

**NOTES 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 held a meeting open to the public on **Friday September 14th, 2018, 10am-2:00pm County Health Department 2625 N. King St. Birch Room, Second Floor.**

**Link to supporting materials on SLACK**

**NOTES**

1. CALL TO ORDER @ 10:10AM

2. COMMITTEE MEMBERS AND ALTERNATES:

Katie Wittekind	NAPEBT
Amber Baker	NAPEBT
<i>Janelle</i> CCC	
Mike Townsend	Coconino County
Jeanie Confer	CCRS
Lynn Hill	NAIPTA
Rhonda Cashman	NAIPTA

3. AGENDA ITEMS

A. Intro Activity: Awe moment

B. Agency Updates:

- i. CCC- Formed softball team. Playing in city league. Attempted to form volleyball team but did not get enough interest. Expecting continued interest in softball league. Also doing crossfit, belly dancing, and two-stepping classes with 5-10 people participating in each.
- ii. County Manager's office- Premiums decreasing over the last half of last year and first two months of this fiscal year. Attributes this to presence of the Vera health clinic.
- iii. NAIPTA- In middle of steps challenge. Going well! Teams accumulate steps and team with most steps gets to donate 50 dollars to charity of choice. How did interest compare with altruistic incentive compared to traditional incentives? TBD. Pre Trip program-Oct 1st start date. Request for more physical therapy available at Vera health clinic.
- iv. NAPEBT- Abbey starting Eat to Live sessions at Natural Grocers. Looking into incentives to get spouses of employees to have clinic visits more preventatively/to decrease health premiums. Having professional marketing consultants proving to be more cost and time efficient. Went over plans for trials about places to invest money: removing restrictions for health coaching visits, providing more one on one services etc.

C. Awards Banquet Subcommittee

a. Prospective speakers- Alex Reegan and Jeff Malbec

- i. Goal is to establish leadership engagement, culture change, and employee connection. Which speaker will deliver the most effective message? All in favor of: **Alex Reegan**

D. Employee Exit

- a. What is the procedure when employees retire or are let go from each agency?
  - i. Signing and acknowledging of various benefits
  - ii. Katie requested commitment from each agency to investigate the process of employee exits.
- E. EAP
  - a. 6 pts for 6 free counseling sessions
  - b. Goal is to help people connect the dots with mental self-care and the wellness program.
  - c. Each agency has 6 hours of webinars to request and 10 hours of on-site classes.
  - d. Integrating EAP services with the wellness program may be more appealing to employees than seeking mental health treatment alone.
- F. Canceled Classes Policies and Procedures
  - a. Reasons are due to weather or not having the minimum of 10 people registered
  - b. Let employees know they can attend classes even if they are not registered. They will still get their points.
- G. AZ Walking Challenge
  - a. NAIPTA likes the idea of providing it as a trust activity, but does not foresee having enough time to provide it.
  - b. Possibility of Aerobic Winter Challenge to integrate their operations with AWC.
  - c. Decision to move forward in learning more about this, and in possibly promoting next year
- H. Poker Run
  - a. Currently without a grand prize. We're not allowed to buy large grand prizes because it becomes taxable.
  - b. Brainstorming for grand prize of this year?
  - c. Look at possibility of not providing products of money as incentives to attend Poker Run.
- I. Clinic Update WHC Challenge
  - a. Currently due to donate \$695 to Feeding Flagstaff's Future.
  - b. Extending date to allow Health Fair as part of tracking
- J. Health Fair Donations
  - a. Still in need-donation response is low this year. Why?
  - b. Rhonda will contact suggested donations for health fair.
- K. PERMAH Events Integration
  - a. Encouraging employees to publish their individual efforts to do health activities. Ex: Rhonda going on walks, being willing to meet up with other people
  - b. Goal is to create more meetups within routine events & expand offerings more than what Amber can coordinate
- L. Environmental Support Scholarship
  - a. Allowing a presentation, so people can speak about their proposal and do their goals justice. In favor of allowing presentation? Yes
  - b. Agency who previously won scholarship required to withhold from applying.
  - c. Improvements from last year:
    - i. Evaluation plan needing to be included with RFP, must be needs based, data to support it is what employees want, support likely to be used, realistic

implementation and timeline, serves majority of the pop: large scope of impact, measurable short term and/or long term outcomes, feasible budget.

M. Tasks In a Box Tutorial

- a. Added link on Slack for how to download task in a box on comp.
- b. Showed committee members how to use/ organizational benefits of the app.

N. Review Program Plan

O. August Action Items

P. Action Items

Q. Lunch: Build your own tacos

R. Hero Scorecard Review

- Amber to post weekly wellness flyer on slack
- Add Emily Mobton into agenda attendees
- Agencies will reach out as needed if posted training is required from Katie
- Getting each agency to touch base regarding EAP with person doing requesting
- Katie add EAP to slack
- Katie will contact Alex to book him for awards banquet
- Katie reach out to each agency not present at meeting for comments on EAP
- Amber/Katie will edit reg email on portal for twitter texting. For updates about classes/events+ add into website calendar page
- Each agency will provide contact info for point person at sites that host events.
- Katie will get with Tiffany (Aerobic Winter Challenge) to talk about marketing
  - Also talk about possible partnership with Arizona Walking Challenge
- Katie will add AZ walking Challenge to program plan for next year (Aug)
- Katie will contact Robin from AZ credit union for donation for Poker Run
- Amber or Matt will reach out to Flag X or restaurants to request donations for Poker Run
- Katie will look at getting a gift basket
- Amber will send another email on Monday about Poker Run promotion
- Katie will get the signs for the event
- Katie will get a quote for vests for following poker runs
- Amber and Katie will bring medkit and radios to Poker Run.
- Amber will add new WHC flyer into monthly email including deadline change
- Amber will tax add ID # on donation request letter.
- Katie will email additional ideas for donations and EIN number to members of Trust
- Ronda will contact suggested donations for health fair.