

**Bridge to Wellness
Meeting Minutes
December 10, 2013**

Members Present: CBIZ – Lisa Larson, Christine Welna; Health Partners- Abigail Wright; DECC – Annette Nemeck; Airport – Kathy Carver; Library – Jane Wester; Fire – Charlie Smith; Human Resources – Audra Flanagan, Shannon Sweeney, Melissa Powell; Attorney’s Office – Danielle Erjavec; Police- Tom Stolee, Tony Radloff

1. Approval of Minutes

Motion: Jane Wester moved to approve the November 12, 2013 minutes
Seconded: Kathy Carver
Motion passed: Approved as written

2. Introductions

a) New members from police department- Tom Stolee and Tony Radloff

3. Frosty Challenge Update

- a) 71 participants signed up for challenge.
- b) Sites held own weigh-ins.
- c) Ordered participation gifts- shoe bags. Shannon passed around a mock-up of bag. Wellness credits paid for these bags.
- d) Currently in week 4 of challenge. Will request updates next week to track participant progress.

4. Membership Update

- a) Shannon distributed current roster of committee members.
- b) Public Works & Utilities and Finance still need members.
- c) 2014 meeting invites will be sent out after meeting.

5. Health Screening Aggregate Data (Abby- Health Partners)

- a) Abby distributed aggregate data information.
- b) Discussed results of report. Results are within normal range of most groups.
- c) Abby will follow-up on HDL numbers
- d) Health assessment results will be available in March 2014

6. Strategic Plan Discussion (Lisa-CBIZ)

- a) Commitment from JPE to set aside wellness dollars
- b) Focus on parameters for how dollars are spent
- c) Increase leadership support at entities
- d) On site Wellness Coordinator
- e) Gym reimbursement or onsite fitness center
- f) Audra suggests having a subcommittee for strategic plan. This group would consist of 4-6 present members. Email Shannon if interested.
- g) Need to revisit communication subcommittee.
- h) Brainstorm how to use wellness dollars

- i. Sit to stand desks.
 - ii. Financial fitness meetings.
 - iii. Personal trainers.
- i) Focus on healthy living
 - i. Signs by elevators with calorie statistics on taking stairs.
 - ii. Yum Power link on Health Partners website. Can get weekly tips on eating healthy.
 - iii. Include wellness “tip of the week” in Friday morning updates.
- j) 2014 Challenges
 - i. 60 days implementation time for challenges.
 - ii. Shannon will gather data from committee on challenges to participate in.
- k) Health Assessments can be done any time after 12/31/2013 and participant will receive credit for 2014.

7. Next meeting is January 14, 2014 to include

- a) Approval of December 10, 2013 minutes
- b) Frosty Challenge update
- c) Membership update
- d) 2013 Wellness Accomplishments
- e) Next Meeting February 11, 2014