



JACKSON COUNTY FIRE DISTRICT 4

21200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

JCFD4 Safety Committee Meeting Minutes

21200 OR-62, Shady Cove, OR 97539

Tuesday February 3rd, 2026

1. **Roll Call-** Chief Crume led the meeting. In attendance: John Burns, Briana Castle, Austin Owens, Eli Buma, Christian Shortreed, and Connor Ames.
2. **Approval of Minutes-** January 6th, 2026 minutes were reviewed. John Burns proposed a motion to approve the minutes as presented. Eli Buma seconded the motion. A vote was cast and passed unanimously.
3. **Old Business-**
 - a) Reviewed two employee suggestions from previous month- Chief will follow up with resolutions and present at the next meeting.
4. **New Business-**
 - a) **Safety Committee Calendar-** Briana Castle proposed a motion to change the regular meeting day and time to the first Wednesday of the month at 4PM. Chief Crume seconded the motion. A vote was cast and passed unanimously.
 - b) Opened Safety Committee to Volunteers. No one was interested at this time.
5. **Accident & Injury Reports-** none reported.
6. **Near Miss Reports-** none reported.
7. **Training Topic-**
 - a) **PPE Fundamentals:** Exam Glove Donning and Doffing (infection control and contamination avoidance).
 - b) **Exposure Control Plan-** first draft was reviewed. Tabled until next meeting.
 - c) **Target Solutions-** lessons will be created to cover safety training on a monthly basis for all employees to ensure OSHA compliance.



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- d) **Inspection Checklist-** draft was reviewed and approved. Final draft will be presented at the next meeting; site inspections will take place the following month in April.
8. **Good of the Order**
9. **Next Meeting:** Wednesday March 4th, 2026 at 4 PM
10. **Adjournment:** Chief Crume proposed a motion to adjourn the meeting at 6:49 PM and Eli Buma seconded the motion. A vote was cast and passed unanimously.

Minutes Submitted by: Briauna Castle