

**Yamhill County Employee Safety Advisory Committee**  
**January 14, 2020 8:15 a.m.**

**Courthouse, Room 32**

Chair: Amy Kemper

Voting Members Present: Amy Kemper, Elsa Pantoja, James Craver, Brenda Hopper, Karen Rogers, and Rosa Mercado

County Staff: Jessica Johnson, Justin Hogue, Andrea Paolo, Keri Hinton and Mikalie Moreno

Guests: Denise Murphy, Courts, Casey Kulla, Commissioner

The Chair called the meeting to order at 8:16 a.m. A quorum is present.

1. **Minutes:** October 8, 2019 - Motion made to approve the minutes by Rosa Mercado. Seconded by Brenda Hopper. Unanimously approved.
2. **Unfinished Business** – None.

**New Business** –

- a. Special Project: Mikalie Moreno has been appointed by Ken Huffer to review the Safety Committee Control and Loss policy which includes membership information. If you have any suggestions, questions or concerns, please forward them to Mikalie.
  - b. Review of 2019's goals - How did we do? – Mikalie reported that at a glance it appears that there are less slips, trips, and falls but she will review and report back next month.
  - c. Discussion on 2020's goals for the safety committee – Amy stated that the goals will be reviewed at the next meeting, please send any suggestions and ideas to Amy so that she can compile a list.
  - d. Review Last Quarters Safety Inspection – Brenda stated that she will send her reports she did the inspections but forgot to send them. The list was reviewed and any concerns found during the inspection month were corrected or forwarded to the appropriate dept. to be resolved.
3. **801/Incident/Accident Reports** – Mikalie reported that there were three 801's with no time loss for the month of December and no accidents/incidents.
  4. **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:** February 11, 2019 – 8:15 a.m. - Courthouse, Room 32.
  8. **Adjournment** – Meeting adjourned at 8:28 a.m.

Minutes prepared by  
Keri Hinton