



Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

- [P] Andrew Beland (AB), Facilities & Property Management
- [P] Paul Boevers (PB), Transportation & Parking Services
- [] Deanna Britton (DB), College of Liberal Arts & Sciences
- [] Joshewa Fulton (JF), Global Diversity & Inclusion
- [P] Erica Hunsberger (EH), Environmental Health & Safety
- [] Michael Jantzen (MJ), Office of Information Technology
- [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] Elena Sokol (ES), College of Urban & Public Affairs
- [P] Karin Waller (KW), Global Engagement & Innovation

Employer Represented:

- [P] Todd Bauch (TBa), Campus Recreation
- [P] Erin Burns (EB), Helen Gordon Child Development Center
- [] Abby Chroman (AC), School of Business
- [P] Becky Hale (BH), Human Resources
- [] Mike McNerney (MM), Campus Public Safety Office, Vice Chair
- [P] Jeffrey Rook (JR), Environmental Health & Safety
- [P] Gaby Sysyn (GS), Center for Student Health & Counseling
- [P] Mercedes Youngston (MY), Smith Memorial Student Union

Alternate:

Ad Hoc:

Meeting Call to Order

Date: 1/11/2023

Time: 1:05 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 the announcement, date of event or impact, if applicable)

- Leslie Walters (LW, FPM) has left the CSC and has been replaced with Andrew Beland (AB, FPM Landscaping). Thanks for your service Leslie, and welcome to Andrew!
- Karin Waller (KW, Global Engagement & Innovation) is retiring effective January 27th. Thanks for your service Karin!

Presentations / Discussions

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

- EH - Review of expectations for upcoming workplace safety inspections - documentation of types of concerns and how to record them, talking with occupants, etc.

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- 9/9/22, Stott Field, Soccer coach was training with team and injured foot. Did not have any time loss, but did see medical treatment beyond first aid. Filed 801 in November, and was not fully recorded originally due to delays.
 - EH has reached to individual but has not heard back. JR reached out to the operations team at Peter Stott and FPM to address maintenance concerns with field as employee expressed concern.
 - Field is checked on a weekly and monthly basis, and certified annually to ensure safety. Athletics has been briefed on reporting and complaint procedures.
- (FOLLOW-UP) 12/8/23, HGCDC Ladybug Room, Associate teacher was bitten on L-hand by child - did break skin, did not leave work, did not seek medical attention
 - Employee has since sought medical care and had a reaction to medication given. Is in the process of filing an 801 as of 1/11.
- (FOLLOW-UP) 12/10/23, HGCDC, Landscaping student worker picked up pile of leaves with shovel and twisted wrist. Sought medical attention 1 week later, and filed an 801.
 - Employee has since suffered shoulder pain, but believes this to be due to swimming over winter break.
- 1/3/23, Mail Services, Student worker picked up a large parcel and felt pain in his back. Filed an 801, did seek medical attention, and missed work due to the injury.

Non-Reportable Incidents

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

•

Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: Shattuck

Quarter of inspection: 1

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)

•

Rounds / New Safety Concerns

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

- KW - May have located CSC replacement (Alyssa K., KMC) and will bring them to next safety inspection and meeting.
- ES - Questions raised from staff concerning seismic safety. PSU has the following resources:
 - Emergency management preparedness: <https://www.pdx.edu/emergency-management/preparedness>
 - JR - PSU is currently analyzing and updating evacuation procedures, particularly in terms of accessibility. EHS and Incident Management Team both actively work with the city and various other organizations to ensure up-to-date practices and procedures.
 - More evacuation information on: <https://www.pdx.edu/fire-prevention/>
 - Pre-Covid, there was the Great Oregon ShakeOut practicing earthquake drills. This appears to be restarted for 2023. Per their [website](#), "This year's International ShakeOut Day is October 19, when millions of people worldwide will participate in earthquake drills at work, school, or home! At 10:19 am (local time) on 10/19, you can join people across Oregon practicing earthquake safety."

- MY - Staff requested AED information - how many per building, how often they're checked, etc.
 - EHS website has info here: <https://www.pdx.edu/environmental-health-safety/automated-external-defibrillators>
 - JR - AEDs now have additional stop bleeding kit as of this year
- TBa - Currently working with CPSO to upgrade security cameras in Campus Rec.
 - Met with new Dean of Students and Conduct Officer concerning the CARE Program. Team is requesting information for disruptive situations within buildings, including with non-students.
 - Linked here: [CARE Program | Portland State University \(pdx.edu\)](#)
- JP - Fire at Harder house, thought to be a warming fire.
 - Various teams are working to address preventative measures for locations in which similar situations may occur (EHS, CPSO, Portland City, etc.)
 - Also requesting for any suggestions or thoughts on mitigating these situations.
- JR -
 - Fire Prevention Coordinator Taylor Workman has left the university, JR to take over this role and communication w/ fire marshal's office. Hiring process in progress.
 - Emergency Manager Emma Stocker leaving as well, JR, AVP for Risk Management Brian Roy, members of IMT to take over duties in interim.
 - Parkway Manor, Harder House, and King Albert to be demolished in the coming months due to safety concerns. The abandonment of these buildings is a major concern for CPSO and Fire Management. Please contact CPSO if you spot suspicious persons or materials around these buildings.
 - Driver safety training program is currently being reviewed as many departments have been acting independently. Please share this information with any driving- heavy positions.
 - OSHA will be inspecting the iSTAR lab located in SRTC.



- AB - Watch out for slips, trips, and falls, issues w/ fallen branches are common.

New Action Items

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

- JR to follow up w/ CARE team and CPSO concerning their comparative jurisdiction in different situations

Meeting Adjourned

Time: 2:03 pm

Next Meeting

Date: February 8, 2023

Location: Zoom