

Yamhill County Employee Safety Advisory Committee
November 10, 2015 8:15 a.m.

Courthouse, Room 32

Chair: Scott Paasch

Voting Members Present: Catherine Lindberg, and Gary Van der Veen

Staff: Ken Huffer, Jessica Johnson, Sue Lamb, and Chuck Vesper

Guests: Denise Murphy, Courts

Meeting called to order at 8:20 a.m. *No quorum present.*

1. Minutes:

a. October 13, 2015

[Item tabled until January 12, 2015]

2. Unfinished Business:

a. Employee notification of incidents such as the letter received by the Sheriff's office on July 20, 2015.

Scott Paasch informed committee that there is specific protocol that addresses Anthrax Exposure in the Draft copy of the 2015-17 Court Security and Preparedness Plan. Once the Final draft is available, Scott will provide a copy to the committee members. *[No further action]*

3. New Business –

a. Canes, Crutches and walkers at Security Check Point

Scott Paasch for Michelle Mathis - individuals entering the courthouse and undergoing security screenings are having their canes, crutches or walkers taken and asked to walk through the metal detection screening station without their walking aid. Denise Murphy indicated that she has observed a wooden cane being offered to those individuals that require a walking aid. Chuck Vesper indicated this may be outside the scope of this committee.

4. 801 Reports – Ken Huffer presented the 801 reports and there were two incidents to report. The first incident was a sheriff's deputy received a minor injury to the rib area during defensive tactics training and the second incident involved staff from HHS sustaining a minor injury from a fall. Mr. Huffer reported that no time off was needed.

6. Other Business –

a. December is a building inspection month.

Scott Paasch reminded committee members that building inspection reports are due to Keri no later than December 15, 2015.

b. Update on “The Great Shakeout”.

Sue Lamb reported that this year’s Great Shakeout was a success and appreciated the county wide participation. Sue reported the Roll Call process was much improved and departments did a great job of utilizing the forms that were provided. Sue urges departments NOT to email their roll call forms. She strongly suggests that departments have a designated person hand deliver the roll call forms. In the event of an actual emergency/disaster, electronic communication systems will most likely be unavailable. Sue recommends 24/7 departments have a designated area monitor for each shift.

c. Fall Flyer distributed in department mailboxes on November 5, 2015.

It was reported that not all staff received the flyer. Sue Lamb suggested the information be included in the Grapevine.

7. Department Reports by ESAC members and others –

None

8. Next meeting: January 12, 2016 – 8:15 a.m. - Courthouse, Room 32.

9. Adjournment – Meeting adjourned at 8:35 a.m.