

Yamhill County Employee Safety Advisory Committee
January 18, 2023 - 8:30 a.m.
Courthouse – Room 32

Chair: Rosa Mercado

Voting Members Present: Elsa Pantoja, Steve Sims, Patricia Landsiedel, Derrin Broome, Monica Saunders

County Staff: Jessica Johnson, Mikalie Moreno, Megan Marasco

Guests: None

Rosa Mercado called the meeting to order at 8:31 a.m. A quorum is present.

1. **Minutes:** A motion was made by Elsa Pantoja to approve the revised minutes from the November 16 meeting. It was seconded by Patricia Landsiedel. The motion was unanimously approved. A motion was then made by Steve Sims to approve the minutes from the January 18 meeting. The motion was seconded by Derrin Broome and was unanimously approved.
2. **Unfinished Business:**
 - a. Goal for 2023 – There were no new suggestions regarding the final goal for the year. The goals that were approved are: 1. Publish quarterly newsletters/flyers which include information and positive feedback. 2. Increasing Committee visibility through participation in community events and encouraging employees to attend ESAC meetings. 3. Increase safety – minimize incidents/accidents through more information i.e. updating of seasonal flyers, additional safety training, adding more signage, providing more training, and encouraging employee participation..
 - b. Building inspections were to be discussed but it was decided to table this discussion until the April meeting.
3. **New Business:**
 - a. March inspections are due to Kathy by March 15. Inspections can begin now.
 - b. Participation in the employee Wellness Fair was discussed briefly. Committee members will staff the ESAC table in shifts to be determined closer to the date of the fair.
4. **801/Incident/Accident Reports:**

Mikalie provided reports from December 2022. 2. That information is provided here:

December:

801's:

- No 801's submitted for December 2022.

Accident/Incidents for December:

- 12/13/22. Hit gas line due to wrong locate.
- 12/15/22. Damage to plow due to tree/job.
- 12/15/22. Charged by ram while trying to review something on citizen's property.
- 12/27/22. Cut phone line due to PW equipment.

5. **Other Business:** None.
6. **Department Reports by ESAC members and others:** Rosa said the doors on the Moore building have been repaired. Elsa said the Kirby building has some exterior issues and the floor is failing. She mentioned that the garbage needs to be controlled/corralled. She said citizens have been dumping trash and it is a huge issue. She also mentioned that Public Health will be moving in there soon. Mikalie said she will follow up on the floor issue with the building landlord. Mikalie also encouraged Elsa to continue reporting trash issues to her supervisor and asked to be cc'd on all emails regarding this. Recology can be asked to replace the missing lid on one of the trash bins. Derrin reported that there are no issues in the jail other than still being in a COVID

outbreak status for the past several days. Steve reported that Public Works is addressing 6” thick concrete floors and questions regarding vehicle lifts. He mentioned a near miss involving an oncoming car that was passing another vehicle that went into a ditch to avoid a collision with a dump truck. He mentioned he is also in the process of trying to schedule a training on chainsaw use/safety. Monica said all is good in the Sheriff’s Office and Patty said she has no issues to report.

7. **Next meeting:** April 12, 2023 – 8:30 a.m. in room 32.
8. **Adjournment** – Meeting adjourned at 9:05 a.m.