



Charter

The Coalition's mission is, "To act as a resource for Tompkins County employers regarding the art and science of health promotion and wellness." It promotes wellness programs and healthy living as an added value that improves workplace culture.

The value of a workplace culture that supports healthy lifestyles is widely recognized, and worksite wellness programs can promote such a culture. However, finding the time and resources to coordinate a wellness program can be daunting, especially for sites with fewer than 50 employees.

The Coalition gives worksite wellness advocates and coordinators a place to share the ideas, resources, and best practices necessary to build and sustain programs that engage employees. For employers who are unfamiliar with worksite wellness, the Coalition will be a resource for start-up programs.

The Coalition is made up of volunteers in the community with an interest in promoting worksite wellness. The Tompkins County Health Department currently provides space and a small budget to support the Coalition.

Structure/Leadership Roles Defined

1. One or two "chairs" will be selected by Coalition members at the November meeting for each calendar year. One "Secretary" will be selected for each calendar year.
2. Chair(s) and Secretary create plan for calendar year including strategic initiatives and meetings.
3. Chair(s) are responsible to facilitate the meetings.
4. Chair(s) are responsible to oversee the plan for the calendar year.
5. Secretary's role is to take minutes, manage website, and assist with communications and other planning tasks.
6. Subcommittees will be formed for events or other strategic projects.
7. Meetings will occur 5 times per year: 2nd Thursday of "odd" months except July.
8. Meetings will be scheduled for 1 hour, 8:30-9:30 a.m. in Health Department Building.
9. Standard meeting features will include introductions, brief updates, either a speaker or discussion topic, and networking when time allows

Plan for calendar year 2016

Co-chairs for 2016: [Beth McKinney](#) & [Leslie Moskowitz](#)

Secretary: [Ted Schiele](#)

1. Improve “brand recognition” through strategic communications:
 - a. Plan one fall event (Fruit Week) that engages Tompkins County employers, provides awareness of coalition, increases membership/ mailing list
 - b. Produce appropriate press releases and/or mailings as needed
 - c. promote and maintain Wellness Coalition website

2. Plan 5 meetings per year (with or without guest speaker). Purpose: to network and share best practices, provide membership with information about local work-site wellness resources, and to gain education on wellness topics.
 - a. January 14: YMCA
 - b. March 10: CSA /CCE-TC
 - c. May 12: TBD
 - d. September 8: TBD
 - e. November 10: TBD

3. Create internal communication avenue (Google Groups) so that all list members can talk and share information

4. Identify and recommend potential grants
 - a. Excellus Grant for Fruit Event

Other items for 2016 or future

1. Possible site visits to see established wellness program activities