

**MINUTES**  
**Yamhill County Employee Safety Advisory Committee**  
**July 8, 2014 8:15 a.m.**

**Courthouse, Room 32**

Chair: Michelle Mathis

Voting Members Present: Roma Fuerst, Michelle Mathis, Jan Cain, Scott Paasch, Gary Van Der Veen

Staff: Chuck Vesper, Ken Huffer, Keri Hinton, Jessica Johnson, Sue Lamb, Joe Moore,

Guests: Denise Murphy

Meeting called to order at 8:15 a.m. There is a quorum.

1. **Minutes:** Consideration of approval of minutes:
  - a. April 8<sup>th</sup>, 2014 – Motion made by Scott Paasch to accept the April minutes. Seconded by Roma Fuerst. Unanimously approved.
2. **Unfinished Business:** Building Inspection Summaries:
  - a. First Aid Kit updated supply list – once approved the list will be handed out and updated on the website.
3. **New Business**
  - a. Evacuation signage for the disabled on the 2<sup>nd</sup> floor designates two meeting areas for which no one seems to have responsibility (5/2104). Michelle followed up with the local fire dept. and signs are required. First responders are responsible for evacuating. Jessica noted that there is also a disabled sign in the basement.
4. **Other Business** – None
5. **801 Reports** - None to report at this time
6. **Department Reports** – Denise nothing to report; Jessica, Jan, Roma, Scott & Gary nothing. No safety concerns from Michelle, Keri, Chuck, Ken, and Joe. Sue stated that October is the Great Shakeout drill again she will bring more information to next month's meeting. No safety concerns by Catherine Lindberg and Traci Utti via e-mail who were unable to attend.
7. **Next meeting:** August 12, 2014 - 8:15 a.m. - Courthouse, Rm. 32
8. **Adjournment** – Meeting adjourned at 8:22 a.m.