



Commonwealth Safety Committee

Meeting Minutes February 13, 2023

Attendance:

[X] Phil Sapp – Chairperson/Coordinator

[X] Cory Dettrich – Vice Chairperson [X] Missy Sapp - Secretary

[X] Nicole Antons [X] Lin and Bruce Buer [X] Kassandra Mendoza - Admin

[X] Heather McDuffie – HR [] Jared Landau – IT

[] Ryan Erickson – VP/Washington [] Sarah Hall – Guest RM/Washington

[] Jacob Arntson - Guest RM/Washington

- **Called Meeting to Order:** 10:02am
- **New Member** – Welcomed Kassey to the Committee.
- **Reviewed minutes from last meeting:**
- **Safety update with Heather McDuffie, HR:**
 - There was a slip and fall at Smoketree MHC on 1/20/23. From our understanding there was no lost time from work. There will be no investigation at this time.
- **Reviewed Job Hazard Assessments / Workplace Safety Manual (WSM):**
 - Reviewed and discussed JHA and Safety Manual section 8.
- **Guest Speakers for Commonwealth University (CWU) Topic... De-escalating Conflict:**
 - Washington University the speaker will be from the Center for Dialog & Resolution.
 - Oregon University the speaker will be Jason Icenbice – Executive Director of Marion County Housing Authority.
- **New Business/Assignments:**
 - Discussed Oregon OSHA online safety training suite for Kassey. Missy will send Kassey the link to complete training.
 - Phil recommended some topics that the team should review. Topics include: JHA, Ergonomics, Hazard Communication and Violence Prevention.

“Stay Focused on Safety”



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- Phil will review Young Employee Safety Awareness to see if it is pertinent information.
- Discussed upcoming CWU Safety presentation and topics.
- CWU will act as our March Safety Committee Meeting
- Missy will have an order form at both CWU's for Safety Shirts, First Aid Kits and No Smoking/No Vaping Stickers.
- **Reminder to all CWRES employees:**
 - If you are working outside in the community or surrounding areas make sure you are visible with bright colored clothing.
- **Meeting Adjourned at 10:47 am**

“Stay Focused on Safety”