



CITY OF MOLALLA
Safety Committee Meeting Minutes
January 21, 2025
Location: Library

STAFF ATTENDANCE

Staff Present: Suzanne Baughman, Andy Oliva.

Absent: Jessica Wirth, James Clifton, Nicole Ricker, Jamie Joost, Bekka Murcay.

Andy called meeting to order at 9:05am

CONSENT AGENDA

- A. Safety Committee Meeting Minutes – Tuesday, December 17, 2024.

GENERAL BUSINESS

- B. Fire Extinguish
- a. Jame to provide fire extinguisher contact list. **(IP 12/17/24)**
 - b. Andy to research Fire Extinguisher training **(IP 1/21/25)**
- C. Safety Check-In.
- a. Matt Wold had a bee-sting and received treatment at urgent center.
 - i. Andy to research process for treating bee-stings.
 - ii. Provide first aid as necessary, contact Urgent Care and / or Emergency Room.
(Complete 1/21/25)
 - b. Safety walk through of Public Works
 - i. Jamie pointed out the new roofs on the chemical storage **(Complete 1/21/25)**
- D. First Aid/ CPR
- a. Andy to contact Fire Department to research availability. **(IP 1/21/25)**
 - b. Schedules for Feb 19th (Richard Landreeth, Brandon Lamm, Jamie Joost, Shaw Shepard, Suzanne Baughman, Landon Shekard)
 - c. Schedule for Mar 13th (Cody Foxworthy, Wyatt Kylo, Christina Gildersleeve, Scott Salathe, Adam Shultz)
- E. Heavy Equipment Crane Maintenance
- a. Adam to research preventative maintenance schedule. **(Complete 1/21/25)**
 - b. Each department (Water Treatment, Wastewater Treatment and Utility Maintenance) would be responsible for maintaining inspection records.
 - c. Report at safety committee meeting with copies of inspections
- F. Pet Friendly Ice Melt
- a. Adam to confirm ice melt is pet friendly. **(Complete 1/21/25)**
 - b. The City usually purchases the Ice Melt from ACE Hardware and Bi-Mart. Material / bags state "Safe for Vegetation and Pets"
- G. Hearing Test
- a. Andy to research hearing test requirement. **(Complete 1/21/25)**

- b. The City provides hearing protection, ear plubs and direct employee to with supervisor with questions.
- H. Safety Prescription Glasses
 - a. Adam to research safety prescription glasses (process). **(Complete 1/21/25)**
 - b. The City provides safety glasses, face shields and / or goggles for employees. These are purchased by the department managers and / or the employee in need of the safety equipment. Department provides PPE, oversized safety glasses.
- I. Safety Inspection
 - a. Assign quarterly inspections **(IP 1/21/25)**
- J. Assign / Research CIS Safety Shorts **(IP 1/21/25)**

ADJOURN

Meeting adjourned 9:40am.

The next meeting is scheduled for February 18, 2025, at 9:00 am **at City Hall**

ATTEST: Andy Oliva
 Human Resource / Risk Manager