

**Mt. San Antonio College
Employee Wellness Committee
Memory November 1, 2017**

Committee Members:

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|---|---|--|---|
| <input type="checkbox"/> Duetta Langevin | <input type="checkbox"/> Joe Jennum | <input type="checkbox"/> Marti Whitford | <input type="checkbox"/> Arthur Gonzalez - Unit 651 |
| <input 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 type="checkbox"/> Andrea Solorzano (notes) |
| <input 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
1. Welcome/Introductions	Introductions – Stacey from Counseling	
2. Agenda Review		
3. Review meeting notes from October 4, 2017		
4. Employee Wellness Fair	<ul style="list-style-type: none"> • 22 vendors this year • Mental wellness being focus this year • Therapy dogs coming • Coloring table – Joanne has 2 bags of coloring crayons and markers • Yoga 12-1 – yoga mats available • 1:30-2:30- body movement class • Lots of great giveaways from vendors – varies 	

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	<ul style="list-style-type: none">• Jim asked we don't tack anything to tables, so no more hammers needed. Table clothes stay at welcome booth, see which vendor will need one• 8- 8:15am meeting time right outside building 4• Mt. Rock is coming for music• School first credit union is new this year• American heart association• Print out flyers with class times – Andie• Extension cords – David will bring some – all outlets check and they work.• Lianne – showed signs for water bottle stations. Directions signs to put up. Names tags made.• Roles and responsibilities – all at welcome table.	
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	<p>Announcement table – Jacolyn</p> <ul style="list-style-type: none">• Record raffles – who brought what – who wins what – Duetta will record• Color table self-sufficient – print out and handouts – baskets (Duetta and Lianne) 11, 12 and 1 to check it out and maintain <p>Marti – 11 Sandra – 12 Joanne – 1</p> <ul style="list-style-type: none">• Lunches there at 12 – Sodexo• All same lunches• Andie to have Sodexo number contact – to call day before• 58 lunches.• Water will be available – comes with lunch and K.C will buy more at staters.• K. C will be there all day except for a quick break. All will be roaming	
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	<ul style="list-style-type: none">• Wellness ends at 2 help clean up.• Kaiser may not have vehicle so conference room 2330 – Duetta room and or dons as a back-up area• Can use signs to direct to the bio metric screen.• Welcome booth has map pf area and list of contacts and vendors.	
4. Upcoming Employee Wellness Activities – Maintain Don't Gain	Discussed rolling out maintain don't gain K.C to roll out and send out info Will have everyone record their own weight	

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