

Wellness Meeting January 19, 2016

Meeting Called to Order at 9:07 am

Meeting Dismissed at 10:18 am

Those in attendance include: Sharon Jelinek, Brandi Kelly, Elly Reedy, Kory Mullen, Linda Kastanek, Marvin Kohout, Bruce Filipi, Colby Marks and Tim McDermott

Meeting minutes for December 17, 2015 were approved by Linda, motion to approve minutes second by Kory. Motion carries to approve December meeting minutes.

The committee discussed Alternative Standards as brought forward by [REDACTED]. Tim made the suggestion to lower [REDACTED] wellness points cap from the 8,000 as addressed in wellness program booklet for 2016, and change this total to a 6,700 cap for [REDACTED]. This is to account for [REDACTED] exercise abilities with [REDACTED] condition. Motion approved by Marvin, second by Sharon. Motion Carried.

The committee also discussed the possibility of purchasing a [REDACTED] to be able to access equipment [REDACTED]. Tim and Sharon will inform [REDACTED] of the idea and see if [REDACTED] should be made available in the wellness facility.

Tim informed the committee some employees are still yet to receive their gift cards from the BlueHealth Premium wellness program. All are aware of the issue, and some still must wait to receive this.

Elly informed the committee she contacted Blue Cross Blue Shield about the requested diagnostics codes required from BCBS for Madonna and the blood work to be done at the February Health Fair Screening. BCBS has yet to return confirmation information on the costs of blood/lab work to Elly.

Elly also informed the committee that she hasn't received confirmation from Madonna about changing the already made fliers for the Health Fair (times were adjusted to 5:00-8:00am on both days of health fair). The committee mentioned to have Elly contact Madonna for further confirmation on this and to see if we can extend times just to make sure all employees are getting a slot to sign up for the health fair.

Brandi informed the committee she will call Tara from BCBS to make sure everything is set in place and for costs of blood work, and Elly will contact Karen from Madonna to confirm times and to see what day is available for employees that can't make the health fair to drive up to Lincoln for the tests.

Bruce informed the committee he would be willing to pick up the snacks, including bars, fruit and juice for the health fair. He has requested to get an estimated total of employees partaking in health fair so he can purchase enough food items.

The committee discussed the days of the health fair and arriving early around 4:30am to help with set up for the 5:00 am start time.

Tim mentioned to the committee that the Lions Club offers ear and eye exams to other business and this could be something we would like to bring to Saline County for possible health fair in upcoming years or to have a separate clinic for this later in the 2016 year if available.

Elly mentioned she was contacted by UNICO Midlands regarding IMPACT survey so the committee could look over Consulting Agreement and just to make the committee aware the IMPACT survey will be occurring again and once the February Health Fair is completed and the employees have received their "Know Your Numbers" presentation results, we can use data for IMPACT survey and get that prepared. UNICO suggested distributing the survey (online) during the months of March-April.

The committee decided to do Wellness Program Booklet Examinations of all those turned in on February 10, 2016 at 1:00pm. All committee members that are available are to come at this time to check over turned in booklets from all employees.

Brandi informed the committee on updates with upcoming monthly educational classes, February 10, 2016, Dr. Kubicek will be here but he has suggested he doesn't want the class recorded. His presentation will cover oral health and importance for health and wellness and this will be held at the Extension Office on 2/10/16 at 5:30pm.

Brandi also informed committee that Judy Florian is interested in hosting a Pressure Points monthly educational class for either March or April, but Judy hadn't gotten back to Brandi yet to confirm a date. Brandi will keep committee updated on Judy's decision.

Tim mentioned upcoming wellness challenges and opened it up to the committee for suggestions of future challenges. Tim mentioned a "Healthy Recipes" challenge to have employees try and prepare and cook a new recipe which could further be used as an employee cookbook in the future. The committee decided to proceed with this challenge and it has been decided to do this challenge starting February 1, 2016. The challenge will consist of employees trying new meals, by researching healthy recipes, documenting the recipe and submitting the recipe and the individual's thoughts about the meal. Point distribution is 5 wellness points for one new recipe for each week in February (20 wellness point total). All submissions of recipes, employee's thoughts and comments about recipe will be due to Elly at end of month. Upcoming wellness challenges: healthy recipe challenge.

Elly informed the committee that 27 employees completed the NIRMA class for Drug and Alcohol Awareness for last quarter.

Elly informed the committee about Public Health Solutions getting back to her and Tim about hosting a class, and that PHS didn't approve of the idea of condensing the Diabetes Prevention Class into once a month as opposed to original once a week classes for a 16-week duration. It was decided we will not host the classes as followed by PHS solutions and instead Healthy Lifestyle choices, tips, ideas and thoughts will be implemented into newsletter that shares similar information that would be taught at Diabetes Prevention Program classes. In the future Elly might host a monthly educational class to talk about Diabetes, lifestyle changes and choices that can be made to make healthier choices for everyone.

Marvin distributed the step wisely fliers (The Usual Suspects) from NIRMA.

Next meeting on March 1, 2016 at 9:00am.

Wellness Meeting March 1, 2016

All In Attendance: Tim McDermott, Bruce Filipi, Marvin Kohout, Kory Mullen, Jenn Chavez and Elly Reedy

Meeting Called To Order at 8:04am

Marvin motions to approve both sets of minutes from February and January meetings, and Kory seconds. Motion carried, minutes approved.

Tim presented us with an alternative standard from an employee stating that because of medications, exercise is to be supervised at cardiac rehab. This employees wellness points for exercise are to be adjusted to fit his needs and requirements as stated in the alternative standard. Marvin makes a motion to approve the alternative cap, Jen seconded. Motion approved to adjust *Employee's wellness point cap for the Wellness Program 2016.

BlueHealth Advantage wellness program, some employees still missing cards. Tim will email to confirm whereabouts of gift cards still in need for employees that need it.

Brandi (previously commented through email to have Tim address the committee) had comments in regards to the health fair at the extension office on Wednesday. Brandi noted it was a full house, and only two people didn't come who were originally scheduled, but those two individuals came to SCLEC on Thursday for the screening. Brandi also made notion that a total deposit of \$360 were made for the extra tests. Elly informed the committee that Madonna made an error in blood draw collection for two employees in regards to the Vitamin D test, so those two individuals were reimbursed their monies back for the test since they chose not to get it redrawn on Thursday of the health fair. The reimbursement claim totaled \$80 and was already presented and should have gone through the process. (as noted by Brandi). Elly informed the committee that the health fair went very well on the 18th at SCLEC, and five individuals didn't show up to their scheduled appointment, and chose not reschedule or to go to Madonna for their blood draw.

Elly informed the committee that at the health fair on Thursday at the SCEC Madonna forgot to bring the correct tools needed for blood draw for Employee #1. Madonna was asking for Employee #1 to drive to Madonna to get a blood draw, but it was worked out that a phlebotomist would come to SCLEC at a schedule time that works for Employee #1 to redo the blood draw. Employee #1 will not have a bill from Madonna (so Saline County will not be billed for the screening) for the blood draw because of the error in Madonna's part, and the requirement for Employee #1 to have to either drive for the blood draw or not.

The committee also discussed the situation with Employee #2 where Madonna would not do the biometric measures or blood draw because employee was

pregnant at time of health screening, and according to Madonna their bylaws stated the test would not be done. Elly will email Madonna in regards to this situation to see if Employee #2 can get measures taken and blood draw for the health screening and hopefully it can be worked out to go at the same time the phlebotomist comes for Employee #1 blood draw as well.

Elly informed the committee that all forms have been submitted for the IMPACT survey with UNICO and that the IMPACT survey will be distributed at the beginning of April before the mid-month. We have to wait until UNICO can take the values submitted by Elly (employee ID numbers, addresses, birthday, etc.) to put into their database, then information will be sent to Elly and the IMPACT survey will be announced to the employees (noted in April Newsletter) for them to take the survey for 500 wellness points.

Elly will post a "Protest Period" in the newsletter to let the employees know that sometime in the future (end of March-beginning of April) the employees will have the opportunity to come forward to the committee to protest their total points if they think they didn't get the points they deserved. The date is yet to be announced for this protest period (Have to wait until after Madonna gives Know Your Numbers presentation and Aggregate report to the committee).

Tim read an email from Brandi saying that the Dr. Kubicek class on oral health had an awesome turn out even though it was Ash Wednesday. Brandi said 12 or 13 people were there.

For the month of March, Judy Florian will be doing a reflexology class on pressure points. This class is March 10th at 5:30 at the extension office. It will not be recorded, and Judy would like to have an estimated number of those coming by March 7th. Employees are to email Elly or Brandi if they would like to come.

Marvin informed the committee of AED/CPR training for the fall and probably ergonomics.

Jenn suggested having HyVee come in for a upcoming speaker to have healthy meal planning and nutrition tips. The committee all liked the idea, and Jenn will contact someone associated with HyVee.

Marvin suggested that we do crazy 8 challenge again for March or April. Elly suggested to do crazy 8 in April (because of too short of notice), then do 100 miles in 100 days for May. Committee was in agreement with these ideas brought forward. Elly will prepare a Crazy 8 Challenge for the month of April, and it will be posted in Newsletter for April.

Approval of the committee to accept oversight of fitness center, voted to pass the baton of the fitness center over to the wellness committee from the safety

committee. Bruce made a motion to accept fitness center Jennifer second. Motion approved.

Jennifer asked to have Tom Sweeny come down to go over gym equipment for new employees to go over all that is in fitness center.

The committee stated we will have Dan Johnson instigate, repair and maintenance on gym equipment if need be, and it is up to his decision if someone else needs to be called to work on equipment in fitness center.

NIRMA classes selected for the next quarter was "back injury."

Meeting adjourned at 9:07 am.

Decided to give them until the 18th of April for a protest period, more information to come later.

Next meeting will be 25th at 8:00am

April 22, 2016 Saline County Wellness Committee Meeting
All in attendance were Tim McDermott, Sharon Jelinek, Brandi Kelly, Marvin Kohout, Kory Mullen, Lori Moldenhauer and Elly Reedy
Meeting called to order at 8:13am

The minutes for the March 25, 2016 meeting were approved by Kory second by Sharon. Motion carried.

Tim stated we will begin the meeting with the Protest Period for the 2015 Wellness Program Points. Time then made a motion to go into closed session for protest period. The motion was approve by Marvin second by Kory. Motion carried.

The committee began further discussing each protest, individually to approve their protests.

Marvin makes motion to come out of closed session, second by Brandi. Motion carried.

Application for alternative standards, reviewing the document turned in for [REDACTED] for the upcoming 2016 wellness year, Tim makes a motion to exempt [REDACTED] for exercise points, and will recalculate wellness points to account for health screening and doctor appointments for a new total wellness point goal, as opposed to the 8,000. Sharon makes a motion, second by Marvin. Motion carried. Motion to adjust points for employee by Sharon, because 5 weeks of restriction will be occurring so far for the 2016 wellness year. So instead of a total of 8,000 wellness points, the new total will be 7750 points as a result of this. Second by Kory Mullen. Motion carried.

For protest #1, a motion was made to maintain the 3,325-wellness points by Brandi Kelly and this motion was second by Kory. Motion carried.

For protest #2, #3 and #5 the protests are being tabled until further clarification from third party with Madonna.

For protest #4, was tabled to discuss the maintained the earned 7,980 points but provide for explanation by Elly as to where point totals came from as requested by the protestor.

For protest #6, a motion was made by Kory to maintain the 1,050 points that was earned by protestor for the 2015 year. Second by Brandi. Motion carried.

For protest #7, this individual had 4,265 earned and turned in points, the committee was given exercise point totals of 2,860 points that were not turned in yet claimed today in protest. A motion was made by Brandi to maintain the 4,265 points that were earned, motion second by Sharon. Motion carried.

Tim discussed that the clerks will need to be informed on the tally sheet relevant for health insurance incentives. Elly will be in contact with Madonna about different point totals to

confirm those point totals given from Madonna. Once this is done, all employees will be tabulated for what incentive category they qualified for, including insurance premiums as well as per wellness point totals.

Brandi will email all department heads to collect employee names to contact all employees of their incentives. Such as gift cards and what store each employee would request gift card from, so we can get totals to county clerk. Tim will handle the purchases of the TV and Bruce will do in county gift cards that were requested.

Brandi stated at the next meeting is when the drawing for the TV will be so all committee is in attendance.

Brandi discussed the payment of the 2nd invoice was received from Madonna; the invoice was for the third party review and in the amount of \$390.00. Brandi stated it was the same amount as of last year as well.

Elly stated that as of April 21, 2016 at 5:00pm a total of 51 employees have taken the IMPACT. There are two employees who are having technical issues with the IMPACT survey, so their deadline has been extended.

Elly also addressed the committee about Lisa Henning's new business with Diabetes Education with DIA-TEC Cloud for her new program. Just to inform the committee of the options she has to offer.

Brandi discussed for a monthly class update for May 5th, Dr. Bessler will be here to give a presentation on eye care.

Elly discussed her educational class for June 20th will be a presentation on health, wellness, exercise and nutrition.

Tim stated 29 employees participated in the quarterly NIRMA class, "Sleep and Your Health"

Tim discussed the contract of Elly Reedy, stating Elly has been in agreement with the contract presented to her for the start of June 2016. Tim wanted to inform the committee the board will need to approve the new contract for Reedy.

Brandi brought forward to the committee about the purchase of new fitness equipment that we can discuss to purchase. Kory made a motion to purchase the CR800 Recumbent Bike for \$1,599, second by Sharon. Motion carried.

The next meeting will be held on Thursday, May 5, 2016 meeting at 8:00am in commissioner's room for approval of protest and gift card totals.

Motion to adjourn made by Sharon, second by Kory. Meeting called to order 10:53am

Wellness Meeting Thursday, May 5, 2016

All in attendance: Kory Mullen, Jennifer Chavez, Tim McDermott, Elly Reedy, Marvin Kohout,

Meeting called to order at 8:10am

The minutes from the April 22, 2016 meeting were reviewed and a motion was made to approve the minutes by, Jennifer Chavez and was second by Kory Mullen. Marvin abstained since he was not in attendance for entire duration of meeting, three votes in favor. Motion carried.

Tim discussed the open meetings law to be posted for the Wellness Committee and a determination of quorum for future meetings.

The committee went into closed session for discussion of alternative standard presented towards the committee to discuss the alternative standard and available options.

Marvin made a motion to come out of closed session, second by Jennifer Chavez. The committee came into an open session.

An alternative standards request was submitted from an employee who previously made a protest at the April 22, 2016 meeting during the protest period and was brought forward by Tim McDermott. The committee will respond to the employee that we can unfortunately not make anymore adjustments to his alternative standard as is, exercise points are all to be exempt.

Tim presented the committee with a letter from NIRMA that the committee did in fact receive an assist grant for a total of \$1,000 from NIRMA.

The final determination on the protests were discussed, Jennifer Chavez made a motion to approve the final determination of wellness points for those brought forward in the protest. Second by Kory Mullen. Marvin Kohout abstained from the vote because he was involved in the protest employees; three votes were made for yes to approve. Motion carried.

The committee discussed the incentives that are still needed from employees; Jennifer and Kory will get ahold of those still needed from the sheriff offices.

The committees made a pool draw for the winner of the TV for the 2015 wellness program. The committee called in a non-committee member to come in at random to make the drawing for us to decide who the winner is. The winner of the TV was Roni Fikar.

Tim stated a total price including the price of the TV, of \$7,508 for incentives that we will expend.

Tim brought forward to the committee of two options made available, from BCBS and NACO in regards to premium costs per month for employees. At the next board meeting, NACO Benefit Planners will be at the upcoming board meeting to present their wares to the board, and also want to discuss the wellness program that Saline County has. Tim also addressed the committee that NACO is requesting the wellness committee to be in attendance for the board meeting on May 17th.

Elly presented the committee with a final total of 53 employees completing the IMPACT survey for 2016.

Elly presented the committee with no further updates regarding Lisa Henning, Diabetes Prevention update.

Reminder to the committee that Dr. Deb Bessler will be presenting this evening, May 5, on eye care. Also a reminder, Elly Reedy will be presenting about health and wellness.

Tim read a note from Brandi that stated she has put on the schedule for July 21, 2016 - Brad Kalkwarf is on the tentative schedule for a presentation.

A note brought forward by Brandi made notice that she has not tried to contact HyVee or Vickie Rutherford again for nutrition. She knows that the HyVee presentation would be estimated to cost around \$62.00 for 30 minutes plus the mileage. Brandi stated last time Vickie gave a presentation it was around \$75/hour.

Tim stated that an Ergonomics class has been requested as a topic for future monthly educational classes in July or August.

Elly presented the committee with no further updates on the Crazy 8 Challenge, and it was made notice that the 100 Miles/100 Days challenge will begin at the beginning of June and will run until around mid-August for the next monthly challenge for the summer months. Marvin brought forward to the committee that for future challenges for the Crazy 8 Challenge should be worth 50 points as opposed to the 25 points.

Tim stated the roadside cleanup was suggested as a topic at the safety committee meeting.

Reminder was made that the NIRMA online university 4th quarter class for April 1 – June 30 is “Back Injuries”

Tim informed the committee that the new bike purchased for the fitness center was ordered and final cost was \$1,595.

Tim brought forward to the committee the future discussion for the committee budget, and in regards to work well and if the committee is actually utilizing Work Well and if we still want to budget for it for the future.

The next meeting has been put on the schedule for June 20, 2016 at 8:00am at the assembly room at the courthouse.

Meeting called to order at 9:48am.

Wellness Committee Meeting -- June 20, 2016

All in attendance were Elly Reedy, Kory Mullen, Jennifer Chavez, Brandi Kelli, Lori Moldenhauer, Tim McDermott, Sharon Jelinek, Bruce Filipi, Jamie Houser, and Marvin Kohout

Meeting called to order at 8:06am

Previous meeting minutes from May 5, 2016 were reviewed; motion to approve the minutes was made by Bruce Filipi, second by Jennifer Chavez. Motion carried.

No alternative standard requests have been issued at this time to any wellness committee members. Tim addressed that the alternative standards form needs modifications to be made; Tim went forward to adjust the form by correcting the box that is to be filled out by the physician. Marvin made a motion to change the medical exemption to change the form, second by Bruce. Motion carried.

Jamie Houser will be an incoming member to the wellness committee, as Sharon Jelinek will be outgoing from the wellness committee as of June 20, 2016.

The 2015 Wellness Program was closed out following the last meeting, May 5, 2016. The incentives were organized per employee incentive request and were purchased, delivered and applied. Hours for the "time off" were also submitted to the clerk, and the health insurance incentive totals were also delivered to the clerk.

The 2016-2017-wellness budget was presented to the committee for the official's estimation including disbursements/requirements and the revenue/income.

Elly stated she had no other UNICO IMPACT Survey updates regarding the survey taking for the 2016 year.

Elly stated she hasn't heard any other updates or received new information from PHS regarding the Diabetes Prevention Program

No further updates were presented about the Eye Doctor presentation on May 5th, and it was announced Elly would give a presentation June 20, 2016 at the extension office at 5:30pm.

For the Ergonomics topic that has been requested, Brandi asked the committee if she needed to be in contact with someone to find a presenter or more information for the topic.

Tim announced to the committee that the Veridesks were successful for employees to trial, and the feedback was positive for those who did try it at their desk. Tim addressed to the committee if someone is of interest, to contact him if orders want to be placed for the Veridesks.

Elly informed the committee that the Crazy 8 Challenge had a total of 17 employees to complete the challenge, and it was addressed that employees suggested that the challenge be worth more than 25 points in the upcoming years.

NIRMA Online University 4th quarter class is almost to a closing for the April 1 – June 30th quarter, the committee will review the NIRMA Courses to be selected for the 1st Quarter running from July 1 – September 30th. The committee as selected the course: “Keeping Your Cool” under the Management category for the curriculum for the 1st quarter. Motion made by Jennifer to approve of course selection, and motion second by Bruce. Motion approved.

It was presented to the committee that the Saline County Senior Services Food Pantry is closing on June 30, 2016. Some employees showed concern that they wouldn’t receive wellness points anymore if they can’t donate items to the food pantry. It was mentioned to have the Saline County Wellness Committee be helping the “Backpack Program” as opposed to the food drive. Jamie will talk to Tad and to see list of items, and what is being requested for the program and to discuss the process of how to get the goods to get to him for storage.

Jamie mentioned to the committee about prorating new employees, because of the health insurance program and achieving the 8,000 points by the end of the calendar year. The committee discussed all alternatives, and options for newly hired employees; this discussion will be tabled until after July 1, 2016.

The next meeting was set for July 25, 2016 at 7:30am.

Meeting called to order at 9:02am.

Saline County Wellness Meeting July 25, 2016

All in attendance: Tim McDermott, Kory Mullen, Marvin Kohout, Jamie Houser, and Elly Reedy. (Jennifer Chavez arrived at 7:53am).

Meeting called to order at 7:45am.

Open Meetings Law was posted and given by Tim McDermott.

Marvin Kohout, second by Kory Mullen for the July 25, 2016 meeting, approved the agenda and no changes were made to the agenda.

For the approval of the minutes from the June 20, 2016 meeting, Kory Mullen made a motion to approve the minutes; Marvin Kohout seconded this motion. Motion carried.

No communications for additional alternative standard requests were received.

Fitness Center Code and Access will be changed, and this will be taken into effect on August 1, 2016.

We have had a request for potential fitness equipment to be declared as surplus property. The fitness equipment is located upstairs in the fitness center, and no records have been found on the purchase of said equipment (possibly donated?). Marvin Kohout made a motion to declare the equipment on surplus property, and was seconded by Kory Mullen. Motion carried.

The County Board meeting held on July 12, 2016 had an employee come forward and a decision was made by the county board to overrule the alternative standard decision. Marvin Kohout made a motion to go into executive session, seconded by Kory Mullen. Motion carried.

Marvin made a motion to come out of executive session, seconded by Jennifer. Motion carried.

Elly discussed the IMPACT survey results for 2015 for the employees that took the survey. The results were shared, and percentages reflecting the health and well being of employees were presented as well. Elly stated she will be providing employees with more health and nutrition information and classes for employees through educational classes and newsletter information.

Elly informed the committee that 8 employees were in attendance for the monthly educational class given by Brad Kalkwarf on July 21, 2016.

Tim shared that Chad Engel will be here on August 6, 2016 to give a presentation on Ergonomics on 9:00am and 10:30am, and Elly informed the committee that Brandi told her she was waiting to hear back from SCLEC and Bruce if they would like Chad to give meetings there as well in addition to the other two time slots provided.

The committee discussed potential monthly educational classes, and all members showed interest in cooking classes, nutrition, and crock-pot classes to provide to the employees.

The committee discussed possible ideas for upcoming challenges that included: roadside clean up, November/December BINGO challenges.

New Business:

- Jamie informed the committee on an update for the Backpack Program (in replacement of Food Pantry for wellness points) and Tad is working with the Food Bank of Lincoln, Tad will get back to her about updates on items that will be needed to help for the program and placement of storage. Will wait to hear back.
- Jennifer brought up the idea of hosting a 5K and donating the funds to an organization.

The NIRMA class for “Back Injury” was completed by 29 employees. NIRMA Online University for the 1st Quarter (July 1 – September 30) is “Keeping Your Cool”.

Discussion of 2017 wellness program planning was held off until next meeting.

The next meeting was scheduled for August 15, 2016 at 9:00am at the SCLEC.

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.

Wellness Committee Meeting

September 26, 2016

All in attendance: Elly Reedy, Tim McDermott, Brandi Kelly, Bruce Filipi, Kory Mullen, Jamie Houser, Marvin Kohout, and Adam Drake. (Jenn Chavez arrived at 11:48am)

Meeting called to order at 11:35am.

Open Meetings Law was posted for the wellness committee.

The agenda for the September 26, 2016 meeting were approved by Bruce, second by Marvin. Motion carried.

The minutes from the August 15, 2016 were presented to the committee; Bruce made a motion to approve the minutes, second by Kory. Motion carried.

No alternative standards were received at this time of the meeting as of 11:35am.

Elly presented the committee with her letter of resignation, and will still carry on the responsibilities, Bruce made a motion to accept Elly Reedy's resignation from the committee, second by Jamie Houser. Motion carried. The status of the wellness coordinator will be further discussed by the committee.

Brandi presented the committee with the bids for two surplus equipment items. Deb Spanyers made a bid in the amount of \$13.00 to Fitness Bike #1. Marvin made a motion to approve the bid, second by Adam. Motion carried. Fitness Bike #2 had no bid, and it was decided that bike will be placed outside for free will carry.

Jamie presented the committee with fitness center equipment ideas that have been requested (written on fitness center market board) by employees of possible equipment to be purchased and placed in the fitness center. Equipment recommendations from employees included a Bowflex Quick Workout 3 in 1, Sit-up Bench, and a Punching Bag. The committee discussed possible areas in the center to place a punching bag and Jenn will look into the basement area to see if sleeping bag could potentially be placed there. Jenn made a motion to purchase a sit-up bench, Adam second. Motion carried.

Elly informed the committee that 32 people attended the Chad Engel (NIRMA) Ergonomics. No further updates on the diet/cooking classes with Hy-Vee. Jenn will be in contact with Hy-Vee from Lincoln to get price updates on hosting a cooking class.

Brandi informed the committee of other possible challenges presented to the committee about different ideas for monthly challenges such as a stepping challenge, reading a book challenge, volunteer work, participation challenge, and a full-attention challenge. Jamie informed the committee of the idea of "Walk Across Nebraska" and have a challenge within the departments to track mileage on equipment or even outside. Jenn made a motion to do the "Walk Across Nebraska" challenge, motion second by Jamie. Have all employees sign up by October 21st of the teams interested to email Jamie of those involved, teams will be configured on the October 25th meeting to begin the challenge on November 1, 2016.

The NIRMA onsite CPR/AED Training class will allow for wellness point availability for 25 wellness points. Those individuals already certified must present their certification and will also be awarded 25 wellness points. Discussion was presented on the recording of this class. It was understood the class would not be recorded as the class is lengthy and is "practical training" where attendance is required for re-certification.

The NIRMA Online University Class for October-December was discussed and the 2nd quarter class, it was decided to be "Understanding Anxiety Disorder".

The wellness committee bylaws are still being looked over, as presented by Tim.

The Flu Shot Clinic will be on October 24, 2016 at 7:30am - 10:00am at the courthouse, and at 3:00-6:30pm at the SCLEC.

Jamie hasn't heard back in regards to The Backpack Program as a potential for volunteer ideas.

The committee began review of the 2017 Wellness Program booklet.

One hour per week maximum for an alternate activity to be added to the 2017 wellness-points-page for exercise wellness points.

Jamie presented to the committee with prorating for employees who miss the health screening to have an opportunity to get points for the waist circumference; if a new employee misses the original date for health screening to be measured at an alternate location and those measurements be documented as the circumference. Discussion led to the fact that new employees hired in any current program year, would benefit by virtue of this measurement taken at the beginning of the following program year to be calculated for the current program year; Health Fair results. The proration of exercise for new employees was also discussed.

We will hold off on the section for Aging Services Pantry donation until we get further information on possible donation locations. This section will either be reworded if new location for donations is found, or completely eliminated.

For incentives and award points on the Health Insurance Premium Reduction Incentives, it will be stated the gift card will be changed to a Visa Gift Card only. On the same page, the word "Free" will be taken out, and will only say "drawing for a TV".

Tim stated he would make changes to the NIRMA Online University page on updating the steps for login to the university.

2017 Verification Form will be edited to say "Self Tracking" and the 3rd Party Review column will be removed as well. Flu Mist will be eliminated from the form as well per PHS not providing Flu Mist anymore as of September 2016.

Wellness committee signature removed from page of Track Your Progress.

The alternative standard form will be reviewed, and the application for an alternative standard will be added to the wellness program book.

The committee has completed the review of the wellness booklet.

Meeting called to order at 1:10pm.

Next meeting date has been set for October 25, 2016 at 7:30am at the SCLEC.

Saline County Wellness Committee Meeting
October 25, 2016

The Saline County Wellness Committee meeting was called to order at 7:39 a.m. on October 25, 2016. Present were Tim McDermott, Marv Kohout, Jamie Houser, Adam Drake, Lori Moldenhauer, Kory Mullen and Brandi Kelly.

The Open Meetings Law was posted for the wellness committee.

The agenda for the October 25, 2016 meeting was approved by Marv, seconded by Kory. Motion carried.

The minutes from the September 26th meeting were reviewed. There was an error made on second page, stating that the meeting was called to order at 1:10 p.m. It should have read that the meeting was adjourned at 1:10 p.m. Kory made a motion to approve the minutes as amended, seconded by Jamie. Motion carried.

Tim asked if there have been any alternative standard requests had been received. There being none at this time.

As Elly has stepped down as Wellness Coordinator, Tim brought up for discussion on how the committee would like to proceed with that position. Do we want to divide the duties between committee members and tackle it ourselves or do we want to hire it out again, whether that be a part-time position or contracted position. Marv mentioned that he had been approached by Public Health Solutions (PHS), stating that they would be able to assist with our program if needed. Brandi read an email that she had received from Karen Rehm with Madonna Fit for Work, stating that they would be willing to discuss the possibility of filling that position and assisting the committee at the cost of \$75/hour plus mileage. Conversations were also held on the position of secretary for the committee. In order to make it easier, it was suggested for the committee to possibly purchase a laptop to have available for taking minutes as well as a recorder to record the meetings. No decision was made at this time.

Brandi informed the group that the second bike that was listed as surplus and not sold during the bid process has been disposed of.

Tim informed the group that he has purchased the sit-up decline bench and that it is over at the fitness center. Adam stated that he would go over and put it together and place it in one of the upstairs room areas. Adam also stated that he would then look at the basement area to see if he felt that the punching/kicking bag would work down there. Brandi mentioned that she had gone over to the fitness center to look at that and didn't think it would work due to the height of the ceiling. Tim suggested that we wait to look into the punching/kicking bag until after EM moved out of that area on the jail side. It has better ceiling heights in there.

In a previous meeting, Jenn stated that she would contact Hy-Vee and see about a possible diet/cooking class. As Jenn was not at the meeting, we will wait to hear back from her.

Brandi informed the group that she has contacted Chris Linhart with City Bank and Trust in Crete. Chris mentioned that there were two topics that she could speak on. The first topic was Home Refinancing and the second was How to Better One's Credit Score. The committee decided to have Brandi contact Chris and set up a class on How to Better One's Credit Score. **(After the meeting, the class has been set for November 15th at 5:30 p.m. at the extension office's meeting room.)*

Brandi was approached by Judy Florian regarding a Zyto Compass machine and essential oils. Judy has access to a zyto compass and wanted to know if others would be interested in having a scan done. During the conversation, it was decided by the group to see if Judy would be interested in doing a session on essential oils and having the zyto compass machine available to those interested.

Jamie stated that there were 24 participants in the Lucky 7 Poker Challenge. The individual with the High hand was: Kory Mullen and the individual with the Lowest Hand was Tim McDermott.

The upcoming November challenge "Walk across Nebraska" was discussed. This challenge involves teams and in the instructions, we determined that the committee would randomly draw teams. Notification would then be mailed out to the participants. At this time, there are 21 participants. It had previously been requested that individuals notify Brandi by October 24th if they want to participate in the challenge so that teams

can be drawn. It was decided that before the final challenge was placed in the November newsletter, there would be a note placed on it that others could participate as individuals, but would not get the benefit of points for being on a team.

For the December challenge, it was decided to do another Bingo Challenge. Kory and Tim will work on this.

Tim reminded the committee that the NIRMA onsite CPR/AED training would be held on October 26th and October 27th. Those individuals who participate will receive 25 wellness points. It was also reiterated that those who have current CPR certificates can receive 25 wellness points by supplying a copy of their cards during at the end of the program year.

NIRMA Online University classes were discussed. For the “Keeping Your Cool” class, there were 32 participants. The current class available is called “Understanding Anxiety Disorder” and will run through the end of December.

Tim informed the group that the bylaws are still with the County Attorney awaiting edits. The bylaws along with the 2017 program will be presented to the County Board at the November 15th meeting. Tim has been also updating the draft sheet for the alternative standard application form. He will work on updating both the alternative standard form along with the 2017 program updates and email that out to the committee to have them proof them before the county board meeting.

PHS came and provided employees and families flu shots on Monday, October 24th. Brand informed the group that there were 42 participants at the courthouse in the morning. Kory informed the group that there were 22 participants at the law enforcement center.

Marv had recently been at a meeting and brought back information to the committee regarding a program he thought the county may be interested in participating in. It is a toy/clothing/money drive that will benefit families throughout Saline County. Discussion was held that donations of new toys, clothing and money will be accepted down at the Law Enforcement Center will be accepted through December 2nd. Adam stated that he would work with the committee and Jenn with the donations. It was determined that individuals will earn 1 wellness point for each \$1 spent.

Tim went over a couple items on the 2017 Wellness program for verification of changes.

Tim also informed the group that he has submitted an application for a grant for the Health Fair costs through the NIRMA Assist grant. This year, he did not submit a grant for the WorkWell dues as we were recently informed that NIRMA has taken over paying the dues for those entities who participate.

Brandi recently met with Karen Rehm with Madonna Fit for Work and has tentatively scheduled the 2017 Health fair for February 7th and 8th. Karen is in the process of looking at their schedule in January to see if they have any dates available. As in the past, the county will pay for ALL employees, regardless of them being on the BCBS NACO plan or have opted-out. The county will also pay for those employee’s spouses who are covered under the BCBS NACO plan provided by the county. Discussion was held on whether county should pick up the TSH (thyroid) costs should the insurance not cover it. The following tests will be available; however will be paid by the individual: Vitamin D, A1C, and Cortisol. Brandi will get back with costs for these and present the information when available.

Brandi asked for clarification regarding the watching of the videos and receiving points. In order to get points for the 2016 program year, the videos must be from 2016. Individuals can watch previous year videos; however, they will not receive points for them.

It was also verified that if a new employee has had a dental check-up or eye care exam in the current calendar year, prior to being hired, they are able to use those exams for points in the program. In order for them to use a blood test, it must be comparable to what Madonna has provided.

The next meeting is scheduled for November 21 at 7:30 a.m. in the law enforcement center.

There being no further business meeting was adjourned at 9:30 a.m.

Brandi Kelly

Saline County Wellness Committee Meeting – Summary, No Quorum
November 21, 2016 at 7:30 a.m.

Members present were Tim McDermott, Marvin Kohout, Adam Drake, Jenn Chavez and Kory Mullen. Jamie Houser arrived sometime later with Adam Drake needing to leave the meeting early for work related business.

In recognizing there being no quorum in which to hold an official Saline County Wellness Committee meeting, general discussion was heard from those present with no action taken.

The next scheduled meeting is slated for Monday, December 12, 2016 at 7:30 a.m. at the Law Enforcement Center.

Saline County Wellness Committee Meeting – Summary, No Quorum
December 12, 2016 at 7:30 a.m.

Members present were Tim McDermott, Brandi Kelly and Jamie Houser. Absent were Marvin Kohout, Adam Drake, Jenn Chavez, Bruce Filipi, Lori Moldenhauer, Colby Marks and Kory Mullen.

In recognizing there being no quorum in which to hold an official Saline County Wellness Committee meeting, general discussion was heard from those present with no action taken.

The next scheduled meeting is slated for Friday, January 20, 2017 at 8:00 a.m. in the Courthouse Assembly Room.