

**Yamhill County Employee Safety Advisory Committee
May 8, 2018 8:15 a.m.**

Courthouse, Room 32

Chair: Amy Kemper

Vice-Chair: Gary Van der Veen

Voting Members Present: Amanda Broome, Monica Brannon, Shawn Glidden, Rosa Mercado, Catherine Lindberg, Gary Van der Veen, Patty Landsiedel and Karen Rogers.

Staff: Desiree Lundeen, Jessica Johnson and Keri Hinton.

Guests: Denise Murphy, Courts.

The vice-chair called the meeting to order at 8:15 a.m. A quorum is present.

1. **Minutes:** April 10, 2018 – Motion made by Karen Roger to approve the April minutes. Seconded by Patty Landsiedel. Unanimously approved.

2. **Unfinished Business** –

- a. Review of inspection areas – An updated roster with new committee members was distributed showing each members inspection areas.
- b. Offer to trade inspection areas – if anyone needs assistance with safety inspections be sure to let Amy or Keri know

4. **New Business** –

- a. June is inspection month and safety inspections are due June 15th to Keri.

5. **801/Incident/Accident Reports** – Desiree Lundeen – There were five claims in April with no significant injuries or time loss: (1) poison oak, (2) altercation involving scratching with the potential threat of a communicable disease, (1) twisted knee and (1) sprained wrist.

6. **Other Business** – None.

7. **Department Reports by ESAC members and others** – Denise Murphy stated that there is a city council meeting scheduled for tonight regarding the parking garage code of conduct being considered. No other safety concerns to report by safety committee members, staff, and guests in attendance.

8. **Next meeting:** July 10, 2018 – 8:15 a.m. - Courthouse, Room 32.

9. **Adjournment** – Meeting adjourned at 8:25 a.m.