

**Mt. San Antonio College
Employee Wellness Committee
Memory of December 7, 2016**

Committee Members:

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|---|--|--|--|
| <input checked="" type="checkbox"/> Duetta Langevin | <input checked="" type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Marti Whitford | <input checked="" type="checkbox"/> Debbie Cottrell, United Health |
| <input type="checkbox"/> Frank Williams | <input checked="" type="checkbox"/> Jacolyn Martinez | <input checked="" type="checkbox"/> Misty Kolchakian | <input checked="" type="checkbox"/> Yadira Santiago (notes) |
| <input type="checkbox"/> Nerissa Uiagalelei | <input checked="" type="checkbox"/> K.C. Kranz | <input type="checkbox"/> Carmen Conover, Kaiser | |
| <input type="checkbox"/> Sandra Weatherilt | <input checked="" type="checkbox"/> Lianne Greenlee | <input type="checkbox"/> Ruben Flores, Unit 651 | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	Introductions by all in attendance. Stephanie – Student Health – sat in for Marti Whitford.	▪ None.
2. Agenda Review	None.	▪ Agenda approved as submitted.
3. Review Meeting Notes from November 2, 2016	#4-Committee discussed providing gift cards for survey participants – change to > no incentives were provided. #7-FitBit 30 minute demo originally scheduled for 12/7/16 – change to > possibly January meeting	▪ KC would like to talk about it further, look into options. Duetta suggested maybe having a healthcare provider donate some prizes or maybe use Safety Credits for purchasing prizes. Conversation needs to be had with Fiscal, what are the rules in regards to incentives, what can the committee do. ▪ Might be rescheduled for next meeting, 1/4/17.
4. Employee Wellness Survey	The committee reviewed the survey results and discussed in full details. Laptop was provided and survey results were projected onto screen, until we lost wifi connection. Lianne was able to go over results in detail, reviewing the printed out results. Lianne offered suggestions on how to fully use the results of the survey, different reporting abilities depending on	▪ Duetta said she can do an Ergonomic lecture. It was one of the Top 5 requests. ▪ Joe is going to have a conversation with Ani to see if she can work on the breakout of the survey results,

	<p>what questions/results the committee would like to review. Filtering out group results.</p> <p>Lianne suggested planning an event where Dr. Sears can be the guest speaker. Lianne said that Rondell has been in communication with Dr. Sears and he has agreed on coming to Mt. SAC on Wednesday, March 29, 2017. Committee will need to vote and item will be placed on January board agenda for board approval.</p>	<p>run a report and separate it out by classification. Look at the Executive summary, top overall 5 for everyone; #1 & #2 choices mixed together. What are the top 3 by each group. Filter by: Classified, Faculty, Managers. Lianne will give Ani access to the survey results and go over the report filters and options that can be used to report the results in a way that can benefit the committee in planning out activities.</p> <ul style="list-style-type: none"> ▪ POD, along with the Employee Wellness Committee, will be in charge of the event, planning details etc. POD has the funding set aside from last year to pay for speaker. Committee approved working with POD on this event. Lianne will submit item for Board approval. KC will work on a flyer for the event. KC will invite Rondell to January meeting, where further planning will take place.
<p>5. Upcoming Employee Wellness Activities for 2016-2017</p>	<p>KC has 5 or 6 months of lunch & learns scheduled</p>	<ul style="list-style-type: none"> ▪ After further review of the survey, the data will be used to pick a date and time in regards to the Employee Wellness Fair.