

North Carolina State University  
**Worksite Wellness Committee**

**MINUTES OF MEETING**

February 7, 2008

Administrative Services III Building, Conference Room 101

**Call to Order:** Yvette Griffin called the meeting to order at 3:02 PM.

**Members Present:** Jerry Barker, Jim Brawley, Sue Cross, Lisa Eberhart, Yvette Griffin, Kathy Hamilton-Gore, Peter Kay, John Turek (for Ken Kretchman), Dawn Sanner, Rob Stevenson, and Kara Stewart.

**Prior Minutes:** Minutes from December 4, 2007 meeting were reviewed and approved.

**Committee Infrastructure Discussion:** The meeting opened with further discussion of the infrastructure of the committee.

- The group was asked whether the list of the departments and units to be included on the “steering committee” was complete. Members suggested it may be a good idea to include representatives from each college and unit; however, they would like to remain cognoscente of the size of the committee. A larger committee may increase the difficulty of scheduling meetings and completing tasks.
  - Should include a member from the Office of Information Technology to assist with building and maintaining a wellness website
- Potential Vendor Relationships that may be tapped to provide incentives
  - Kerr Drugs
  - Companies that manufacture drugs and other items to treat diabetes (such as Abbott) may sponsor glucose testing

**Review of Other Wellness Programs in the UNC System:** The committee was asked to review and comment on a spreadsheet that was compiled to compare missions, incentives and other aspects of wellness programs in the UNC System. The spreadsheet included information on Appalachian State University, UNC – Asheville, ECU, UNC – Chapel Hill, and UNC – Hospitals.

- Most of the Universities have nutrition schools, and NC State University does not. Meredith College has a nutrition program and they may have interns looking for projects. Consider partnering with Meredith.
- NCSU already has many wellness programs in place for students; some of these could be expanded to serve employees.

**Current Campus Initiatives:** The group was asked to name wellness initiatives that take place on campus in an effort to compile a list of the services employees can access.

- Nutrition analysis for all food on campus is currently posted on the web.  
[www.ncsu.edu/dining](http://www.ncsu.edu/dining)
- Wolf Approved vending machine program – All vending machines on campus have paw print stickers next to items that meet the following criteria:

- Fewer than 240 calories
- Fewer than half of the calories coming from fat
- No trans fat
- TOPS (Taking Off Pounds Sensibly) is a program designed to provide education, support, motivation and encouragement related to weight loss, nutrition and exercise. The group meets each Wednesday from 12pm to 1pm, and there is a \$24 annual membership fee plus a \$2 monthly chapter fee. [www.tops.org](http://www.tops.org)
- Student programs that could be expanded / adapted to meet employee needs
  - Know your numbers – students' blood pressure, cholesterol, body mass index, glucose, and hip and waist circumference are measured. Students are encouraged to get tested in the future to see if numbers have changed. Students that may be at risk for health issues are referred to the health center.
  - Pedometers will be on sale at the bookstore.
  - Signs to post near or in elevators to encourage student to take the stairs
  - Signs on the bus with wellness tidbits
  - Healthy State website – designed to empower students to adopt and maintain healthier lifestyles through physical activity and healthy eating [http://www.ncsu.edu/health\\_promotion/healthystate/index.html](http://www.ncsu.edu/health_promotion/healthystate/index.html)
- Waking maps of campus are available at transportation
- EHS – ergonomic evaluations
- Parks, Recreation and Tourism Management – do not currently have any programs that are geared toward employees, but specialize in providing resources for people who have planned their own outdoor activities
- Campus Recreation – Provide workshops, group fitness classes and outdoor activities for employees who are members at no additional charge. Employees also have access to personal training, massage and fitness assessments for a fee. [http://www.ncsu.edu/campus\\_rec](http://www.ncsu.edu/campus_rec)
- Carmichael Complex
  - Provides Campus Rec with space to perform, sell memberships, etc.
  - Family swim night for students and faculty staff Wednesday, Friday, Saturday and Sunday
  - <http://www.ncsu.edu/carmichael>
- Centennial Campus – activities are planned and executed with a focus on corporate partners but are open to employees
  - Focus on Fitness Day
  - Partner with Rex to provide mobile mammography screenings
  - Blood drives
  - Heart and vascular screenings (\$85 charge)
  - Flu shot clinics
  - Considering starting a CPR certification program
- College of Vet Medicine – blood drives
- International Travel Clinic – provide comprehensive personalized recommendations, medications and vaccinations according to each traveler's health needs and itinerary. [http://www.ncsu.edu/student\\_health/Travel/travel.html](http://www.ncsu.edu/student_health/Travel/travel.html)

**Other Discussion:**

- Sponsor a Wellness Committee booth at the Health and Wellness Fair during Employee Appreciation Week
  - Could hand out walking maps and stair stickers
  - Solicit survey information from employees to garner what wellness initiatives they would like to see on campus
  - Would need committee members to work the booth
- Consider sending out a newsletter in the future to explain what the committee is, detail the current initiatives on campus, and ask for feedback from employees.
- Would like to gather information to determine whether other wellness committees' initiatives have been medically effective. The State Health Plan is working on compiling that information

**Next Steps:**

- Determine vendors to partner with and make contact with vendors if possible
- Further discussion and gathering of current campus initiatives information
- Discussion of a committee charge

**Adjournment:** The Meeting adjourned at 4:14 PM.