

WSU Libraries' Pullman - EMERGENCY MANAGEMENT RESOURCES

Updated: 7/24/2023

- **Emergency Procedures Poster:**
<https://oem.wsu.edu/documents/2016/04/425.pdf>

- **Reporting Emergency Activity in the Libraries:**
If you call 911/emergency services during work hours from a WSU Pullman campus location, please notify Holland & Terrell Access Services (509.335.9672) so they can direct emergency services personnel to the appropriate area. Access Services Staff and Staff Assistants (CA3s) are trained and will complete a WSU Library Security Report.

- **Safety Orientation Checklist:**
<https://policies.wsu.edu/prf/documents/2017/10/2-16-safety-orientation-checklist.pdf>

- **Environmental Health Emergency Management:**
<https://ehs.wsu.edu/emergency-management/>

- **Bomb Threat/Suspicious Objects:**
<https://ehs.wsu.edu/emergency-management/>
 - **Bomb Threat Question Card:**
<https://oem.wsu.edu/documents/2015/12/bomb-threat-checklist.pdf/>

- **Reporting Work-Related Accidents, Injuries, or Work-Related Illnesses:**
<https://policies.wsu.edu/prf/index/manuals/2-00-contents/2-24-reporting-accidental-injuries-work-related-illnesses/>
 - **Online Incident (or Accident) Report form:**
<https://hrs.wsu.edu/managers/incident-report/>

 - **Supervisor's Accident Investigation Report:**
<https://policies.wsu.edu/prf/documents/2017/10/2-26-supervisors-accident-investigation-report.pdf/>

 - **Witness/Injured Person Statement (Optional):**
<https://policies.wsu.edu/prf/documents/2017/10/2-26-witness-injured-person-statement.pdf/>

2023-2024 Health and Safety Working Group/Safety Committee:

(<https://ehs.wsu.edu/home/safetycommittee/>)

<i>Bonny Boyan (AP); chair</i>	<i>Brian McManus (AP); recorder</i>
<i>Alan Fey (staff); ex-officio</i>	<i>Estelle Sertich (staff)</i>
<i>RJ Hart (supervisory staff)</i>	<i>Jessica Striffler (staff)</i>
<i>Corey Johnson (faculty)</i>	<i>Joleen Warner (staff)</i>
<i>Makenna Larson (staff)</i>	<i>Tim Weng (faculty)</i>

2023-2024 First Aid/CPR/AED Trained Workers:

<i>Name</i>	<i>Work Location</i>	<i>Certificate Status</i>	<i>COMPLETED FIRST AID and CPR/AED</i>	<i>Certificate- good for 2 years - Expiration Date:</i>
Dragonchuk, Peter	H&T AccSvc	Valid	Jun-23	Jun-25
McManus, Brian	H&T AccSvc	Valid	Feb-23	Feb-25
Warner, Joleen	H&T AccSvc	Valid	Sep-22	Sep-24
Fricke, Suzanne	AHL	Valid	Sep-22	Sep-24
Odell, Ed	AHL AccSvc	Valid	Sep-22	Sep-24
Cukier, Emily	Owen RsrchSvc	Valid	May-22	May-24
Hart, RJ	Owen AccSvc	Valid	Jun-23	Jun-25
McKeighen, Elizabeth	Owen AccSvc	Valid	Nov-21	Nov-23
Johnson, Corey	H&T Reference	Valid	Jun-23	Jun-25
Martin, Pamela	H&T Reference	Valid	Jun-23	Jun-25
O'English, Lorena	H&T Reference	Valid	May-22	May-24
Saulnier Lange, Jen	H&T Reference	Valid	Feb-22	Feb-24
Weng, Tim	H&T Reference	Valid	Sep-22	Sep-24
Larson, Makenna	LAO	Valid	Feb-23	Feb-25
Thielen, Amy	MASC	Valid	Jun-23	Jun-25
Anderson, Jason	Systems	Valid	Feb-23	Feb-25
Fey, Alan	Systems	Valid	Jun-23	Jun-25
Lee, Ying	Systems	Valid	Sep-22	Sep-24
Enos, Caty	TechSvc	Valid	Mar-22	Mar-24
Striffler, Jessica	TechSvc	Valid	Jun-23	Jun-25

First Aid Kit Locations as of 11/2022:

<i>Unit Name</i>	<i>Location</i>	<i>Responsible Staff</i>	<i>Checked and Updated [Date]</i>
Animal Health Library	Wegner	Ed	11/28/2022
Owen Library	Owen S&E Library Main Floor	RJ	11/28/2022
Owen Library	Owen S&E Library Basement	RJ	11/28/2022
Technical Services	Holland 4th	Chris	11/28/2022
CDSC	Holland 4th	Linnea	11/28/2022
4th Floor Kitchen	Holland 4th	Makenna	11/28/2022
Systems/LAO	Holland 3rd	Alex	11/28/2022
LAO	Holland 2nd	Makenna	11/28/2022
H&T Access Services	Terrell 140 Front Desk/Circulation	Joleen	11/28/2022
H&T Access Services	Terrell Satellite Service Desk (near CUB)	Joleen	11/28/2022
H&T Access Services	Terrell 140 Unit Mail Room	Joleen	11/28/2022
Research Services	Terrell 120 Offices	Pam	11/28/2022
Research Services	Terrell 120 Reference Desk	Pam	11/28/2022
MASC	Terrell 12 Main Floor	Linnea	11/28/2022
MASC	Terrell 12 Basement	Linnea	11/28/2022
MASC-Kimble	Terrell 12 Kimble Suite	Amy T.	11/28/2022
Systems	Terrell 1	Alex	11/28/2022
Supply Room	Terrell Basement	Makenna	11/28/2022
Mail Room	Terrell Basement	Brian	11/28/2022
Mail Van	Terrell Loading Dock Van	Brian	11/28/2022