



**Well-Being Committee Minutes
Education Centre
September 19, 2017 – 1:00 p.m.**

COMMITTEE MEMBERS PRESENT: Brooke Caul, Secretary, Atikokan High School; Matt Kaun, Maintenance; Shari Reynolds, Teacher, Sturgeon Creek School; Heather Schram, Designated Early Childhood Educator, Crossroads School; Wendy Orchard, Teacher, Rainy River High School; Shawnee Guimond, Teacher, Donald Young School; Kelsey Trochimchuk, Mental Health Leader; Kevin Knutsen, Executive Officer of Employee and Labour Relations; Heather Campbell, Director of Education

REGRETS: Greg McKay, Custodian, Fort Frances School; Marlys Morden, Teacher, North Star Community School (on leave); Cecilia Stewart, Teacher, Mine Centre School; Dana George, Educational Support Personnel, Robert Moore School; Mary Jarvis, Teacher, Fort Frances High School; Shane Bliss, Principal, Sturgeon Creek School; Rebecca Tolen, Educational Support Personnel-Library, Rainy River High School; Mike McInerney, Occasional Teacher

STAFF PRESENT: Nancy Taggart, Recording Secretary

RESOURCE: Ermelinda Faria, SBCI (teleconference)

GUEST: Elaine Fischer, Northwestern Health Unit

1. Call to order

The meeting was called to order by the Director of Education, Heather Campbell, at 1:00 p.m.

2. Approval of agenda

A motion to approve the agenda as circulated was moved by Brook Caul and seconded by Heather Schram.

3. Disclosure of Conflict of Interest

There was no conflict of interest disclosed.

4. Confirmation of Minutes

The minutes of the Well-Being Committee meeting held on April 18, 2017 were approved by consensus as circulated.

5. New Business

a) Wellness Initiative Update

Heather Campbell, Director of Education, reported to the Committee that 412 staff participated in this initiative. There were five adjudications by the Adjudication Committee



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and only two denials. The most popular items purchased included running shoes, memberships, weights and bikes.

A concern was brought forward about staff not being able to put the money up front for purchases and that this could have been a deterrent for participation in the initiative. A suggested solution to this could be to allow employees to complete a request for their purchase with a quote to receive an advance for that amount and then the employee would submit the receipt once the purchase is made.

Committee members agreed that this was a good initiative and they would like to see it continue, if not yearly, every second year.

6. Business Arising from the Minutes

a) October – Northwestern Health Unit Workplace Wellness Challenge – Elaine Fischer

Elaine Fischer from the Northwestern Health Unit explained the October Workplace Wellness Challenge being promoted by the NWHU to encourage people to make small healthy changes. Teams must register by September 29th. Teams will be asked to track activity, sleep and healthy eating for a point value. For more information go to <https://www.nwhu.on.ca/Pages/home.aspx>. Team and individual prizes will be awarded.

Ms. Fischer offered the following ideas to the Committee as suggestions to promote healthier workplaces:

- Follow the healthy meeting and events guidelines;
- Create awareness of health and physical activity in the workplace;
- Try to stand 50 percent of the time;
- Participate in pedometer challenges (log your steps program);
- Hold fruit/veggie challenges;
- Hold healthy lunches together or Lunch and Learn (brown bag, potlucks, healthy salad bar) or “Pick of the Crop” lunch where seasonal fruit/vegetables are used;
- Look to “Try It” sessions (trials at local gyms or fitness classes);
- Try “Kick the Sit” challenge (walking, getting outside at breaks, walking meetings); and
- Try workplace fitness classes, yoga, tai-chi, DVDs.

b) RRDSB Wellness Action Plan

The Wellness Action Plan dated April 2017 was reviewed by the Committee. The Committee discussed further goals for action and these were added to the plan for 2017-18.

Future priorities for the Plan discussed included:

- Staff Survey - A subcommittee will be formed to create the survey. Kelsey Trochimchuk, Mental Health Leader and Kevin Knutsen, Executive Officer of Employee and Labour



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Relations, volunteered to be part of this committee. Heather Campbell, Director of Education will send an invitation out to get more volunteers.

- Workplace Culture Goal – professional development will occur for management staff to support staff health and staff cohesion.
- Wellness Challenges – Support for schools/departments' continued focus on individual and healthy lifestyles.
- Staff Recognition Committee – Heather Campbell will send out an email to invite members to look at expanding staff recognition.
- Future Central Staff Wellness Day – also, in the future, a suggestion was a Board-wide staff wellness event to promote team building and well-being.

7. **Future Meeting Dates**

The next meeting will be held on Thursday, November 30, 2017 at 9:00 a.m. in Conference Room A at the Education Centre.

8. The meeting adjourned at 2:44 p.m.