



TO: Maine Worksite Wellness Initiative (MWWI) 2009-10 members
FR: R.H. Ross, convener
DA: 6 October 2009
RE: 2009-10 Meeting 1 (1 October 2009) at MCPH, Augusta ME

Members present: Algozzine, Antonucci, Bielecki, Bubar, Downing, Klane, Leonard, McPeck, Primmerman, Ross, Spaulding.

Thank you one and all for a very good start. Personally, I like one-pagers and so here, from the top, is my meeting summary. Please do correct any error of commission or omission and do be in touch on follow-up.

1. **Roundtable.** Confirmed that 20-minute Roundtable will be project-oriented. A "project" may be defined as any member's discrete, goal-oriented activity, typically having a beginning, middle, and end. At Roundtable, 4-5 members will spend up to 4-5 minutes each reporting a project-in-consideration (including a specific RFP or CFP), in-planning, in-progress, or in-conclusion, and raising issues, thinking out-loud, tracing lessons, seeking partners, collecting comments; report material will be e-circulated three days in advance.
 - membership will rest as reported on the Roster and new members will be added by recommendation.
 - the MWWI 2009-10 "one-pager" (June 28, 2009 draft) third bullet should be a little "looser."
 - the remaining five 2009-10 Meetings shall be held Thursdays and at 3:00pm provisionally as follows:
 - November 19, 2009: MCPH, Augusta ME
 - January 7, 2010: CIANBRO Corporation, Pittsfield ME
 - February 25, 2010: MCPH, Augusta ME
 - April 15, 2010: St Mary's WorkMed, Trolley Medical Building, Lewiston, ME
 - June 3, 2010: MCPH, Augusta ME.
 - the distance format for meeting attendance will be by Webinar; fall-back is pre-distributed Power Point .pdf and call-in; higher tech options may be experimented; TBD by meeting host and/with presenters.
2. **Briefing:** confirmed that at 35-minute Briefing a member or (invited) associate will brief the group on a current or emerging occupational safety and health (OSH), public health (PH), workplace health promotion (WHP), or policy science (PS) topic of substantive (e.g. clinical, epidemiologic, policy, organizational, exposure, ergonomic) or methodologic (e.g. biometric, econometric, informatic, GIS, MIS) import.
3. **Presentation:** confirmed that at 35-minute Presentation a member will present an early/mid-stage proposal (e.g. to be submitted to a funder, client, or board), early/mid-stage project (e.g. preliminary data, outcomes), or early/mid-stage report (e.g. to be submitted to a funder, client, board, journal, or meeting) for constructive comment.

MWWI 2009-10. Briefing and Presentation list (Provisional: draft 2 October 2009)				
Meeting date/topic	Briefing		Presentation	
	Briefer	Arranger	Presenter	Commenter
19Nov09: OHS & WHP integration	Glorian Sorensen	R. Ross	J. Klane et al	D. Leonard
7Jan09: Depression at work	Debra Lerner	R. Ross	John Bielecki et al	S. Olson
25Feb10: eHRA & iHRA approaches	Robert Ross	N/A	Larry Catlett et al	R. Bubar
15Apr10: Diabetes/MetS at work	Dee Edington	R. Ross	A. Spaulding et al	T. Algozzine
3June10: Community approach	David Crawford	R. Ross	Bill Primmerman et al	W. McPeck