

Livingston County SHAPE Steering Committee

June 2, 2022
Department of Health – Room 301
8:15am-9:15am

PRESENT: Kim Ruliffson, DOH; Andrea Callahan, DOH; Shauna Mandell, DSS; Anne DeMarte, OFA; Peggy Thomas, County Clerk; Kevin Dyke, DOH; Elaine Sloczei, Highway Dept.;

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| Email Address to use to share resources and information: | kruliffson@co.livingston.ny.us |
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| TOPIC | FINDINGS/DISCUSSION | ACTION/FOLLOW-UP |
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| WELCOME/INTRODUCTIONS | Looking for additional membership of under-represented departments, including Central Services and CNR | <i>Peggy to outreach her contact at CNR</i> |
| OLD BUSINESS | <p>Fitness Centers: All of Fitness Centers need cleaning There are safety issues:</p> <ul style="list-style-type: none"> • Bump in Sheriff’s Office floor • More distance between equipment – people are feeling cluttered <p>Survey Results:</p> <ul style="list-style-type: none"> • 3/4 of staff not using Fitness Centers • Kim sent assessment with user feedback to county administrator <p>Many departments do not have needed resources (fitness area, quiet space, etc.)</p> <p>Food: Government Center only has junk food in snack machine</p> <ul style="list-style-type: none"> • DOH used to have one, but healthy options did not sell- machine eventually removed – replaced with Snack Shack w/ money for staff to pick up both healthy and unhealthy options <p>Workplan: Added “Depression, Anxiety, etc.” to SHAPE work plan in response to feedback – need more intervention ideas</p> <p>EAP: HR may need to reiterate availability of EAP presentations so department heads are aware</p> | <p><i>Kim to do final clean of employee data and share on SHAPE website w/link from newsletter</i></p> <p><i>Members to review work plan and send feedback to Kim R. Kim to move to Ian</i></p> <p><i>Kim to contact HR</i></p> |

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| SHAPE 5K | 50-60 participants registered Gift baskets are coming in MRC volunteers will be helping staff the event | |
| ACTIVITY REPORTS | <p>Office for the Aging:</p> <ul style="list-style-type: none"> • Positivity Committee has a theme for bulletin board • Allow staff to vote on which observances to celebrate • National Popcorn Day with flavors • National Puppy Day – service dog visit • Children’s Book Day – collected book donations and surprise baby shower • Dressed up for Saint Patrick’s Day • Had a potluck • Older Americans Month – Seniorama – honoring seniors from each town for community service • Picnic planned for June • Nature Photography Day and BINGO Day upcoming <p>DSS:</p> <ul style="list-style-type: none"> • Weinie Wednesday – hot dog roast with about 50 participants • June- make your own sundae bar • High turnover in the last few months may be affecting morale • All Staff meeting being planned for July – about self-care with Trauma Informed Care specialist • Three new members <p>Highway Dept.:</p> <ul style="list-style-type: none"> • Safety Training in March – broken into two days • No regularly scheduled meetings with staff on road • Road crew does not have email • Department picnic in works for July – paid for with vending machine funds • It is difficult to participate in events on the hill and in Geneseo – only 30 minutes for lunch <p>Government Center:</p> <ul style="list-style-type: none"> • March – Dress in Blue Day, National Employee Appreciation Day (booth at employee entrance with items) • May – April Showers Bring May Flowers, hiding artificial flowers outside and drawing numbers for prizes to get people out and about | |

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| | <ul style="list-style-type: none"> • June – High school grads on bulletin board • Ongoing – Knit Club on Thursdays, puzzles in break room <p>County Clerk’s Office:</p> <ul style="list-style-type: none"> • Food Friday - 3rd Friday of every month choose a theme and bring food in (ex. tacos) <p>DOH:</p> <ul style="list-style-type: none"> • Staff Appreciation Day – popcorn in everyone’s mailbox • Star Wars Day – themed healthy snacks • Earth Day walk – around 20 participants • Movement Mondays – staff are allowed to wear sneakers and are encouraged to take a group-led ten minute walk every Monday or move/walk on their own • Updating healthy meeting policies – making sure there is always a healthy option for those that want it and stretch/stand breaks at meetings (shared example) • United Way fundraising wrapped up (bake sale, bottle/can drive, 50/50 raffle) <p>Discussed how to reach staff without a county email (ex. DMV, road crew) – Intranet, face to face, etc.</p> | |
| LOGO DECISION/DISCUSSION | <p>Logo 1:</p> <ul style="list-style-type: none"> • People graphic includes other elements of health- not just healthy food/exercise • More open space- simpler <p>Logo 2:</p> <ul style="list-style-type: none"> • Needs a mental health component • Banner is good <p>Logo 3:</p> <ul style="list-style-type: none"> • Banner is too large • County/corporate rather than health/wellness theme <p>Somewhat even split between Logo 1 and Logo 2 – adjustments will be made based on feedback and followed up on</p> <ul style="list-style-type: none"> • Will either be sent to Ian for final decision or to county for vote | |
| OTHER | <p>Ran out of time for other topics on the agenda</p> <p>Shared DOH doc of SHAPE activities for new employees. Kim to share this with group as well as resources from school employee programs (attended a wellness conference)</p> | |
| NEXT MEETING | September 2022 | <i>Kim to send request for date</i> |

Respectfully Submitted, Andrea Callahan

