



Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

- [P] Tom Bennett (TBe), Civil & Environmental Engineering
- [P] Paul Boevers (PB), Transportation & Parking Services
- [] Peter Dusicka (PD), Civil & Environmental Engineering
- [P] Lorenzo Guzman (LG), Office of the Registrar
- [P] Erica Hunsberger (EH), Environmental Health & Safety
- [P] Aaron Landreth (AL), Office of Information Technology
- [P] Nate Parsons (NP), Graduate Employee Union
- [P] Joe Potter (JP), Facilities & Property Management
- [] 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
- [] Leslie Walters (LW), Facilities & Property Management, Chair
- [] Craig Whitten (CWh), Campus Public Safety Office

Alternate:

Ad Hoc:

Meeting Call to Order

Date: 2/10/2021

Time: 1:02 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)

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

- PB - TAPS Emergency Ride Home Program
 - Program used to be run through TriMet and was only available to Viking Pass holders. The person needing the ride would need to come to TAPS office, get a voucher, have it approved, call cab service, etc. Was very difficult and the cab company took too long to get there.
 - New program is an agreement through Lyft, run through Luum website that was launched to focus on ride-sharing non-car commuting to campus. Create an account in Luum (pdx.luum.com). Ride home program is now available to all benefits-eligible employees with up two free rides per year, with reset happening at the end August. After your account is created, guaranteed ride home code will give you a code to use on the Lyft app.
 - Reasons allowed for getting a ride home include family emergency, illness, minor medical emergency, transportation to urgent care for “at work” injuries, missed car pool, missed transit, and unplanned overtime.
 - Geo-fenced to campus - Lyft can get them to Urgent Care from campus, but coupons cannot be used to get from Urgent Care to house. To get from Urgent Care to home, apply for a refund through Specialized Accounting through their department.
 - SKe: Will this be promoted in the Currently?
 - PB: Yes, Just launched but should be in the Currently within next couple of weeks
- JR - IMT Updates
 - Open for Fall, Open for All - Questions about what that looks like for employees? Messaging coming out in coming weeks for employees and discussions at IMT. Considering what the expectations are for employees coming back to work. Decisions within HR and individual departments which employees need to be back on campus and when. Discussing dates for welcoming employees to return to campus if they need to conduct work on campus with focus on still working remotely when possible.
 - Vaccinations - University looking to partner with city or county as a vaccination location but no definitive agreement in place.
 - CPSO and SHAC employees have been vaccinated. Looking into the next phase for when other employees at the University can be vaccinated. University employees were left off the initial list and not marked as an essential worker. Partnering with other Institutions to push the OHA to fill in University employees with a collective voice forward.
 - JP - Does IMT collaborate with Mark B from SHAC regarding reminder emails for checking yourself for COVID? Reminders come out on Friday afternoon, but it seems better to have them come out earlier in the week.
 - JR - Reminder emails sent out to any employee that was on campus that week. Another notification email goes out that if you’ve been in a building with someone that has tested positive, you are categorized as an affected individual and must be notified within 24 hours. Sending emails is an arduous process so they get sent out at the end of the week rather than every day.



- SKe: I was going to pitch a memo from this committee to the IMT addressing lack of information as employees. If Jeff is confident IMT will put out information in the coming weeks, I don't think we need to make that formal request.
 - JR: It is frustrating that we don't know. The stance is on waiting until we know more to send out more relevant or definitive information.
 - SKe: A message that they are working on it would be helpful. May regroup if we don't see communication in coming weeks.
- JD - Injury Reporting Update
 - OSHA 300A is posted digitally and elsewhere. Looking for ideas of other places to post. We had about half as many injuries this year as opposed to previous years.
 - SKe: Is it posted online?
 - JD: Asking for suggestions on where else to post online, but it is posted in the Safety Committee group. Did EHS post the previous ones on their site?
 - EH: They were not posted on our site but it was posted on our bulletin board.
 - SKe: Could it be posted to the Campus Safety Committee webpage?
 - EH: Yes, I can post it there.

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- 1/20/2021 – HGCDC Playground; Employee was pushing a small tricycle when it stopped suddenly causing them to fall leading to knee pain.
- 1/26/2021 – PSC; Employee cut hand on sheet metal while replacing a belt.
- 2/5/2021 – USB; Employee sustained back strain while lifting a bucket of tools to place on their cart.

Non-Reportable Incidents

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

- 1/12/2021 – SHAC Medical; Employee hit their hand on a desk while pulling their chair back.
 - Chair got caught on an anti-fatigue mat as they were pulling it back. Recommended to remove mat out of the way before pulling the chair out.



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)

- 1/13/2021 - JR and Karen B to follow up with UComm and HR to clarify who communications are going out to, if student workers, grad students, non-PSU employed staff, etc. are considered “employees” and receive the same communication.
 - HR Communications go out to active employees; graduate students classified as receiving compensation should be getting those messages.
 - Contract employees with gap in contract will not receive communication.
 - UComm and President communication goes out to all of campus.
 - VRC staff have active PSU email addresses, so should be getting communication.
 - HR and Tayler Workman working on filling in gaps.
 - Discussed on 2/10/2021, but ongoing
- 1/13/2021 - JR to follow up with CPSO regarding long term homeless camp established outside front doors to Millar Library and Simon Benson House.
 - Area has been cleared, resolved - 2/10/2021

Rounds / New Safety Concerns

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

- TBa –
 - County will be moving from Extreme Hazard to High Hazard for COVID-19 status, which will allow the Rec Center to open with a maximum of 50 people, including employees. Criteria created for fitness centers to open in Extreme, but decided to bypass opportunity to avoid significantly altering operations.
 - Will open center on Friday but will need to close again if we go back into the Extreme category.
- SKo - SMSU is open M-F 8a-5p. Students utilizing study spaces. Implemented conference spaces for individual study spaces, starting to take off with reservations.

- GS –
 - AED in SHAC, talked w/ Facilities to get one outside of Dental clinic. The existing AED was not in a convenient location and has been moved outside Dental services. Now there is no longer an AED in the previous location (main public hallway). Dental services lobby is closed two days a week so there is no publicly accessible AED on the third floor during that time.
 - EH: Will follow up with Jeff and Scott J, who manages the AED program.
 - Random people wandering around campus and feeling a lack of safety. A lot of people without masks. Elevator badge in UCB helps with feeling more secure inside the building.
 - SKo: It does feel eerie/different on campus and once people are vaccinated they may feel they do not feel the need to wear a mask so IMT may need to address how to ensure people are wearing them as people return in the Fall.
- JP - Inclement weather - Liquid ice melt spreader being used on bridges and overpasses. Proactively placing striping around Housing buildings and main entrances/exits around UCB and SHAC. Game at PSC on Saturday, prioritizing that area for Saturday. FPM preparing to fully mobilize into the weekend, if required.
- PB –
 - TAPS trying to make parking structures safer. The 13th St side of PS3 has been completely blocked off due to issues on the west side of campus. Private security doing overnight security has decreased crime reports.
 - FAB gate was damaged. Exit gate completely knocked off the rocker. While waiting for help to arrive, somebody damaged the entrance gate.
- EH - It's going to be cold! Stay hydrated, wear layers, keep moving and stretching.

New Actions Items and Safety Concerns

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

- 2/10/2021 – EH follow up with Scott J regarding AED relocation to SHAC Dental
- 2/10/2021 – EH post OSHA 300 log to Campus Safety Committee website

Meeting Adjourned

Time: 1:50 pm

Next Meeting

Date: 3/10/2021

Location: Zoom