

August 15, 2016 Wellness Meeting Minutes

All in attendance: Brandi Kelly, Tim McDermott, Kory Mullen, Jennifer Chavez, Lori Moldenhauer, Marvin Kohout, Jamie Houser, Elly Reedy and Adam Drake.

Meeting called to order at 9:12am

Tim stated the open meetings law is posted and present at the meeting.

Marvin made a motion to approve the agenda for the August 15, 2016 meeting, seconded by Kory Mullen. Motion approved.

The previous minutes from the July 25, 2016 meeting were corrected by Brandi Kelly that the Ergonomics meeting is actually August 16th as opposed to August 6th. Kory made a motion to approve the minutes after corrected, and seconded by Marvin. Motion approved.

No alternative standard requests have been made at this time of the meeting.

Brandi presented the Wellness Inventory Review to the committee for all committee members to review, and Brandi informed the committee pictures were also taken of the inventory in stock as well. Brandi made a motion to approve the presented list for inventory, and was seconded by Marvin. Motion approved. The review was approved and authorization to submit has been accepted, the review will then be submitted.

The committee was presented with one bid for the elliptical that was declared as Surplus Property, the amount enclosed was for \$25.00 in full. Marvin made a motion to accept the bid, motion seconded by Kory Mullen. Motion approved.

There are potential fitness bike(s) at the fitness center that are possible to be declared as surplus property as well. A motion was made to declare the two bikes surplus property by Brandi, Jamie seconded. Motion carried. The same actions will be carried as the previous elliptical that was declared Surplus Property, to be put up for bid and posted for employees to place a bid.

Brandi stated the Ergonomics class would be recorded with Chad Engel for the August 16th monthly education class that is taking place at 9:00am and 10:30am.

Potential monthly class topic for September is Debt Management, Elly also stated she is in contact with the dietician at the HyVee on North 27th and will keep the committee updated on potential costs and ideas.

The 100 Miles in 100 Days challenge is still in effect, and will end September 8, 2016. The Lucky 7 Poker challenge will be the next challenge to be completed and will start on September 1, as per Elly.

Tim presented the committee with Wellness Committee Bylaws to be opened up for discussion, with a request for the draft of Bylaws created by Tim to be reviewed and approved by the Wellness Committee.

The meeting went into executive session at 9:45am, motion made by Marvin, and seconded by Jennifer.

Marvin made a motion to come out of executive session at 9:55am, seconded by Kory.

Tim asked for a motion to accept the Bylaws, with the correction of the word "will" to "may" in the last paragraph on page 1 of the draft of the Bylaws. A motion was made by Marvin to approve the Bylaws after the correction is made, seconded by Brandi. Motion carried.

Elly presented the committee with the available dates from Public Health Solutions (PHS) regarding the flu shot clinic. The committee selected the date, Monday October 24, 2016. Elly will be in contact with PHS to confirm the date and propose two separate locations and two separate times (7:30-10:00am at courthouse and 3:00-6:30pm at the law enforcement center).

The committee began review of the 2017 Wellness Program.

Jennifer proposed to move the date of the Health Fair (blood draw) to complete the wellness year earlier, this was proposed so employees can have their incentives sooner (as opposed to late March). Jennifer suggested having all wellness books turned in by January 6th or the 13th. Elly will check with BCBS to check with the calendar year, and also to check with Madonna on their availability of coming down to do the Health Screening.

Tim proposed to add a weekly allowance of 1 hour maximum per week of activity that is not considered exercise. (Ex. for those doing chores, yard work, household work, etc.)

Jennifer also proposed to have two different choices for the employees when considering the exercise section. Her suggestion being one choice have employees reach 10,000 steps a day, and if that goal is made that employee will get 20 wellness points for that day. The second choice would be for those who don't chose to track their steps and track exercise otherwise, such as by weight lifting, attending classes, their own workouts, etc., like it is already, with the hour maximum.

The next meeting has been set for, Monday September 26, 2016 at 11:30am at the Law Enforcement Center.

Meeting adjourned at 11:11am.