

Wellness Planning Workshop 2025



Presented by:

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CHOICE | HEALTH | SERVICE

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Group Agreements

- **Be vulnerable** – ask questions about what you don't understand. Offer ideas during group activities.
- **Be creative** – open your mind to new possibilities, create space for imagination.
- **Be present** – silence and put away devices.



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Introductions

- Name
- Employer
- Pronouns



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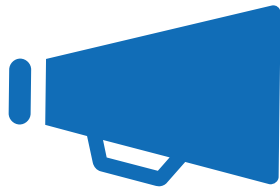
Connection Before Content: Speed friending



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Land Acknowledgment

We want to acknowledge the Chelan, Okanagan, Yakama, Cayuse, Umatilla, and Walla Walla tribes whose traditional territory we are gathered on today as well as the diverse and vibrant native communities across Washington.



Announcements



Smile! You're on camera.



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Agenda

- Introductions
- Connection before content
- What's new?
- Connecting goals to metrics
- Designing activities
- Wrap-up



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2025 WellCity Video



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What's new in 2026?

- WellCity changes
- Fall step challenge
- Castlight customizations



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1-3: Wellness program plan

A strategic plan is established and includes the following:

- Mission statement
- Vision
- **SMART** Long-term goals (**specific, measurable, achievable, relevant, time-bound**)
- Annual wellness program budget of at least \$10 per full-time employee. Not to include staff salaries or benefits.
- Program activity overview
- Communication plan (5-2)
- Evaluation plan (6-4)

Upload Wellness program plan to eWellCity.

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3-3: Community partnerships

Leverage **Partner or promote** programs and service provided by businesses and other community resources to expand your program capacity. **Examples: Coordinate a team for a local community event, organize a food drive or school supply drive, publicize a community health fair, health education classes, or screening opportunities at local clinic or hospital, promote the local farmer's market, or advertise offerings at your local library.**

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Castlight customizations for organizations

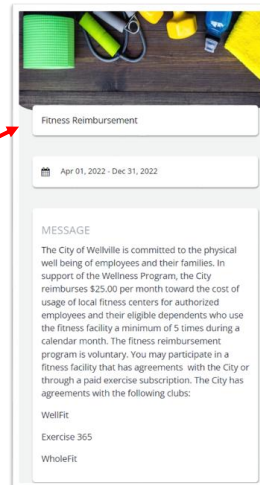
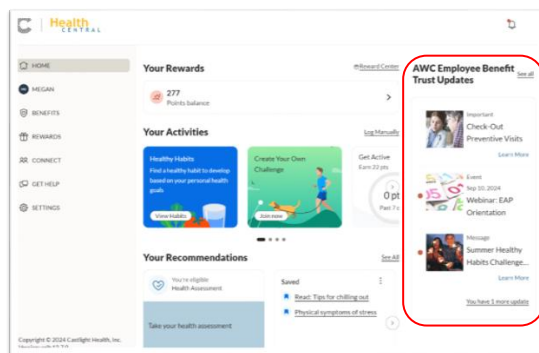
You now have the ability to customize content in Castlight for your employees!

- Messages
- Surveys
- Events



Castlight Customizations: Messages

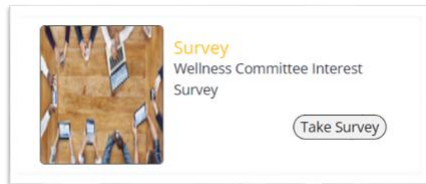
Communicate program information to employees in Castlight!



Castlight Customizations: Surveys



Deploy short surveys to gather data about your program!



Close

What would motivate you to participate in City-sponsored wellness activities?

Pick multiple answer

Offered on City time

Prizes/cash rewards

For my own health

Friendly competition

Helping others

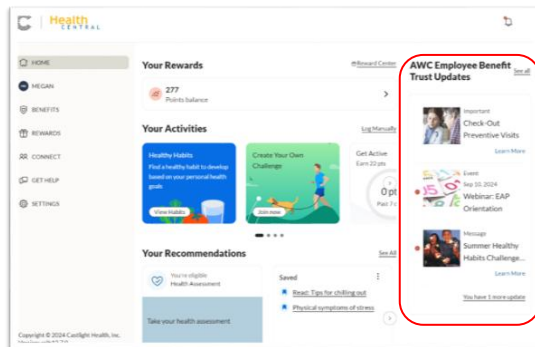
Next

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Castlight Customizations: Events



Share upcoming wellness event information!



Wellville Staff Hike!

06/15/2024, 10:00 AM - 01:00 PM
[Add to calendar](#)

Mountain Trailhead
[Get directions](#)

DESCRIPTION

Join your Wellville coworkers for a group hike! The group will be departing from the Mountain Trailhead at 10am.

CONTACT

Chris Traeger
Wellness Committee

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Castlight customizations process

- Request using our Forms link
- 30 days prior to publish date
- Now taking requests for 2026



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Happening now!

HARVEST HUSTLE CHALLENGE

Join the AWC Trust social steps challenge. Tag your friends to walk on the journey with you and help other players unlock exciting new levels along the way.

Enrollment begins September 24
Challenge runs October 1– October 29

Join in Castlight today. Download the mobile app or visit mycastlight.com

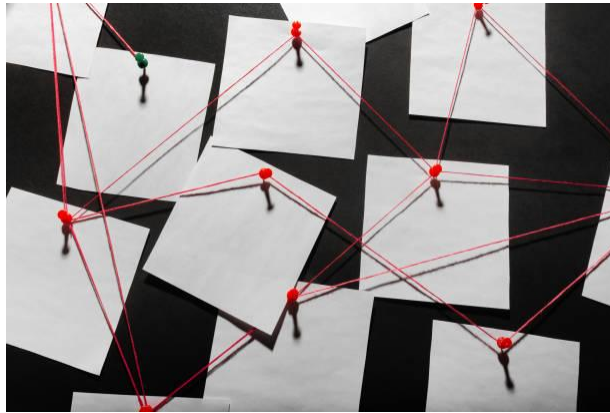
Download on the App Store | GET IT ON Google Play

The graphic features a dark blue background with a central illustration of two people walking a dog in a cityscape. A smartphone on the right shows a social steps challenge interface with a progress bar and various icons. Logos for Castlight and AWC Employee Benefit Trust are in the top right corner.



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Connecting goals to metrics



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Measure what you're doing



- Measuring your long-term goals
 - Qualitative (text)
 - Quantitative (numbers)
 - Tracking progress



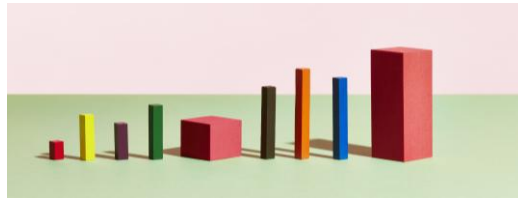
Is what you're collecting data on or asking questions about relevant to your long-term goals?

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Why measure



- To monitor progress
- To see where your program is excelling
- To see where your program needs improvement or updating
- Help to structure your program evaluation



How will you know if you've hit your goal or if you're on the right track?

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Vision

What do you want your workplace to look like.
Think dream state.

Mission

How are you going to make your vision happen?
Actionable!

Goals

How will you measure it? Make it SMART!



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Time to get SMART about long-term goals

How will you measure your mission?

- **Specific** – who, what, when, where, which, why?
- **Measurable** – metrics you are going to use
- **Achievable** – make your target attainable
- **Relevant** – should align with overall organizational goals and wellness program mission & vision
- **Time-bound** – identify the target date to reach goal



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Making it measurable

Long-term goal: Increase physical activity

- **Health Assessment questions:** In general, how often are you physically active?
- **Program participation:** challenges, fitness center reimbursement, etc.

New goal: Increase the number of employees who are physically active multiple times per week from 43% to 50% by 2026.



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Examples

- Increase wellness program satisfaction by 5% by 2026.
- Improve physical work environment through annual implementation of two additional supports.
- Decrease the number of employees who report that stress has affected their health or well-being in the last year by 10% over the next three years.



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Connect your goals & metrics



- Define goals
- Align goals with organizational objectives and program mission & vision
- Refine goals
- Define measurable metrics
- Review and track metrics throughout program year
- Refine metrics as needed

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Setting goals & metrics activity

- Review scenarios provided with your group
- Create 1-2 long-term goals
- Identify the evaluation measures you will use for each goal
- Share goals with larger group

Cheat format for writing goals

Increase/decrease _____ by _____ by _____.
(measure) (amount) (time period)

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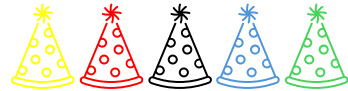
Designing an activity

- Using your goals from previous activity
- Design an activity
- Share the activity with the group
- Provide feedback using the 6 thinking hats

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Using the 6 thinking hats



- **White:** Data and information – what exists, what’s needed, where to get it.
- **Yellow:** Positive and optimistic view of benefits and value.
- **Black:** Risk, critical judgement, and logical reasons for concerns.
- **Red:** Feelings, intuition, instincts – no justification needed.
- **Green:** Creative thinking, new ideas, alternatives, and possibilities.
- **Blue:** Manages the thinking process. Sets agenda and focus.

de Bono, E (n.d.). Six Thinking Hats. The De Bono Group. [Six Thinking Hats – De Bono Group](#)



Trust worksite wellness resources

Training	Challenges	Programs	Mini Grants
<ul style="list-style-type: none">• Webinars• Workshops• Conferences	<ul style="list-style-type: none">• Castlight step challenges• Paper-based challenges	<ul style="list-style-type: none">• Wondr• Vida Health	<ul style="list-style-type: none">• Receive up to \$500 for your program

Training



Webinars & networking

- 3rd Thursday of the month
- eLearning library

Webinars for employees

- Quarterly presentations

EAP Webinars

- 2nd Tuesday of the month
- On-Demand
- By request

Healthy Worksite Summit

- March 4-5, 2026

Wellness Planning Workshops

- Every October

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Paper-based challenges



Unlock the Laughs

Participants unlock the keys to laughter to melt daily stressors away.



Tasty Twist

Ramps up produce intake through daily tracking to increase servings of fruits & veggies.



Happy Trails

Promotes longevity and combats stress through weekly happiness practices.



Unplugged

Unplugs busy minds for better sleep through mindfulness, relaxation, and digital detox.



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More questions? Contact us



1-800-562-8981
benefitinfo@awcnet.org

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What's one thing you learned today?



PollEv.com/wellcity



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AWC
EMPLOYEE
BENEFIT
TRUST

Prize drawing!

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