

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
- [P] Deanna Britton (DB), College of Liberal Arts & Sciences
- [] Joshewa Fulton (JF), Global Diversity & Inclusion
- [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] Elena Sokol (ES), College of Urban & Public Affairs

Employer Represented:

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

Alternate:

Ad Hoc:

Meeting Call to Order

Date: 2/8/2023

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)

- Welcome new committee member Alyssa Koida, Global Engagement & Innovation!
- Welcome new Fire Prevention Coordinator, Emmanuel 'Manny' Watson!
- Workplace Safety Inspection of Shattuck Hall scheduled 2/27/23

Presentations / Discussions

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

- JR - OSHA 300A Log - <https://www.pdx.edu/environmental-health-safety/campus-safety-committee>

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- 1/3/23, Mail Services, Student worker picked up a large parcel and felt pain in his back. Filed an 801, did seek medical treatment, and did miss work due to injury
- 1/11/23, Urban and Public Affairs Building, Employee was moving desk (with wheels) to set up for class. Desk was flipped over and smashed big toe and second toe. Sought medical treatment and filed an 801.
- 1/17/23, Steps in front of Millar Library, Teaching Assistant was going up stairs and fell - R arm and ribs hit railing. Went to ER 2 weeks later and wounds were dx with staph and mrsa. Hospitalized. Now has a SAIF claim.
- 1/26/23, Roof of 310 Lincoln Street, Maintenance Worker was cleaning leaves and slipped, landing on shoulder. Left work early that day.
- 2/1/23, Corbett Building, Plumber fell off ladder while repairing drain on roof. Missed work and will be filing 801.

Non-Reportable Incidents

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

- 1/11/23, HG CDC, Student Worker was bit on thigh by child. Did not miss work or seek tx.
- 1/19/23, HG CDC, Teacher nicked finger on lightswitch. Did not miss work or seek tx.
- 1/24/23, FAB, Carpenter rolled ankle while walking. Did not trip or slip on anything. Did not miss work or seek tx.



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)

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

Rounds / New Safety Concerns

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

- JR-
 - Reminder of how to access workplace injury information: Visit CSC's page on the Environmental Health and Safety website and scroll down to Injury Reporting.
 - <https://www.pdx.edu/environmental-health-safety/campus-safety-committee>
 - Substantial power outage last Tuesday, impacting Parking Structure 3, HGCDC, Blumel, Honors, Epler, Hoffmann, St. Helens, others. 740 residents, 200 children at 3:30 AM lost power. Problem was isolated and temporarily solved. Further work to be completed to repair.
 - 3M Scotch laminator recall - information has been distributed to department supervisors and managers.
 - Welcome new Fire Prevention Coordinator, Emmanuel 'Manny' Watson working in coordination with EHS.
- MJ - Reports of bedbugs in FAB's Circuit Lounge as of early last week. JR has spoken to Facilities maintenance team and extermination should be in-progress or complete.

- AK - To discuss with Karen Barnack about roles and responsibilities as safety leader. Main responsibilities include being known as the person people can come to with concerns, regularly soliciting concerns, and reviewing more unusual concerns, ex. slippery steps and bedbugs.
- DB -
 - Recent increase in vandalism at UCB parking lot - reports seeing 7 or 8 cars with broken windows. Parking lot in Engineering Building is regarded as more secure and has a security guard as per the City of Portland.
 - Per MM, project is in-process to install card reader at east entrance of parking stairwell as well as install cameras on upper level that is unprotected by gate.
- AB - Landscape office was broken into 2 weeks ago 3 times and \$50,000 worth of equipment stolen. Dangerous around West Heating Plant - additional lighting being added but caution needed.
 - Doors being jammed for security by employees. Per MM, no new door being added but corrections made to frame, further corrections being investigated. Door contact, access control, camera, possibly roll-down security gate coming soon.
 - Meeting between JP, MM, Lockshop, parties of landscape yard to meet to discuss further solutions.
- CQ - Review Emergency Management website for contact information, procedures, and resources for emergency response.
 - In interim of filling the position, contact Jeff Rook with any questions and concerns.
 - <https://www.pdx.edu/emergency-management/department-emergency-plans>

New Action Items

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

- JP curious about follow-up responses to bedbugs - to discuss with housekeeping staff
- Follow up next meeting about resolution to Landscaping break in security repairs

Meeting Adjourned

Time: 1:45 pm



Next Meeting

Date: March 8, 2023

Location: Zoom