

# **BBK**

## **Wellness Policy Implementation Plan**

- The established Wellness Committee will meet quarterly to review and recommend practices as they relate to the wellness policies.
- The Wellness Guidelines will be posted in the Office and will be communicated through various communication tools such as emails, website, and newsletters. At BBK we will utilize Mailchimp to communicate with our collaborative members through our working groups.
- Wellness Guidelines will also be included as part of new employee orientation training and new clients will be introduced to the Wellness Guidelines and will be given a copy of the Wellness Guidelines during orientation.
- Each month during our Health and Wellness Day (every 3<sup>rd</sup> Friday of the month), wellness related ideas/practices will be on the all-staff meeting agenda to assure wellness policy compliance. Wellness Days are mandatory for staff and last 2 hours.
- The stipend will be used by the Community Engagement and Advocacy Team and the Early Childhood Learning and Development Team to do activities in the community such as water zumba, hikes, and other fun activities that encourage an active lifestyle and wellbeing.

