

Consortium for a Healthier Miami-Dade
 Worksite Wellness Committee
 Meeting Minutes
 Thursday, February 6, 2020
 9:30 a.m. to 11:30 a.m.



TOPIC	DISCUSSION	ACTION NEEDED
Members Present (9)	<ol style="list-style-type: none"> 1. Vice Chair: Desiree Adderley – CareATC 2. Nancy Adebisi – Florida Department of Health in Miami-Dade 3. Committee Liaison: Bryanna McDaniel – Florida Department of Health in Miami-Dade 4. Nikki Chuck – Florida Department of Health in Miami-Dade 5. Christiana Serle – Florida Blue 6. Amber Graham – Miami Dade County Public Schools <p style="text-align: center;">Teleconference</p> <ol style="list-style-type: none"> 7. Marcia Sapoznik – Sapoznik Coaching Services 8. Cynthia Vidaurrazaga - Miami Dade County Public Schools 9. Willmarie Latorre 	
Welcome and Introductions	The meeting was called to order by Desiree Adderley, Worksite Wellness Committee Vice-Chair, at 9:38 a.m. Committee members and guests introduced themselves.	
Minutes	Minutes for the January 9, 2020 committee meeting were reviewed. Desiree Adderley moved to approve. Nancy Adebisi seconded the motion.	
Committee Work Plan Timeline Review	<p>The Worksite Wellness Committee reviewed the work plan timeline activities that were selected for this year, which are:</p> <ul style="list-style-type: none"> - Determine service gaps (this will be addressed in the second half of the year) - Creating a SWOT Analysis (March) 	<ul style="list-style-type: none"> • Leadership will schedule a meeting with HPDP committee to discuss community garden • Decide on a forum topic

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	<ul style="list-style-type: none"> - Identify and create a strategy to support a garden (during the first half of the year) - Utilize forums, webinars, and podcasts to educate the public on the value of a healthy lifestyle. (no date) - Worksite Toolkit - Provide materials that are culturally appropriate. 	
<p>Attendance</p>	<p>Desiree Adderley, Worksite Wellness Committee Vice-Chair, asked members for ideas to increase meeting attendance.</p> <p>Marcia suggested that for the next six months, the committee can send out questionnaires to see what organizations are interested in learning from us.</p> <p>Willmarie suggested using social media to promote the meetings more.</p> <p>Developing and adopting a hashtag should be considered.</p> <p>Bryanna McDaniel suggested having small topics that could be covered each meeting to bring people in.</p> <p>Committee selected the following topics for future meetings:</p> <ul style="list-style-type: none"> • March – Nutrition; healthy snacks, vending machines, healthier options for workplace celebrations • April – National Public Health Week; Safety will be the topic • May – Physical activity 	<ul style="list-style-type: none"> • Bryanna will reach out to potential presenters for the months of March and April.
<p>Toolkit Update Review</p>	<p>Bryanna McDaniel shared updates she had made to the Worksite Wellness Toolkit. The toolkit was reviewed and proposed changes were discussed.</p>	<ul style="list-style-type: none"> • Bryanna McDaniel will continue to revise the toolkit. Committee members will send model policies to be used in the toolkit as examples.
<p>Tobacco Free Workplace Summit</p>	<p>Nikki Chuck announced that the Consortium for a Healthier Miami-Dade Tobacco-Free Workgroup will be hosting the Tobacco-Free Workplace Summit on Friday, February 28, 2020 at the Firefighters Memorial Building (8000 NW 21st Street, Doral, FL 33122).</p>	



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	Nancy invited the committee to join this free educational event to network and learn about the benefits of becoming a tobacco-free worksite and the resources available to help you and your organization develop and implement policy change.	
Partner Updates	Nancy Adebisi announced that the Consortium Annual Event and the Worksite Wellness Awards have combined, there is no concrete date at this moment, but it will be either late September or early October. She is also requesting committee representation for the Annual Event Taskforce. Scheduled meetings are Wednesdays via conference call and are ~30 minutes long.	<ul style="list-style-type: none"> Desiree Adderly announced that she will be joining the task force.
Next Meeting	The next Worksite Wellness Committee meeting will be on Thursday, March 5, 2020 from 9:30 am-11:30 am at the Florida Department of Health in Miami-Dade Beacon Center located at 8323 N.W. 12th Street, Suite 212, Miami, FL, 33126.	
Adjournment	Committee Chair Desiree Adderley adjourned the meeting at 10:45 am and Nancy Adebisi seconded that motion.	