



Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

- [P] Tom Bennett (TBe), Civil & Environmental Engineering
- [] Peter Dusicka (PD), Civil & Environmental Engineering
- [P] Lorenzo Guzman (LG), Office of the Registrar
- [P] Erica Hunsberger (EH), Environmental Health & Safety
- [] Martha Ketchum (MK), Student Activities and Leadership
- [P] Aaron Landreth (AL), Office of Information Technology
- [] Phillip Lafrenz (PL), Transportation & Parking Services
- [P] Nate Parsons (NP), Graduate Employee Union
- [] Jeffrey Smith (JS), Diversity & Multicultural Student Services
- [] Karin Waller (KW), International Affairs
- [] Carith Wiseman (CW), College of Education

Employer Represented:

- [P] Todd Bauch (TBa), Campus Recreation
- [P] Jack Dorkey (JD), Human Resources
- [P] Sarah Kenney (SKe), Construction & Real Estate, Vice Chair
- [P] Shaun Kohn (SKo), Smith Memorial Student Union
- [P] Jeffrey Rook (JR), Environmental Health & Safety
- [P] Gaby Sysyn (GS), Center for Student Health & Counseling
- [P] Leslie Walters (LW), Facilities & Property Management, Chair
- [] Craig Whitten (CWh), Campus Public Safety Office

Alternate:

- [P] Paul Boevers (PB), Transportation & Parking Services

Ad Hoc:

Meeting Call to Order

Date: 10/14/2020

Time: 1:00 pm

Quorum Met: Yes

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

Announcements

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

- LW - New safety committee member from SHAC; introductions of all members
- JR - November safety committee rescheduled from November 11 to November 18 due to University Holiday, calendar has been updated

Presentations / Discussions

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

- LW - Annual Report update; will be working with Erica to get completed and have by next meeting for review
- JR - Action Item Update: IMT discussed air quality. Closures that week. Air quality added to emergency response procedures with emergency management. Creating matrices for criteria levels to reduce operations, shift indoors, or shut down University completely. New appendix to operations plan for University campus on air quality.
- SKe - Action Item Update: Sarah reached out to academic affairs; they will not be doing anything
 - LW: Did students get official communication about that?
 - JR - UComm has put out some information to students. IMT has discussed how to disseminate information; amount of information and uncertainty of how many people would be on campus and when, they felt that was the appropriate level of distribution. UHRL may have done additional outreach for those living in residence halls.
- JR - Updates from IMT;
 - Oregon OSHA released the new COVID 19 temporary standard. The University established a reopening plan for COVID with the OHA/HECC. OR-OSHA took some from those standards and added to it. Working to ensure we are following all the necessary requirements. Sub-group of IMT looking at what areas are we not meeting, what areas are we meeting, and what are we exceeding in? Meeting most.
 - Three primary areas in discussion right now; creating employee hazard exposure assessments for COVID-19 (all employees have to have an assessment), working with HR to find and use the same category groupings they have for each class (about 15) and breaking down into sub-groups - those on campus in that position and those remote in that position (most positions will be remote making the number of assessments zero, other groups on campus and that have been on campus this whole time with higher exposure; what means need to be in place for them to prevent an exposure?). Will be soliciting feedback once assessments are created. A lot of this has already been implemented at the beginning of the pandemic but will make sure it will all be documented.
 - Another area is identifying groups considered exceptional risk workplace job duties; SHAC med/dental (direct exposure with patients), CPSO, EHS (waste collection), and Athletics (direct interaction w/ students)



- LW: Will Landscaping be included? We clean up waste from those possibly exposed?
 - JR: Will add Landscaping to the list.
- Additional elements to ensure those employees are being trained at a higher level for infection control to ensure they are not inadvertently exposing themselves.
- Last area under discussion - Section under OSHA and OHA related to medical removal from campus; not sure how to make this work right now and are seeking clarification.
 - LW: Are we going to make contractors held to these standards?
 - JR: They will have to be under the same requirements. They must submit COVID plans prior to performing work on campus.
 - EH: OSHA standards effective November 1
- EH - Updates on Legionella; last update to close up discussions. Still waiting on final results from Montgomery positive result retest. Issue with FedEx delivering sample to lab in time so sample had to be retaken. Received another positive sample in CH as samples were being taken prior to work on upgrading the system. Work was set to be completed last week, will test after to ensure it's doing what it's supposed to do and it's not another issue. Temp should maintain outside the incubation range for Legionella growth and sample to confirm. Amount of sampling will decrease if negative results are achieved. Systems will continue to be flushed as long as people are not on campus. Will be on a schedule to ensure it's being used similarly to how it would with normal amounts of people on campus.
 - JR: We did receive some negative results back from Montgomery and CH for the last round of testing.

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- 8/27/2020 – MONT; Originally non-reportable that resulted in missed time and moved to reportable; Maintenance worker at Montgomery Housing slipped while replacing shower head, causing later discomfort in their lower back.
- 9/28/2020 – HGDC; Employee was lifting 10-20 lb boxes and was startled by a delivery person, resulting in pain in the lower back (right side) that worsened over time. Currently on light duty.
- 10/13/2020 – Landscape Yard West; Grounds maintenance employee was reaching down to fix their sock when they felt a sharp pain in their back. After the initial surge of pain lessened some pain remained.
 - LW: Do we mandate people to do stretching for certain jobs?
 - EH: It's not mandated but certainly recommended. Very common in back injuries, probably had an injury before they knew it with no pain receptors in the spine. Reinforced the need for stretching and safe work practices. Not just those



working in the field but those working in offices as well. Important to keep moving throughout the day, do stretches, especially back extension stretches for people sitting a lot.

- SKe: Can we record someone who is trained doing Stretch & Flex?
 - LW: In Facilities, Construction does S&F every day and has for years.
 - EH: If S&F is something you're interested in starting with your group, it would be a good idea to reach out to me before starting. Doing something like S&F first thing when you haven't been moving at all can be dangerous as well; if you don't stretch correctly you could end up injuring yourself even more. Having something recorded would be a good idea for a future project.
 - LW: Travis in Facilities does video recordings and training.
 - EH: Have been thinking about reaching out to Travis about this.

Non-Reportable Incidents

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

- 9/11/2020 – Corbett; CPSO employee caught trailing back leg while stepping over a 3' boundary wall. Employee fell to the ground and injured their left hand and right knee.
- 10/5/2020 – HGCDC; Employee was redirecting a child on a play structure and caused the employee to move their back at an awkward angle leading to a strain. No time loss so far.

Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: UCB

Quarter of inspection: TBD

Completed Inspection Review

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

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)

- 9/9/2020 – EH/JR: Campus communication about dangerous air quality; discuss with RM
 - Resolved - 10/14/2020
- 9/9/2020 – SK/TBa follow up regarding information for new students on campus
 - Resolved - 10/14/2020

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

- JD - Checking COVID reporting, wanted to get a sense of awareness of how and when to report that. Have had conversations with affected people, but those numbers are not reflected in official reports. What are people's familiarity with the reporting?
 - TBa: We don't have a full handle on this, or what the process is that the University goes through to trace. I see this as a hole in my knowledge base, I don't know.
 - JR: Coronavirus response website - all the information is there; SHAC is primary point for reporting to help with contact tracing
 - LW: Is SHAC documenting even if they are false reports?
 - JR: Contact SHAC they can direct you appropriate steps; Gaby insight?
 - GS: Everything is documented in a patient's chart, definitely for positive but not sure about negative; can find out more about documenting people who think they have but don't. SHAC has a lot of discussion with students before coming to SHAC if they feel they need to be tested, prior to coming in, and are informed of proper procedures should they need to come in.
 - LW: Just curious, but not necessary
 - TBe: People want to know more information but the University is doing the best with what they have available
 - JR: SHAC has posted a health self-assessment checklist; if you answer yes to any questions, notify supervisor, and contact healthcare professional. May also then contact SHAC for testing, if appropriate. Information is there for testing at SHAC, who can sort out whether it's needed based on symptoms.
 - TBa: Speaking more from an environmental perspective; what environment am I walking into? Am I coming into contact with someone who had an exposure? How does the University keep track of this information?
 - JR: If you have employees not following the physical distancing, mask, and personal hygiene mandates, then you are able to tell them they are not able to work there at this time until you can follow these, or the University has to re-evaluate the space and whether or not it should be open. If someone is not following the guidelines in your department you should let them know if they do not comply, they may not have the ability to remain open, as a mandate from the State.
 - JD: If people go through their own non-SHAC channels of getting tested and confirmed, does that come back to us at any point? We may have blind spots where we don't see all the information with missing pieces to the puzzle because of where the reporting is being done. Numbers I see officially reported are lower than what's expected based on the conversations I've had (as Leaves Admin). Should there be a more systematic system of reporting?

- GS: I don't know that we can force people to report whether or not they've had a positive test - that's protected health information.
- JD: Not reporting the test but symptoms, such as the COVID reporting form for presumptive exposure.
 - GS: Presumptive test, as in positive test?
 - JD: The form indicates, I've possibly been exposed, and allows for reporting before just the positive test and having a broader sense of what peoples exposure is in their home environments - may help us make decisions when we bring people back.
 - GS: It does ask those things, it could be marketed more and sent out more broadly across the University. Going back to the question about negative tests, on the dashboard, it looks like a total of four (4) positive cases and 127 test samples done at SHAC.
 - LW: Is that information available to the general public?
 - GS: Jeff shared it in the link (<https://www.pdx.edu/coronavirus-response>)
 - JR: This has been out a couple weeks. The challenge that everyone is facing is an overload of information at the start of a semester, and a consolidation of multiple websites, trying to direct people to specific points. Our role as a committee is to ensure it's shared out to everybody. Has gone out through emails through UComm, but if you're not looking for it specifically it can be missed. Gaby made a great point that more information needs to be shared about this, which is a role each of us can share with our departments. Make sure the PSU Fall 2020 slide deck is reviewed that was shared in multiple emails, it covers a lot of the questions people have brought up.
 - NP: Need to be really careful with that, these numbers are not representative of the community, they are self-selected. Be super cautious with putting this information more broadly into the public sphere until it gets vetted by appropriate agencies. You don't want people playing "amateur Epi" with broad numbers when they don't know how to interpret those. May cause people to assume their risk of catching COVID on campus is low.
 - JR: Good point in regards to the dashboard.
- NP: Is SHAC doing a flu vaccination push right now?
 - GS: Yes, will be doing throughout Fall
- LG: What about regular employees?
 - GS: Not sure
 - SKe: Not happening, Jack - HR should send campus wide email
 - JD: Will reach out to benefits manager
 - GS: In the past SHAC has opened up flu shots to staff at the end of season if there are extra vaccines available.

- SKe –
 - Damage to CPSO; Any injured employees? Some were in the building at the time. Thanks to Facilities for the work they did in securing the space to get people back to work and feeling safe.
 - Know of three cases where people who reported being exposed to someone who has tested positive and came to work on campus or informed their supervisor. Filled out the form each time and quickly got a response from SHAC of appropriate next steps.
- LG - Any way to track employees coming to campus, even for one off situations?
 - JR: CPSO tracking card access, use of card readers triggers emails to anyone who has used them on campus to remind them to adhere to guidelines, may also help with broader contract tracing if needed. Employees are really encouraged to go through SHAC to keep them as the hub of information
- TBa - Open 5 days a week, 7 am -6 pm, close 3 times to clear and clean the building. Everything spaced 8-12 ft (above state requirement of 6 ft). Each shift has professional staff, not just students by themselves. Most people are very accommodating. In the process of expanding services with IMT after the initial reopening plan (state approved opening swimming pools). About 25 people and 10 staff on average, pretty low - mostly people who live in the immediate area, 97% student / 3% faculty/staff
- AL - If a department wants to get new disposable masks? Is handled through MM
 - JR: Yes, use MM
 - SKe: There's a form, and will deliver (Link: https://docs.google.com/forms/d/1aDo4CmuvkqTivwWwFuqhH_nAgDZVvboY_hX7An0vHZ4/viewform?ts=5f108bda&gxids=7757&edit_requested=true)
- PB –
 - TAPS successful start of term, initial concern about too many people in lobby, people without masks, etc. First Monday, more than 5 tried to enter the lobby and asked to leave, everyone good about it. Doing everything we can by mail and only necessary things in person.
 - Asked to hire new people due to vehicle break ins. Concerned about onboarding process, usually in person and hands on, but hesitant with how that with work with COVID procedures.
- LW –
 - Gearing up for leaf season, full crew sticking to COVID standards to get leaves cleaned up.
 - Inclement weather meetings for snow/ice removal have begun, integrated new COVID standards into response

New Actions Items and Safety Concerns

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



Meeting Adjourned

Time: 1:29 pm

Next Meeting

Date: November 18, 2020

Location: Zoom