

**NOTICE AND AGENDA OF MEETING OF THE NAPEBT WELLNESS COMMITTEE OF THE NORTHERN  
ARIZONA PUBLIC EMPLOYEE BENEFIT TRUST**

Notice is hereby given to the general public that the NAPEBT WELLNESS COMMITTEE will hold a meeting open to the public on **Friday May 8th, 2014, 10:00am FUSD Administration Building, Business Office Conference Room**

**MEETING NOTES**

1. CALL TO ORDER 10:15AM
2. COMMITTEE MEMBERS

Katie Wittekind	NAPEBT
Jen Moore	Flagstaff Unified School District
Tasha Wilson	Coconino County
Meg Miller	Coconino County
Rosa Mendoza-Logan	Coconino Community College
Jeanie Confer	CCRSB
Deborah Beals	FHA
3. AGENDA ITEMS
  - a. Co-Chair & Secretary: Jeanie Confer co-chair; secretary to rotate based on meeting attendance.
  - b. Wellness Week Debrief
    - i. Agency Events
      1. City: Iron Chef Challenge, Alpine Pedler, walks-more events in other locations.
      2. FUSD: Recipe exchange, Walks, stress talk-more events at school locations
      3. County Lunch and Learns/streamed through Office 365 on link. County developing new training system which will be cloud based. May be issues with accessibility for Wellness sharing.
      4. CCC: recipe exchange, wellness committee outreach; wellness board; walk; wiggle Wednesday – people had fun. Thursday banquet, Friday meditation and yoga. Therapy dogs.
    - ii. Sugar Challenge
      1. Sugar Challenge T Shirts
      2. Prizes every week for turning in logs
      3. Group meeting before challenge begins between 4-6pm by each agency.
      4. Incentives wear bracelets-get a photo taken and get a movie ticket for getting caught wearing bracelet.
      5. Move to January; change the April challenge to something different
    - iii. Awards Banquet
      1. Delegate portions of planning, perhaps to sub-committees
        - a. Awards
        - b. Invitations
        - c. Location and meal, logistics
      2. Have a pre-event run through
      3. Move to a luncheon?
        - a. Consider having a separate lunch event for leadership – Leadership update - go over program results, engage in idea exchange,
          - i. Maybe introduce retreat ideas
          - ii. Purpose is to increase buy in and help get the cultural shift going
        - iii. August?

- b. Could improve leadership participation
      - c. County recommendation = Pepsi Amphitheater (cheaper?)
        - i. Issue with out of doors in April
        - ii. Investigate other locations that might be more comfortable/family oriented.
      - d. Highlights of each agency committee
    - 4. More pictures – from activities during the year
    - 5. Permission in advance from wellness warrior winners to share their experience
    - 6. Music for entertainment
  - iv. Poker Run: use city cart to get tables etc. out. Make more clear instructions for volunteer. Two volunteers at each table. Advertise the twice around for another chance to win. A night stay for two in Vegas or Laughlin, Cliff Castle, Wekopa Resort, Talking Stick, Wild Horse Pass.
- c. Wellness Retreat
  - i. June 25 9AM – 3 PM
  - ii. Agency Focus Groups
    - 1. Before retreat
    - 2. Attendance = Agency wellness committee and wellness warriors
      - a. Including Wellness Warriors is to develop them as liaisons
    - 3. Katie could facilitate the meetings
    - 4. Identify what your agency likes most/wants to see
  - iii. Location CCC Lonetree Building 6 Rosa checking on fee, if any
  - iv. 11 committee members PLUS one or two Agency level wellness members about 25 people.
  - v. Agency sharing of ideas, results.
  - vi. Goal = update three year plan.
  - vii. Wiggle Wellness
- d. 2015-2016 Plan Year
  - i. Class Schedule
    - 1. Stress Classes once a quarter for up to 100 people per session
      - a. August, Nov, Feb, May or April
    - 2. Stress Profiler test on line that all NAPEBT members can take
  - ii. Change Yoga and Zumba to open versus six week enrollment
    - 1. Classes not offered consistently each week – budget issues. At current rates can afford:
      - a. 48 yoga classes for the year
      - b. 120 fitness coaching classes
      - c. 48 Zumba classes p
    - 2. 48 weeks – (not Xmas, New Year and Spring Break weeks) schedule accordingly
  - iii. Monthly Themes
    - 1. July – Tobacco Awareness
    - 2. August – Mindfulness Month
    - 3. Sep – Nutrition Awareness
    - 4. Oct – Cancer Prevention Month
    - 5. Nov – Diabetes Prevention Month
    - 6. Dec - Stress & Depression Awareness

7. Jan – Back Health Month
8. Feb – Sleep Awareness Month
9. Mar – Allergy & Asthma Awareness
10. Apr – Wellness Month
11. May –Heart Health Month
12. June – Occupational Health and Safety

iv. Challenges

1. Sugar challenge moves to Jan
2. Chug a Jug
  - a. Dunk Tank winners of challenge get to dunk agency leadership
- e. National Wellness Conference June, Minneapolis, MN.
  - i. Encourage more than one to attend
  - ii. \$710 reg fee (\$585 for member)
- f. Annual Survey:10 questions or less on overall did they participate, why or why not? What to change?
- g. Open Enrollment
  - i. Presentations to leadership/employees on wellness program, 3 year plan, clinic
- h. Onsite Clinic Update
  - i. Kick Off Meeting Thursday June 4<sup>th</sup> 10-12pm
- i. Agency Status Update on 3 Year Plan-Tabled

4. ADJOURNMENT      12PM