

**Yamhill County Employee Safety Advisory Committee**  
**February 9, 2021 8:15 a.m.**

**Courthouse, Room 32**

Chair: Amy Kemper

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

County Staff: Jessica Johnson, Mikalie Moreno, and Andrea Paola

Guests: Molly Nix, Courts

The Chair called the meeting to order at 8:26 a.m. a little late due to technology/internet issues. A quorum is present.

1. **Minutes:** January 12, 2021 - Motion made to approve the minutes by Karen Rogers, seconded by Patty Landsiedel. Unanimously approved.
2. **Unfinished Business -**
  - a. Update on By-Laws – Mikalie Moreno changes are coming
  - b. COVID updates – HR – business as normal under COVID,
  - c. Safety Inspectors by Building – Amy asked admin to designate building inspectors. Rosa reached out to Tandy Glass and is still looking for volunteers for Adult and the Bierly building.
  - d. Goal for 2021 – Mikalie reviewed previous years goals and she said that we are doing better overall. We are making progress in the right direction.
3. **New Business –**
  - a. Election of Chair and Vice-Chair positions – Amy stated that her schedule has changed, and she will no longer be continuing on the safety committee. Tabled until April due to changes to the formation of the Committee.
  - b. March is a safety inspection month – (Elsa, Monica, and Rosa) Current members wishing to continue will need to let Amy and Keri know so that they can be reappointed.
  - c. Review of December safety inspections – there have been some buildings that have not been accessible especially considering the most recent lockdown in December along with the holidays and time off. Rosa stated that the other challenge is that employees are working from home.
  - d. Safety Inspections— Amy proposed to the committee to have a representative from each building conduct the safety inspections until things can go back to a more normal situation. Rosa will talk to a few folks at HHS to ask if they would be willing to inspect. Keri suggested asking Gary Van Der Veen to inspect Public Health since he works in that building and used to be on the safety committee and has completed the required OSHA training.
  - e. Goal for 2021— Amy asked the committee if they were interested in coming up with a new goal or if they wanted to stay with the same one, any suggestions are welcome there will be more discussion at the next meeting.
4. **801/Incident/Accident Reports** – Nov 1-801 and time loss slip trip and fall, 1-accident/incident, property damage no injury, December 1-801 no time loss no injury, accident/report, 4 accidents/property damage, January 2-801 one with time loss both trips and falls, 1-outside a near miss.
5. **Other Business** – None.
6. **Department Reports by ESAC members and others** – Amy reported that detention is fine. Patty stated that the Assessor’s office is primarily working remotely, they will be back for a short period of time to allow citizens to pay their taxes and then they will return to working from home through March possibly. Elsa reminded everyone that a lot of families that are sick, be careful, and stated that office safety protocols are being followed at the Kirby building. Rosa reported that HHS is business as usual with limited appointments/visits, a smaller number of staff is coming into the office, most people are working from home. Karen gave a thumbs up regarding the Jail. Brenda stated that Community Justice doors are locked, clients are being seen outside as needed or via teleconferencing. Jessica stated that maintenance workers don’t have the

luxury of not coming in and the crew is busier than they were before the lockdown. Molly nothing new to report and everything is staying as is through March. The courts are closed to the public and they are continuing to follow all safety protocols and social distancing.

7. **Next meeting:** April 13, 2021 – 8:15 a.m. – virtually via MS Teams

8. **Adjournment** – Meeting adjourned at 8:46 a.m.