

## Live Well Kingston Meeting Minutes

Wednesday, May 16th, 2018, 4 – 5:30 pm, City Hall, Conference Room #1

### I. Call to Order: 4:05pm

#### a. Council Members (Voting)

Anna Brett \_\_\_\_\_  
 Brooke Pickering-Cole \_\_\_\_\_  
 Dylan Johanson \_\_\_\_\_  
 Gerry Harrington   x    
 Kathleen Rogan   called in    
 Marge Gagnon \_\_\_\_\_  
 Melinda Herzog   x    
 Stacy Kraft \_\_\_\_\_  
 Stephanie Hope \_\_\_\_\_  
 Walter Woodley Came for about 10 min \_\_\_\_\_

#### Guests

\_\_\_\_Emily Flynn\_\_\_\_\_  
 \_\_\_\_Laurie Mozian\_\_\_\_\_  
 \_\_\_\_Lyndsay von Miller\_\_\_\_\_  
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### II. Approval of Minutes

Tabled to next meeting due to lack of quorum.

### III. Administrative Matters

Since we didn't have a quorum we were aware that much of the discussion may have to be had again when more commissioners are in attendance.

- a) **Extending current board term to December:** Emily is suggesting that for this first term of commissioners to extend your term year to end in December. As per the bylaws, the election of officers and setting of meeting time will happen in January.
- b) **New board member:** Two submissions have been sent to Emily. Conversation was had about what we are looking for in a new board member. A representative from Care Mount has been suggested, as that is another large health provider in the KCSD. Stacy has forwarded a request with info about the Commission to a contact at Care Mount. We again mentioned possibly wanting economic, cultural diversity or a student representative. Stacy has suggested an exit questionnaire for exiting board members. Emily is going to send it to Amanda.
- c) **Meeting time change:** Kathleen has initiated a conversation about changing the meeting time. No one sent Emily suggested meeting times. Dr. Woodley stopped in to the meeting and said better times for him are almost any day but Wednesday. Gerry said either at the beginning or end of the day. Emily will select a few meeting times and create a doodle poll to inform our conversation at the next commission meeting.

#### IV. Old Business

**a. 2018 Goals and Action Plan**

Emily presented an updated action plan. More edits were suggested. There was a conversation about creating this action plan to be a realistic set of goals for commission members to achieve this year. The action plan could be written in a larger-view, more overreaching way. And that the commission could set the visions for the focus teams and then the focus teams figure out how to implement the goals. The document could have end statements. Emily expressed that she has created the drafts thus far and would like to empower the commissioners to take the next steps.

**b. Event participation**

Midtown Make a Difference Day, June 16. Kathleen Rogan volunteered to make some activities and be at the event. She and Emily had an informal meeting about it. Money has already been paid to Color Page for tabling materials. Emily will get these materials made.

#### V. Stretch

#### VI. New Business

**a. Policy, Environmental and Systems change**

Emily got some feedback that some Policy, Environmental and Systems (PES) change training could be valuable for the board and the coordinator (Emily). PES is about creating change to policy and systems instead of one-off events or programming. For example, instead of encouraging employees to participate in a fun run, an employee wellness program could be developed. Environmental change could be like designing our streetscape to be complete streets (designed for all users) so that more people walk and bicycle. Emily will look more into training on this topic.

**b. Emily is at maximum capacity**

Emily is not able to take on any new projects at this time.

#### VII. Reports

**a. Updates from Focus Team Chairs**

1. Reports were tabled until the next meeting. Laurie said she would forward the Eat Well updates by email.

#### VIII. Announcements/Communications

- a. Health & Wellness Intern**  
Starts Monday.

#### XIII. Adjournment: 5:37 pm