

**CITY OF MOLALLA**  
**Safety Committee Meeting Minutes**  
**May 21, 2024**  
**Location: City Hall**

**STAFF ATTENDANCE**

**Staff Present:** James Clifton, Andy Oliva, Suzanne Baughman, Beka Murcray, Taylor Van Deist, Jessica Wirth.

**Absent :** Nicole Ricker, Jamie Joost.

Andy called the meeting to order at 9:06 am

**CONSENT AGENDA**

- A. Safety Committee Meeting Minutes – April 16, 2024

**GENERAL BUSINESS**

- A. Review and update of previous meeting action items.
- B. Safety Check-In.
  - 1. Safety Committee to conduct walk-through's of each facility when alternating monthly meeting place. June's safety committee meeting will take place at Water Treatment Plant.
  - 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

**City Hall**

- a. Loose electrical / power cords next to television
- 3. Andy to contact Fire Department regarding 1<sup>st</sup> Aid training for city staff.

**ACCIDENT INVESTIGATION**

None.

**ADJOURN**

Andy adjourned the meeting at 9:45 am.

The next meeting is scheduled for June 18, 2024, at 9:00 a.m. / **Water Treatment Plant.**

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