

**Mt. San Antonio College
Employee Wellness Committee
March 7, 2018**

Committee Members:

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| <input type="checkbox"/> Duetta Langevin | <input checked="" type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Marti Whitford | <input checked="" type="checkbox"/> Arthur Gonzalez - Unit 651 |
| <input checked="" type="checkbox"/> K.C. Kranz | <input checked="" type="checkbox"/> Stacy Lee | <input checked="" type="checkbox"/> Carmen Conover, Kaiser | Representative |
| <input checked="" type="checkbox"/> Joanne Franco | <input checked="" type="checkbox"/> Zaira Jimenez | <input checked="" type="checkbox"/> David Casto - Unit 651 | <input checked="" type="checkbox"/> Andrea Solorzano (notes) |
| <input checked="" type="checkbox"/> Sandra Weatherilt | <input checked="" type="checkbox"/> Lianne Greenlee | Representative | <input checked="" type="checkbox"/> Sandy Cisneros, UHC |
| <input checked="" type="checkbox"/> Melissa Aguirre | <input checked="" type="checkbox"/> Mari Ceja | <input type="checkbox"/> Meagan Nolan- Marion | |

| ITEM | DISCUSSION/COMMENTS | ACTION/OUTCOME |
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| 1. Welcome/Introductions | | |
| 2. Agenda Review | | |
| 3. Review meeting notes from February 7, 2018 | One change to the Memory | Updated – Approved |
| 4. Upcoming Employee Wellness Activities- Stress Reduction Lecture and Healthy Cooking Classes | <p>2 Lectures have been completes so far in January and February</p> <p>4/26 @ 1pm - Stress reduction</p> <p>Duetta and KC want to start walker tracker in the spring.</p> <p>Finding Balance campaign – will send out email for that campaign around the end of March.</p> <p>May Healthy Cooking class – Sandra helping setting up working with Christina Komaro</p> <ul style="list-style-type: none"> Looking at May 17th for Class New foods lab | |

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| | <ul style="list-style-type: none">• Food type of class – proposing 2-3 pm timeframe – lunch type• Demonstrate and eat• Heart healthy cuisine and vegetarian cuisine from courses she will take recipes from there• KC will do a separate flyer to promote• Maybe safety credits for funding – Sandra will check with the uppers about funding• PO all needs to be done by 3/23 with funding• Sandy Cisneros asked about attending cooking class and giving out cutting boards and be there to hand out recipes- Sandra will check with Christina• Class capacity –24 is max | |
| 5. Walker Tracker | <p>Walker tracking call with Stephanie</p> <p>Suggested starting start shorter time frame and grow from there. Longer and by groups</p> <p>Will fund with safety credits for walker tracker</p> | |

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| | <p>Foundation for the incentives – prizes and raffles</p> <p>Try to use the model Duetta has experience with the city in Colorado</p> <p>You can use any device to track and us so very user friendly. Other activities or exercises can be transferred into steps</p> <p>No reward for weight loss</p> <p>Hopefully roll out by the end of spring</p> <p>Short and simple one, it ends just before finals.</p> | |
| 6. Employee Wellness Fair Survey | <p>Survey – KC printed out a couple things</p> <p>Health fair/ wellness fair</p> <p>General questions to reflect input – with a few questions:</p> <ul style="list-style-type: none"> • Have they attended • What day / What time • What type pf vendors <p>Lianne was just looking at Classified survey and maybe she can share some of that info with the committee.</p> <p>Faculty usually mentions they want it when</p> | |

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| | <p>they are not teaching</p> <p>Fridays are hard for Faculty but better for classified.</p> <p>Lianne brought up what type of information do we really want to get? General survey what type of questions we ask?</p> <p>KC suggested that maybe we focus on moving forward with planning out the next fair and then have a survey a week after and get better information.</p> <p>Kick off Maintain Don't gain at the same time</p> <p>Marti suggests to get the survey from everyone right after like at the Health Fairs</p> <p>If we do the fair in November we can put the Survey on the September Agenda to discuss – come up with Questions- Coordinate with Lianne</p> <p>David asked about having 10 min before and after when signing up for the wellness program – KC will look she is not sure exactly if this was in the presidents note – she will check and find out</p> <p>Section in managers handbook to support the wellness programs</p> | |
| 7. Roundtable Discussion | The topic was brought up about support from managers with the Wellness program for | |

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| | <p>employees. Are the employees being supported and is the wellness program being promoted.</p> <p>How is this being managed with employees and their time? Are they going at Lunch? Do they have to submit their own leave time?</p> <p>KC came across someone who was told they had to submit their vacation time to go work out in the wellness center.</p> <p>Bringing this information to the managers and letting the managers know that it is ok to support the wellness program may help. Lianne will bring to MPDC meeting. She will bring it up as a possible Silo buster for the Monthly managers meeting. Provide Examples of how to manage this with employees—managers that work out and promote employees to work out. Suggested to tie in HR and have Sokha speak to it.</p> <p>Some other Ideas are to adjust class times – make them 45 minutes instead of an hour to give employees time to get dressed and back on time.</p> <p>Promote a possible “Who’s walking on Wednesdays” maybe get the president involved in the walks.</p> | |
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| Future Action Items | | |
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