

Yamhill County Employee Safety Advisory Committee
February 14, 2017 8:15 a.m.

Courthouse, Room 32

Chair: Michelle Mathis

Vice-Chair: Gary Van der Veen

Voting Members Present: Candice Bernard, Shawn Glidden, Devon Mode, Catherine Lindberg, Blanca Marquez and Gary Van der Veen.

Staff: Keri Hinton, Jessica Johnson and Desiree Lundeen.

Guests: Denise Murphy, Courts.

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

1. **Minutes:** January 10, 2017 minutes – Motion made by Catherine Lindberg to approve the January minutes. Seconded by Candice Bernard. Unanimously approved.

2. **Unfinished Business –**

- a. Chair nominations – No volunteers, deferred until next meeting.
- b. Any news on the replacement carpet for Room 135? – Jessica stated that she does not have a complete status on this right now.

3. **New Business –**

- a. Committee member's terms expiring in March: Gary Van der Veen and Michelle Mathis. Safety Committee agreed and reappointments were accepted.
- b. March building inspection month – Gary stated that all inspections need to be turned in by March 15th. Jessica submitted photos to all committee members to review of an example of a heater plugged in incorrectly that Maintenance had found. Jessica reminded everyone to watch for these types of things during the monthly inspections.

4. **801 Reports** – Desiree Lundeen reported that there were four incidents in the month of January, three slip/falls on ice, and the Sheriff's office had an injury in the field.

5. **Other Business** – None.

6. **Department Reports by ESAC members and others** – Nothing else to report by safety committee members in attendance.

7. **Next meeting:** April 11, 2017 – 8:15 a.m. - Courthouse, Room 32.

8. **Adjournment** – Meeting adjourned at 8:25 a.m.