**Wellness Committee Meeting Three**

**Date**: Wednesday, January 13th, 2016 at 3:00-4:00pm

**Location**: Conference Room 371

**Attendees**: Andrea Klooster, Karla Pacheco, Lindsay Meldrum, Lauren Shunock and Cassandra Rodenhurst

**Meeting Minutes**

1. **Programming from 2015**
2. Cook Books: there have been some formatting difficulties which prevented them from being distributed before the Holidays. There were twenty submissions in total. The plan is to distribute them once we have are able to establish the other nutritional sessions we have planned for this quarter as we will be focusing on healthy eating and lifestyle.
3. Going over the fact that we have been very involved in physical activities over the last year, the Committee would like to focus on offering a nutritional and healthy eating session to the Program for this Quarter. Eating is large factor of being successful in maintaining a healthy lifestyle.
4. **Incentive Programming for this Year:**

During this quarter we were not as focused on offering stamp opportunities for Wellness based activities. This is an improvement we would like to change for this quarter. We plan on offering more programming to allow individuals to reach the twenty-five or fifty stamp win.

Change this year: Wellness Bingo Cards are due no later than May 31st, 2016. The winners will be paid out for the June 2016 fiscal year to add to their $300.00 Wellness Benefit.

*An incentive to keep in mind:* The Wellness Recognition Award will actually be switched to Wellness Recognition Reward given out throughout the year. This will be random draws at various events held by the Wellness Committee throughout the year for all those participating in the event. It will be random and only offered to the individuals taking part in those initiatives. The winner will be drawn the same day and will win various prizing (coupons to the Spoke, etc.).

1. **Programming for the Second Quarter:**
2. Yoga: regular hour-long yoga will be replaced by shorter thirty minute reconnective and meditative yoga sessions offered once a month. The reboot yoga sessions have been booked for each month until the end of fiscal: February 11th, March 10th, April 14th and May 12th from 12:00-12:30pm.
3. Prana Sessions: We have connected with our wellness provider to research the various offering they provide and have found two collaborative sessions which fit well with our staff and Program goals. We will be offering a Holistic Nutrition Session on February 26th at 12:00-1:00pm and a Critical Conversations & Healthy Conflicts seminar on March 31st from 12:00-1:00pm.
4. Salad Day Re-vamped: offering a spin on our classic salad days. The Wellness Committee would still provide the basic ingredients for the Salad Day but challenge departments to take up the rest of the theme and ingredients each month. It is our healthy spin off version of the Potluck we all enjoy!
5. Cooking classes: we will be incorporating one session to help implement our Quarter Theme of healthy eating and options in how to do so. We are looking into Aroma’s Restaurant or Loblaw’s dedicated chef series. Date and time to be determined.
6. Six Week Challenge: Carrie Passi has volunteered to personal train USC staff for a six week series of H.I.I.T work outs. In partnership with H.I.I.T IT Fitness, participants will be active each Wednesday at 6:30pm-7:30pm, drop-ins encouraged. These will run each Wednesday from January 20th until February 24th, 2016.
7. Tea Club: Incorporate wellness into the workplace with the simplicity of enjoying a few minutes of tea during the cold winter months.
8. Summer Intramurals: There has been interest around getting involved in another intramural team in the coming months. We will be posting a poll as to how many people are interested and which sports interest them to play from May-August for the start of the next fiscal.
9. Dragon Boat: We will early register in April to participate for the upcoming June race at Fanshawe College. We will be sending out a poll on the Staff Hub to see interest levels in March so we have results for early bird registration on April 9th.
10. Other ideas:
    1. Book Club: This has not been formalized and will need to be reviewed for criteria and theme prior to its implementation.
    2. Smoothie Day in January to help recharge and de-toxify after the holiday season.
    3. Edible Fruit Arrangements with Chocolate to dip.
    4. Paint Balling
    5. Bowling, rock climbing and/or mini-putting
11. **Outline for each month:**

***January:*** *H.I.I.T IT FITNESS 6 Week Challenge (Carrie)*

***February:*** *H.I.I.T IT FITNESS 6 Week Challenge (Carrie), Reboot Yoga (Feb 11th), Salad Day, Cookbooks distributed, Holistic Nutrition: Eating for Stress (Feb 26th), Tea Club*

***March:*** *Tea Club, Cooking Class (TBA), Critical Conversations & Healthy Conflicts seminar (March 31st), Salad Day, Poll for Dragon Boat Interest, ReBoot Yoga (Mar 10th),*

***April:*** *Salad Day, ReBoot Yoga (April 14th), Tea Club, Dragon Boat Registration*

***May:*** *ReBoot Yoga (May 12th), Walking Group, Smoothie Day, Salad Day, Poll out for Summer Intramural Interest, Summer Intramural Registration, Bingo Cards Deadline (May 31st)*

1. **Programming for 2016-2017:**
   1. **Health Assessments:**
2. **Leaders:**

Prana Yoga & Wellness (yoga & seminars): Cassandra & Andrea

6 Week Challenge: Carrie

Tea Club: Andrea

Intramurals: Cassandra & Karla

Intramural & Dragon Boat Hub Poll: Lauren

Salad Days: Lauren, MaryAnn + Departments

Cooking Classes: Karla

Staff Cookbooks: Tanee & Robin

Healthy Potluck: MaryAnn & Lauren

Book Club: Kevin

Smoothie Day: Karla, Andrea & Cassandra

Walking Group: ***Any volunteers?***

* Stamps will be offered for all the initiatives listed above. After-hour participants will be given 8-10 stamps for participating and each activity mentioned will be worth 2-4 stamps overall with an extra stamp for the facilitator.

1. **Health Assessments:**

Health Assessments are externally conducted tests which allow an individual to see where they may be at risk and how their overall health is. We are looking at conducting health assessments in June 2016 to assess the overall health of the individual. We are reaching out to various providers for these individual assessments which are voluntary to participate in. These assessments are completely confidential. More information will be disclosed at our next meeting.

1. N**ext Meeting:**

Next meeting will be taking place in March or April to establish timeline for early bird registrations for summer intramurals, Dragon Boat racing and to see at a halfway point how the Quarter and Bingo Card is going so far.