

Get Fit Kauai
 Nutrition and Physical Activity Coalition of Kauai County (NPAC-Kauai)
Worksite Wellness Task Force Meeting

AGENDA

Location: Kauai District Health Office Conference Room

Wednesday, July 7, 2010

2:00 – 3:30 pm

Attendance Sheet

Worksite Wellness Member	Agency	Cell Phone	Attendance
Mary Williamson	American Cancer Society		present
Jan Pascua	Kauai District Health Office		present
Gloria Estrella	Mahelona Hospital		present
Rose Murtagh	Wilcox Memorial Hospital		present
Bev Brody	NPAC-GFK Coordinator		present
Cheryl Ann Farrell	Hearts for Kauai		present
Jade Battad	County of Kauai		
Laura Leonard	Poipu Beach Resort Association		present
Andrea Lincoln	Lihue Business Association rep		excused
Mark Nellis	West Kauai Business Association		
Kathy Leonard	Poipu Beach Resort Association		present

Desired Outcomes:

Confirm participating companies, contact person, TF liaison

Invitations, flyers reviewed, confirm distribution

Survey recommendations review

Topic	Discussion/Comments	ACTION Items
Call to order	Rose Murtagh called the meeting to order at 2:12pm	
Welcome and Introductions	Kathy's assistant, Laura Leonard introduced herself.	
Approval of previous minutes (5/13/10, 6/07/10)	It was moved by Jan Pascua and 2 nd by Gloria Estrella to accept the 5/13/10 minutes as written. All were in favor. It was moved by Mary Williamson and 2 nd by Gloria Estrella to accept the 6/7/10 minutes as written. All were in favor.	Motion carried to accept 5/13/10 and 6/07/10 minutes as written.

Action items from last meeting		All Action items from last meeting were completed.																					
The Road to Wellness Campaign	1. Hawaiian Airlines is now a confirmed participant – Mary Mary reported that Hawaiian Airlines have completed their survey and are now working on a date to meet with Mary.																						
	2. KCFCU participation? – Gloria Gloria reported that KCFCU declined to participate but would like to be informed when the next “On the Road to Wellness” contest begins.	Bev will ask Dexter to remove KCFCU from the website.																					
	3. Workplace Assessment a. Scoring by Item list b. Excel Scoring Template Rose created a scoring template that the entire task force loves! It’s easy to use and very straight forward. Jan offered a great suggestion...highlight areas that companies scored zero to identify areas where they need to improve.	All coaches will send completed score template to Rose. Rose will compile them and email them to Bev.																					
	4. Framed certificates to distribute for participation in Mayor-a-thon Kathy gave a list of registered participants and how many actually attended the Mayor-a-thon from the Super 7. <table border="0"> <tr> <td>Wilcox</td> <td>47</td> <td>25</td> </tr> <tr> <td>Sheraton</td> <td>6</td> <td>5</td> </tr> <tr> <td>Hawaiian Airlines</td> <td>2</td> <td>2</td> </tr> <tr> <td>KIUC</td> <td>2</td> <td>1</td> </tr> <tr> <td>KCFCU</td> <td>2</td> <td>1</td> </tr> <tr> <td>DOH</td> <td>6</td> <td>4</td> </tr> <tr> <td>County</td> <td>75</td> <td>47</td> </tr> </table> Rose distributed beautiful framed certificates of Mayor-a-thon participation to coaches to deliver to their companies.	Wilcox	47	25	Sheraton	6	5	Hawaiian Airlines	2	2	KIUC	2	1	KCFCU	2	1	DOH	6	4	County	75	47	Rose will email Kathy the list of companies and how many are employed in each so Kathy can calculate which company had the best representation at the Mayor-a-thon
Wilcox	47	25																					
Sheraton	6	5																					
Hawaiian Airlines	2	2																					
KIUC	2	1																					
KCFCU	2	1																					
DOH	6	4																					
County	75	47																					

Updates on Teams

Sheraton – Kathy Leonard

The Sheraton has made several positive changes already!!!

Starting to label food in the staff cafeteria

Featuring a “healthy choice” for lunch

Creating walking maps of the property and surrounding areas.

County – Jan Pascua/Gloria Estrella

Jan reported that the Employee Council is meeting on Friday to discuss what projects they are going to work on.

Screening Day

Healthy snacks

Stress reductions

Change policy on donut challenge!

Using Police Fitness Room

KIUC – Mary Williamson

Looking a “quick fixes”

Opportunity for big shifts!

Possibly starting the “Active for Life” program

Meeting Well

Very open to do some policy changing

Ball is in their court

Mary has posters if anyone needs any.

Wilcox/KMC – Rose Murtagh

Will meet with Terry

Gomez soon.

Hopefully sometime this week

Kauai District Health Office – Andrea Lincoln.

Andrea could not be at the meeting so Jan shred her update that was sent via email.

DOH has officially kicked off their challenge

Has met with Jan and Lu

Starting to talk strategy for their improvement.

	<p>Challenges</p> <p>Everyone has met with their teams except for Cheryl who will wait until KCC is back in session. There was lengthy discussion about different strategies and policy changes each of the coaches are working on with their team.</p>	<p>The task force will develop a qualitative way to measure “gray areas” at a future meeting</p>
	<p>Bronze Running shoe - Fantastic Feet – Jan</p> <p>Jan will follow up with Fantastic Feet.</p>	<p>Jan will follow up with Fantastic Feet.</p>
Media Campaign	<p>It was decided to feature one company about once a month in the Garden Island newspaper. Kauai Business report would be another GREAT outlet. Why not do both??? The paper will feature one organization per month.</p> <p>First month – Sheraton Second month – County Third month - DOH</p>	<p>Cheryl will contact Dennis and email task force members to let us know the plan.</p> <p>Bev will contact Mary to see if she has any connections with KBR and maybe she can arrange to have the same stories published in them.</p>
Tasks to be completed by next meeting	See action column.	
Announcements	None	
Date, time and Place of next meeting:	<p>Tuesday, August 3rd from 3 – 4:30 pm in the Reading Room at Kauai District Health Office.</p> <p>Wednesday, September 8th – 2 – 3:30pm in the Reading Room at Kauai District Health Office.</p>	<p>The next 2 meeting dates were set. All task force members will make every attempt to attend. Rose Murtagh will email Bev the agenda at least 3 days prior to the meeting(s) and Bev will email a meeting reminder to all task force members.</p>
Meeting adjourned	The meeting was adjourned at 3:37pm	

Respectfully submitted by Bev Brody
July 8, 2010