

Yamhill County Employee Safety Advisory Committee
July 10, 2018 8:15 a.m.

Courthouse, Room 32

Chair: Amy Kemper

Vice-Chair: Gary Van der Veen

Voting Members Present: Amanda Broome, Monica Brannon, Shawn Glidden, Amy Kemper, Patty Landsiedel and Karen Rogers.

Staff: Desiree Lundeen, Jessica Johnson and Keri Hinton.

Guests: Denise Murphy, Courts.

The chair called the meeting to order at 8:15 a.m. A quorum is present.

1. **Minutes:** May 8, 2018 – Motion made to approve the May minutes by Shawn Glidden. Seconded by Karen Rogers. Unanimously approved.
2. **Unfinished Business – none**
3. **New Business –**
 - a. Review of safety inspections from June. Jessica Johnson stated that the fire extinguisher checks have all been completed now and she will send the secretary any other updates to the inspection list.
4. **801/Incident/Accident Reports** – Desiree Lundeen – There were three incidents in June: an accident involving a county vehicle that was rear ended by an at fault driver; exposure to blood after inoculating an infant; and a finger closed in a security door.
5. **Other Business** – None.
6. **Department Reports by ESAC members and others** – Denise Murphy asked about the reconfiguration of the mail room and when it is going to be moved it was noted that the location of the mail room is not a long term solution. Patty asked about general protocol for power outages. Jessica stated that during random power outages facilities checks the generators and how many buildings and departments are affected. Facilities also makes sure the emergency systems that they have in place are functioning and everyone is safe. Desiree gave a brief overview of the defensive driving course that occurred recently and stated that 98 employees participated. She also stated that since this was well attended she would like to see this course and other varying topics be offered to employees in the future. The employee benefits fair is happening today as well at the McMinnville Community Center. No other safety concerns to report by safety committee members, staff, and guests in attendance.
7. **Next meeting:** August 14, 2018 – 8:15 a.m. - Courthouse, Room 32.
8. **Adjournment** – Meeting adjourned at 8:27 a.m.

Minutes prepared by
Keri Hinton