



Wellbeing Advisory Committee

City Hall, Training Room

Wednesday, March 23, 2016

12:00 pm

MINUTES

Committee Members present: Emily Barnard, Steve Dolezal, Kaitlin Emrich, Heather Fleming, Jennifer Hougen, Shannon Keller, Kathy Keane, Stephanie Neff, Tim Stiles

Committee Members absent:

Staff Members present: Sandi Fowler, April Wing

Sandi Fowler called the meeting to order at 12:06 p.m.

Sandi Fowler welcomed the Committee members and thanked them for volunteering to be a part of the Committee as well as for their participation in the Blue Zones Certification Celebration event. She announced the City has hired a Wellbeing Intern that will be funded through September 2016. The intern will serve as a liaison to the Committee and will help coordinate efforts between the Committee and existing community Blue Zones groups as well as the City.

Committee members introduced themselves and shared their connections with Blue Zones.

Sandi Fowler reviewed the by-laws and explained they are the guiding charter for the committee. She discussed the terms of membership and explained that members can serve up to two consecutive terms. Sandi Fowler reviewed the functions and responsibilities of the Committee which include developing and monitoring an annual work plan ("Blueprint"), collecting and reviewing data and metrics on wellbeing, developing relationships with organizations working to improve wellbeing, and engaging in education and outreach activities related to wellbeing. She described the officer's roles and encouraged members to consider nominating either themselves or fellow members for the role of Chair and Vice Chair. Elections of officers will be held at the next meeting. She also reviewed state laws including the "gift law" which prohibits government employees and officials, including boards and commissions members, from accepting any gifts from a vendor with a value over \$2.99 and the open meeting/records law in which all City meetings as well as documents and records are open to the public. Committee members will be given a summary of the Boards and Commissions training which is held on an annual basis in August.

Members of the Committee will attend a Blue Zones orientation by Healthways staff on April 20, 2016 at 1:30 p.m. Beginning in May, Wellbeing Advisory Committee meetings will occur on a monthly basis the second Wednesday of the month at noon at City Hall.

The meeting was adjourned at 1:15 p.m.

Respectfully submitted,
April Wing
City Manager's Office