

**Yamhill County Employee Safety Advisory Committee**  
**February 11, 2020 8:15 a.m.**

**Courthouse, Room 32**

Chair: Amy Kemper

Voting Members Present: Amy Kemper, Elsa Pantoja, Patty Landsiedel, Karen Rogers, and Rosa Mercado

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

Guests: Denise Murphy, Courts

The Chair called the meeting to order at 8:17 a.m. A quorum is present.

1. **Minutes:** January 14, 2020 - Motion made to approve the minutes by Elsa Pantoja. Seconded by Patty Landsiedel. Unanimously approved.
2. **Unfinished Business**
  - a. Review of 2019 goals – Mikalie Moreno reviewed the slips, trips and falls for 2019 and found that the committee’s goal of reducing these by 20% was not met in 2019. Mikalie did report that there has been improvement in the areas of reporting from departments, prevention, and education regarding safety in the workplace. In 2019 distracted driving classes were provided to all employees who drive as part of their job and those classes were well received. There is always the continued need to educate employees on workplace safety and more education is always better.
- New Business –**
  - a. Goals for 2020 - Amy Kemper distributed a list of suggested goals and asked committee members for ideas or suggestions on any other goals they would like to see on the list. The committee discussed how important employee education regarding safety issues is and that this helps employees be aware of their surroundings and always keeping safety at the front of their minds.
  - b. March is a safety inspection month please have inspections completed and turned in by March 15<sup>th</sup> to Keri Hinton. If you are unable to complete
3. **801/Incident/Accident Reports** – Mikalie Moreno reported that there were two 801’s with no time loss for the month of January and five accidents/incidents.
4. **Other Business** – None.
6. **Department Reports by ESAC members and others** – Rosa Mercado stated that there is a problem with the homeless sleeping in the emergency exits at Family & Youth and leaving their stuff there. Elsa Pantoja stated that there are not fire alarms in the kitchen at the Kirby St. building. The Kirby building is a leased building so this may need to be discussed with the landlord in order to come to a resolution. Mikalie Moreno announced that there will be a second session of defensive driving training in February, along with ongoing training anticipated throughout the year. No other safety concerns to report by safety committee members, staff, and guests in attendance.
7. **Next meeting:** April 14, 2020 – 8:15 a.m. - Courthouse, Room 32.
8. **Adjournment** – Meeting adjourned at 8:38 a.m.

Minutes prepared by  
Keri Hinton