



MEETING MINUTES

CITY OF MOLALLA SAFETY COMMITTEE

May 24, 2022

9:00AM

Molalla City Hall – Conference Room
117 N. Molalla Avenue, Molalla, OR 97038

1. CALL TO ORDER AND ROLL CALL

Staff Present: Michelle Satyna, Asst. Director - Library; Christie Teets, City Recorder – City Hall; Ronda Lee, Planning Specialist – Civic Center; Devin Oei, Utility Worker II – PW Shops; Jamie Ward, Executive Admin Asst/Deputy City Recorder – City Hall

Absent: Gus Watkins, Sgt. – Molalla PD, Tim Gustafson – Gustafson Insurance

Christie called the meeting to order at 9:36am.

2. CONSENT AGENDA

- A. Meeting Minutes – April 19, 2022

A motion was made by Jamie Ward to approve the meeting minutes, seconded by Ronda Lee. Vote passed with all members voting Aye.

3. OLD BUSINESS

- A. Summer Safety

As it is May and the weather is warming, Christie provided the group with Heat Stress handouts to be displayed in each building. The documents are from CIS titled Heat Stress Warning Signs, Preventing Heat Stress, and Summer Eye Safety. The documents are attached to these Meeting Minutes.

4. NEW BUSINESS

Ronda – Civic Center: Shared that the Civic Center team had recently taken an Operational Pause, to get systems in place, now that staff is complete. Ronda created Restroom signs, and signs that indicated which areas are closed to the public. She shared that there was a Fire Extinguisher that needed to be hung. Jamie stated that she would order extra hangers for Public Works to hang them.

Michelle – Library: Is up-to-date with all trainings, however has three employees that still need to take the Harrassment Training that was given last week.

Devin – Public Works: Reported that they are plugging along, getting ready for summer months and the Buckeroo. Devin thanked Christie for the Heat Stress handouts.

Christie & Jamie – City Hall: The eye station was cleaned out recently, and Jamie received a bit of a bath during the process. There was discussion about how to clean it out easier, perhaps using a large bucket to catch draining water.

5. ADJOURN

Christie adjourned the meeting at 9:36am.

The next meeting is scheduled for July 19, 2022 at 9:00am at City Hall.

ATTEST: Christie Teets, Safety Committee Chair
City Recorder