

Consortium for a Healthier Miami-Dade
 Worksite Wellness Committee
 Meeting Minutes
 Thursday, August 3, 2017
 12:30 p.m. to 2:30 p.m.



TOPIC	DISCUSSION	ACTION NEEDED
Members Present	<ol style="list-style-type: none"> 1. Chair: Nathan Burandt- Benefits and Wellness Program Manager at Florida International University 2. Co-Chair: Caroline Sauve- Coventry-Miami-Dade Public Schools 3. Maria Negahbani- Florida Department of Health in Miami-Dade County 4. Valerie Turner- Florida Department of Health in Miami-Dade County 5. Nikki Chuck- Florida Department of Health in Miami-Dade County 6. Lynn Remon- My 4 Rules 7. Nicole Marriott- Health Council of South Florida 8. Hannah Kling- Miami-Dade Parks, Recreation & Open Spaces 9. Ja'mese Booth- Miami-Dade Parks, Recreation & Open Spaces 10. Suzette Fernandez- Jackson Health System 11. Desiree Adderley- Miami-Dade County 12. Beatriz Hartman- Consolidated Credit 13. Santiago Leon- BenRx 14. Barbara Byrne- Mindful Way Solutions <p><u>On the telephone:</u></p> <ol style="list-style-type: none"> 15. Clara Lerma- Baptist Health South Florida 16. Jasmine Reed-Marsh & McLennan Agency 	

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<p>Welcome and Introductions</p>	<p>Meeting was called to order by Nathan Burandt, Worksite Wellness Committee Chair, at 12:31 p.m. Committee members and guests introduced themselves.</p>	
<p>Minutes</p>	<p>Minutes for the July 6, 2017 committee meeting were reviewed. Nathan Burandt moved to approve the minutes. Spelling of a committee member's name and organization was corrected. Caroline Sauve seconded that motion with edits. The motion was approved.</p>	
<p>Previous Action Items</p>	<ul style="list-style-type: none"> ○ South Florida Business Journal <ul style="list-style-type: none"> - Purchase order is currently being routed through purchasing system. - The Journal will provide a database of businesses in the Miami-Dade County with or without a wellness program. Purpose is to assist the committee with targeting its marketing and communications towards these businesses. ○ 2018 Florida Worksite Wellness Awards <ul style="list-style-type: none"> - Sponsorship letters were sent out to previous sponsors and follow up phone calls will ensue by August 7th, 2017. - Committee members were encouraged to notify their contacts and invite them to become sponsors and/or exhibitors. ○ Worksite Wellness Toolkit Updates <ul style="list-style-type: none"> - Nathan Burandt's feedback about the existing toolkit included: making it into one cohesive mini-booklet with a table of contents, using the same graphic design, and include 	<ul style="list-style-type: none"> - The committee will complete purchasing of the South Florida Business Journal. - Worksite Wellness Toolkit Subcommittee members will provide their feedback during their next teleconference call and report back to the committee.

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	<p>the Florida Department of Health in Miami-Dade County's contact information.</p> <ul style="list-style-type: none"> - Santiago Leon suggested using external resources such as WELCOA's Well Workplace University and Wellsource, Inc. to assist with designing the toolkit. <ul style="list-style-type: none"> o Marketing Updates <ul style="list-style-type: none"> • Nathan Burandt reported that he met with the Roaring Concept, which is an arm of the American Marketing Association at Florida International University, to develop a three tiered worksite wellness marketing proposal for the committee. • After the proposal is voted on by the committee, Nathan Burandt will present at the Executive Board Meeting to determine funding availability. • Lynn Remon suggested having fundraising activities to support the committee's activities. • Maria Negahbani suggested charging a minimal fee for the quarterly forums to help generate revenue for the committee. Members unanimously agreed to implement. Nathan Burandt will discuss the idea with the executive board committee for approval. 	<ul style="list-style-type: none"> - Nathan Burandt will provide an update on the three tiered proposal provided by the College of Business at Florida International University. - Suzette Fernandez will provide an update on contacting the Marketing Department at Florida International University to determine if one of their students can assist the committee develop a marketing video to post on You Tube. - The committee will discuss the marketing messages and the frequency of posting those messages on the Consortium's website at the October monthly meeting.
	<ul style="list-style-type: none"> o Nathan Burandt reported that since funding through the PICH grant has ended, the Executive Board members are considering other possible avenues to generate revenue for the Consortium. 	

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<p>Executive Board Update</p>	<ul style="list-style-type: none"> ○ Caroline Sauve reported that the Marketing & Membership Committee presented at the board meeting. Their goals include membership recruitment, raising awareness about the Consortium’s activities, and recruiting for the Speakers Bureau. ○ Members were encouraged to share their worksite wellness ideas to showcase on the Consortium’s website. 	
<p>Work Plan Review</p>	<ul style="list-style-type: none"> ○ Performance Measures in Need of Improvement <ul style="list-style-type: none"> ● Toolkit <ul style="list-style-type: none"> - The subcommittee members are in the process of reviewing the toolkit to revamp it. ● Referrals <ul style="list-style-type: none"> - The revised toolkit can be used as an incentive to join the committee. - Members are encouraged to refer their contacts to the Florida Department of Health in Miami-Dade through word of mouth and pre-approved outreach letters. - Utilize the Florida Business Journal to reach out to listed businesses. ○ Recognition of Improved Performance <ul style="list-style-type: none"> ● Worksite Wellness Forums <ul style="list-style-type: none"> - New format with presentations first followed by a panel discussion. 	

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	<ul style="list-style-type: none"> - Valerie Turner reported that the banner for the September 7th, 2017 forum will be posted in the Consortium’s website by August 3rd, 2017. - Online feedback surveys will be sent out to all members on an annual basis. The next survey will be disseminated in March 2018. • Marketing & Membership Committee collaboration <ul style="list-style-type: none"> - Nathan Burandt reported that the marketing & membership committee is assisting with the worksite wellness committee’s marketing efforts. - Various media outlets have been utilized to promote some of the Consortium’s activities, such as live stream radio, iHeartRadio, Pandora Radio, television ads, and print presses. - Nathan Burandt encouraged committee members to send articles related to health and wellness to post in the Consortium’s newsletter. 	
<p>Topics Selected by Chair</p>	<ul style="list-style-type: none"> ○ National Strengthening & Conditioning Conference <ul style="list-style-type: none"> • Nathan Burandt reported that many of the programs that were mentioned at the conference, such as the Trials and Tribulation of Fat Loss, can be utilized by worksites to help revamp their wellness programs. • The ZUU program from Australia provides specific strengthening exercise for fall prevention. • Johnny Gillespie with the Balance Athlete provides three day workshops to organizations on human movement which offers level 1 certification and continuing education 	

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	<p>credits through the American College of Sports Medicine (ACSM) and National Strength and Conditioning Association (NSCA).</p>	
<p>Partner Updates</p>	<ul style="list-style-type: none"> ▪ Barbara Byrne from Mindful Way Solutions offers trainings on mindfulness for stress reduction to organizations and schools to help improve productivity. ▪ Beatriz Hartman from Consolidated Credit reported that they have a Healthy Financial Wellness Program. ▪ Desiree Adderley from Miami-Dade County reported that the county has an incentivized employee wellness program with a budget. A wellness weight and Zen room is being designed on one of their floors and the ribbon cutting ceremony will be in September 2017. ▪ Valerie Turner reported that the Florida Department of Health in Miami-Dade will host the Local Public Health System Assessment (LPHSA) Community Meeting on August 24, 2017 from 8:00 a.m. to 4:00 p.m. and August 25, 2017 from 8:00 a.m. to 1:00 p.m. at the United Way Center for Excellence at 3250 S.W. 3rd Avenue, Miami, FL 33129. Registration is closed but those who are interested can send an email to Florida Department of Health in Miami-Dade County staff for consideration. ▪ Lynn Remon from My 4 Rules adopted the Center for Disease Control’s annual lifestyle change behavior program for people with pre-diabetes and diabetes using a telehealth online platform. ▪ Maria Negahbani from Florida Department of Health in Miami-Dade reported that the Office of Community Health 	



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	<p>& Planning is offering a 6-week employee learning series session on stress, blood pressure management and weight management at two health center locations. The sessions are also open to the public.</p>	
Next Meeting	<p>The next Worksite Wellness Committee meeting will be on Thursday, October 5th, 2017 from 12:30 pm - 2:30 pm at the Florida Department of Health in Miami-Dade Beacon Center located at 8323 N.W. 12 Street, Suite 212, Miami FL 33126.</p>	
Adjournment	<p>Committee Chair, Nathan Burandt, adjourned the meeting at 1:34 pm.</p>	