

Work Place Wellness Committee

Agenda

Monday, June 11 2018

2:30 p.m. to 4:00 p.m.

Room 251B

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| Absent= A Present=P | | | |
| Stacie Ankrum, Teaching, Learning & Assessment | A | Mary Jova, Teaching, Learning & Assessment | P |
| Meg Boyd, Office of Deputy Superintendent | A | Shaire Santibanez, ELD | A |
| Kim Brockamp, ELD | A | Deonne Schoner, ARIS | P |
| Krista Campbell, Employee Services | A | Bruce Sheppard, Student Services | P |
| Cassie Graham, Employee Services | P | Terri Ward, Office of Deputy Superintendent | P |
| Sasha Grenier, Student Services | A | Jennifer Young, Child Nutrition | A |
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| Time | Item | Discussion Notes |
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| 2:30 to 2:40 p.m. | Welcome Approval of Minutes (Bruce and Mary) | |
| 2:40 to 2:50 p.m. | Discussion of Scheduling for Meetings Bruce | Discussion: Thinking of emailing a poll to members to see what their preference would be. Attached poll (draft). |
| 2:50 to 3:40 p.m. | Wellness Initiatives: Current and New (5-10 minutes each) <ul style="list-style-type: none"> • Fountains (Bruce) • Privacy Room (Bruce) • Logo (Meg and Deonne) • Intern (Cassie) • Communications (Meg, Deonne, Mary) • Planning Calendar (Meg, Deonne, Mary) | <p>Fountains: Pending. It is on Brian desk to work out the logistics with DAS of how this can be done.</p> <p>Privacy Room: Pending. Brian Marshall will talk to his manager about this or the safety committee (not sure if they meet).</p> <p>Intern: Cassie was absent. Later in an email she reported that Cindy Hunt approved the funding to hire an Intern. Cassie will post the job announcement.</p> <p>Logo: Meg will have the communication office email all employees about submitting their logo ideas.</p> <p>Planning calendar: On hold until we complete the Wellness Plan. Bruce would like to revisit this at our next meeting and</p> |

| Time | Item | Discussion Notes |
|-------------------|---|---|
| | | brainstorm with the Communication Sub-committee. Prioritize for the next year. |
| 3:40 to 3:50 p.m. | Wellness Plan Review (Terri) | <p>Terri went through the draft plan. She highlighted in green who will do what within the draft plan:</p> <ul style="list-style-type: none"> • Bruce Sheppard meets with Cindy Hunt to request help from Marc Siegel to write this section on behalf of Senior Leadership • Cassie provides access to 2017 employee survey data findings. • We need to develop these at our June 11 mtg. Then Communications Team to write this section. • Mary Jova creates a list of every document in our inventory that is being used by the Wellness Committee to date. • Guidelines for Disability Inclusion; Committee members from Student Services write this section using much of what is provided below. <p>Plan is due June 29</p> |
| 3:50 to 4:00 p.m. | Review of Meeting (Bruce) Plans for next meeting (All) | <p>Plan for Next Meeting: Celebrate The Plan has been submitted to the Council to review.</p> <p>Check in with members to see how they are doing.</p> <p>Pros and Cons of being on the committee.</p> <p>Report out from Meg on the Logo project.</p> <p>Review next steps let the committee set the tone (consensus) for the next few months of what they would like to accomplish.</p> |