



## Campus Safety Committee Meeting Minutes

### Members

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

#### Employee Represented:

- [P] Andrew Beland (AB), Facilities & Property Management
- [ ] 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
- [ ] Alyssa Koida (AK), Global Engagement & Innovation
- [ ] 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:

- [P] Todd Bauch (TBa), Campus Recreation
- [P] Erin Burns (EB), Helen Gordon Child Development Center
- [ ] Becky Hale (BH), Human Resources
- [ ] Michael Mc Nerney (MM), Campus Public Safety Office, V Chair
- [P] Marcos Ordaz (MO), School of Business
- [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: 6/14/2023

Time: 1:03 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)

- Workplace safety inspection scheduled for June 28th at 8 a.m at UCB

## Presentations / Discussions

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

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## Accident / Injury Report (provided by Human Resources)

### Reportable Incidents

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

- 5/24/23, Viking Pavilion, Stage platform fell on left thumb of student worker, crushing it. Medical treatment + time loss
- 5/27/23, Baker City, Oregon, Lab tech was opening tailgate of work truck and thumb was caught in the latch mechanism and jammed thumb causing immediate bruising and swelling.
- 5/30/23, HGCDC, Cook lacerated right thumb, while removing food processor blade for cleaning
  - Following up on injury rpt/801 with SAIF
- 6/6/23, HGCDC Star Room, Student worker was holding a child, the child leaned down and then threw their head back into the left side of head, resulting in a concussion. Off Work from 6/8-6/15.

### Non-Reportable Incidents

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

- 5/11/23, HGCDC, Child hit worker and resulted in prescription glasses being broken. No other injury reported.
- 5/25/23, HGCDC Star Room, While child was waiting in line behind teacher, the child scratched the back of right calf 3 inches and broke the skin.
- 5/26/23, SMSU elevator, Elevator door smashed hand of student worker.
- 5/30/23, Oak Savanna, Maintenance worker was cutting grass and hit a patch of dirt. Dirt went airborne and got dust in eyes.
- 6/2/2023, SMSU Ballroom, Student worker was setting up for an event, pulled a table at an angle and strained a neck muscle.
  - EH to follow-up

## Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: UCB

Quarter of inspection: 2 (Apr-Jun)

### Completed Inspection Review

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

- Reminder: contact EH for any further suggestions for campus building inspections. Review inspection sheet for information on previous buildings covered. SRTC, UCB requested.
  - [CSC Workplace Safety Inspections](#)
- [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)

- CQ - Follow up cleaning services:
  - No new updates, will check-in next meeting.
- JR - Follow up water stations for UCB, per DB request:
  - Per quarterly meeting with deferred projects with CPC - project has been added to larger capital improvements list. In interim, Speech and Hearing has one purified tap, miscellaneous Brita filters

### Rounds / New Safety Concerns

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

- GS - Met with SHAC search committee, concerns with UCB elevator
  - Report of a suspicious person attempting entry into elevator, did not have badge - staff denied entry
  - Per DB - Concerned with key access design in Hall Street elevator. There is key card access but during 'off' times the elevator cannot be badged for those working during the weekend. Cannot gain entry from garage and must walk around the building
    - Per MM - This was already an initial concern and this conversation can reopen. MM to look into additional card readers, access times. For interim, use basement elevator for access and unloading.

- East elevator has continuous issues, including catching on fire. Repairs are in progress, but supply chain issues and lack of subcontractor communication are delaying.
- ES -
  - After removal of benches and garbage cans, Urban is reporting fewer security issues. Additional private security may have been hired as Admissions tours take place here.
  - Person who has been excluded from entering campus was able to gain access to Urban Center. Suite was locked and was not entered.
- MY - Smith lobby has successfully installed security cameras
- EB - HG CDC security camera vandalized, has been replaced. To reach out to MM as it has not been fully connected yet.
- DB - UCB fire extinguishers appear to be out of date. JR to check.
- MO -
  - Student was able to gain access to building before badge access hours and got stuck in elevator. May be adding signage to indicate hours and usage.
    - MM - CPS is reviewing and updating badge access policies and may be implementing a greater signage effort to indicate hours outside doors. KMC elevator appears to have issues overall, both user and technical
    - JP - FPM, Building Maintenance, sign shop are open to creating better signage. Current signage was a temporary measure, and needs reworking for clarity.
  - Considering changing badge access between KMC atrium and bar-side area - freely allow exit from atrium, but require badge on entry to KMC.
- TBa - Information on student security teams walking around:
  - They largely patrol Urban Plaza and utilize ASRC, Urban Center for support purposes, breaks. They are not directed to patrol or frequently use recreation areas, MM to discuss with teams as he coordinates these workers and can answer any questions. No

end date set but will likely conclude in fall term. They are an interim safety measure while public safety office levels are established.

- CQ - Was at Dean's office and someone was screaming. Public Safety was called and came, but were not identifiable as security - requesting officers to be more visually identifiable. MM to discuss with team.
  - MM: Ad hoc committee has been established to review timely warning and alarm procedures. CPS has started Weekly Blotter overview of crime incidents. CPS considering having timely warnings for more pressing incidents, then an additional weekly roundup of concluded, in-progress, and other incidents that are not immediate threats. MM strongly encourages questions, comments, concerns, and suggestions regarding the creation of these practices.
    - Example: Person trespassing with hatchet was successfully arrested and did not warrant a timely warning to campus. However, this still impacted many people and was a dangerous incident. Therefore, a message with this and similar incidents would be sent out on a scheduled but less frequent basis.
    - Weekly Blotter:  
[https://docs.google.com/spreadsheets/d/1LGZ2pml8FkHdk\\_GMqKqfMzCURhoVrR6YvoQlaTYtHMM/edit#gid=0](https://docs.google.com/spreadsheets/d/1LGZ2pml8FkHdk_GMqKqfMzCURhoVrR6YvoQlaTYtHMM/edit#gid=0)
  - Per CQ, staff, students: personal safety training by one of CPS officers was very helpful and increased feelings of safety, highly recommended.
    - CPS trying to increase awareness of these classes as part of onboarding, annual meetings and training, as well as increase frequency of sessions and communication regarding availability.
- JP - Issues with the designated areas in breezeway between Cramer and Smith where student groups and others can set up events, wares. What are the rules for these groups?
  - Merchant set up directly against CPS blue call button, preventing access. JP suggests possible perimeter, yellow taping, etc. MM assumes that the 36 inch rule standard for electrical enclosures and ADA accessibility would be applicable.
  - MY to keep an eye on these groups to ensure accessibility.
- JR -
  - Reminder: Please complete Heat Safety training, must be completed annually. All comments, questions, suggestions welcome.



- Wildfire smoke training to come in the beginning of July. PNW may be impacted by recent, upcoming fires. All employees are required to take this general training as well as any department-specific training.
- All HEPA filters on campus will be inspected in the coming weeks for functionality and replacements.
- Harder House, King Albert, Parkway Manor demolition processes have begun. Expect increased activity and traffic in these areas in next few weeks.
- Vernier Science Center construction is well underway, build-back process beginning. Expect trades activity in this area.
- Landscape yard project is being redeveloped near West Heating Plant and Peter Stott. Project estimated to be completed late October, early November.
- Gateway project - AKA art and design project - drawings are almost complete. Breaking ground mid-2024.

### New Action Items

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

- MM - follow up UCB elevator access, including east elevator

### Meeting Adjourned

Time: 1:56 pm

### Next Meeting

Date: July 12, 2023

Location: Zoom