

Yamhill County Employee Safety Advisory Committee
October 13, 2020 8:15 a.m.

Courthouse, Room 32

Chair: Amy Kemper

Voting Members Present: Amy Kemper, James Craver, Rosa Mercado, Monica Saunders, and Karen Rogers

County Staff: Keri Hinton, Andrea Paola and Mikalie Moreno

Guests: Denise Murphy, Courts

The Chair called the meeting to order at 8:19 a.m. A quorum is present.

1. **Minutes:** August 11, 2020 - Motion made to approve the minutes by Rosa Mercado, seconded by James Craver. Unanimously approved.
2. **Unfinished Business -**
 - a. COVID-19 updates: Mikalie Moreno stated that there are new OSHA compliance guidelines coming out soon that will go into effect November 1st.
3. **New Business –**
 - a. Review of Safety Inspection Summary - Amy Kemper reminded the committee of the importance of safety inspections and to document when buildings are not being inspected as well as turning in inspection reports for those that have been inspected. The question was brought up as to whether the Sheriff's office evidence building out at Public Works is included in the inspections, Karen or Monica will follow up.
4. **801/Incident/Accident Reports –** Mikalie Moreno reported that there were three 801's in August with no time loss and six accident/incident reports. In September there were two 801's with no time loss and four accidents/incidents. James Craver asked about the process of how the accident/incident reports are reviewed regarding slips, trips, and falls. He noted that the Safety Loss and Control Policy document states that these are to be reviewed by the Safety Committee and he would like to see that happen.
5. **Other Business –** None.
6. **Department Reports by ESAC members and others –** Amy Kemper stated that they are utilizing proper PPE and following cleaning protocols in Juvenile; James Craver expressed concern that deliveries were being made at Public Works without masks. Monica Saunders stated that the Sheriff's office is still closed to the public and they are doing business over the phone and remotely as much as possible. Karen Rogers noted that all proper PPE and COVID-19 cleaning protocols are being followed in the Jail. Rosa Mercado reported that most HHS offices are open to the public and telehealth is being used as much as possible to alleviate in person contact, they are also following all COVID-19 guidelines and protocols; Denise Murphy noted that the Courts have reduced hours that they are open to the public as there are not as many trials and the court rooms are less busy. Mikalie Moreno stated that the new OSHA guidelines will be discussed at the next safety meeting and countywide emails will be sent out soon. There were no other safety concerns reported.
7. **Next meeting:** November 10 – 8:15 a.m. – virtually via MS Teams
8. **Adjournment –** Meeting adjourned at 8:37 a.m.