

2016 COS Wellness Committee

January 6, 2016 Meeting Agenda

2016 Committee Members:

John Hill (Water Plant)
Patrick Carroll (Police)
Krista Thomas (Fire)
Sarah Jordan (WWTP)
Brian Martinsen (Sewer C&M)
Donna Matthews (PW & Gen Services)
Meagan O'Neal (Finance)
Anne Sears (Community Development)
David Von Canon (Golf)
Karen Ragland, Chairperson (HR)
Steve Little, Adhoc Member, Mark III Benefits

The City of Sanford's first 2016 Wellness Committee Meeting is scheduled for Wednesday, January 6, 2016 @ 2P in the City Hall Council Chambers Conf Room. Agenda to include:

- **Welcome/Introductions** (5 min)
- **Recap of 2015 Wellness Program** – Reference meeting handout. (10 min)
- **Review Committee Members Responsibilities** (5 min) – Responsibilities include:
 1. Attend quarterly committee meetings – these meetings will be to plan the details of the events for the quarter.
 2. Plan Wellness Program initiatives and assist with the coordination of at least 2 initiatives – coordinators do not have to do everything themselves; they should enlist other co-workers to get involved and utilize outside resources as well.
 3. Be a Wellness Ambassador – communicate plans and activities to co-workers, supervisors, and department heads.
- **Establish 2016 Mission & Goal** (15 min) – Committee to create 2016 Mission and Goal. 2015 Mission and Goal statements were:
 1. **Mission:** Encourage and provide an opportunity for City of Sanford employees to learn about and participate in a variety of wellness initiatives for the purpose of improving their health and well-being.
 2. **Goal:** Continue to coordinate and implement Wellness Program initiatives for City of Sanford employees that offer a variety of wellness activities and lunch-n-learns, as well as provide education and awareness about healthy lifestyle choices. Strive to increase employee participation by 15%.
- **Identify 2016 Wellness Program Initiatives** (45 min) – Attendees to divide into two teams to identify lunch-n-learn topics and activities for 2016 (reference meeting handout):
 1. Activities (identify 12 activities; includes 4 quarterly challenges with Lee County)
 2. Lunch-n-learn/newsletter topics (identify 10 topics)