



WORKPLACE WELLNESS MEETING MINUTES

April 27th, 2018

2:00pm-3:00pm

Attendance:

Amanda Langseder – Greater Hudson Valley Health System	Brigid Pigott – Rockland County Department of Mental Health
Jillian Pennacchio – Westchester County DOH	Victoria Reid – HealthlinkNY
Michelle Kleinman – Rockland County DOH	Hisieni Sacasa – HealthlinkNY
Rachel Romaine – HealthlinkNY	

- I. Welcome & Introductions
- II. Old Business
 - a. Westchester Wellness Coordinator Training
 - i. The agenda was accommodated to account for more time throughout the day. Breakfast networking will begin at 8:15am and the event will run from 9:00am – 3:30pm.
 1. Currently awaiting confirmation from the NY Power Authority Building for the adjustment in time. A new flyer will be sent out once the time has been confirmed.
 - ii. Event Promotion
 1. 4 people are currently registered for the event.
 2. The group brainstormed networks and organizations through which the event can be promoted, including:
 - a. Business Center of Westchester in Rye Book
 - b. Westchester Woman’s Business Association
 - c. Nanuet Chamber of Commerce
 3. An email and social media template will be sent out with verbiage to promote the event with the flyer.
 4. **Please distribute the flyer to your networks and post on social media.**
 - a. HealthlinkNY has posted on Facebook, LinkedIn, and Twitter.
 - iii. Speed Networking
 1. Jillian will contact Cheryl Hunter Grant to see if LHVPN has a breastfeeding friendly worksite program.
 2. Other possible resources could include:
 - a. Meals on Wheels
 - b. MHA of Westchester

- iv. A preparation meeting is scheduled for May 17th at 3:00 pm, following the committee meeting, to go over further details of the event and deliver materials for folders and goodie bags.

b. Rockland Worksite Wellness Event

i. Participant Feedback

1. Participant feedback will be sent out in a follow-up email to the committee. Overall, the reviews were very positive, receiving an average score of 5/5.
2. Most Liked: speed networking, the breaks and physical activities, the success stories, and the healthy lunch
3. Suggestions for Improvement: a reminder of the dress code, making clear that the morning tables will be leaving, and adding more breaks.
 - a. A notice about wearing comfortable clothes will be sent to participants prior to upcoming events.

ii. Group feedback

1. Group suggestions included:
 - a. Including agency name on name-tag
 - b. Having a morning presentation about behavioral health and how it is affected by a work environment
 - c. Having a press release before the event
2. A contact sheet with the participants' information from the events will be sent out as a follow up as well as a breakdown of the commitments participants made with each organization

iii. Next steps

1. A follow-up email will be sent out participating organizations about who committed to working with them. Updates will be requested each month to track participant's progress in the Health Medals Challenge.
 - a. Organizations implementing changes can get shout outs on social media
2. Rachel will put together talking points about the Worksite Wellness Trainings for the group members.

III. New Business

a. Dutchess Wellness Coordinator Training

- i. HealthlinkNY will have their last Wellness Coordinator Training of the year in Dutchess County due to high interest in the area. She asked the group to invite

anyone they know who covers Dutchess to the next Worksite Wellness Meeting on May 17th.

IV. Adjourn

- a. The meeting adjourned at approximately 3:00pm

Next Meeting: May 17th, 2018 @ 2:00pm