

## **Safety Board Frequently Asked Questions**

### **1. What is the makeup of the Safety Board?**

Risk & Safety *Executive Director*

Elected Commissioner – voting member

Fulltime employee – voting member \*

Fulltime employee – voting member \*

*\* voting member elected by the work force*

### **2. Who nominates an employee?**

County Departments.

### **3. When are elections held?**

Every (4) four years.

### **4. How do I find out when my accident will be reviewed?**

Contact the Risk & Safety Office claims administrator.

### **5. Can an employee attend a Safety Board meeting?**

Yes, arrive ten minutes prior to the meeting start up and sign in at the HR receptions desk. The board allows employee/public comments at the beginning of their meeting at open session. There is a closed session following for voting members only to review current accidents.

### **6. Can a citizen attend a Safety Board meeting?**

Yes, arrive ten minutes prior to the meeting start up and sign in at the HR receptions desk. The board allows employee/public comments at the beginning of their meeting at open session. There is a closed session following for voting members only to review current accidents.

### **7. Can an employee present a safety suggest to the board?**

Yes

### **8. How does an employee present a suggestion?**

Please complete form ORS-9 and submit to the Safety Director.

### **9. How do I get a safety citation removed from my employee file?**

Employees may request in writing to the Human Resources Director that any safety citation, chargeable workplace injury citation, or property damage report be removed from his/her **Personnel file** after (3) three years from the date of incident/ accident.