



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
- [] Joshewa Fulton (JF), Global Diversity & Inclusion
- [P] Lorenzo Guzman (LG), Office of the Registrar, Chair
- [P] Erica Hunsberger (EH), Environmental Health & Safety
- [P] Aaron Landreth (AL), Office of Information Technology
- [] Nate Parsons (NP), Graduate Employee Union
- [P] Joe Potter (JP), Facilities & Property Management
- [P] Clare Quinn (CQ), College of Liberal Arts & Sciences, Vice Chair
- [P] Jeffrey Smith (JS), Diversity & Multicultural Student Services
- [P] Elena Sokol (ES), College of Urban & Public Affairs
- [] Karin Waller (KW), Global Engagement & Innovation

Employer Represented:

- [] Chris Augeri (CA), Campus Events & Student Union
- [] Todd Bauch (TBa), Campus Recreation

- [P] Erin Burns (EB), Helen Gordon Child Development Center
- [P] Abby Chroman (AC), School of Business
- [P] Tyler Hartman (TH), Human Resources
- [P] Mike McNerney (MM), Campus Public Safety Office
- [P] Jeffrey Rook (JR), Environmental Health & Safety
- [P] Gaby Sysyn (GS), Center for Student Health & Counseling
- [] Leslie Walters (LW), Facilities & Property Management

Alternate:

Ad Hoc:

- [P] Alyssa Thompson (AT), Environmental Health & Safety

Meeting Call to Order

Date: 05/11/2022

Time: 1:00 pm

Quorum Met: Yes

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	[]

Announcements

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

- No announcements at this meeting.

Presentations / Discussions

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

- Travis Block, new Facilities & Maintenance Work Request Portal, unable to attend this meeting
 - [Facilities and Property Management Work Request Portal](#)
 - [Facilities main home page](#)
 - To access the portal, you need to be signed into the VPN service or on campus
- Discussion questions for Travis
 - PB- Is there a specific way to request replacement fire extinguishers?
 - EH- There is currently no spot to request fire extinguishers
 - EHS has no selection tiles in the portal at this time. Fire extinguishers could fall under an EHS function.
 - JP- There is still titles to be added. Some of the portions to populate would include room identification and stairwell and the portal is work in progress
 - Call 503.725.2349 or email help-fpm@pdx.edu and someone is available to take request and route it to the right person.
 - DB- How do you know what requests result in an administrative charge and if there is any clarity to what requests are charge requests? For example, our department had questions about access to filtered water, which was a administrative charge
 - JR- Under estimates & billable services section, there is titles the would be an administrative charge. If there things that need to be fix and replaced, those requests should not fall into an administrative charge
 - EH- There is the possibility that the tiles with a dollar sign in the left upper corner could billable requests
 - DB- It would be helpful adding details on what requests can be made by anyone, and usually all billable services usually have to be approved by administrative staff
 - JP- The work control center knows which requests are charges and can speak to that directly; reaching out to them with email or phone call would be able to answer that. For example if the request is a 'patch and paint' within the department that is a billable charge and if its a broken window that is not a department specific issue and falls under building and

maintenance and not billable. If there is a request that is billable the Work Control Center will reach back out to department and ask about the funding index. If the person does not know about the index, then the Work Control Center knows that the request needs to be routed to someone who can speak to that question.

- Lorenzo Guzman, [President's Reimagine Campus Safety Committee](#)
 - LG- Is anyone on the committee?
 - JR- Micheal McNeary is on that committee
 - LG- I think it would be a good idea to have someone join that committee to have a closed loop with communication between the committees
 - JS to join to have a well rounded relay of other safety concerns that pertain to this committee
 - EH- This biggest concern is if there are workplace safety concerns that are being address by the correct committee. Campus Safety Committee is the OSHA mandated committee to address workplace safety concerns
 - Clarification between purpose of other safety committees and overlaps being addressed is a concern
 - Campus Safety purpose is workplace safety, whereas President's is concerned with public safety and safety in a boarder sense
 - ES- Isn't there also a lab safety committee?
 - JR- Yes there is also a lab safety committee, it is called the [Chemical Hygiene Committee](#) and is for individuals in sciences. EHS has multiple representatives on the committee, as well as a [Facilities and Construction Safety Committe](#) that is specific to FPM and CPC that are responsible for maintenance and construction activities

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- 4/15/2022, SB1 room 16, incident occurred while squatting to reconfigure a vacuum pump. Employee stood up and felt a pulling and popping sensation in right knee. The employee was placed on light duty and referred to orthopedics. This is an ongoing case with workmans comp and leave team.
- 4/5/2022, Lincoln Hall Theater, employee noticed pain in lower back and hip during a lighting hang. This pain worsened after lifting 25-30 lb lights on ladders and while working on catwalks. Employee was placed on light duty and referred to an outside medical exam. This is an ongoing case with workmans comp and leave team.

Non-Reportable Incidents

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

- 5/5/2022, SMSU Floor Entry, employee walked in the doors from the wet sidewalk, slipped and fell. In response wet floor signs or mats were placed at the location. The case was not pursued further.
- 5/11/2022, 4th floor UCB at the entrance from the parking structure to the building, witnessed a person slip and fall who denied going to SHAC and probably did not report the incident, JS suggests looking at placing something there to mitigate the chance of someone slipping and falling under wet conditions
 - EH- When this kind of situation happens, we do want to report 'near misses'. At the moment, there is not a clear way to report near misses or hazards but this is a title to hopefully add to the Work Request Portal. For now reaching out the EHS to investigate and to come up with solutions for the hazard
 - JP- This would possibly be an issue that you can email 2fix@pdx.edu. Custodial has a various backstock of walk off mats that could be placed

Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: TBD

Quarter of inspection: TBD

- Oregon OSHA still has an allowance in place for safety committee inspections, as long as the employer has systems in place for employees to report hazards and a mechanism to evaluate and follow-up on those reports. Please continue to reach out to EHS-group@pdx.edu or your supervisor if you have any safety concerns.

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)

- No action items brought forward from the last meeting.

Rounds / New Safety Concerns

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

- JS- One question about the Work Request Portal, there was no title pertaining to biohazard material. My department uses a lot of batteries, and when placing a work order it can take up to 2 months to be picked up.
 - EH- Battery pickup would be in the EHS section. EHS deals with many different hazardous material pickups and there is another person working on work orders. This is an item working with Travis to get this up.
 - If work orders are not being addressed within one/two weeks, reach out to EHSgroup@pdx.edu

- MM- Individual collapse near street car tracks at Urban Plaza. A couple of individuals provided life saving efforts and in process to recognize those individuals
- DB- Department has been work with JR to place signs about requiring masks within the space
 - Does PSU have any protective mouthpieces for CPR for individuals certified to provide CPR?
 - JR- EHS is responsible for AED program and do not have the mouth pieces available as part of the program. AHA guidelines is just then compressions if breaths cannot be done safety.
 - Every building has at least 1 AED on campus. Any building over 40,000 sq ft is required to have an AED, and CPSO does have them in vehicles
 - Maps in building should have AED locations on it, let EHS know if they are not there so they can be updated. This is also a great reminder to have awareness of where the AEDs are located.
 - GS- SHAC recently had an AED placed closer to dental clinic. SHAC does have the mouthpieces for CPR, though is different than EHS providing them boardly.
 - CQ- I don't see a way to look up where AEDs are. I see the aed page but is there an actual map or do we just go looking for it?
 - EH- EHS is working on a list to add to the website. I will follow up to see where the project is at. [EHS Automated External Defibrillators](#)
- GS- SHAC leadership team, concerns from students about lighting on the west side of campus. And one other question about UCB elevators and accessing the basement level
 - MM- CPSO is working on access control added to the elevators to be able to make them accessible in a granular fashion. There is also conversations about a possible for intercom system for members of the public to use if access is needed to reach services within the building. This conversation is active conversation but currently working on funding
 - GS- Are there plans about Elevator B staying locked or opening B up?
 - MM- Elevator B is only locked because fire damage and once repairs are completed it should be accessible.
 - JR- Is there a specific area on the west side of campus that students have noted about lighting issue?
 - GS- Residents hall, SB1 & SRTC, and behind library by the older brick buildings
 - JR- EHS is attending a semi annual external campus wide lighting audit that happens in summer and winter to gaining an understanding of what lighting looks like on campus. Many different departments participate in these walks with the goal of making these spacing are clearly visible. There are upgrades pertaining to lighting happening with the SB1/ VSC construction
 - MM- The lighting has been brought up about SB1 & SRTC lighting issue is apart of the VSC upgrade that these walks were able to recognize
- JR- Update on construction projects SB1, SRTC, and Cramer Hall



- SRTC is under construction for the past 5 months and there will be more activity as people vacating SB1
- Oregon OSHA has approved and finalized heat illness rule and wildfire smoke rule. EHS is reviewing and working on updating training that had been previously created. The rule has made these trainings annual and more information will be coming soon
- LG- Confirming if MM can help with overlapping concerns from the Reimagine Campus Safety Committee?
 - MM- Yes is designated to be on the committee and can will bridge the gap if there are any concerns needing to be addressed

New Actions Items and Safety Concerns

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

- 5/11, Follow-up with status of AED map locations for EHS website, EH
- 5/11, Travis Block to attend to speak about new Facilities and Maintenance Work Request Portal
- 5/11, Member of Campus Safety committee to join Reimagining Campus Safety Committee, JS
- 5/11, EHS titles for work requests and time frame of those titles being available, EH

Meeting Adjourned

Time: 1:51 pm

Next Meeting

Date: June 8, 2022

Location: Zoom