

**Consortium for a Healthier Miami-Dade**  
**Worksite Wellness Committee**  
**Thursday, September 1, 2011**

TOPIC	DISCUSSION	ACTION NEEDED
Members Present	<ol style="list-style-type: none"> <li>1. Tedd Marefka, Health Choice Network, <i>Chair</i></li> <li>2. Kary Suarez, Office of Community Health &amp; Planning, MDCHD, <i>Liaison</i></li> <li>3. Jeska Brodbeck, guest of Kerri-Anne</li> <li>4. Joan Sampieri, HERO</li> <li>5. Kent Chesseboro, Community Action Agency</li> <li>6. Kerri-Ann Forbes, CHI</li> <li>7. Kerri-Anne Parkes, Office of Community Health &amp; Planning, MDCHD</li> <li>8. Linda Sullivan, HERO</li> <li>9. Pedro Mena, Miami-Dade School Board</li> <li>10. Shawn Ramirez, MDC Parks</li> <li>11. Suzanne Johnson, Office of Community Health &amp; Planning, MDCHD</li> <li>12. Tori Gabriel, FHRI</li> <li>13. Marlene Rodriguez, FHRI(via phone)</li> <li>14. Katiana Diaz, YWCA (via phone)</li> </ol>	
Welcome and Introductions	The meeting was brought to order by Tedd Marefka at 9:35 AM.	Tedd informed members that all meeting reminders sent out by the liaison will contain the meeting minutes of the previous month and the agenda for the upcoming meeting. He encourages that everyone review the minutes prior to the meeting.
Approval of Minutes	<p>The August minutes were reviewed by the committee.</p> <p>Kent Chesseboro made a motion to approve the minutes upon correction. Kerri-Anne seconded the motion.</p>	Correction: Kent requested that his name be corrected on the <i>August's meeting minutes</i> under <i>members present</i> .

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<p>Monthly Meeting Speakers</p>	<p>Tedd asks of all members to brainstorm and gather potential speakers that would focus on various topics related to worksite wellness. He provided a break-down of the structure of the committee in terms of monthly meeting, quarterly forums, and annual awards ceremony. As for the monthly meetings he would like to provide the attendees with a 20-30 minute educational session via the respective speaker to show case success stories. As for the forums he would like to have members volunteer themselves or others as potential forum speakers. Also, he made note that the forums are open to the community and are one of our vehicles to enhancing the membership base. Last but not least, the Awards Ceremony is attributed to Tori's establishment of the event and the signature event for the Worksite Wellness Committee.</p> <p>Topics Provided by Members:</p> <ul style="list-style-type: none"> <li>• HERO: Genealogy</li> <li>• FHRI: Biometrics &amp; PushCPR</li> <li>• HERO: Diabetes</li> <li>• Parks: True Nutrition: Eating Out – Eating Right</li> </ul>	<p>Kary is collecting resources from all members that have valuable resources for the website. Tentative to the Chair and Vice-Chair's approval. All submissions are being collected via <a href="mailto:kary_suarez@doh.state.fl.us">kary_suarez@doh.state.fl.us</a>.</p> <p>Create a calendar for each month with each topic and speaker assigned. Share with the committee.</p>
<p>Key Items From Work Plan</p>	<p>a. Community Forums</p> <ol style="list-style-type: none"> <li>i. Upcoming Forum: The Committee agreed to utilize Jamie Seidner as the nutrition guest speaker at the September 14<sup>th</sup> Forum at the Kodak Center.</li> <li>ii. Future Forums: (see monthly meeting speakers)</li> <li>iii. Annual Event Discussion             <ol style="list-style-type: none"> <li>a. Last year there were approximately 150 attendees</li> <li>b. Tedd envisions an awards ceremony that educates attendees on the process of developing a successful worksite wellness program so that they may develop one in their organization and apply to potentially have the ability to be nominated as a winner for the following year's award</li> </ol> </li> </ol>	<p>For more details, an event flyer of the forum will be distributed to all consortium members.</p> <p>ii. Outreach: Tedd asked for all members to extend the invitation of the forums to other community partners that are not current members and promote the committee's membership.</p>

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	<p>ceremony</p> <ul style="list-style-type: none"> <li>c. Tentatively scheduled from 10:30 am - 4:00 pm on April the 13 (Friday); however, date of event is tentative to venue sponsorship. Tedd has been able to establish relationships with a couple of hotels that will provide the space for no charge and provide a discount on the food and beverages.</li> <li>d. Members approved moving locations to the Doral area.</li> <li>e. Members approved adding an educational component to the signature event; it would now provide an opportunity to the attendees to learn “how to develop a successful worksite wellness program”. The intent of this component is to provide a foundation for those companies that are seeking assistance in the area of worksite wellness at their organization’s and giving them the opportunity to apply the following year and have increase their chances of being a potential winner, as well.</li> </ul> <p>iv. Membership Drive: Tedd was able to reach out to a couple of partners that have peaked interest in welcoming the Worksite Wellness Committee and Consortium to their events. Members agreed that the partnerships proposed would be viable and monumental. Tori offered to reach out to the South Florida Business Journal, as well. The justification of these partnerships is to market the committee, enhance the membership, and</p>	<p>By next meeting, Tedd expects to have a date set and confirmed for the signature event.</p> <p>Reach out to other chambers.</p>
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	<p>collaborate in future events. Members in attendance should great interest in such initiatives. One member suggested that Tedd also reach out to other chambers.</p> <p>Members and Support:</p> <ol style="list-style-type: none"> <li>1. FHRI would reach out to the Hospital News to include Worksite Wellness in their April issue.</li> <li>2. HERO would reach out to partner professional groups and grant writing associations.</li> <li>3. YWCA would reach out to a Haitian TV station to disseminate a press release.</li> <li>4. Parks would reach out to their associates.</li> <li>5. FHRI would reach out to Univision.</li> </ol> <p><b>Worksite Wellness Resources:</b> HERO developed an annotated list of resources. FHRI informed the group that there was a prior resource sheet that needed updating. HERO volunteered to merge the two documents and make sure that it is the most up-to-date document available to the committee. FHRI will send the prior document to HERO.</p>	<p>Create a press release for committee and related events.</p>
<p>CPPW Monthly / MDCHD WW Team/ Updates</p>	<p>Kerri-Anne provided updates regarding the CPPW grant.</p> <ul style="list-style-type: none"> <li>• Media and Marketing Initiatives included signage on MDC buses, tv ads, CBS4, TropiTV, Creole TV, and Telemundo (just to mention a few).</li> <li>• Childcare Centers Initiatives included decreasing screen time and increasing physical activity combined with nutritious meals.</li> <li>• High School Initiatives included the implementation of reimbursable healthy vending machines in 25 schools and their goal is 45.</li> <li>• Breast Feeding Initiatives included the implementation of a policy at MDCHD.</li> <li>• Convenience Store Initiatives included the collaboration of farmers markets.</li> <li>• MDCHD Worksite Wellness Initiatives included the appointment of site liaisons and implementation of Start! &amp; Heart Walk Challenge.</li> </ul>	

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<p>Announcements</p>	<p><b>Sign-In Sheet:</b> Kary announced that the current and future sign-in sheets will be pre-filled with the name of all the members that have registered as members using the new website’s registration from.</p> <p><b>New Website:</b> Tedd provided an overview of the consortium’s new website with an emphasis on the worksite wellness committee’s tab which includes its description, initiatives, recourses, meeting minutes, events and announcements, and membership. All members that desire to post resources and/or announcements onto the website must email the chair and vice chair for approval. Upon approval, Kary will then post the requested information to the website.  <a href="http://www.healthymiamidade.org/committees/worksite-wellness">http://www.healthymiamidade.org/committees/worksite-wellness</a></p> <p><b>Heart Walk:</b> Kary announced that beginning next month members will be encouraged to participate in the American Heart Association’s signature event known as the Heart Walk that will be held on the FIU campus on Saturday, October 29, 2011. There will be a competitive component between the committee’s to recognize the committee that has the most presences at the Heart Walk. Good Luck Worksite Wellness!</p> <p><b>“Bring-A-Friend”:</b> Tedd announced that next month he encourages all members to bring a “friend”. In order to increase membership, involving individuals throughout our community with the committee is vital.</p>	<p>Kary will monitor for individuals that are not pre-filled as an indicator to promote those individuals to register.</p> <p>Tedd encourages all members to share this website and membership details with community partners.</p> <p>Kary will create a contact card for the members to benefit from when in need of contacting the leadership team of the Worksite Wellness Committee.</p> <p>Bring a healthy spooky treat for example carrots.</p>
<p>Next Meeting</p>	<p>October 6<sup>th</sup> at 9:30 AM at the Beacon Center.</p>	
<p>Adjournment</p>	<p>Tedd Marefka adjourned the meeting at 11:30 AM.</p>	