

**Yamhill County Employee Safety Advisory Committee  
November 13, 2018 8:15 a.m.**

**Courthouse, Room 32**

Chair: Amy Kemper

Vice-Chair: Gary Van der Veen

Voting Members Present: Sean Beaton, Monica Brannon, Amy Kemper, Karen Rogers, Rosa Mercado and Gary Van der Veen.

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

Guests: Alexis P. Guarena, Courts, Jacquie Strand, SAIF.

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

1. **Minutes:** August 14, 2018 and October 9, 2018. Motion made to approve the August and October minutes by Gary Van der Veen. Seconded by Sean Beaton. Unanimously approved.
2. **Unfinished Business – none**
3. **New Business –**
  - a. SAIF presentation by Jacquie Strand – Ms. Strand reviewed the trends summary which included the type and number of injuries. The good news is that they are at a low. She explained that wellness is a priority at SAIF and is something that helps remind employees to come to work feeling good so that they can focus on working well. Ergonomics is also a subject that was highlighted.
  - b. December inspection month – Reminder that December is inspection month. Please turn in your inspections to Keri by December 15<sup>th</sup>.
  - c. December safety flyer – Amy Kemper will send out the flyer again to the committee members and if there any changes that you would like to see be sure to respond with those. The flyer will be sent out county-wide once approved.
4. **801/Incident/Accident Reports** – Stephanie Mansheim reported that there were three 801 reports with two being hazardous exposure and one sprain/strain. She also reported that there were 7 near misses.
5. **Other Business** – None.
6. **Department Reports by ESAC members and others** –Karen Rogers gave kudos to the maintenance department stating that they have been so helpful in making sure the area by the big tree where it drops debris is cleaned off each day so that people don't slip. No other safety concerns to report by safety committee members, staff, and guests in attendance.
7. **Next meeting:** January 8, 2018 – 8:15 a.m. - Courthouse, Room 32.
8. **Adjournment** – Meeting adjourned at 8:42 a.m.

Minutes prepared by  
Keri Hinton