

**Bridge to Wellness
Meeting Minutes
March 11, 2014**

Members Present: CBIZ – Lisa Larson; Airport – Kathy Carver; HRA- Rob Johnson; Human Resources – Audra Flanagan, Shannon Sweeney, Keely Downs, Amber Haglund-Pagel; Police- Tom Stolee, Tony Radloff; Construction Services- Chris Edwardson; Library- Maureen Maloney; PW&U- Ashley Hron

1. Suspended agenda to do facility tour of PD fitness center

2. Approval of Minutes

Motion: Audra Flanagan moved to approve the February 11, 2014 minutes

Seconded: Tony Radloff

Motion passed: Approved as written

3. Membership Update

a) New member- Andrew Field- Finance- will join us next month

b) Now have a full complement of representation from all City areas/work groups

4. Strategic Plan Update

a) Team is continuing to meet

b) Developing short/long range goals

c) Revamping from prior strategic plan

d) Will put together recommendations and present to this group

e) Current plan is obsolete due to structure change in funding sources

f) Items to consider: How can we benefit all(or the largest number of) employees?

g) Development of parameters for fund usage

h) Development of incentives and points program for implementation in 2015 and 2016

i) Discussion of incentives for DECC, HRA and DAA- those entities will need to develop their own incentives

5. Community Wellness Day 2014- Saturday, March 29, 2014

a) Amy Norris is coordinating booth- Danielle and Annette both volunteered to help.- Shannon to check on status since Amy is retiring

b) Health Partners is going to fund the sponsorship

6. Next Challenge- Lose Weight in Eight

a) Registration begins March 16

b) Team based challenge- team prize- Bragging Rights

c) HP is able to report appropriately so that we can reward the top male and female and do additional drawings.

d) Citywide email to go out this week- Shannon to forward to authorities

7. Bridge to Wellness Website

a) Calendar for website- MIS is working on this- Shannon will continue to work with them

b) Email sign up for weekly tips and wellness info- MIS is working on this- Shannon will continue to work with them.

8. Health Fair

a) Wednesday, October 1, 2014 at DECC

b) Rob Johnson and Maureen Maloney volunteered to work on the committee

- c) Shannon will send out an email to full committee to request participation in planning the HealthFair
- d) Suggestion made to incorporate Safety into event

9. Grandma's Corporate Challenge T-shirts

- a) The Wellness committee will fund a long sleeve or performance Tshirt for corporate challenge finishers- estimated cost approx. \$12.00 per shirt for 40 people = \$480.00- Audra to contact vendors to work on design
- b) Tom Stolee volunteered to be a Corporate Challenge Captain- Audra will work with Grandma's to get teams set up and will assist Tom in his duties

10. Survey

- a) Went through the questions- Lisa will have them updated and then we will send out to the group for final approval before moving forward
- b) Request made to accept paper surveys
 - i. We will accept them, but will not be doing a mass mailing

11. Next meeting is April 8, 2014 to include

- a) Approval of March 11, 2014 minutes
- b) Strategic Plan update
- c) Community Wellness Day update/recap
- d) Lose Weight in Eight update
- e) Bridge to Wellness website/email updates
- f) Health Fair- update
- g) Corporate Challenge shirts- update
- h) Survey update
- i) Next Meeting