

## Campus Safety Committee Meeting Minutes

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### Members

[P] indicates member present at today's meeting.

### Employee Represented

- [P] Nellie Bass (NB), Center for Student Health & Counseling
- [P] Paul Boevers (PB), Transportation & Parking Services
- [P] Deanna Britton (DB), College of Liberal Arts & Sciences
- [P] Benjamin Crall (BC), College of Engineering & Computer Science
- [ ] Josh Hancock (JHa), PSU Library
- [P] Erica Hunsberger (EH), Environmental Health & Safety
- [P] Michael Jantzen (MJ), Office of Information Technology
- [P] 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
- [P] Solomon Weisbard (SW), School of Music & Theater

### Meeting Call to Order

Date: 5/13/2026

Time: 1:04 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       | [ ] |

### Employer Represented

- [P] 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 (JHe), Campus Public Safety Office
- [P] Marcos Ordaz (MO), School of Business
- [P] 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

## Announcements

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

- Welcome new committee member Solomon Weisbard from the School of Music & Theater!

## Presentations / Discussions

(Whom provided by, description of presentation or discussion, date of event or impact, if applicable)

- See discussion of bloodborne pathogens below.

## Accident / Injury Report (provided by Human Resources)

### Reportable Incidents

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

- 3/24/26, LH, Stage Hourly – I was stepping down a stair and slipped, landing weird on my left foot, bruising my foot and breaking my middle toe.
- 4/15/26, Millar Library, Plumber – Was dewinterizing and testing backflows had to reconnect 2 inch backflow and was hand tightening the union and my thumb started to hurt. I stopped and used my wrench and the pain got worse throughout the day.

### Non-Reportable Incidents

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

- 2/12/26, 930 SW HALL ST, Police Officer – While contacting a trespassing subject at Stott Center, the subject resisted arrest. After the subject was in custody, my left wrist was sore and somewhat stiff. I also felt a pinching pain in my right shoulder.
- 02/05/26, UCB 255, Nurse – Was collecting a sample in the lab and felt a sharp pain in left thumb. Gloves were on. No known cause, though still hurts 4 days later and there appears there may be a small injury, no bleeding.
- 02/04/2026, corner of SW 10th and Harrison, Library Tech –Stepped on a piece of bark mulch (about 3" long and 1" diameter) and rolled my left ankle. Heard a pop, fell to the ground, scraped my right knee and I landed hard on my right arm.
- 2/11/26, HG CDC, Teacher – I knelt on the ground and reached for a child, and there was a sharp pain in my left knee. There were no objects on the ground, and when I press on my knee, it doesn't hurt. But kneeling again produces the same pain every time.
- 2/8/26, 1120 SW 3rd, Officer – While dropping off a custody at the Multnomah County Detention Center, the custody kicked me hard on the inside of the knee. After initial contact, there was redness, swelling, and a small abrasion.
- 3/5/26, SHAC, Nurse – Pt. was going to faint and I assisted her to recline and she was unable to assist. It jarred my right shoulder and neck causing pain.
- 3/25/26, HG CDC – Fell going up stairs, hurt elbow.
- 3/16/26, SHAC, Nurse – Today at lunch I was leaving and a SHAC employee came through the stairwell door with the door opening very quickly at the same time I opened the SHAC door and the other door hit my right hand causing pain.

- 4/12/26, Climbing Center 1800 SW 6th Ave, Student – I jumped onto the floor where there was a clear area because we had climbing holds out. Unfortunately, I misjudged the distance and landed on the side of my left foot. I instantly felt pain and had to sit down.
- 4/13/26, HGCDC, Student – Bit by child on arm.
- 4/7/26, SHAC, Nurse – Sprain/Strain on left shoulder/neck, table attached to the reclining lab chair collapsed during the blood draw.
- 4/7/26, HGCDC, Teacher – I was removing pottery from the kiln. Some pieces were on stands that had sharp metal pints. As I attempted to remove a piece that was stuck, my right thumb came in contact with the sharp point, resulting in puncture.
- 4/25/26, ASRC, Student – Suffered laceration during panic attack.
- 4/26/26, 11th/Harrison, Public Safety – Laceration on knees, face, hands, tripped on curb.
- 5/8/26, Viking Pavilion, Student – We were placing a stage deck onto the frame and the peg and hole were not catching onto each other. I put my hand under to get a better angle for the deck to readjust, lost my grip, and pinched my finger between the frame and deck.

### Quarterly Inspection (provided by EHS staff)

Next building to be inspected: Cramer Hall

Date & time: 6/24/2026, 10:30-12pm

Quarter: Summer

### Inspection Discussion / Review

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

\* [Inspection Sheet \(blank\)](#)

- The next inspection has been scheduled for 6/24/2026 from 10:30am - 12pm to cover the remaining floors of Cramer Hall. Please let EH know if you're able to attend.

### 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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### Bloodborne Pathogens Awareness

- EH – EHS received a concerning email that a student saw two needles in a parking structure, and disposed of one in a sharps container.
  - Reminder that individuals who are not trained on bloodborne pathogens and are not in proper PPE should never dispose of sharps of any kind. Never expose yourself unnecessarily. There is trained staff available 24/7 to assist.
    - This also includes reporting personal items such as sleeping bags or clothing, which may have hidden sharps or other potentially infectious materials (OPIM).
  - Contact the Work Control Center for sharps disposal, preferably by calling rather than emailing or submitting a work order. During off-hours, contact CPSO as officers are also trained in proper procedures.

- There are sharps containers throughout campus bathrooms that should be regularly emptied, but it's unknown if this procedure is being followed and it's difficult to tell when containers are full. If you use these and find that they're full, contact the Work Control Center.
  - The student suggested sharps containers in parking structures, but this will not be implemented as it may cause further issues.
- DB – Please be aware that syringes can break through shoes. She suggests that there be some kind of campus-wide announcement on proper disposal procedures to reduce risk, as needles are frequently found throughout campus.
  - JR – More work could be done with Facilities on ensuring people are aware of identifying these issues and what to do. More detailed tracking processes could be especially helpful to implement, as particular locations could be flagged as problematic and receive more regular attention.
  - CQ – It would be helpful to have regular announcements on proper procedures, and information on boards across campus. Departments can remind their employees, but students are often not aware of how to report issues.
  - JR will contact FPM on how messaging can be pushed out more effectively to all parties across campus, and solutions to consistent issues like this. He will update the committee on this issue **next meeting 6/10/2026**.
  - CQ to MF – Does new student onboarding include information on safety procedures, including the process for sharps disposal?
    - MF – She is unaware of exactly what these emails contain and will discuss this at the next meeting of Residence Life. These resources should be easy to include in onboarding information if they are not already. She will update the committee at the **next meeting 6/10/2026**.
  - JP – There is a disconnect between the campus community overall and the Work Control Center, including if they are aware it exists as a resource at all. However, people often do not follow procedures even if there is proper signage and adding more makes it even less likely for people to read them. The parking structures and restrooms have signs indicating that you should contact the WCC if there is an issue.
- BC – Can the Work Control Center be texted at 503-725-2FIX? It may be helpful for CPSO to have a textable number as well.
  - JR – You can send an email to [2fix@pdx.edu](mailto:2fix@pdx.edu). This address can also receive photos.
  - MJ – Yes, this number can technically be texted. It's a Google Voice number so texts get redirected to the owner. However, it's unknown if anyone actually receives or reads these messages.
    - JP – There are two major issues with the recent switch to Google Voice for the 2FIX number. He will update the committee on these at the **next meeting 6/10/2026**.
      - A test text message was sent to this number and the Work Control Center did not receive it. IT will look into this and see where this message went.
      - Signage around campus indicates you can call the truncated 5-2FIX number on campus phones to quickly contact the WCC, but this may no longer be usable. JP will contact Telecom to see if this needs to be fixed.
  - JH – Do not text CPSO, call instead.
    - Do not text or email either the Work Control Center or CPSO if there is an urgent issue. Always call first.

## Rounds / New Safety Concerns

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

- SW – How are employees made aware of the injury reporting process?
  - JR – This is covered during new employee onboarding. Student employees may need to reach out to other departments to report incidents. Contact Human Resources or your supervisor for any questions.
    - [Injury Reporting Form](#)
    - [EHS' page on accident injury and incident investigation](#)
    - [Intro to EHS – Canvas training open to all employees](#)
  - MO – Can you report incidents on behalf of another employee?
    - JR – Yes, you can use the same form, but ensure that the other employee's contact information is included as well.
- EH – The annual Heat Illness and Prevention training has been sent out to all employees, so please take this soon. This is a required training regardless of your department and working location.
- JR –
  - Many construction projects will be occurring this summer on campus. Remember to sign up for building impact notices on the [FPM Facility Impact Notices site](#) to be alerted when your spaces will be affected.
    - The Art and Design building is in its final phases, with completion expected mid-June. Fencing will be taken down and the exterior will be finalized. Move-in processes will begin shortly thereafter.
    - An air handling unit will be replaced in SMSU, with completion in October. Spaces in the building may experience higher temperatures and lack of air movement. Air monitoring is continuously being conducted.
    - SMSU's roof will be replaced soon this summer. The south side of the building may be blocked off during this project.
    - The Blackstone and Montgomery Residence Halls are being fenced-off and prepared for demolition, with various project phases starting throughout the beginning of June and mid-July.
    - Fariborz Maseeh Hall's second floor is undergoing significant renovations and will be inaccessible during this project. The south side of the building towards Shattuck Hall will be blocked off during this work.
  - Portland State will be hosting all PPS graduation ceremonies, from 5/26-6/16. Expect significant traffic and limited parking throughout campus.

## New Action Items

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

- Discussion of bloodborne pathogen awareness, proper reporting procedures, and contacting the Work Control Center:
  - DB, CQ, and others suggest that there be some kind of campus-wide announcement, signage, training, etc. on proper sharps disposal procedures to reduce risk, as needles are frequently found throughout campus and many people are not aware of how to address these incidents. Students are particularly unaware of reporting procedures and the existence of the Work Control Center.
    - JR will contact FPM on how messaging can be pushed out more effectively to all parties across campus, and solutions to consistent issues like this. He will update the committee on this issue **next meeting 6/10/2026**.
    - CQ to MF – Does new student onboarding include information on safety procedures, including the process for sharps disposal?
      - MF – She is unaware of exactly what these emails contain and will discuss this at the next meeting of Residence Life. These resources should be easy to include in onboarding information if they are not already. She will update the committee at the **next meeting 6/10/2026**.
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      - Signage around campus indicates you can call the truncated 5-2FIX number on campus phones to quickly contact the WCC, but this may no longer be usable. JP will contact Telecom to see if this needs to be fixed.

## Meeting Adjourned

Time: 2:00 pm

## Next Meeting

Date & time: June 10, 2026, 1pm

Location: Zoom