



WORKPLACE WELLNESS & PACKING MEETING MINUTES

May 17th, 2018

2:00 pm – 4:00 pm

Attendance:

Roxanne Raffa – Adelphi University	Brigid Pigott – Rockland County Department of Mental Health
Christine D’Annibale - RARC	
Jillian Pennacchio – Westchester County DOH	Stephanie Hubert – Eat Smart NY
Carol Wanyo – Dutchess DOH	Victoria Reid – HealthlinkNY
Rachel Romaine – HealthlinkNY	Hisieni Sacasa – HealthlinkNY

- I. Welcome & Introductions
- II. New Business
 - a. Dutchess Wellness Coordinator Training
 - i. Carol Wanyo would like to bring the Workplace Wellness Coordinator Training to Dutchess and possibly have it at the Chronic Disease Coalition. Roxanne and Carol also discussed the possibility of Rachel doing a brief presentation about the event for the coalition or the steering committee before the event is held.
 - ii. A good time to hold the event in Dutchess may be in mid-to late September
 - iii. Rachel asked the group if they had any ideas of who to invite to table at the Dutchess event.
 1. The Dutchess B.A.T. has many organizations that may be a good fit
 2. The Adelphi Social Work Department may have a good list of resources of where their students have clinical field placements.
 - iv. Rachel is looking to include a behavioral presentation piece in the morning of the event and is also looking to include more behavioral health focused vendors in future events
 - b. Westchester Wellness Coordinator Training/packing meeting
 - i. Rachel went over the agenda with the group.
 1. Morning vendors can come to set up between 7:45 and 8:00 am
 2. Afternoon vendors can set up at 12:00 pm during lunch
 3. Rachel is looking for someone to lead an afternoon stretch session
 - ii. The venue
 1. Rachel will send a reminder email to participants informing that...
 - a. Participants should have their ID’s ready when they enter the building
 - b. Parking is \$1.00/hour

49 Court Street, Suite 300
Binghamton, NY 13901

Heritage Square, 2529 Route 52, Suite 201
Hopewell Junction, NY 12533

- c. Participants can wear comfortable clothes such as jeans and sneakers to the event
 - 2. Rachel will ask for straight tables for the event
 - a. HealthlinkNY will bring an extra tablecloth for RARC in case they need one
 - b. Extra tablecloths may be needed for catering tables
 - 3. Registration tables will be outside of the event room
 - c. Next meeting
 - i. A time to discuss how to honor workplaces who complete the challenge from the event will be added to the agenda for the next meeting.
- III. Adjourn
 - a. The meeting adjourned at approximately 4:00 pm

Next Meeting: June 21st at 2:00 pm