

**Yamhill County Employee Safety Advisory Committee**  
**October 10, 2017 8:15 a.m.**

**Courthouse, Room 32**

Chair: Amy Kemper

Vice-Chair: Gary Van der Veen

Voting Members Present: Shawn Glidden, Amy Kemper, Patty Landsiedel, Devon Mode, Karen Rogers, and Gary Van der Veen.

Staff: Keri Hinton, Jessica Johnson, and Desiree Lundeen.

Guests: Karla Fry, Courts.

The chair called the meeting to order at 8:20 a.m. A quorum is present.

1. **Minutes:** May 9, 2017 and July 11, 2017 minutes – Motion made by Gary Van der Veen to approve the May and July minutes. Seconded by Shawn Glidden. Unanimously approved.

2. **Unfinished Business** –

a. Safety Flyers – The flyers are in the process of being updated Amy Kemper will update the known changes and then distribute for review by the committee members.

3. **New Business** –

a. Welcome new members – Amy Kemper welcomed Karen Rogers and Patty Landsiedel to the Safety Committee and introductions by committee members were made.

b. New Safety Committee training – Desiree Lundeen explained that the county has changed their workers' comp carrier from CIS to SAIF. SAIF offers on-line training classes and she distributed a list of the classes offered by SAIF.

c. Great Oregon Shakeout - October 19, 2017 – The County will be participating in this exercise once again. Area monitors should have already received information explaining the process.

d. Panic button – some departments and phones may not have this feature but it is available. There was some discussion regarding when the panic button should be utilized and what kind of response is given from the Sheriff's office. Karen Rogers offered to follow up regarding the response and use of the panic button.

4. **801/Incident/Accident Reports** – Desiree Lundeen reported two 801 reports, a hand injury and a leg sprain/strain with some time loss involved. There were also a few close calls involving a bee sting, an altercation in booking with staff, and a missed last step and fall because of not using the handrail. She also distributed a handout documenting the filing and managing of a claim and showed the life cycle of a claim. The county will be starting some wellness pilot programs in 2018 and examples of the flyers that will be posted were presented.

5. **Other Business** – None.

6. **Department Reports by ESAC members and others** – No other safety concerns to report by safety committee members, staff and guests in attendance.

7. **Next meeting:** November 14, 2017 – 8:15 a.m. - Courthouse, Room 32.

8. **Adjournment** – Meeting adjourned at 8:44 a.m.