

North Carolina State University
Worksite Wellness Committee

MINUTES OF MEETING

April 8, 2008

Administrative Services III Building, Conference Room 101

Call to Order: Yvette Griffin called the meeting to order at 3:39 PM.

Members Present: Chad Austin, Jerry Barker, Jennifer Byrd, Sue Cross, Lisa Eberhart, Dan Green, Yvette Griffin, Christine Klein, Peter Koutroumpis and Rob Stevenson.

Introductions: New committee members were introduced to the group.

Prior Minutes: Minutes from February 7, 2008, meeting were reviewed and approved.

Finalize Committee Infrastructure:

- The Worksite Wellness Committee does not necessarily need representation from all colleges; rather, it is important that the committee is composed of key members who are able to contribute necessary resources to achieve committee initiatives.
- The Committee will be considered an advisory committee to the Senior Director of Human Resources.

Discussion of the List of Current Programs: The Committee was asked to review and comment on the list of current programs available to employees. The list also included student programs that may be expanded to meet employees' needs.

- The Division of Student Affairs offers Shape-Up State for its staff members.
 - This program is sponsored by the Professional Growth Committee and the goal is to promote the benefits of exercise and health wellness.
 - Staff members earn points by logging physical activity and employees with the highest points will be recognized at the end of the year.
 - http://www.ncsu.edu/student_affairs/pgc/shapeup/index.html
- Stress Fest is a program for students that may be helpful to expand to serve employees. At Stress Fest (a three-hour event), students discover useful management techniques and lifestyle choices that can reduce stress, see what the campus and community offer to help lead a less stressful life, and become aware of how choices can help prevent destructive stress levels.
- Transportation offers the WolfTrails program which encourages alternative means of getting to, from and around campus.
 - To encourage alternative methods of transportation, WolfTrails offers free and discounted parking permits to those who participate in the program.
 - Currently conducting a bike sharing survey to gauge interest in providing bikes for students and employees to navigate campus.
 - <http://www2.acs.ncsu.edu/trans/transportation/wolftrails/index.html>
- Weight Watchers at Work is offered on Centennial Campus.
 - They currently facilitate one group and hope to have a second starting soon.

- Important to include Co-Op Extension's programs on the list.
 - <http://www.ces.ncsu.edu/index.php?page=healthnutrition>

Review of Wellness Fair Survey Results: The group reviewed a summary of the questionnaire results. Of note, 28.4% of employees exercise three times per week; of those who exercise, 82.88% prefer walking; and 51.75% rank weight as their greatest health concern. Location, time of day and cost are all important factors in determining whether employees will participate in wellness programs.

Communication:

- **Website**

- **CONTENT:** There are many programs in place that we can tap into. The committee would not only like to list links to these sites from NCSU's wellness site but also provide specific information employees may find useful.
 - The BlueCross BlueShield website provides many wellness services for members including tips on getting in shape, health resources and programs, and reward and discount programs (Blue Points and Blue Extras respectively).
<https://www.bcbsnc.com/memberservices>.
 - State Health Plan Worksite Wellness Toolkit offers a comprehensive collection of guidelines and ready-to-use material to implement a worksite wellness committee.
<http://www.eatsmartmovemorenc.com/Resources/wwtoolkit/>.
 - Link to NCSU programs and their websites, i.e. links to dining, Carmichael, transportation, etc.
 - Should have a "tips" page on the website that would include information such as an exercise tip of the month and the fact that an employee may use a tuition waiver to take a PE course.
 - Provide a list of free resources.
 - Design a nutrition section that lists dietary tips and links to assist with keeping a food diary.
 - Have a "Walk of the Week" section where a walking map through a part of campus would be posted.
- **LOCATION** of the website is also important to the committee. If we want employees to utilize the site, we need to put it in a place where it is recognizable and accessible.
 - Currently looking at housing the website on the Human Resources page.
 - Would it be possible to have a link to the website under the "Faculty and Staff" option on the main www.ncsu.edu site?
 - Would it be feasible to put a link to the wellness site on the NCSU main page?
 - Perhaps the site URL could be www.ncsu.edu/wellness to maintain NC State naming convention.
 - Much of the sports information is housed on the athletic website; would it be useful to house wellness information here as well?
 - The site should have a unique, fun look to distinguish it as its own site – rather than looking like a branch of another department or college.

- **OTHER** items to be considered when planning and designing the Wellness Website include the following:
 - Determine standards to measure the effectiveness of the program. This will be difficult as the wellness initiatives are not linked to the State Health Plan.
 - There should be a way to track the hits that are received on the website, how people are linking to the site, how people are accessing the information, usage factors, etc.
 - Who is generating the content that is being posted on the website or included in the newsletter? By providing the links, we are in a sense duplicating a small portion of the information that is already out there. The Worksite Wellness Program through the State Health Plan also has documents that may be disseminated.
 - In order to run the website / program properly, there needs to be a paid position to develop and maintain the content.
 - As the program is in BCBS's interest, perhaps they could provide a portion of the salary.
 - We could hire an intern.
 - The website would provide a means for departments to express interest in starting their own wellness programs; the Wellness Committee would give the parameters and provide support.
- **Newsletter**
 - Information Services sends out a newsletter and they are looking for regular features, such as a monthly segment on wellness.
 - The newsletter needs to be electronic and might be added as part of the bulletin.
 - Should the first newsletter be distributed on paper in an effort to reach everyone? It is important to remember our target audience and know that we will never reach everyone with one communication.
- Is there information to determine whether other wellness committees' initiatives have been medically effective? The State Health Plan is working on compiling that information.

Ideas on the First University Wellness Initiative:

- As walking was the primary exercise interest of many employees, the first initiative could start with organizing walking groups or clubs. Then we could combine the groups with the Fitness Walk and Fun Run during Employee Appreciation Week. If that goes well, we could naturally progress into more physically intensive programs such as running and weight lifting.
- Cycling was reported to be the second most popular type of physical activity. There is a bike locker program on Centennial Campus and the University is looking into a bike rental program as well.
- The Population Profile presented by the State Health Plan at the first meeting showed that hypertension was the most prevalent chronic condition for NC State University employees. Maybe lowering blood pressure should be part of the first initiative.

Sponsorship / Partnership Opportunities:

- GlaxoSmithKline – this program is currently set up to provide incentives for doctors rather than worksite wellness programs.
- Kerr Drugs
 - Rob Stevenson passed out a package detailing KDI Health Solutions (KHS), a healthcare provider organization specializing in preventive and chronic care management. KHS will provide screening exams for employees at a predetermined cost.
 - The cost of the screenings would be the employees' responsibility; the University would not provide any funds.
- Rex also performs screenings.
- Become an Ex
 - Smoking cessation program sponsored by the Federal Government where a milk truck will park on campus and pass out free coffee and smoking cessation information to employees.

Next Steps:

- Develop website
 - Dan will design the “face” of the website.
 - Chad will help with stories featuring walking groups and Weight Watchers at work.
- Get communication underway by working with groups that do not have daily access to computers at work.

Adjournment: The Meeting adjourned at 5:02 PM.