



Wellbeing in the Workplace

Methods to support staff recovery
and wellbeing



MOOD METER

How are you feeling?





Samantha Lo
Director of Public Health




Jessica Fehlen
Public Health Supervisor

Pine County Public Health

Small, rural county in Minnesota



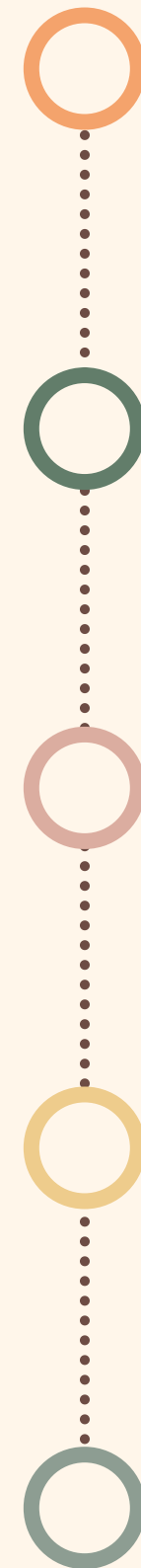


COMMUNITY CULTURE
What norms do we want
for our team?

02

RESULTS
Does it work and make a
difference?

04



01 **WELLBEING?**
What does that mean exactly
and why should I care?

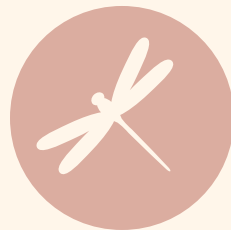
03 **TACTICS**
What exactly are we
doing?

05 **CONCLUSION**
How can others do this?



Physical

Moving your body. Balanced eating.



Emotional

Feel your feelings. Optimism.
Gratitude.



Social

Connecting with others. Sustainable
and meaningful relationships.



Spiritual

Finding purpose. Mindfulness. Nourishing
your soul.



Intellectual

Mentally engaged. Learning.



Environmental

Safety. Nature. A healthy work and life
environment.

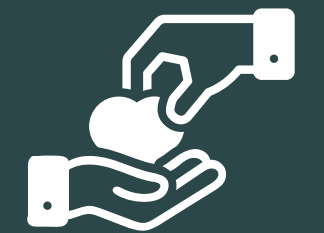


Why care about employee wellbeing?

"Everyone is replaceable" is not a sustainable model anymore. Workforce shortage.



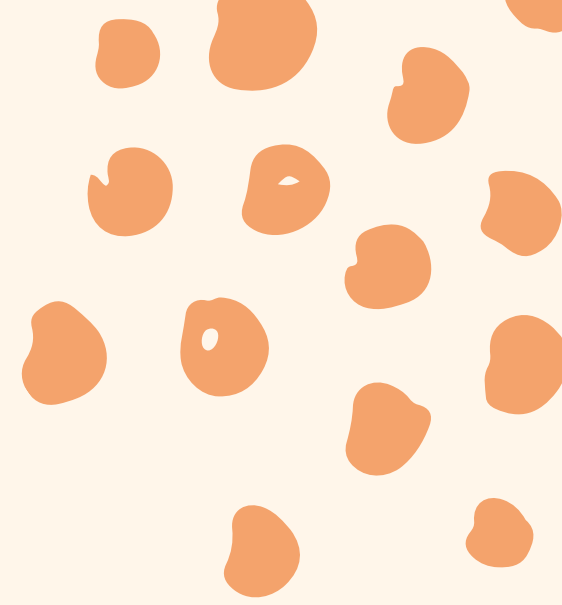
Find ways to compete with the private sector.
Make people be willing to trade the higher salary or fancy office for what you can offer.



People are people. The end.



Wellbeing is a Retention Tool



01

Wellbeing

Embedded into the culture - not a one time webinar. Care about people, consistently. Invest in it.

02

Engagement

People are excited to be at work. Increased collaboration and enthusiasm.

03

Retention

Happy people who feel recognized, supported, and enjoy their coworkers stay longer.



Reducing healthcare costs

According to the CDC, about 50% of Americans report having a chronic illness—this accounts for the majority of the healthcare costs. Stress increases risk of chronic illnesses, so promoting wellbeing should be a high priority.

Establishing a culture of health and wellbeing will help with a long-term strategy of lowering healthcare costs especially related to mental health chronic illnesses!





Information that should not be
surprising:

Turnover costs money.

More surprising:
90%–200% of the annual salary
is the estimated replacement
cost for one position.

SO HOW DO WE DO WELLBEING
WITHOUT AN UNLIMITED BUDGET?

Change the Culture.



Burnout is a symptom of organizational choices, not individual weakness.

Self-care is the SKILL of REFUELING our emotional, mental, and physical energy. Skills require training and support.

CHANGING OUR COMMUNITY'S CULTURE

01 Purpose-driven work

02 Connected

03 Supportive

04 Wellbeing Focus





Purpose-Driven

*Make your work to be in keeping with
your purpose.*

Purpose-driven work?



Employees have a heartfelt sense of ownership for their purpose at work.

Mission, Vision, Value

Facilitating conversations as a team to identify and own our mission, vision and values.

The Why

Continuing to reflect upon our why in meetings and in our newsletter.

Community

The work we are doing within our department reflects how we support the community.
(Parallel processes)





PSYCHOLOGICAL SAFETY + PURPOSE = PERFORMANCE

STAFF NEED TO FEEL THEY CAN SPEAK UP &
KNOW THEIR WORK HAS MEANING



Connected

The business of life is human connection.

The Importance of Gathering

Host a social hour – an intentional time to allow staff to come together and just connect. Scheduling right before a meeting is helpful for productivity and efficiency.

Building connections within staff creates a sense of collaboration and improves ability to work on projects together in the future.





Trust is also built during these times of connections!

Regularly connecting with staff whether for projects, meetings, social hours or 1:1s helps build trust and a feeling of safety in the workplace.



Staff retreats



Opportunity to incorporate multiple aspects of wellness



Can be as simple or complicated as you want.
But important to prioritize – **shows you value staff beyond their capacity for work.**



Working remotely requires you be more intentional with maintaining relationships.





Teambuilding Activities

01

Team User Guide

02

Personality Assessments

03

Whose Song?

04

Recipe Exchange

05

Build a Charcuterie Board

06

Outdoor Meetings

07

Volunteer as a Group

08

Food is Love - Potlucks

09

Yoga

10

Play Games

Culture Conversations

As a team, develop a list of do's and don'ts that is
agreed upon of how the work culture should be.

Aim for the culture of a positive work environment.

An illustration of a person with dark skin and long dark hair, wearing a white face mask and a peach-colored sweater over a green shirt. They are sitting on a large, light green rock, holding a peach-colored cup. The background is a light beige color with stylized orange plants on the right and small grey stones on the left.

Supportive

We rise by lifting others.

RECOGNITION



Being purposeful in having moments of gratitude whether individually or as a team. Recognizing people for their achievements is a driver of employee satisfaction.

REFLECTIVE PRACTICE

With mental health professional to reflect on how you work and how your non-work life may impact the work you do within the community.

SUPPORTIVE

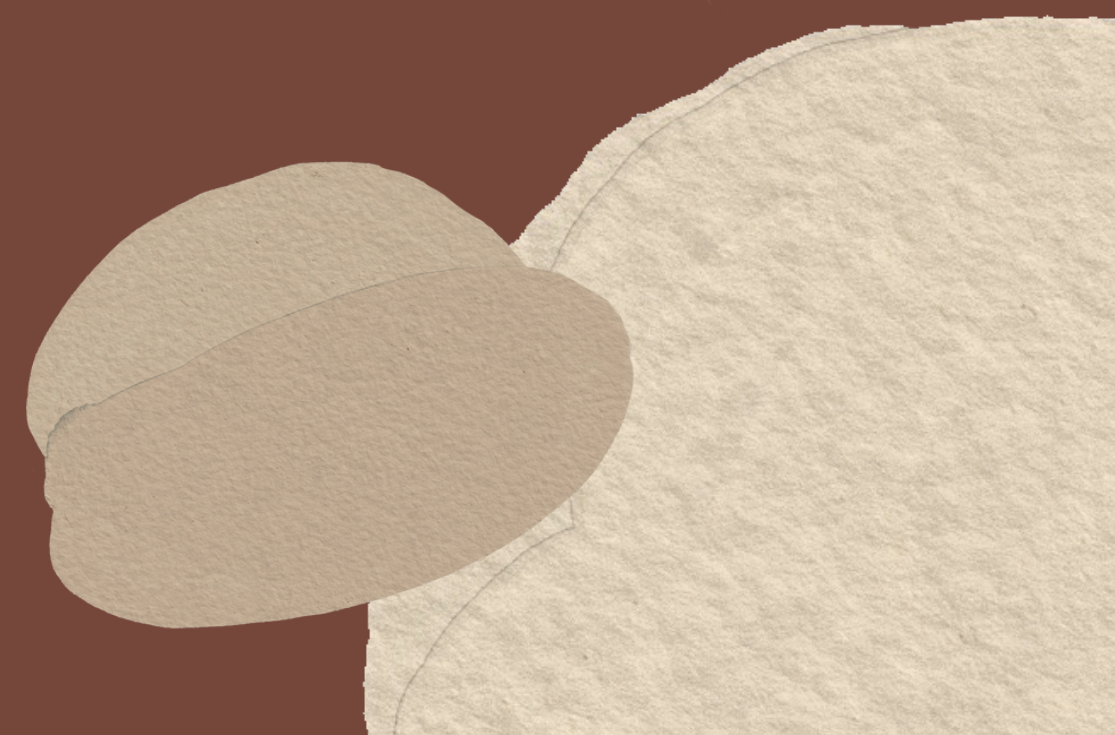


REGULAR CHECK INS

One on one conversations between supervisor and staff member.

Can be weekly, bi-weekly or monthly. Usually 30-60 minutes.

For EVERY staff, not just those struggling.



SUPPORTIVE

Actively rejecting the idea of
proving your worth by working to
a point of exhaustion.

1

DON'T BE A MARTYR

Burning yourself out should not be a badge of honor.

2

TAKE YOUR BREAKS



3

TAKE TIME OFF

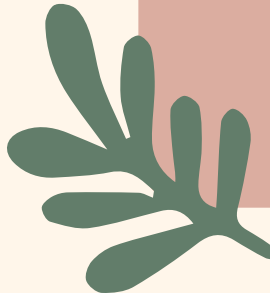
PTO is part of your compensation – no one should feel guilty for using it.

4

VALUE PEOPLE AS PEOPLE AND SHOW IT.



"Well you can do that wellness stuff- but I'm SO BUSY."



Leadership/supervisors need to buy in
to the value and importance.
This means actually participating!



BUT WHAT ABOUT SUPERVISORS?

AKA MARTYR COMPLEX

Babies-at-Work



Many staff are new parents

New parents struggle with returning to work, and this is one way to support that transition.

Consistently positive feedback.

COVID temporary changes

Temporarily paused allowing babies to be IN office with parent, but continue to support parents having babies at home while working.

Will resume after COVID simmers down.

6 months old or crawling

Once baby starts crawling, it becomes harder to balance work and baby.

Allow for exceptions with age limit- specifically with premies.





Wellbeing Focused

You matter.

Build wellbeing into regular staff meetings.

Normalize it.

SELF-REFLECTIVE CHECK-IN

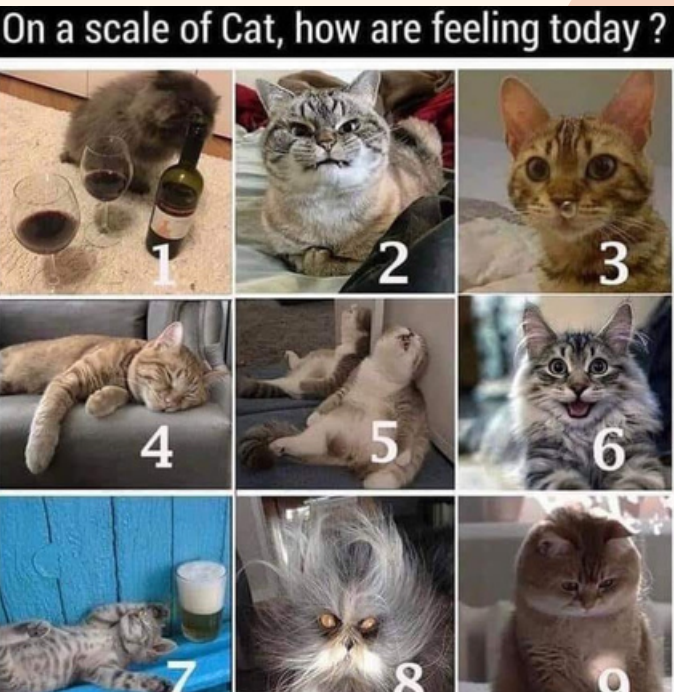
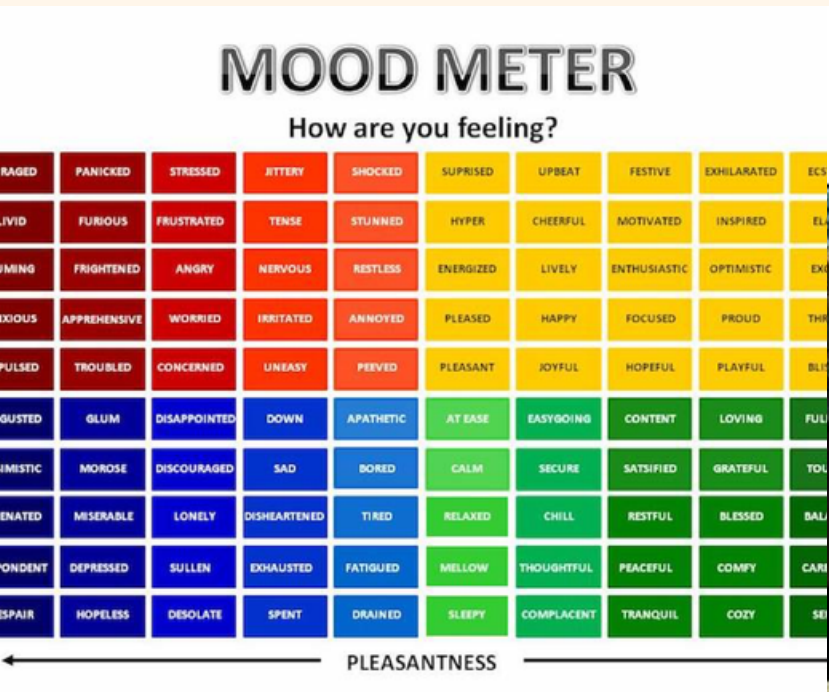
Take a moment at the beginning of a meeting to ask "how you doing?" Mood meters or scales – can be funny!

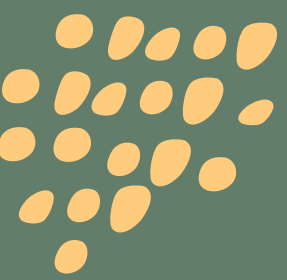
TEAM BREAK

Do a quick brain break game or use the Calm App – build some movement or intentional mindfulness. 5 minutes.

END MEETING ON POSITIVE NOTE

Create agendas that end positively. Moment of gratitude or funny moment.





Wellness Apps

Offer concrete and supportive tools staff can use during work or at home. Examples: Calm App, Insight Timer, Headspace and Happify Health



Business Argument

Poor wellbeing impacts productivity and absenteeism. This includes sleep habits. there is a business argument that supports caring about employees sleep.

Price is around \$0-\$50 per person per year, depending on app.

Mental Health

Mental health issues of employees impact employers greatly.

Being proactive about supporting employee mental health is one way employers can tackle lost productivity and burnout.

Daily Mindfulness

Most apps have meditation, movement, soundscapes, intentionality, breath work, and gratitude built into app.

These activities are proven to support staff wellbeing. They will not fix it all, but provide them a tool.

Highlight a staff and build connections!

Keep it positive and not focused on work things. Education on wellness. Highlight wellbeing initiatives/activities

DEPARTMENT WELLBEING NEWSLETTER





WELLNESS GOALS

Every check-in, staff identify a goal focused on wellness or personal growth. Creates consistency, accountability and intentionality.

Examples: Using the Calm App, starting a new movement routine, getting outside more.



The background is a solid dark teal color. In the top left, there are three white birds in flight. In the top right, there is a large, light beige cloud. In the center, the title 'Rethinking Work Schedules' is written in a large, white, sans-serif font. Below the title, the question 'What could a work week look like?' is written in a smaller, light orange, sans-serif font. At the bottom, there is a stylized landscape with a bright orange sun partially obscured by two light beige clouds. Below the sun are two mountains: one is orange and the other is a darker teal color. There are also several smaller, light beige clouds scattered around the scene.

Rethinking Work Schedules

What could a work week look like?

BUT FIRST LET'S SHIFT OUR THINKING!

We need to have the mental shift:
hours open are now hours to be covered
vs hours expected to work.



**What did the
schedule
include?**

01

4 days or 36 hours
or both (PTO can
be used to reach
full time hours)

02

Pre and post survey

03

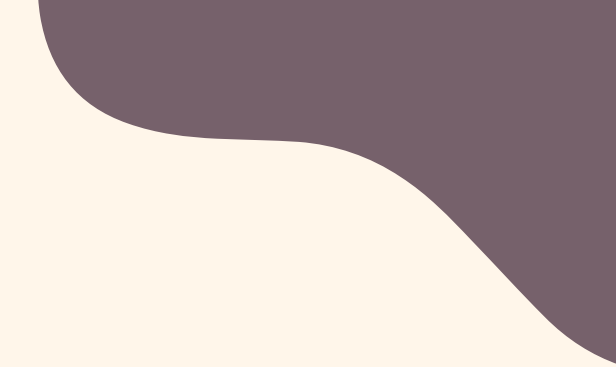
Team approach to
ensure coverage

04

Flexibility
and trust

05

Voluntary



Solve the Right Problem



ASK THE RIGHT QUESTION

How can we design work in a way that empowers employees with the flexibility they desire, while optimizing their individual and collective performance?



FLEXIBILITY

Staff want the ability to decide of how, when, and where they do their work.

This includes both schedule choices AND work location.



AUTONOMY

Don't use a one-size-fits-all approach. Allow for individuals to do what works best for them.

If it doesn't impact services to the community, why should we care?

YES THERE ARE

Challenges



Scheduling

Tuesday – Thursday become a hot commodity. Would be easier if everyone were on the same 4 days.

Helpful to set the team norm around certain days not being wellness days.



Prioritizing

Getting everything done in less time requires intentional prioritization and time management. This is a skill that some need to strengthen.



The Rest of Society

Everyone else is still working 5 days a week, so scheduled meetings may mean working on your wellness day.



RESULTS

HAS THIS MADE AN IMPACT?

How would you rate your current work
performance? (1-10)

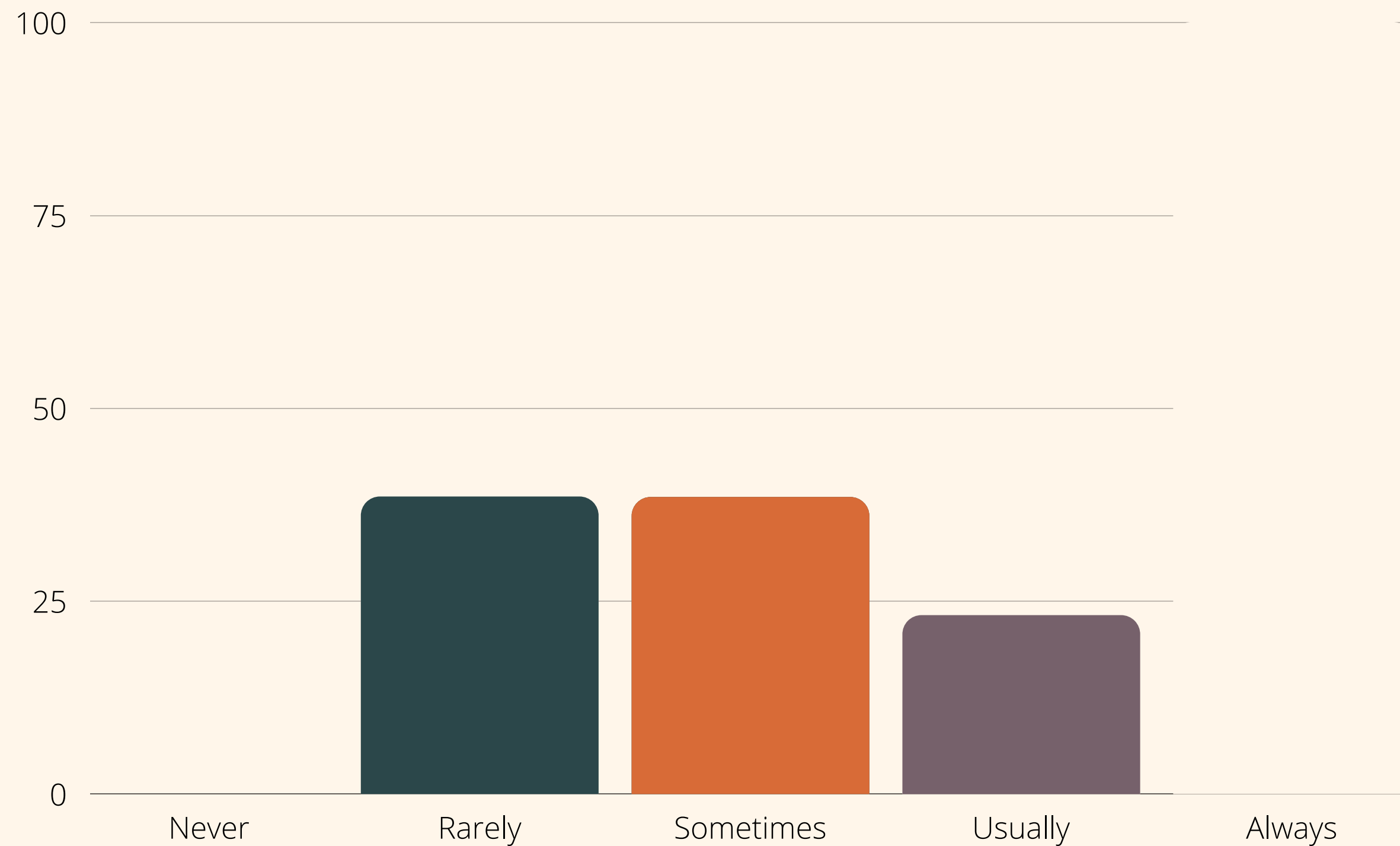
Avg. 6.5



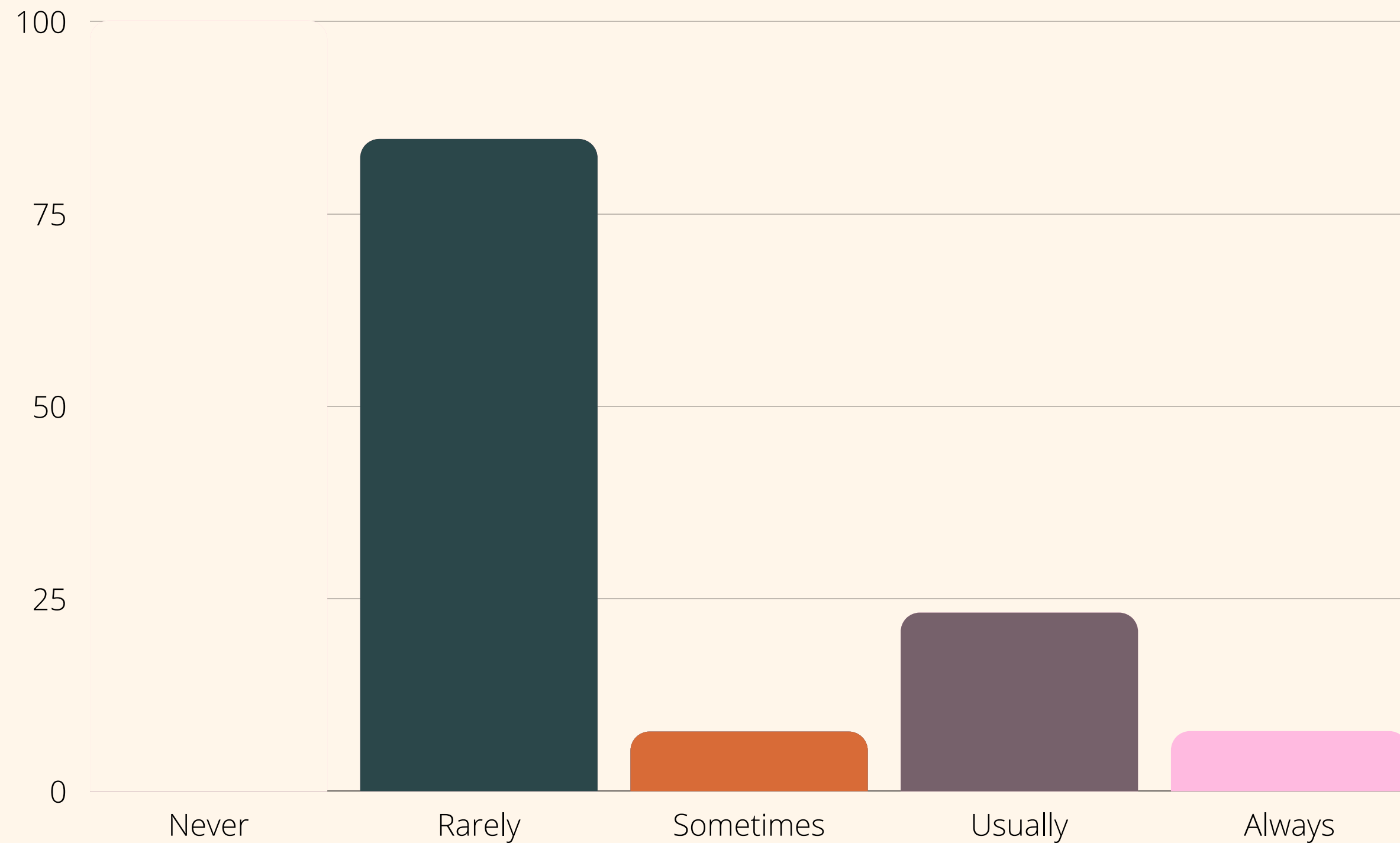
How would you rate your current work performance? (1-10)



How often do you feel stressed at work?



How often do you feel stressed at work?

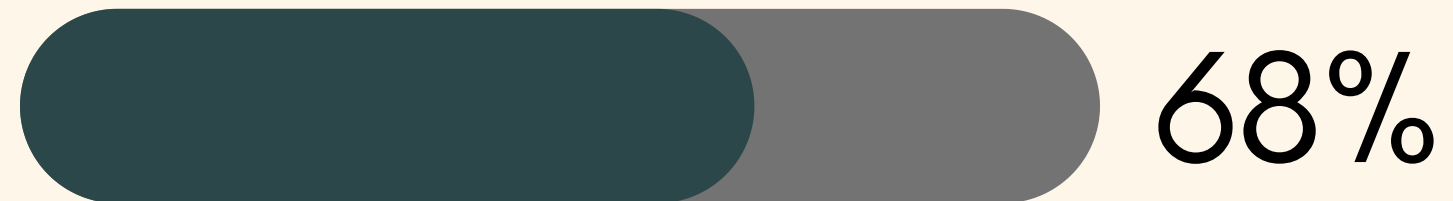


Quote: Stress

"It's hard to capture the amount of positive change I feel has come from this. I really struggled with the stress and pressure of the COVID response, so remembering how that felt and comparing it to now is mind-boggling. My mood, my stress levels, my outlook on work and life, have all noticeably improved."

Workplace Satisfaction Index

How satisfied are you with your workplace?



68%

How well does your workplace meet your expectations?



64%

How close to your workplace is your ideal job?



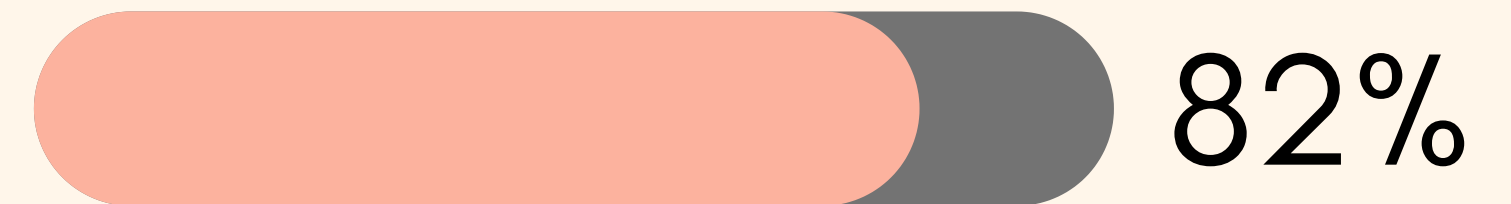
60%

Workplace Satisfaction Index

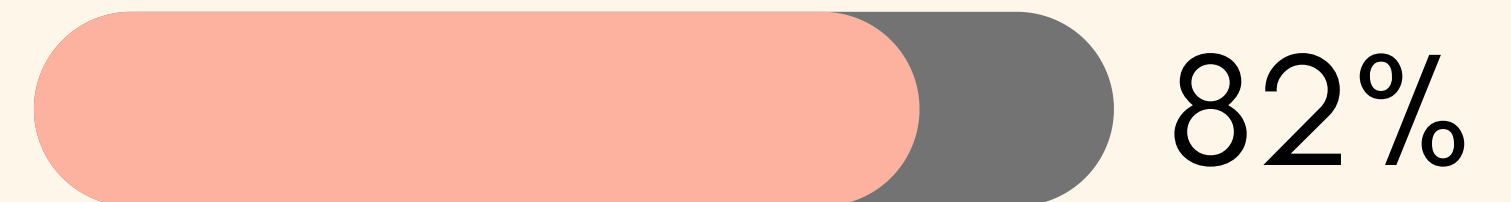
How satisfied are you with your workplace?



How well does your workplace meet your expectations?



How close to your workplace is your ideal job?



Quote: Life

"Life as we know it has changed. We need to change with it to keep moving forward especially with being able to keep staff. People want to find happiness and enjoy their work, having the option could elevate the work we do in our community."

To what extent do you feel valued in the workplace?



To what extent do you feel valued in the workplace?



World Health Organization - Wellbeing Index



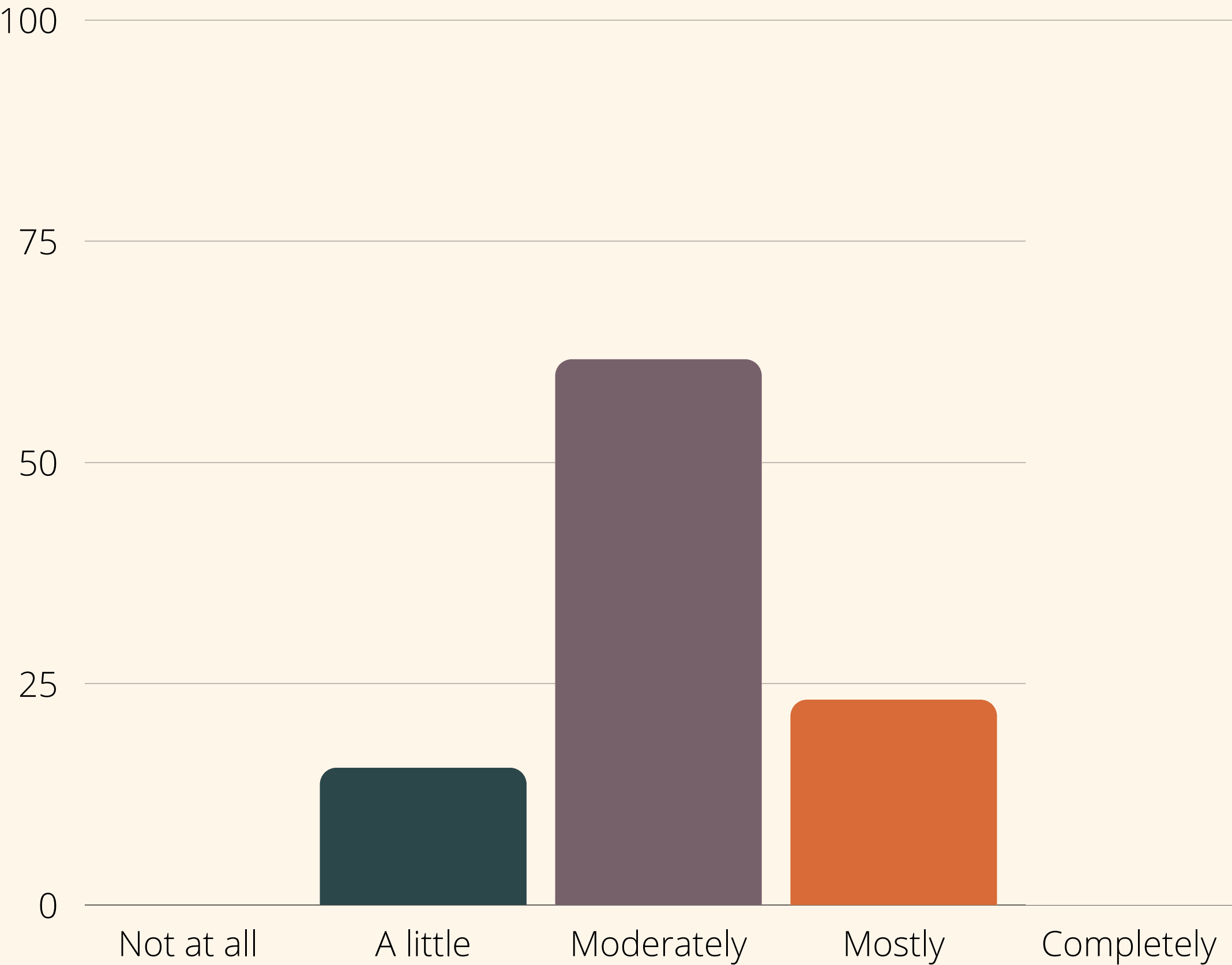
Screens for low mood and depression. Prior to trial, only **46% of staff** screened for positive wellbeing and mood. 54% at risk of or likely have depression.

After two months of implementation, **96%** of staff screened for positive wellbeing and mood.

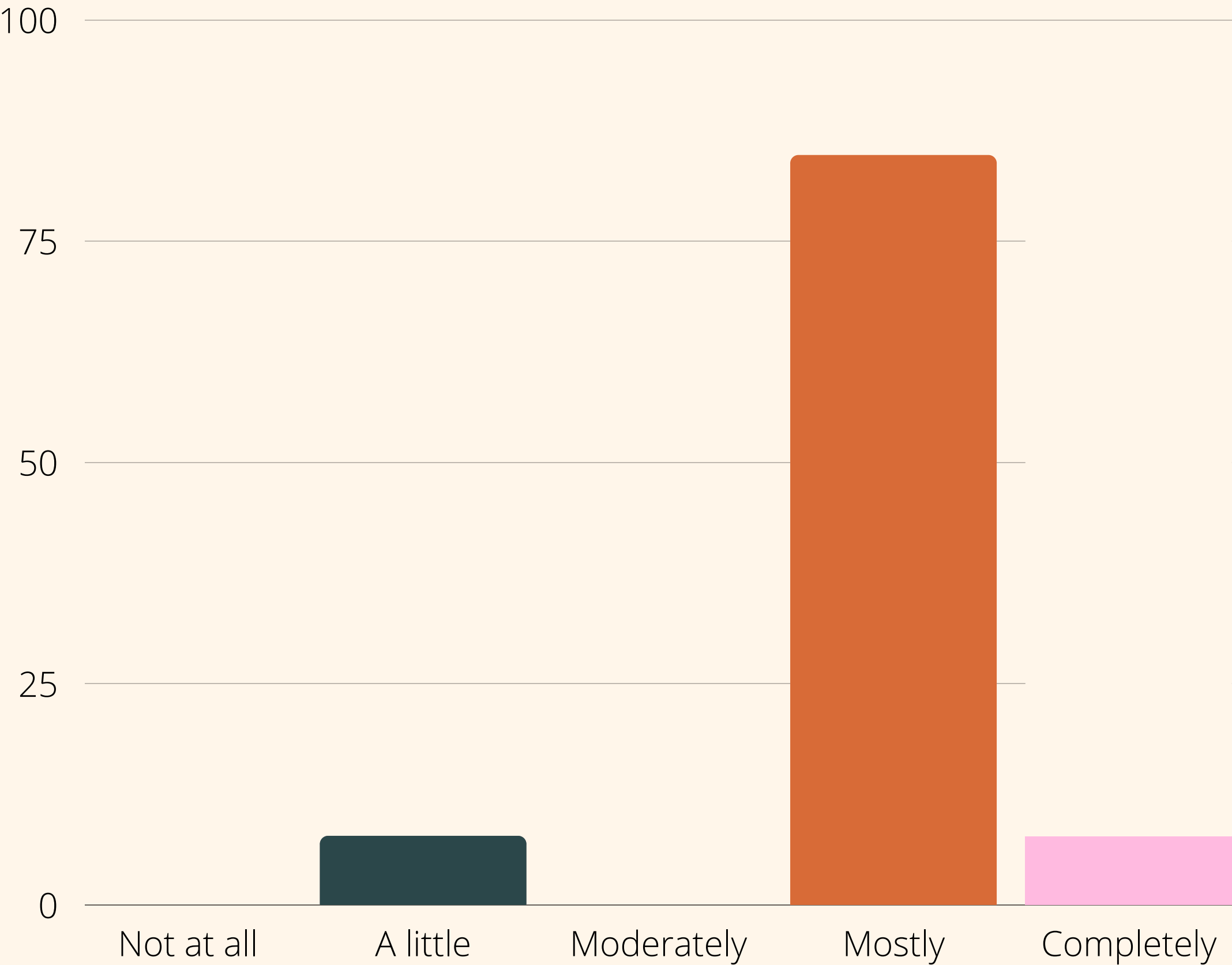
Quote: Mental Health

"I feel my mental health has definitely improved from participating in the trial. I value my additional time off, and feel I am better equipped to work hard and be engaged throughout my work days."

Do you have enough energy for everyday life?



Do you have enough energy for everyday life?



Quote: Energy

"I have more time for me. It has been so nice to have uninterrupted time for myself on my extra day off to do all the things that fill my cup. When you put that on repeat for months at a time, you can't help but feel better."

Results from ours and other studies

Productivity

Employee
Satisfaction

Leisure
Time

Quality of
Life

Stress
levels

Energy

Happiness




Cost
reduction



WHAT CAN YOU DO TO MAKE CHANGE HAPPEN?



"Hope is the activation of the belief you can make
change happen."



Steps to Pilot Implementation

SET THE STAGE

Ensure that your team culture is primed for this – assess readiness.

Step 1

PLAN

Establish what initiatives you will do and schedules.

Step 2

SURVEY

Complete surveys, share data with staff, monitor impacts.

Step 3

EMBED

Embed wellness initiatives into everyday activities

Step 4

FOLLOW UP AND DREAM BIG

Open to seeing where else we can go with wellbeing.

Step 5

When you fuel yourself,
you have more to give.



Honor your humanity.



Do the things that give you joy.



It's not frivolous.



Thank You!

Don't wait for the right time - create it.

CONTACT US FOR ANY QUESTIONS!

✉ samantha.lo@co.pine.mn.us

✉ jessica.fehlen@co.pine.mn.us



Straight from Staff

"I've been more productive. I've also been happier, and both of those things combined will always create a more positive experience for community members who work and interact with me."

"I'm so glad that we do this!"

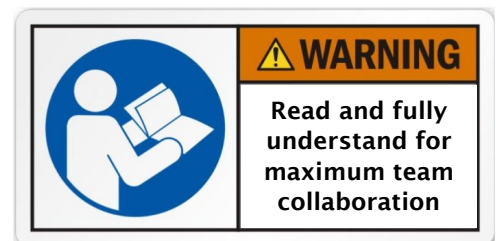
"I love this and I NEVER want it to go away!"

"I continue to be appreciative of this opportunity. The willingness of leadership to try something new, to prioritize staff wellbeing when we live in a society where it is definitely NOT prioritized."

"I would not want to ever go back. These kind of initiatives would keep me here."

TEAM USER GUIDE

Pine County Public Health
2021



Staff Picture
Here

NAME

Assessment 1 (Strength Finders): Results

Assessment 2 (Sparktype): Results

Year Started with Org: XXXX

Position(s) in Org:

- Position 1 (current)
- Position 2 (past)
- Position 3 (past)

HOW DO YOU DEFINE YOUR WORK “STYLE”?

- **Word/Phrase:** Description
- **Word/Phrase:** Description
- **Word/Phrase:** Description
- **Word/Phrase:** Description

WHAT ARE YOUR TOP VALUES?

- **Word/Phrase:** what is important about this
- **Word/Phrase:** what is important about this
- **Word/Phrase:** what is important about this.

WHAT TESTS YOUR PATIENCE?

- Example 1
- Example 2
- Example 3

HOW TO BEST COMMUNICATE WITH YOU

- Tip 1 – give some description, as appropriate
- Tip 2 – give some description, as appropriate

HOW TO BEST OFFER/PROVIDE HELP TO YOU

- Tip 1 – give some description about how this helps, as appropriate
- Tip 1 – give some description about how this helps, as appropriate

WHAT PEOPLE MISUNDERSTAND ABOUT YOU

- Misunderstand tip 1
- Misunderstood tip 2

HOW TO DO YOU LIKE TO BE RECOGNIZED? CIRCLE ONES YOU PREFER

- Shout out during meetings-publicly
- Handwritten note
- Gifts
- Food/Treat
- During 1:1 meetings-privately
- Award certificates
- Celebration/Potluck
-
-

Copy/Paste this template for each person in a team and start on a new page.

Quick Check-in Questions (other than the scales)

1. Share a gif showing how you're feeling today?
2. Wave a magic wand, what food would appear in front of you right now?
3. Post a gif of who would play you in a movie/tv show?
4. Share one word (out loud or in chat – up to you) that would describe you. Doesn't need to describe ALL of you, just a piece.
5. In one word, how would you describe how the week is going?
6. Favorite local place to go eat?
7. Celebrity Crush?
8. Share one thing that makes you feel happy.
9. Share one thing that makes you feel excited.
10. What's one good choice you made today/this week?
11. What's the last thing you did to support your health? (mental, physical, social, etc.)
12. What's something you could give a 20 minute presentation about with absolutely NO preparation? Not work related!
13. What's one thing you're learning now, and what is important about it?
14. What's one of your favorite memories from the past year?
15. What's a go-to karaoke song?
16. What's one hobby you'd love to get into?
17. Who's your favorite dwarf and why? (Snow white reference)

Team Building Activities

1. Staff Retreat Day

- a. Includes all areas of wellness: physical, emotional, spiritual, environmental, intellectual, social (areas of wellness vary by model).
- b. Examples
 - i. Physical: Yoga, team stretching, walk, nature hike, eating healthy snacks/meals during the retreat; some activities could be scheduled at the beginning or end and be optional for those who are not comfortable or able to do some of the physical activities.
 - ii. Emotional: Moment of gratitude-write down on paper, share if you want to, provide platform and space for that, make sure retreat is in a positive environment.
 - iii. Spiritual: Mindfulness activities- facilitate, provide space; Calm App Meditation
 - iv. Environmental: Host offsite, maybe outside or at a place that is relaxing or even fun; create a safe and welcoming environment for the retreat
 - v. Intellectual-provide a learning moment, a how to (youtube has many), health topic or other topic staff interested, can be not directly tied to work; how to build a charcuterie board, paint alongs, nutrition topic, how to knit, build

something, invite a speaker to come or tap on staff with prior knowledge or expertise, etc.

- vi. Social: Making sure entire group gets to participate and be connected.
- vii. Any other ideas below-games are especially fun and a good way to end the retreat!

2. Calm App breaks

- a. Using the Calm App Daily Move or other various youtube videos, take 5-10 minutes of your meeting to take a break and move your body as a group. Most can be adjusted for those who want to remain sitting.
- b. COCONUT Stretch – you spell the word coconut while stretching! Take your time with each stretch, and don't injure yourself.
 - i. C – Make a C with your arms to one side, like when you're doing the YMCA.
 - ii. O – Make an O shape with your arms above your head.
 - iii. C – Make a C to the other side.
 - iv. O – make an O shape out in front of you.
 - v. N – this is a lowercase n shape, so you bend at the waist and let your arms hang towards the ground.
 - vi. U – Arms reach up above your head in a U shape and slightly behind you as you lean back a bit.
 - vii. T – Arms stretch out wide to the side so you make a T shape with your whole body. Then swing your arms back and forth around you, twisting at the waist.
- c. Daily Calm or other youtube mindfulness videos. Again, 2-10 minutes of intentionally setting aside time to breathe, feel grounded and mindful. But doing it as a group feels different!
- d. 54321 Grounding Exercise. Lead the group in quietly going through these steps. Sit quietly and identify (in your head, not out loud)...
 - i. 5 things you can see. Take your time to notice things.
 - ii. 4 things you can touch/feel. Could be your clothes, the ground, etc.
 - iii. 3 things you can hear. Focus on things you can hear outside your body.
 - iv. 2 things you can smell. Maybe it's a pencil, or handsoap, doesn't need to be super obvious.
 - v. 1 thing you can taste. Could be your toothpaste, something you just ate, etc.
 - vi. See more information here: <https://www.urmc.rochester.edu/behavioral-health-partners/bhp-blog/april-2018/5-4-3-2-1-coping-technique-for-anxiety.aspx>

3. Build a charcuterie board

- a. Have every team member sign up to bring 1-3 items that would belong on a charcuterie board (meat, cheese, olives, crackers, nuts etc.). Don't forget things like cutting boards, utensils, etc.
- b. Can also begin the month prior by watching a quick "how to" video:
 - i. <https://www.youtube.com/watch?v=Dqu5xVBsLmY>
 - ii. <https://www.youtube.com/watch?v=Jwo0LL6fZVM>
- c. On the day of, have everyone gather around the table and work together to cut up the food, arrange it on the boards, etc.

- d. Before you start to eat, go around and have everyone share what item(s) they brought with.
- e. Other helpful links:
 - i. <https://www.bessiebakes.com/wp-content/uploads/2019/11/Charcuterie-Board-Check-list-1.pdf>
 - ii. <https://www.mommafityndsey.com/aldi-charcuterie-board/> --Aldi Ingredients List

4. Build a Culture of Gratitude

- a. Open up the floor at a meeting for a moment of gratitude, where anyone can give a shout out or thanks to someone else on the team.
- b. Alternative: Provide pretty paper/pens/markers and have people write down 1-3 things they are grateful for. They can share them out loud or just tuck them away.
- c. Have a gratitude board – either a real one hung up somewhere or virtual. People can post notes or thanks yous or kudos for each other.

5. Team Culture Conversation

- a. Facilitate a conversation with everyone to discuss the “dos and don’ts” of your department.
- b. Questions you can ask to prompt conversation:
 - i. What sort of vibe do you want?
 - ii. How do you want other departments to describe you?
 - iii. How do you want people to feel as part of your team?
 - iv. What are the unspoken rules of your team?
- c. Take people’s responses and create a document shared with everyone. Revisit the document annually and discuss any changes/additions you would want to make, and how people feel they’re doing following the culture they wanted to create.

6. Recipe / Meal Idea Exchange

- a. Do you have a lot of parents on your team? This is a good choice to help at home when they get the “what’s for dinner?” question constantly.
- b. Spend time at one of your meetings brainstorming meals. It doesn’t necessarily have to be recipes, just meal ideas. Ex: Pizza, tator tot hodish, spaghetti and breadsticks and bag salad.
- c. People sign up for meals on the list to come up with either the full recipe or just an ingredient list.
- d. Send around the template for meals. They fill out the template for the meals they signed up for. Then everyone prints off their items on cardstock and cuts them.
- e. At next meeting, share the prepared cards with everyone, and everyone walks away with a huge list of meal ideas to look at when meal planning, AND a list of ingredients they’ll need for each meal.
- f. Bonus: have staff bring cute recipe card boxes or index card boxes to store the cards.

7. Team User Guide

- a. At a meeting, introduce the idea and template. Discuss any additional questions you may want to add to the user guide – it’s your guide! Use it how you want.
- b. Send out the Team User Guide template, and give everyone a few weeks to complete it. Make sure they include a photo, complete any assessments you want them to do, etc.

- c. Compile everyone's answers into one document and then share with the group and post it somewhere accessible to everyone – the drive or a team's folder work well.
- d. Optional: At your next meeting, you can skim over people's responses.

8. Gift Exchanges

- a. Usually around Christmas, can be Secret Santa style (Elfster is a handy website tool) or white elephant with games.

9. Personality Assessments

- a. Sparketype is free - <https://sparketype.com/sparketest> ; Strengthfinders requires a code which costs money.
- b. Have everyone on the team take the test before the meeting. Then at the meeting you can go through each person and share their sparketype/strengths.
- c. Handy to keep an excel spreadsheet with people's types/strengths. (In Resource Folder)

10. Potlucks

- a. Who doesn't love food.
- b. Some themes:
 - i. Crock-Pot
 - ii. Brunch
 - iii. Summer Picnic
 - iv. Appetizers Galore
 - v. Soups!
 - vi. Cookie Exchange
 - vii. Nothing but salads – you'd be amazed what's considered a "salad" in Minnesota
 - viii. Taco Bar
 - ix. Vegetarian

11. Outdoor Meetings

- a. Just having a regular meeting but moving it outdoors can keep things fun. There's space behind the courthouse where the Sheriff's office parks, or you can have everyone meet at a park.
 - i. If you're at a park, don't forget bug spray!
 - ii. Forest Bathing – it's science. It really does improve your mental health.
- b. Packing food and having a whole picnic is also fun.

12. Social Hour

- a. Setting aside an hour a month (could be before or after a team meeting) to allow people to just connect and not be talking about work.
- b. Sometimes you can bring treats/coffee/donuts/etc.
- c. Can play nice background music, depending on the location. Sets the mood.

13. Volunteer as a Group

- a. Take a day to go volunteer somewhere together. Community service is a great way to feel connected to each other as well as the community. Requires some pre-planning to find the location/date/time/etc.

14. Craft-a-long

- a. Find a youtube tutorial of a craft most people would be able to follow. Gather the supplies and purchase them. Either use supplies line item, or have people chip in – it's usually about \$5 a person.

- b. Some examples that would work well:
 - i. <https://www.youtube.com/watch?v=8yF5NpDdl4Q>
 - ii. <https://www.youtube.com/watch?v=2hnNcocheDo>
 - iii. https://www.youtube.com/watch?v=x4zz2yH1bLE&list=RDCMUcy0-9vYn94d3i-PZ3RJn2A&start_radio=1
 - iv. <https://www.youtube.com/watch?v=8yF5NpDdl4Q>
 - v. <https://www.youtube.com/watch?v=huE7ZEYHXfE>
 - vi. <https://www.youtube.com/watch?v=PYKPC5BMojg>
- c. Throw the youtube tutorial up on a projector and have all the supplies out and set up for people to use.

Team Building Games

15. You Get One Question Game

- a. Come up with a scenario in which a person would be chosen to do something.
- b. Examples:
 - i. A new job hire
 - ii. Marriage
 - iii. Flying a plane
 - iv. Commanding an army
 - v. Hitchhiking
- c. Ask each team member to come up with the “perfect” question — but only one! — that should be asked of a person that would determine if they were the perfect fit for the scenario.
- d. Go around and share their questions. Fun way to get to know how other people think.

16. Count to 20 Game

- a. This one’s super simple and great if you want to take a couple of minutes to bond.
- b. Have everyone sit in a circle. Anyone can start the count off or say a number at any time, the goal being to count from one to 20. However, if two people jump in at the same time to say a number, the count starts over. This game requires team members not only to be cognizant of the group dynamic, but to work together—with limited communication—to get to the end.

17. Superlatives Game

- a. Stand in a circle. One person reads one item from a list of superlatives (examples below), and everyone points at who they think is most likely to be that thing. Whoever gets the most votes is “out” and sits down. The reader keeps going until only one person is left.
- b. Examples:
 - i. <https://icebreakerquestions.info/most-likely-to/>

18. Hand clapping game

- a. Stand around in a circle. Pick a person to start.

- b. That person finds another person in the circle – just a random person, doesn't matter who – and they clap their hands, and says any old random word.
- c. *At the same time*, the other person they're looking at claps their hands. Now it's this person's turn. They pick another random person in the circle, claps their hands, and says a word somehow related to the first word.
- d. And so on and so on. You shouldn't be calling people's names to get their attention, just using eye contact or body language. Remember – it's not meant to be hard, little kids are quite good at this games. Grown ups just get stuck in their head. It's intentionally a game without a clear winner or clear end point. You just play until you feel like stopping.

19. Pancakes vs. Waffles

- a. Pancakes vs Waffles is a game where you make decisions collectively as a team. The name is indicative of the "either or" choice you are making.
- b. For round one, your team must decide on whether the world is going to keep pancakes or waffles, and the other is to be obliterated from existence. Anyone can advocate for a favorite choice, and ultimately you must have a vote of majority to make the decision.
- c. After one option is eliminated, you add a new competitor. For example, the game may become Waffles vs Pumpkins, and then Waffles vs Puppies, and then Puppies vs Kittens, and then Kittens vs Romantic Relationships, and similar.
- d. Typically the longer you play, the more intense the conversation gets and the more team members will share their values. The game mechanics are helpful for team building because the initial conversation of Pancakes vs Waffles is low stakes, and it only gradually becomes more personal as you get to later stages.

20. Heads Up!

- a. Download it on someone's phone and play away!

21. Escape Rooms

- a. There are virtual or subscription boxes with escape rooms – super fun if you have staff who love a good puzzle!

22. Whose Tune?

- a. Before the meeting:
 - i. Have each staff person identify a song that lines up with the theme you identify. They should share the song choice with only the supervisor, not the group as a whole.
 - 1. Some themes:
 - a. Song of their childhood
 - b. Song that represents part of who they are as a person
 - c. Song that absolutely makes them dance, every time they hear it
 - d. Their high school jam
 - ii. Compile a playlist of all the songs they shared with you. Can be done on spotify, youtube, apple music, etc. Whatever streaming service tickles your fancy.
 - ii. Compile a playlist of all the songs they shared with you. Can be done on spotify, youtube, apple music, etc. Whatever streaming service tickles your fancy.
- b. At your meeting, play a 30-45 second clip of the song. Staff need to guess WHO picked out that song. Can do bonus points if they can name the song title/artist.
- c. Once all the songs are shared, go back through and share who actually picked the song. Usually, staff will then share why they picked the song they did and you get to learn a fun little bit about them.

23. Marshmallow Tower

- a. Who can build the tallest tower out of mini marshmallows and toothpicks? Give everyone 5-10 minutes.
- b. Can also be done with spaghetti and tape/string, with more details of that version here: <https://tinkerlab.com/spaghetti-tower-marshmallow-challenge/> -



c.

Other things to try:

24. End meetings on a positive note

- a. Try to end meetings on a positive note – it can be a funny story, an inspirational/uplifting quick video, or a “kudos” moment where people can give shout outs to each other.

25. Play music

- a. Music can be a great way to set the mood for a meeting/activity. Have some planning as people arrive to keep things fun and positive.

26. Would you rather?

- a. Begin by thinking of a series of random “Would you rather?” questions, for instance, “Would you rather attend an opera or a football game?” or “Would you rather eat pancakes or cereal for breakfast?” Divide the room in half with a piece of tape, write each answer possibility on a notecard and place them on opposite sides of the tape. When you call out the question, each employee will jump to the side that corresponds to their answer. You can google questions for this game easily!
- b. You can repeat this with other questions for however long you want the game to last. Knowing each other’s answers can also show teams what they have in common and allow them to build friendships based on their mutual interests.

Workplace Wellness Initiatives

1. 4 day work week (letting staff use PTO to fill in hours)/Flexible schedule
 - a. Flexible schedule includes having staff choose when they work in office vs home along with the hours they are working. Work with staff to make sure work duties are completed, but respect they have a life outside of work. Expectation to keep Outlook updated so we all know what hours and when staff are off.
 - b. Policy
 - c. Requested Schedule
 - d. Sample Schedules
 - e. Examples of productivity measures
2. Prioritize wellness day-The goal is having a consistent and predictable day off, but due to meetings or staff personal things, it can be adjusted.
3. Monthly team wellness newsletter
 - a. Get to know your coworkers section
 - b. Hailey's Holistic Corner-more in depth information on a specific health topic
 - c. Topic of the month-example: affirmations, exercise etc.
 - d. Short reminders on top or fun things to try
4. Mission, Values, Vision discussion and statements
 - a. Utilized Jamboards during staff meeting by asking questions about our department, great way to get people to participate and its anonymous
 - b. Wellness Committee then convened and help create concise statements
 - c. Reviewed during staff meetings to make sure it captured staff's ideas
 - d. Will be posting pieces of our mission, values and vision on our bulletin board in each location along with highlighting pieces in newsletter
5. Giving access to Calm App to everyone
 - a. Calendar of monthly activities from Calm App
 - b. Need to encourage use
 - c. Utilize some of the Daily activities in meetings: Daily Meditation, Daily Move etc.
6. Every other week check ins with each staff
 - a. ½-1hr virtual or in person
 - b. Goals are set for the 2 week period including a personal goal for self
 - c. Provide time to review what's happening, technical assistance, talk through projects, set goals and a protected time and space regularly
7. Continuous support for taking time off
 - a. A part of staff meetings conversation to make sure our community is still getting served.
 - b. Time off is encouraged
8. Setting an example as leadership with boundaries and time off.
 - a. Be conscious of work hours
 - b. Trying not to work on evenings and weekends if able, not sending emails at all hours regularly.
 - c. Taking time off and making it the norm to utilize PTO earned.
9. Giving kudos to people in the way they prefer
 - a. Utilize Team User Guide to know how staff prefer to be recognized
 - b. Carve out time weekly to make kudos

- c. Can do an easy shout out at the end of a group meeting for some
- 10. Meetings-schedule in regular breaks throughout
 - a. Start with a quick overall check in-pictures, mood meter, emoji, meme
 - b. Build in meditation or movement activity-quick stretch, standing up, utilize Calm App Move
 - c. Team building activity, conversation or story
 - d. End on a positive note; Create agendas that end positively. Moment of gratitude or funny moment
- 11. The Wishing Well Concept- <https://wellnessmn.org/> -->About 2/3 way down on right hand side called- Wishing Wellness Concept; includes video & documents. Real-time tools to destress, relax, let go, and build resiliency skills during the course of a stressful day. Provides activities that can be done then and there, along with the "why" behind its effectiveness." Take it with you" stress relieving skill building.
- 12. Reflective Practice-provide staff with an opportunity to try reflective practice with an outside entity; it can help them work through work and non work things that are impacting their work and wellbeing. Happier staff will help with more quality work and positive outcomes in our community. We have unconscious and conscious bias that impact the work we do and it can impact our work negatively, this can help staff work through some of that.

Agreement & Productivity Form for Productivity and Wellness Trial

Name:		Department:	
Role:		Supervisor:	
Work location(s):		Start Date:	
<u>Productivity Measures</u> <div style="margin-left: 40px;"> 1. Write in here. 2. Write in here. 3. Write in here. 4. Write in here. 5. Write in here. </div>			
Confirmation and Agreement			
I agree to participate in the productivity and wellness work week trial. My participation is voluntary and at any time I can return to contracted work hours. I will be working with my supervisor and coworkers to create a schedule that does not impact services provided to our community.			<input type="checkbox"/>
This agreement is subject to the employee satisfying the following conditions on a continuing basis: <input type="checkbox"/> The employee shall perform all job duties at a satisfactory performance level. <input type="checkbox"/> The employee's work schedule does not interfere with normal interactions with his/her supervisor, co-workers or customers. <input type="checkbox"/> The employee's work schedule does not adversely affect the ability of other employees to perform their jobs. <input type="checkbox"/> The employee agrees that all obligations, responsibilities, terms and conditions of employment with the county remain unchanged, except those obligations and responsibilities specifically addressed in this Agreement.			
I understand that this form may be changed or removed at any time at the sole discretion of the supervisors. The supervisor's decision may or may not be related to the success or otherwise meeting my individual productivity measurements. By opting into the trial and signing this request form, I understand and agree that the terms and conditions of my employment remains unchanged and that the Productivity Form does not form a contractual term of my employment.			<input type="checkbox"/>
I understand that my participation in the trial may be removed by supervisors due to (but not limited to) the following: <input type="checkbox"/> I have not met the agreed productivity measurements within the agreed review timeframe;			

Agreement & Productivity Form for Productivity and Wellness Trial

<input type="checkbox"/> A project, workload, client issue/complaint or team leave situation requires me to work my contracted hours of work; <input type="checkbox"/> Other unforeseen circumstances that require to return to our contracted hours of work.	
I agree to participate in internal focus groups or surveys in relation to employee wellbeing and engagement.	<input type="checkbox"/>
I understand that by participating in the trial that I remain available to attend work or adjust back to contracted work hours as needed.	<input type="checkbox"/>

SIGNED _____ DATE _____
Employee

SIGNED _____ DATE _____
Supervisor

July 2022

HEALTH & HUMAN SERVICES

Vol 1 Issue 5

Monthly Newsletter



Walking season is here!
Utilize your breaks and take
walks. And don't forget to try
out your "Music for Walking"
on your Calm App



Focus on the step that is right
in front of you. Not the whole
staircase.



Fourth of July is on a Monday
this year! Enjoy your extra
day off spending it with
people you love.

SELF-CARE OR SELF-SOOTHING: WHICH ONE DO YOU PRACTICE? WHICH ONE SHOULD YOU PRACTICE?

Have you ever found yourself in a situation where you've been working really hard to meet a deadline, and once you meet it you feel absolutely exhausted? And then to help yourself feel better, you grab a glass of wine, or sit down and binge some Netflix? Yeah, I've been there too! But, are those things actually renewing our energy, or are they simply numbing or "soothing" our feelings of overwhelm and exhaustion? The answer, is that unfortunately those practices are nothing more than a band-aid. They will help us feel better in the moment, but not in the long run. So, what should we be practicing? To better understand this let's review the difference between self-soothing and self-care.

"Self-soothing is about numbing or procrastinating. It's about taking a break before going back to the real world. Self-care is forming *daily habits* and *dedications* that keep your *energy supply high, restored, and renewed* — not just soothed and numbed, as people do with self-soothing. So many of us run ourselves into the ground, then soothe ourselves and never really restore, and get caught up in that cycle." - Cy Wakeman

The biggest factor when it comes to practicing self-care vs. self-soothing, is that we are establishing DAILY habits that are going to reduce our overall stress load and support our energy levels. What might those daily self-care habits look like? Let's explore some below!

Self-Care Practices to Work Toward Incorporating Each Day:

Practicing meditation/mindfulness

Journaling/acknowledging what you're grateful for

Practicing good sleep hygiene - we've highlighted this in a past HHS newsletter :)

Setting boundaries at work and at home

Moving your body - remember any movement is good movement

Eating plenty of whole foods and drinking enough water each day

Spending time/connecting with family/friends

If practicing daily self-care is new to you, start by incorporating just one of these practices into your day. Once you feel like that practice is established in your daily routine, you can work to add another one in.

We'd love to see/hear how you incorporate self-care practices into your day! Snap a picture or send a quick email to public.health@co.pine.mn.us if you'd like to share!



The calm app is such an incredible tool to use when it comes to practicing daily self-care. Whether you're looking to practice mindfulness, express gratitude, move your body, or improve your sleep, the calm app has got you covered! A personal favorite at the moment is the daily calm! Such a great way to center myself even during the busiest of days.



SALENA FOX

Child Support Officer

What has been your greatest kitchen mistake?

I am well known for my hockey pucks on the grill. My husband is the chef for a reason.

If you could time travel, when would you go?

Back to the time my grandparents were alive.

What's your pet peeve?

Hearing people or animals chew.

What is the most courageous thing you've ever done?

Graduated college, worked fulltime, and raised two babies while doing both.

Would you rather eat cake or pie?

Chocolate Cake with Chocolate Frosting

What's your favorite childhood book?

Clueless, but we enjoy reading Roar of a Snore.

What are your three favorite movies?

Warrior, Something Borrowed, Burlesque

If a genie granted you 3 wishes right now, what would you wish for?

Cancer Cure, Bill Free, Endless Vacations

Who is your celebrity crush?

Channing Tatum and Chris Hemsworth

If you were an animal, what would you be and why?

Probably my dog, always happy, spoiled, and gets lots of love. Only worry is her next meal. Sounds pretty perfect to me!