

## **Saline County Wellness Committee – January 8, 2018 Minutes**

The Saline County Wellness Committee meeting was called to order at 8:45 a.m. on January 8, 2017. Present were Tim McDermott, Marvin Kohout, Kory Mullen, Russ Karpisek, Jamie Houser, Bruce Filipi and Adam Drake.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review.

Adam moved to approve the agenda as presented, seconded by Marvin. Motion carried.

The minutes from the November 20, 2017 meeting were reviewed. Bruce motioned to approve the minutes from the previous meeting, seconded by Kory. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

As prescribed by Committee Bylaws, appointments were made by nomination for the positions of Chairperson(s) and Secretary. Motion to retain Tim as Chairperson was accepted; the Committee voted in favor to retain. An offer of acceptance to fill the Secretary position was provided by Jamie; the Committee voted in favor of this motion.

A motion was made by Adam to move into Closed Session in order to review recently received Alternative Standard requests (2018-A, 2018-B and 2018-C). The motion was seconded by Russ. Motion carried.

Upon completion of the Alt-Standards discussion, Bruce motioned to exit Closed Session. The motion was seconded by Russ. Motion carried. Upon exiting, Tim voiced the reason for the Closed Session as a review and explanation for each of the Alternative Standard requests. Tim motioned to removed the months of January & February from the exercise portion of 2018-A's request, to remove the exercise portion entirely from 2018-B, and to similarly make adjustments of the exercise portion as provided in the previous year for 2018-C. Adam seconded the motion. Motion carried. Adjusted point sheets will be provided to these employees.

Tim updated the committee that 14 participants were involved in the November Bingo Challenge. December Bingo Challenge sheets are still being collected.

Tim updated the Committee on the dates of the upcoming 2018 Health Fair. "Online registration" is currently being constructed by Madonna. It is hoped this process to participate in the Health Fair would be beneficial to both the employee and the Wellness Committee. The Health Fair is slated to occur on February 20<sup>th</sup> and 21<sup>st</sup> from 5:00 a.m. to 8:00 a.m. at the LEC and Courthouse respectively.

The Committee was reminded of the January-March NIRMA Online University class qualifying for the 75 Wellness Points is entitled, "Sexual Harassment in the Workplace".

Tim noted any suggestions for topics placed in the February, 2018 newsletter to please let him know.

The Committee took note that all the Wellness Books for 2018 have now been distributed.

The Committee discussed the date for tabulating exercise points; Monday, January 22<sup>nd</sup> at 8:30 in the Assembly Room of the courthouse was suggested and accepted.

Joanne Bartels of CHI Health was invited and presented material and a presentation on their Employee Engagement Solution – online portal. The Committee asked questions and Tim will email additional questions in mass to Joanne – as some of them involved customization work that she could not fully speak about. The Committee was impressed with the potential this possesses. The cost was estimated to be \$1000 for a one-time setup fee, plus \$3.50 per person, per month.

New Business Item #1 - A motion by Jamie to use the Water Challenge as the February offering. The motion was seconded by Russ. Motion carried.

New Business Item #2 – Discussion held on allowing 'retired' County Employees access to the Fitness Center. The Committee would like to await comment of this likelihood by the County Attorney, then be placed on the February agenda.

In addition to the exercise tabulation date of Monday, January 22<sup>nd</sup>, the next regular meeting is also scheduled for February 12<sup>th</sup> at 8:30 a.m. in the courthouse Assembly Room.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Tim McDermott, Chair & Pseudo-Secretary

## **Saline County Wellness Committee – February 12, 2018 Minutes**

The Saline County Wellness Committee meeting was called to order at 8:40 a.m. on February 12, 2018. Present were Tim McDermott, Marvin Kohout, Kory Mullen, Russ Karpisek, Jamie Houser, Bruce Filipi, and Lori Moldenhauer.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Marvin moved to approve the agenda as presented, seconded by Kory. Motion carried.

The minutes from the January 8, 2018 meeting were reviewed. Bruce motioned to approve the minutes from the previous meeting, seconded by Marvin. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

A motion was made by Marvin to proceed into Closed Session in order to explain and discuss a recently received Alternative Standard request (2018-D) by an employee. The motion was seconded by Bruce. Motion carried.

Upon completion of the Alt-Standard 2018-D discussion, Marvin motioned to exit Closed Session. The motion was seconded by Kory. Motion carried. Upon exiting, Tim voiced the reason for the Closed Session again and asked for a motion relative to the same. Kory motioned to adjust as discussed the wellness points for employee 2018-D. Bruce seconded the motion. Motion carried.

Tim updated the committee that he was waiting for feedback on a spring Harassment training class from either NIRMA or Continuum. This class would be worth 25 points. Kory asked how much we pay for these classes if she would know of someone to present a future class. Tim said we typically pay \$75 and as of now we have enough funds in our budget for that.

Mini challenges were discussed as a group brainstorming for new ideas. Kory has asked employees at the Law Enforcement Center for suggestions and hasn't heard anything. Russ mentioned the counting steps challenge, but realizes this challenge would be difficult for everyone to participate due to the lack of a tracking device. Jamie suggested a clean eating challenge of no processed foods. As a committee, we decided that the tracking for us could be too difficult, therefore, Tim was in favor for a challenge consisting of 6 servings of fresh or frozen fruits and vegetables a day. The Committee agreed on this for the March 2018 mini challenge. Russ liked the idea of clean eating, but suggested to have a class on it then follow up with a mini challenge. Tim will reach out to Hy-Vee for a presentation on clean eating.

Per Madonna, the online registration seems to be going well. As of February 9<sup>th</sup>, 36 signed up for February 20<sup>th</sup> and 57 for February 21<sup>st</sup>. Bruce will be getting and delivering the drinks and snacks to both locations. Kory and Jenn will assist Madonna at the LEC location and Tim and Lori will help at the Courthouse Assembly Room location. Tim will put in the March newsletter that March 14<sup>th</sup> at 10 am in the Assembly Room, Madonna will have a "Know Your Numbers" presentation as well as all blood draw results.

The Committee was reminded of the January-March NIRMA Online University class qualifying for the 75 Wellness Points is entitled, "Sexual Harassment in the Workplace."

Tim went through the email response to questions we asked after Joanne Bartels' CHI-Online Portal presentation, Jamie suggest we keep the program that we currently have established in place. Russ agreed, but said he can talk to his connection on how to put our Wellness program online. Everyone in the committee agreed to leave our program as it is at this time.

Tim noted any suggestions for topics placed in the March newsletter to please let him know. Tim also mentioned he will put in there that the potential date for the 2017 Wellness Protest Hearing will tentatively be the 1<sup>st</sup> part of April.

Tim also suggested labeling the nutritional value on the vending machine items. The Committee agreed this would be a great idea and will make the employees, as well as the public, more aware of the nutritional value of the items they are selecting. Tim said he will come up with something on this that details each choice.

Jamie mentioned that an employee had asked why we don't have a landline in the Fitness Center. Tim explained due to our new data this would entail an extensive amount of data cable running from the courthouse to the Fitness Center, therefore, it was agreed upon that this would not be an option. Marvin mentioned he talked to Tad Eickman about allowing retired employees to use the Fitness Center and Tad explained there is no additional liability and does not see an issue with allowing them.

The next regular meeting has been scheduled for March 12<sup>th</sup> at 8:30 a.m. in the Assembly Room.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary

### **Saline County Wellness Committee – March 12, 2018 Minutes**

The Saline County Wellness Committee meeting was called to order at 8:37 a.m. on March 12, 2018. Present were Tim McDermott, Marvin Kohout, Jamie Houser, Kory Mullen, Jennifer Retchless, Bruce Filipi, Adam Drake, and Russ Karpisek.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Jamie made an addition to the agenda to discuss allowing retired employees' spouses or significant others the access to use the Fitness Center. Bruce moved to approve the agenda with the addition added, seconded by Kory. Motion carried.

The minutes from the February 12, 2018 meeting were reviewed. Marvin motioned to approve the minutes from the previous meeting, seconded by Bruce. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

A motion was made by Marvin to proceed into Closed Session in order to explain and discuss a recently received Alternative Standard request (2018-E) by an employee. The motion was seconded by Jennifer. Motion carried.

Upon completion of the Alt-Standard 2018-E discussion, Kory motioned to exit Closed Session. The motion was seconded by Marvin. Motion carried. Upon exiting, Tim voiced the reason for the Closed Session again and asked for a motion relative to the same. Bruce motioned to make the appropriate adjustments needed for employee 2018-E. Jennifer seconded the motion. Motion carried.

Tim informed the committee that a monthly class is scheduled for Tuesday, April 3<sup>rd</sup> at 5:30 p.m. at the Extension Office with Hy-Vee presenting on clean eating. The cost of this presentation will be \$400. Jamie suggested promoting this monthly class in hopes of a higher attendance with flyers in each office. Tim suggested we also put a flyer in the breakroom and he will send out a reminder email as well.

February's mini challenge thus far has had 35 participants with the deadline approaching. We are currently in the March challenge of eating fresh fruits and vegetables. Kory presented the committee with an April Bingo containing new ideas to mix things up. This challenge would run for 4 weeks and Bruce suggested 10 points per week. The challenge will start April 1<sup>st</sup>, therefore, Tim will need to send out the newsletter a little sooner.

Tim reminded everyone of the "Know Your Numbers" presentation scheduled with Madonna on Wednesday, March 14<sup>th</sup> at 10:00 a.m. Following that presentation, Madonna will meet with the committee for an "Aggregate Data Review" presentation. It was then mentioned that there was an employee who missed the 10-day Health Fair window due to lack of communication with a committee member. During discussion, the committee agreed to give the employee a chance to get their 500 points by either making their own appointment with Madonna or attending one of the upcoming Health Fairs in Wilber or Crete. The employee will need to fund this themselves, as well as transferring their results to Madonna for next year's Health Fair comparisons. Adam made a motion to approve and it was seconded by Russ. Motion carried.

The committee agreed on the topic "Smoking Cessation" under the Health and Wellness category for the 4<sup>th</sup> quarter (April-June) NIRMA Online University class. We are currently offering "Sexual Harassment in the Workplace" for the 3<sup>rd</sup> quarter class.

Tim informed the committee that we were chosen by the Center for Disease Control to do an interview with us in regards to our Wellness Program. The interview will take place on Friday, March 16, 2018 at 11:00 a.m. Anyone wanting to participate would need to submit an Interview Release Form. Tim will supply the needed form to anyone interested. Tim also mentioned a BCBS Wellness Program Webinar for Thursday, March 22, 2018 at 10:00 a.m.

Tim noted any suggestions for topics placed in the April newsletter to please let him know.

The committee set a date of April 12, 2018 at 9:00 a.m. in the Law Enforcement Center conference room for the 2017 Wellness Program Protest Hearing.

Per Lisa Henning of Work Well the Impact Survey is now ready. The committee agreed to run this year's Impact Survey from Monday, April 2<sup>nd</sup> through Friday April 27<sup>th</sup>, 2018. We also have the option of keeping it open for New Employees only through the end of the year to receive their Wellness Points. Jennifer made a motion to approve this to be open for new employees only and seconded by Adam. Motion carried.

Jamie mentioned the addition on the agenda of allowing retired employees' spouses or significant others the access of using the Fitness Center. As a committee, we agreed to allow them that access.

For new business, Kory suggested we add in the newsletter next year that if an employee feels their blood draw results could be altered in anyway, they have the option of submitting an Alternative Standard request to the Wellness Committee prior to the Health Fair.

The next regular meeting has been scheduled for April 24<sup>th</sup> at 8:30 a.m. in the Assembly Room.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary

## Saline County Wellness Committee – April 24, 2018 Minutes

The Saline County Wellness Committee meeting was called to order at 8:55 a.m. on April 24, 2018. Present were Tim McDermott, Jamie Houser, Kory Mullen, Adam Drake, and Russ Karpisek.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Kory moved to approve the agenda, seconded by Russ. Motion carried.

The minutes from the March 12, 2018 meeting were reviewed. Russ motioned to approve the minutes from the previous meeting, seconded by Adam. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

Tim informed the committee of the continued low participation in the monthly evening classes we are organizing and asked how the committee could get more people to attend. The committee came to the conclusion that the people who actually attend the class would receive 50 points and the ones who choose to watch the class on video, when available, would receive 25 points. Adam made a motion to accept this point change and Kory seconded. Motion carried.

Tim has certificates to pass out to those individuals who participated in the spring Nirma safety class. The committee also agreed to allow 25 points to those who attended the class. As Tim passes out the certificates, he will then inform those individuals that they are eligible for 25 wellness points for their attendance.

Tim had a sample of the updated Fitness Center brochure and waiver form for the committee to review by adding retirees and household guest(s). The committee agreed to the changes.

For mini-challenges the committee agreed to skip the May challenge and start the 100 miles/100 days challenge from June-August. There were 40 participants for the February H<sub>2</sub>O challenge and 21 participants in the March “Eating Fresh” challenge. Currently we have the April “Healthy You Bingo” challenge that has a deadline of May 11<sup>th</sup>.

Tim informed the committee the protest hearing for the 2017 numbers had been cancelled/unneeded.

We had 21 people who successfully participated in the 3<sup>rd</sup> quarter (January – March) Sexual Harassment in the Workplace NIRMA online class and currently we are offering the Smoking Cessation class for the 4<sup>th</sup> quarter (April-June).

Tim mentioned to the committee that the interview he had with the Center for Disease Control was mainly on how our relationship has been with Work Well and how they have helped us.

Tim and Jamie participated in the BCBS wellness program webinar on legal issues. We have learned that our wellness program is meeting legal expectations.

Tim noted any suggestions for topics placed in the May newsletter to please let him know via email.

The Impact Survey is currently open to current employees through Friday, April 27<sup>th</sup> until 5pm. Tim will send out an email reminder. The Impact Survey will then continue to be open to new employees throughout the remainder of 2018. There will be a report run on April 30<sup>th</sup> for those who participated and then again on December 31<sup>st</sup> for new hires.

Tim informed the committee that labeling the nutritional value on the vending machine is still under development.

Tad Eickman was the winner of the 2017 wellness incentive grand prize award. This year we put all employee identification numbers in a jar and the first one drawn was then checked by Tim if they qualified.

Kory brought up the concern with our blood draw and how the process is run. Those employees who have early appointments for their blood draws could potentially not be getting the most accurate numbers due to not spinning down the blood draws in a timely manner. The committee agreed to follow up with Madonna prior to next year’s health fair.

The next regular meeting has been scheduled for June 19<sup>th</sup> at 8:30am in the Assembly Room.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary

## Saline County Wellness Committee – July 3, 2018 Minutes

The Saline County Wellness Committee meeting was called to order at 8:40 a.m. on July 3, 2018. Present were Tim McDermott, Jamie Houser, Kory Mullen, Adam Drake, Russ Karpisek, Marvin Kohout, Bruce Filipi, and Lori Moldenhauer.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Marvin moved to approve the agenda, seconded by Kory. Motion carried.

The minutes from the April 24, 2018 meeting were reviewed. Bruce motioned to approve the minutes from the previous meeting, seconded by Russ. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

Tim introduced Chrissy Niederklein, who is possibly interested in becoming a member on the Saline County Wellness Committee. Chrissy was informed if she arrives to a 2<sup>nd</sup> meeting, she will then be formally voted in to the committee. It was then brought up about a committee member's continuous meeting absences and if absent from the next wellness meeting, the members will then need to make a decision on whether to keep this member on the wellness committee.

Tim had emailed all committee members a copy of the proposed budget prior to the meeting, as well as having extra copies available, Bruce made a motion to accept the budget with Adam seconding. Motion carried.

Tim informed the committee that NACO announced at a presentation in Kearney, they are working on building a plan or an incentive for our, and any NACO County, developing/maintaining a wellness program.

The committee discussed possible topics for a potential wellness class. Tim and Jamie brought up the idea of using Madonna to do some sort of class on glucose, due to the Aggregate Report showing an 10% increase of employees with a high risk of pre-diabetes from the previous year. Tim will call to see about getting something scheduled with Madonna. Jamie also mentioned Alison, the CEO of the YMCA in Beatrice, has agreed to do another presentation on a topic of our choice. Chrissy also brought up the idea of a meal prep class. Tim did comment that we do have enough funds in the budget if we decide on a class with cost associated to it.

Currently we have the 100 Miles/100 Days mini-challenge going until September 15<sup>th</sup>. We had 13 participate in our April "Healthy You Bingo" challenge. Next meeting we will discuss options for the next mini-challenge.

Awaiting NIRMA's continuation of the program, the committee agreed to offer "Cyber-security Threats to Public Entities" as our 1<sup>st</sup> Quarter (August-September) NIRMA Online University Class. If NIRMA decides not to continue the online classes, the committee agreed to check with NIRMA about possibly doing our own program directly through LocalGovU. If that would not be an option, the committee then discussed having Continuum do a training session.

For the Impact Survey, we had 63 participants. The survey will remain open to any new employees only throughout the remainder of 2018. The report will then be run again on December 31<sup>st</sup> for any new employees added.

Starting August 1<sup>st</sup>, the new access code for the Fitness Center will be changed. There is now a new fillable Waiver form available on the county's website as well.

Tim noted any suggestions for topics placed in the August newsletter to please let him know via email.

Tim also stated he is close to coming up with an idea for labeling the nutritional value on the vending machine items.

For new business, Kory had some concerns from county employees on the difficulty of the monthly bonus question in the newsletter. Russ asked Tim, if you answer incorrectly do you get another chance and Tim stated no. It's a one chance option only. The committee agreed to have the questions be a little more challenging due to the amount of points you receive. Tim also approached the committee with an accumulative point change for 2019. He suggested 4,000 points for being tobacco free and then adjusting the overall points to 10,000.

The next regular meeting has been scheduled for August 29<sup>th</sup> at 8:30 a.m. in the Assembly Room or the 2<sup>nd</sup> Floor Conference Room.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary

## **Saline County Wellness Committee – August 29, 2018 Minutes**

The Saline County Wellness Committee meeting was called to order at 8:42 a.m. on August 29, 2018. Present were Marvin Kohout, Chrissy Niederklein, Tim McDermott, Jamie Houser, Lori Moldenhauer, Adam Drake, Bruce Filipi, and Jennifer Retchless.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Bruce moved to approve the agenda, seconded by Jennifer. Motion carried.

The minutes from the July 3, 2018 meeting were reviewed. Bruce motioned to approve the minutes from the previous meeting, seconded by Adam. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

The August 8<sup>th</sup> Wellness class on The Math of Weight Management had 10 participants. The committee discussed the attendance for these monthly classes and Lori mentioned the time of the day is an issue for most. Marvin feels double points is sufficient for attending compared to those who watch the video. As this time, the committee has agreed to keep the points as is for the remainder of the year.

For a mini-challenge we currently have the 100 Miles/100 Days until September 15<sup>th</sup>. Tim presented to the committee an October Financial Fitness challenge through Continuum EAP. Tim feels this challenge will also get people to use the Continuum website more as there are a lot of useful information and tools they provide. The committee discussed the point value for this challenge and Jennifer suggested a higher point incentive, which would be beneficial for those with an Alternative Standard. Tim will look into more information from Continuum before we set a point value on this challenge. Challenges for November and December, the committee agreed to stick with the Holiday Bingo.

For the NIRMA Online University Class, we currently have the Cyber Security Threats in the Workplace course from July - September. The committee agreed on Understanding Behavior, Burnout, and Depression for the October – December course.

Tim mentioned the Fitness Center access code was changed effective August 1, 2018 and new signed waivers are needed in order to receive the new code. He also brought to the committees' attention that one of the elliptical machines are broke and needs a part replaced, but it is discontinued. Tim contacted Body Basics and they are looking into finding a replacement part.

Tim also stated he had been in contact with Public Health Solutions in regards to our Flu Shot Clinic and they have either September 25<sup>th</sup> or September 28<sup>th</sup> open. PHS said they are filling up fast and we needed to get a time booked. Bruce mentioned trying to get an October date like in the past years. Tim said he will get in contact with PHS about an October date. The committee did agree with the September 28<sup>th</sup> date if there was no available time in October.

The committee discussed possible point changes for the 2019 Wellness Program and agreed upon changing the overall point value to 10,000 and the tobacco free point value to 4,000. The committee also agreed on offering incentive points for blood donations given throughout the year. Lori mentioned she is working on an Aging Services 5K Run/Walk for 2019 and we could incorporate a mini-challenge for those who participate or volunteer to help work. Chrissy mentioned adding mammograms and colonoscopies to our 2019 program. The committee discussed this and decided that the 500 points we currently give for a physical is suitable and more equal then splitting up certain tests that some might not have to have until later than others.

Tim noted any suggestions for topics placed in the September newsletter to please let him know via email.

Tim also stated his 1<sup>st</sup> attempt on labeling the nutritional value on the vending machine is complete.

For new business, Jamie suggested a class or speaker on self-defense. Adam said he will talk to Kevin Vogel, as he is certified on Pressure Point Control Tactic, about a possible monthly class.

Before concluding our meeting, Marvin made a motion to add Chrissy as a member of the Wellness Committee and Bruce seconded. Motion carried.

The next regular meeting has been scheduled for October 10<sup>th</sup> at 8:30 a.m. in the Conference Room on the 2<sup>nd</sup> floor.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary

## **Saline County Wellness Committee – October 10, 2018 Minutes**

The Saline County Wellness Committee meeting was called to order at 8:42 a.m. on October 10, 2018. Present were Bruce Filipi, Marvin Kohout, Chrissy Niederklein, Jamie Houser, Tim McDermott, Russ Karpisek, Jennifer Retchless, and Lori Moldenhauer.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Marvin moved to approve the agenda, seconded by Bruce. Motion carried.

The minutes from the August 29, 2018 meeting were reviewed. Bruce motioned to approve the minutes from the previous meeting, seconded by Marvin. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

The committee had discussed reaching out to Kevin Vogel about conducting a self-defense class. Jennifer will touch base with Kevin for possible open dates. Jennifer also mentioned possibly looking into a Dave Ramsey "Financial Freedom" class. Jennifer is willing to do some research for more information and present it to the committee. Lori also informed the committee that it was brought to her attention that a new television was needed in the basement of the Fitness Center. Tim said he will reach out to Dan about looking into cable for the basement television. Tim will also look into updating the channel cheat sheet in the Fitness Center.

Tim informed the committee that the 100 Miles/100 Days concluded with 25 participants with a total of 4,868 miles. Currently for our October mini-challenge, we are offering the Financial Fitness Challenge through Continuum EAP worth 75 points. The committee agreed upon using the Holiday Bingo for the November and December mini-challenges.

For the NIRMA Online University Class, we are in the 2<sup>nd</sup> quarter (October-December) and the committee has previously agreed upon the Understanding Behavior, Burnout and Depression class.

Tim reminded the committee about the upcoming flu shot clinic through Public Health Solutions on Friday, October 12<sup>th</sup>. The clinic will run from 10:00 a.m. to 1:00 p.m. at the Courthouse and from 2:00 p.m. to 4:00 p.m. at the Law Enforcement Center.

The committee continued to work on the Wellness booklets for 2019. Jamie brought up the idea of an extra incentive for those who achieve points over the required 10,000 for 2019. Possibly having an extra entry put in for the television drawing. The committee will continue to look into this idea.

Tim noted any suggestions for topics placed in the November newsletter to please let him know via email.

The next regular meeting has been scheduled for November 5<sup>th</sup> at 8:30 a.m. in the Conference Room on the 2<sup>nd</sup> floor.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary

## **Saline County Wellness Committee – November 5, 2018 Minutes**

The Saline County Wellness Committee meeting was called to order at 8:38 a.m. on November 5, 2018. Present were Bruce Filipi, Marvin Kohout, Kory Mullen, Chrissy Niederklein, Tim McDermott, Jamie Houser, Adam Drake, and Jennifer Retchless.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Bruce moved to approve the agenda, seconded by Marvin. Motion carried.

The minutes from the October 10, 2018 meeting were reviewed. Bruce motioned to approve the minutes from the previous meeting, seconded by Kory. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

Adam confirmed that Kevin will be willing to do a self-defense class and he will check with him on open dates to present to the committee. The committee agreed the Assembly or Extension Room would be suitable for the class. Jennifer informed the committee that she has sent an email, with no response, in regards to the David Ramsey Finance Class, but will continue to research.

Tim informed the committee that the television in the basement of the Fitness Center is not compatible to receive the digital cable through Zito Media. Jamie questioned if we had enough money in the budget to purchase a television. Tim confirmed we did, therefore, Adam made a motion to purchase a new television for the basement workout room, seconded by Jennifer. Motion carried. Tim also mentioned that Dan did update the channel cheat sheet located in the Fitness Center.

For the November and December mini-challenge, the committee has previously agreed upon the Holiday Bingo and Tim has already included the November mini-challenge in the monthly newsletter. Tim mentioned that he had not received any updates from Continuum EAP as far as how many people participated in the Financial Fitness Challenge.

For the NIRMA Online University Class, we are in the 2<sup>nd</sup> quarter (October-December) and offering the Understanding Behavior, Burnout and Depression class for 75 points.

Public Health Solutions reported 44 participants at our flu shot clinic that was held October 12, 2018. Kory suggested later in October for next year like years past when the clinic was held. Tim mentioned maybe we should look into bringing someone in next year to educate everyone on the flu shot and the best time.

The committee looked over the changes printed in the 2019 Wellness draft booklet. After some discussion of the new changes, the committee agreed upon the change of adding an additional name in the drawing for the Grand Prize for every 1,000 points earned above 10,000. Tim asked for a motion to accept the change as stated in the 2019 draft booklet. Adam made a motion to accept the changes, seconded by Marvin. Motion carried. The 2019 Wellness booklet will be presented to the board for approval and then be printed.

Tim noted any suggestions for topics placed in the December newsletter to please let him know via email.

The next regular meeting has been scheduled for December 6<sup>th</sup> at 8:30 a.m. in the Conference Room on the 2<sup>nd</sup> floor.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary



## **Saline County Wellness Committee – December 6, 2018 Minutes**

The Saline County Wellness Committee meeting was called to order at 8:40 a.m. on December 6, 2018. Present were Jamie Houser, Tim McDermott, Russ Karpisek, Jennifer Retchless, Marvin Kohout and Chrissy Niederklein.

In declaration of a Quorum, Tim advised those present of the open meetings law posted for review. Marvin moved to approve the agenda, seconded by Chrissy. Motion carried.

The minutes from the November 5, 2018 meeting were reviewed. Marvin motioned to approve the minutes from the previous meeting, seconded by Chrissy. Motion carried.

See no other visitors present, the Employee Open Forum was omitted.

Tim asked the committee their thoughts on a time frame to have Kevin's Self Defense class. Jennifer suggested the first of the year. The committee agreed with Wednesday, January 9<sup>th</sup> or 16<sup>th</sup> at 5:30 p.m. for the class. Tim will follow up with Kevin on which date of the two would work for him. There will be 50 points given for those who attend the class and 25 if it is recorded. If there is further interest in the Self Defense topic, then the committee could possibly look into having another more in-depth class.

Tim informed the committee that a Samsung television was purchased and is now up and running for the basement of the Fitness Center.

As for the recent mini-challenges, we had 5 participants in the Continuum EAP Financial Fitness Challenge, 11 participants for the November Holiday Bingo and we are currently in the December Holiday Bingo. The committee agreed on no mini-challenge for January '19.

For the NIRMA Online University Class, we will be offering "Sleep and Your Health" for the 3<sup>rd</sup> Quarter class (January-March 2019) and "High Blood Pressure – Reducing Your Risks" for the 4<sup>th</sup> Quarter class (April-June of 2019).

Tim and Jamie met with Kim Amen with Madonna and the 2019 Health Fair Clinic has been scheduled for Tuesday, February 12<sup>th</sup> at the Law Enforcement Center from 5-8 a.m. and Wednesday, February 13<sup>th</sup> at the Courthouse from 5-8 a.m. Jamie informed the committee that Kim did confirm that Madonna's policy is to spin the blood onsite if they are within an hour away from their facility. Jennifer and Kory will work the Health Fair at the Law Enforcement Center and Tim at the Courthouse.

Tim informed the committee that the 2019 Wellness Program has been approved by the County Board and has received confirmation from the company printing the new booklets that they have been shipped.

Tim noted any suggestions for topics placed in the January newsletter to please let him know via email.

The next regular meeting has been scheduled for January 10, 2019 at 8:30 a.m. in the Courthouse 2<sup>nd</sup> floor Conference Room.

There being no further new business, the meeting was adjourned.

Respectfully submitted by Jamie Houser, Secretary