

Yamhill County Employee Safety Advisory Committee
February 10, 2015 8:15 a.m.

Courthouse, Room 32

Chair: Michelle Mathis

Voting Members Present: Roma Fuerst, Traci Utti, Michelle Mathis, Catherine Lindberg, Mike Saunders, and Gary Van Der Veen

Staff: Keri Hinton, Chuck Vesper, Jessica Johnson, and Sue Lamb

Guests: Denise Murphy

Meeting called to order at 8:16 a.m. There is a quorum.

1. **Minutes:** Consideration of approval of minutes:

- a. November 4, 2014 – Motion made by Mike Saunders to approve the November minutes. Seconded by Traci Utti. Unanimously approved.

2. **Unfinished Business:**

- a. – None

3. **New Business**

- a. Quarterly inspections for the last quarter of 2014 are completed and issues that were found have been addressed and/or resolved. If you are unable to complete your inspections at any time during inspection months let Michelle know and she will find someone to help out.

4. **Other Business** – March is the next inspection month, Michelle reminded everyone to complete their safety inspections and turn them into her by March 15th. There will not be a safety meeting in March due to it being an inspection month.

5. **801 Reports** – Nothing to report.

6. **Department Reports** – Jessica noted that construction at the Abacus house may be starting soon, part of the parking spaces have been coned off. She reminded everyone that with work also being done by the city on 5th street to be aware and use caution when driving or walking around the campus. Michelle reported that recently when she was in the basement in the Quartermaster's room she detected the smell of natural gas. Maintenance will follow up to see if this has already been resolved. Chuck gave an update regarding the steps of the front porch at the BOC white house needing repairs. The issues that were found have turned this into a bigger project than originally anticipated. Sue reported that there will be a full scale emergency exercise on March 12th, 2015. The focus is different this year because the county's role will be a support role. The exercise will focus on a mass casualty incident and the county along with other cities and agencies will be involved. No other members in attendance had any safety issues to report. Scott Paasch and Jan Cain unable to attend, but reported no safety concerns.

7. **Next meeting:** April 14, 2015 - 8:15 a.m. - Courthouse, Rm. 32.

8. **Adjournment** – Meeting adjourned at 8:22 a.m.