing pain and discomfort when walking.
 - PB completed a walkthrough of the space with EHS' Karen Barnack to review problematic areas.

Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: TBD

Quarter of inspection: Winter

Completed Inspection Review

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

- [Inspection Sheet \(blank\)](#)
- PSC was inspected by the CSC on 12/17/2025, covering the first floor and lower level. Work orders have been submitted and maintenance teams are working with Athletics to address issues.
 - Common issues included many unsecured shelving units, improper storage of flammable items, blocking of fire extinguishers, and more. Please review the inspection report below for a full list of items and their correction status.
 - MY will be contacting the kitchen staff concerning other issues that had been previously noted.
 - The inspecting team was very small. If you are available, your attendance would be appreciated so more area can be covered.
 - [PSC Campus Safety Committee Inspection Report 12.17.25](#)



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)

- MY – Several weeks ago, someone pulled the fire alarm at SMSU. Evacuation was successful and quick. Discuss with Nikki Ludd on better procedures for 'all clear' announcements.
 - Will follow up next meeting 10/8/25.
 - Forgot to discuss, will follow up 11/12/25.
 - NL not present to discuss, MY will reach out and report back next meeting, 12/10/25.
 - MY has not done this yet and will report back next meeting, **2/11/26**.
- JS – On the fourth floor of Parking Structure 2, the exposed skybridge is extremely slippery. There are mats at either end, but the bare expanse between them is problematic.
 - JP – There were likely mats in this area that have since been removed. A work order should be made to Custodial to add these back. Update on this request next meeting, 12/10/25.
 - JP – These mats have not yet been moved back and are currently only inside at the entrances. A work order was submitted and transferred to Custodial, and JP has reminded them to complete this. Report back for completion next meeting, 1/14/26.
 - JP – Custodial is currently discussing the best method to address slippage. JS is advised to check in with them (he is not in attendance). Progress will be reviewed again on **2/11/26**.

Rounds / New Safety Concerns

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

- LS – At RMNC there was an announcement that the ADA access ramp was being repaired, but it seems to be damaged again.
 - JR – This is the same ramp that has not yet been repaired. A piece of building material had fallen, damaging it and other nearby structures.
- MY – On the January 19th federal holiday SMSU will be completely closed for maintenance, including to those who would normally have entry 24/7.

- MO –
 - A staff member had fallen down the stairs at KMC and did not wish to report it. Can this be reported on their behalf?
 - EH – This can be reported as a safety hazard through the [Work Control Center](#). Anyone can submit these reports, not just the person affected.
 - Several doors with badge access have been problematic due to campuswide server issues, with the door separating the first floor public side and atrium often being propped open. MO has contacted access control.
- MS – There have been temperature fluctuations and wind tunnel effects throughout RMNC.
 - JR – This is expected per current building maintenance, which will take several months to complete.
- NL –
 - Fire alarm drills in housing buildings were recently conducted and were completed efficiently with no issues. Broadway and Ondine recently had their alarm systems replaced.
 - Reminder: Please properly dispose of your live Christmas trees if you have not done so, as they may be a fire safety issue. There are many local services that can assist.
- JH – There is a scheduled rally and protest march at 12:30pm at the Park Blocks outside SMSU. Be aware of possible noise and access issues.
- BC – Signage containing contact information is being updated outside of lab doors and some faculty are concerned about having personal phone numbers on display.
 - JR – Google Voice numbers can be used instead, obscuring personal information.
- JR – The University will be updating its rules to allow for high-occupancy vehicles to be used on campus. Vehicles carrying more than 12 passengers were previously not permitted. More information will be available soon.

New Action Items

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

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[Meeting Adjourned](#)

Time: 1:32 pm

[Next Meeting](#)

February 11, 2026

Location: Zoom