

**Mt. San Antonio College  
Employee Wellness Committee  
Memory October 4, 2017**

**Committee Members:**

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|---|--|--|--|
| <input type="checkbox"/> Duetta Langevin              | <input checked="" type="checkbox"/> Joe Jennum | <input type="checkbox"/> Marti Whitford                    | <input type="checkbox"/> Arthur Gonzalez - Unit 651          |
| <input checked="" type="checkbox"/> K.C. Kranz        | <input type="checkbox"/> Jacolyn Martinez      | <input checked="" type="checkbox"/> Carmen Conover, Kaiser | Representative   |
| <input checked="" type="checkbox"/> Joanne Franco     | <input type="checkbox"/> Zaira Jimenez         | <input checked="" type="checkbox"/> David Casto - Unit 651 | <input checked="" type="checkbox"/> Andrea Solorzano (notes) |
| <input checked="" type="checkbox"/> Sandra Weatherilt | <input type="checkbox"/> Lianne Greenlee       | Representative   | <input checked="" type="checkbox"/> Stacy Lee                |
| <input checked="" type="checkbox"/> Melissa Aguirre   | <input type="checkbox"/> Sohka Song            |  |  |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	Stacy Lee here for Jacolyn Martinez. Stephanie present for Marti.	
<b>2. Agenda Review</b>		
<b>3. Review meeting notes from September 6, 2017</b>	All attending Reviewed Memory from September Meeting.	
<b>3. Employee Wellness Fair Update – Finalize Roles and responsibility – K.C.</b>	<ul style="list-style-type: none"> <li>• Friday 11/3 blocked out to help out</li> <li>• 7:45am for set up – dress tables, signage</li> <li>• Everyone bring a hammer</li> <li>• K.C went through vendor list that will be attending the wellness fair.</li>   <li>• Therapy Dogs will be coming</li>   <li>• Sodexo’s – last year they were late and didn’t show up at table. KC will follow up.</li>   <li>• Still waiting to hear back from some vendors</li> </ul>	<b>KC to ask event services if wood tables or plastic – HS fair got plastic ones</b>

	<ul style="list-style-type: none"><li>• New logo out with the announcement flyer.</li><li>• Welcome packet for all vendors go out today.</li></ul> <p>Roles and Responsibilities –</p> <ul style="list-style-type: none"><li>• Joe Jennum – sound system – Radio Station will bring the sound system.</li><li>• Lots of great gifts and prizes</li><li>• Counting all members in food orders</li><li>• Joe will bring athletic shirts for raffle and prizes.</li><li>• Lisa Matthews – will have a yoga class at noon if weather permits.</li><li>• Student health – stretching event</li><li>• Coloring table – has some messages with graphics. Need volunteers to be at the table. Joe suggested Arts or Book store maybe can donate some art supplies. Joanne will bring some supplies as well</li><li>• Lianne will do signs for parking. Public Safety can make the signs (Stephanie suggested to ask public safety) Name tags</li></ul>	
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	<ul style="list-style-type: none"><li>• Kaiser – Same set up – KC is the Contact for them – 7 people signed up so far for biometric screening. Building 4 walk way. 200 bags</li></ul>	
<p><b>4. Upcoming Employee Wellness Activities – Maintain don't gain, Essential Oil Lunch and Learn – K.C</b></p>	<ul style="list-style-type: none"><li>• Still working on the competition for the "maintain don't gain" Might be the basic maintain don't gain.</li><li>• An Employee came to her about essential oil lunch. She actually sells it. So we all agreed to turn it down because a conflict of interest.</li><li>• K.C will let employee know</li><li>• Lunch and learns will not continue until January of next year because of other focuses right now. KC usually follows the monthly health topics. Ex: November is diabetes.</li><li>• Joe asked about Committee Budget – KC needs to Duetta to do that they are working on it</li></ul>	<p><b>K.C. and Duetta to follow up in regards to committee budget.</b></p>

Wellness Task Force  
Group Memory

	<ul style="list-style-type: none"><li>• Joanne asked about shakes and Juices for lunch and learns – Suggestions</li><li>• Is there an option to give ideas to for EE's</li><li>• The wellness website is brand new. He could probably add an idea button.</li><li>• Survey next year</li></ul>	