



Commonwealth Safety Committee

Meeting Minutes May 8, 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] Bob Cox and Heidi Propp

[X] Heather McDuffie – HR

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

[] Jacob Arntson - Guest RM/Washington

- **Called Meeting to Order:** 9:58 am
- **Reviewed minutes from last meeting:**
- **Safety update with Heather McDuffie, HR:**
 - No incidents to discuss
- **Property visits for 2023:**
 - Visiting on 6/22/2023 – McMinnville, OR (*more details coming*).
 - Southwest Terrace – 1st visit
 - McMinnville Manor – 2nd visit
 - Visiting – July - TBD – Beaverton, OR
 - Pine Ridge Park
 - TBD
 - Visiting – August - TBD – Salem, OR
 - Sundial MHC
 - TBD
- **New Business/Assignments:**
 - Have Bob and Heidi complete the online OSHA Safety Committee Suite. Missy will send to them.
 - Phil talked about a new KIT for managers with employees to conduct a 5 minute Safety Meeting.
- **Meeting Adjourned at 10:30 am**

“Stay Focused on Safety”