



Public Health
Sheboygan County
Division of Public Health

SCAN SUB-COMMITTEE/WORKGROUP MEETING MINUTES

DATE	March 7th, 2014	AT	Health and Human Services
PRESIDING	Jean Pittner	PRESENT	Jean Pittner, Dawn Kind, Kelly Boeldt, Kevin Donnelly, Amy Betke
RECORDER	Amy Betke	EXCUSED	Jeri Dreikosen
NEXT MEETING	April 30 th , 2014- 9:30a.m.- 10:30a.m. after SCAN full committee meeting. Room 106	GUESTS	None

GOALS:

ITEM	DISCUSSION/CONCLUSION/RECOMMENDATIONS	ACTIONS
PAST MINUTES AND INTRODUCTIONS	A review of the Meeting Minutes from the full SCAN meeting from February 19 th , 2014 was done, so the sub-committee members are aware of input from the full committee.	
OLD BUSINESS May 8 th , 2014 Workshop:	Information shared by Jean Pittner from correspondence with Jessica Raddemann, Executive Director of the Wellness Council of WI. Date of workshop confirmed for Thur. May 8 th from 7:45-11:30a.m. Reservation for Wombat Room at UW Sheboygan has been made. A suggestion for the title for the workshop is Essential Components for your Wellness Program.	Informational, details being worked out at this time.
NEW BUSINESS Worksite Wellness Survey Via Survey Monkey	This survey was made available to approx. 2000 businesses via the Sheboygan County Chamber of Commerce website. The purpose of which was to get feedback as to what worksites are looking for in regards to wellness programming. 30 companies replied. Those who responded to the survey indicated they would be interested in attending a wellness workshop and would like more information regarding the following topics; capturing senior leadership support, creating effective wellness teams, collecting and evaluating data, planning a wellness strategy and evaluating outcomes.	Informational.
May 8 th Workshop	Discussion included: 1. <u>Workshop Agenda</u> - Jessica for main speaker and	

ITEM	DISCUSSION/CONCLUSION/RECOMMENDATIONS	ACTIONS
<p>Event Promotion</p> <p>Flyer and Registration Form</p>	<p>breakout sessions to include networking with other local companies. Facilitators for the breakout session to potentially include: Kevin D., Kelly B., Sherri S., Dawn K., Jeri D., Vicky Butzen of Curt Joa, Lindee Brill, Debi Morgan of Sartori, Lynn Coady of Aquity, Renee Bruckschen of LTC, and Peter Plantan of Lakeland College , 2. <u>Food options</u> 3. <u>Break-out sessions</u>, 4. <u>Housekeeping</u> such as table and room arrangements. 5. <u>Introduction of Keynote Speaker-A</u> suggestions was made that Sherri Samuels-Fuerst introduce Jessica on the day of the workshop and Sherri is agreeable to doing the same. 6). <u>Stretching breaks</u> thought to be a nice break time activity and the names of Lindee Brill and Sara Seifert were suggested for this. 7). <u>Gift baskets</u> for Jessica and possibly for group facilitators were suggested as well.</p> <p>This will be done via: 1) Sheboygan County Chamber website 2) Bi-monthly Wellness Network by Kelly 3) SHERM by Sherri 4) Press release.</p> <p>In process.</p>	<p>Sherri will also promote Employee Health and Fitness Day at the Workshop.</p> <p>Kelly and Kevin willing to seek contributions for gift baskets for the day. T-shirt and water bottle suggested.</p> <p>Informational.</p>