

MINUTES
Yamhill County Employee Safety Advisory Committee
January 14, 2014 8:15 a.m.

Courthouse, Room 32

Chair: Michelle Mathis

Attending: Roma Fuerst, Catherine Lindberg, Michelle Mathis, Barbara Stanley, Michael Saunders, Jan Cain, Traci Utti, Jessica Johnson, Gary Van Der Veen, Scott Paasch

Meeting called to order at 8:17am. There is a quorum.

1. Minutes: Consideration of approval of minutes:

- a. October 8, 2013 – Motion made by Scott Paasch to accept the October minutes. Seconded by Roma Fuerst. Unanimously approved.
- b. November 13, 2013 – Motion made by Gary Van Der Veen to accept the November minutes. Seconded by Scott Paasch. Unanimously approved.

2. Unfinished Business: Building Inspection Summaries:

- a. Quarter ending September 30, 2013 (Barbara is working on)
- b. Quarter ending December 31, 2013 (Barbara is working on)

3. New Business

- a. 2014 Meeting Schedule e-mailed
- b. Update of Committee Membership e-mailed:
 - Sgt. Michael Saunders appointed by the BOC to replace Capt. Mosiman. Mike is serving voluntarily on the committee.
 - Pat Anderson, HR/Risk Manager has left County employment
- c. Update of Building Inspection Representatives e-mailed
- d. Update of OSHA Training log e-mailed. New members were encouraged to complete the two required courses, Accident Investigation and Hazard ID and Control. Once you complete the course, you will receive a certificate from OSHA. Forward a copy of the certificate to Barbara Stanley. The OSHA website is www.orosha.org. Click on the ‘classes and workshops’ link on the right side of the page.
- e. Terms expiring March 2014: Michelle Mathis and Gary Van Der Veen. Both have agreed to serve another 3-year term.

4. Other Business

Rotation of inspection assignments: point of view and committee direction. It has been discussed in the past about rotating inspection assignments. While this would allow an area to be viewed with ‘fresh eyes’, it is more beneficial to know the history of the area and past trouble spots. Committee members are always allowed to ask other members to tag along on their inspections. Michelle will tag along with Catherine when she makes her March inspections of the shop area at Public Works.

5. 801 Reports - None offered at this time

6. Department Reports – Jessica shared information about a local warming shelter. She will email the flyer to the committee. Scott asked about a first aid kit supply list. Barbara will email the current list to the group. Scott also asked about eye wash stations. They have one that clips onto a faucet, but it does not work very well. Mike offered to show him the eye wash station in the Jail. Roma reports an employee fell from her chair and broke her femur. She is not sure if the incident was reported. Roma does not believe the chair was faulty. Mike reports defensive tactics training will start soon. There have been injuries related to this training in the past. Catherine reported in her December inspection report that the trim on the OSU stairs needed repaired. It has been fixed. No safety concerns by other members in attendance or by Chuck Vesper, who was unable to attend.

7. Next meeting: February 11, 2014 - 8:15 a.m. - Courthouse, Rm. 32

8. Adjournment – Meeting adjourned at 8:37am.