



**CITY OF MOLALLA**  
Safety Committee Meeting Minutes  
June 18, 2024  
Location: Water Treatment Plant

**STAFF ATTENDANCE**

**Staff Present:** James Clifton, Andy Oliva, Suzanne Baughman, Jessica Wirth, Sharon Tramel, Nicole Ricker, Jamie Joost

**Absent:** Beka Murcay

Andy called the meeting to order at 9:06 am

**CONSENT AGENDA**

- A. Safety Committee Meeting Minutes – May 21, 2024

**GENERAL BUSINESS**

- A. Review and update of previous meeting action items.
- B. Safety Check-In.
  - a. Ensure department has sufficient drinking water supplies during inclement weather.
  - b. [The OSHA-National Institute for Occupational Safety Health \(NIOSH\) provides a Heat Safety Tool](https://www.cdc.gov/niosh/topics/heatstress/heatapp.html) that is a useful resource for planning outdoor work activities based on how hot it feels throughout the day. It has a real-time heat index and hourly forecasts specific to your location. Attached is the app link for downloading onto your cell phone: <https://www.cdc.gov/niosh/topics/heatstress/heatapp.html>  
*The OSHA-NIOSH Heat Safety Tool features:*
    - A visual indicator of the current heat index and associated risk levels specific to your current geographical location
    - Precautionary recommendations specific to heat index-associated risk levels
    - An interactive, hourly forecast of heat index values, risk levels, and recommendations for planning outdoor work activities
    - Location, temperature, and humidity controls, which you can edit to calculate for different conditions
    - Signs and symptoms and first aid for heat-related illnesses

1. Safety Committee to conduct walk-through's of each facility when alternating monthly meeting place. **July's safety committee meeting will take place at Public Works.**

2. Safety Inspection Action Items:

**Water Treatment Plant**

- a. Harness / safety cage needed for water tank ladder

**Public Works**

- a. Remind employees to unplug power equipment (hand saw, grinder) when not in use

3. Andy to contact Fire Department regarding 1<sup>st</sup> Aid training for city staff.

- a. Scheduled for last week in July and 2<sup>nd</sup> group mid August.

**ACCIDENT INVESTIGATION**

None.

**ADJOURN**

Andy adjourned the meeting at 10:15 am.

The next meeting is scheduled for July 16, 2024, at 9:00 a.m. / **Public Works.**

ATTEST:     Andy Oliva  
                  Human Resource / Risk Manager  
                  Safety Committee Chair