



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

Wednesday June 3rd, 2026 at 4:00 PM

1. **Roll Call-** Chief Crume led the meeting. In attendance: John Burns, Briana Castle, Taylor Wold, Austin Owens, Joel Keck and Alex Varner.
2. **Approval of Minutes-** May 6th, 2026 minutes were reviewed. Chief Crume proposed a motion to approve the minutes as presented. John Burns seconded the motion. A vote was cast and passed unanimously.
3. **Old Business-**
 - a) Quarterly Inspection- reviewed. All items are considered housekeeping and will be addressed by Briana Castle by the next quarterly inspection in July.
 - b) Exposure Control Plan- reviewed. John Burns proposed a motion to approve the plan for the 2026-2027 year and submit the finished document to Chief Crume for review and implementation. Briana Castle seconded the motion. A vote was cast and passed unanimously.
4. **New Business-**
 - a) Opened Safety Committee to Volunteers. Joel Keck applied for a position on the safety committee. John Burns proposed a motion to approve his application and Briana Castle seconded. A vote was cast and passed unanimously.
5. **Accident & Injury Reports-** None reported, procedure under review.
6. **Near Miss Reports-** None reported, procedure under review.
7. **Training Topic-** Water Rescue Safety (PPE, basics, preplanning).
 - a) Checklist for Water Rescue Equipment reviewed, will be updated to align with district practice.
 - b) Training is underway to keep all employees up to par with state standards.

Mailing Address • P.O. Box 1400 • Shady Cove, OR • 97539-0394



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8. Good of the Order-

- a) Emergency Action Plan in the works – required by law in the event of an emergency.
- b) Reporting resources and procedures for Accidents, Injuries, Near Misses, and Safety/Health Issues are under review. A new email will be generated to report directly to the safety committee, and an online portal for anonymous reporting is also underway. Questions, concerns or suggestions can be directed to Chief Crume.

9. Next Meeting: Wednesday, July 1st, 2026 @ 4:00 PM

10. Adjournment: John Burns proposed a motion to adjourn the meeting at 4:24 PM and Chief Crume seconded the motion. A vote was cast and passed unanimously.

Minutes Submitted by: Briauna Castle