



**SACRAMENTO  
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**The WELL Advisory Group Meeting  
March 7, 2018  
The WELL, 2nd Floor, Shoreline Room**

**Minutes**

1. **The meeting was called to order at 7:35 a.m. by Mark Anthony Sohl**
  - A. Members present: Kindra Begley, Jamie Hoffman, Makenzie DeLaughder, Ethan Shaw, Nneka Omekam, Elena Larson, Brittani Gustinell, Mark Anthony Sohl,
  - B. Also present: Kate Smith, Tori Butler, Jill Farrell
  - C. Absent: Trinity Jackson, Bill Olmsted, Jessica Swart
  
2. **Public Comment: None**
  
3. **Consent Calendar:**
  - A. **Approval of Advisory Group Minutes for February 7, 2018**  
**[Consensus for approval of minutes as written: Passed]**
  
4. **Old Business**
  - A. **Expansion update: Smith**
    - Smith shares slides of the WELL Expansion program documents with the group and provides an overview of the project areas, noting that the plans are not final and may change. She begins with the locker room area and explains that the design team focus is on creating spaces based on activity, rather than based on gender, which stemmed from feedback during the focus group. Therefore, there will be an open space with just lockers and changing stalls, which is being referred to as "Locker Island" in a joking manner, but has yet to be named.
      - Hoffman asks if the space is open to the hallway. Smith confirms, noting that there will be walls but no doors.
      - DeLaughder asks for clarification because it appears that members would have to choose which door or hallway to enter into the space through, therefore individuals would still have to enter through a gender specific entrance. Smith explains that there will still be dedicated spaces for men and women, but there will also be a gender-neutral area, which will be an open space with no entry.
    - Smith shows the plan for the back of house area, which is being referred to as "The Retreat" but also has yet to be named, which includes a service desk for towel checkout and possibly equipment checkout, maintenance and IT offices, a lounge area, and sixteen "cabanas". Smith

adds that the team is trying to find a new name besides “cabanas” and states that they will just have a shower, changing space, a bench & hooks. She notes that the entire space is a universal design so all rooms are wheelchair accessible. There will also be four all-gender restrooms, a counter & mirror area for members to finish getting ready without taking up a changing stall or “cabana”, and either men’s & women’s restrooms or smaller locker rooms.

- Begley asks if the towel and equipment desk is a secondary station, or if the current one is moving. Smith states that it will be an additional desk, further noting that it will be staffed all times during operating hours.
- Larson states that it may be a challenge to keep people moving through the space and not being stuck in one area. Smith explains that there will not be too many amenities in each space so that it is not occupied for purposes that it is not intended for. Larson then acknowledges that the sinks and mirrors are outside of rooms so people should only shower and change inside the rooms.
- Sohl points out the pool table in the design and indicates that he likes it. Smith states that the architects put it in the design as an idea, but the team is not sure about it. Smith then asks the group if they feel that members would want it. There were multiple yes’s stating it could fall under informal recreation.
- Larson asks how many lockers are being added. Smith’s best guess is over 600, including the “cabana” area.
- DeLaughder notes that the top locker in the locker room is up fairly high. DeLaughder, who is 6ft tall, realized when struggling while reaching for the locker that it is very high, and suggests at least moving the lock portion lower. Smith agrees.
- Shaw asks if there are planned interruptions of service, for example locker rooms. Smith states that there will be closures but the plan involves sequencing the work in a strategic manner to limit inconvenience as much as possible.
- Smith moves on to show plans for the second floor which will include an internal conference room as well as two group fitness studios with sky fold walls that will allow the rooms to be converted into one large room for special events. Also shown is an open space that will possibly be used for stretching and cool-down, but has not been defined yet.
  - Begley states that there is a lot of need for stretching areas, as students are struggling to find stretching space.

#### B. Campus fitness trail discussion: Smith

- Smith reminds the group that Jamie Hoffman mentioned this topic at the previous meeting regarding exploring the idea of a fitness trail on campus. Hoffman states that she has not explored cost, but she knows that UEI is willing to fund a portion and she would ask President Nelsen to fund the rest. According to UEI, it would be ideal to have the trail run by The WELL. Hoffman then explains the concept and that there are community parks with trails that have fitness equipment along the trail such as an elliptical, pull-up bars, etc.
  - Farrell asks how the equipment is protected from elements since it is outdoors. Hoffman explains that it would not be typical equipment; it would be metal, all weather equipment.
  - Omekam asks if it will be on campus. Hoffman confirms and explains that it would encourage students to work out on the way to class etc. Omekam states that the liability would be a concern if students got hurt on equipment, adding that it sounds dangerous but would be a great idea.
  - Begley states that she sees a lot of students and community members running on campus and using stairwells for their workout, so it would be great to have actual equipment.
  - Sohl states that the idea is favorable but recommends working with Risk Management to

address the safety aspect.

- Larson offers to find a contact in Risk Management since they are in her department.

## S. New Business:

### A. 2018-2019 WELL Strategic Plan: Smith [MSP: Larson, Begley]

- Smith provides an overview of the foundation of the Strategic Plan and reviews the campus goals as well as the corporate goals for Union WELL Inc. from 2017-2020. She explains that the WELL and the Union select their top three focuses of the ten corporate goals, and notes the WELL's focus is on numbers 6, 7 and 10, which are listed at the top of the WELL's strategic plan. From there, the management team creates project lists and performance measures. She then reviews the administrative project list, which is mostly focused on expansion. She moves on to the fitness project list highlights, including incorporating heart rate monitors in group fitness classes, working with SHCS in implementing physical activity as a vital sign during appointments, creating "learn to" classes, and collaborating with Residence Halls to host satellite perform well workshops.
  - Begley asks if the "learn to" classes will be promoted as such, and notes that many students have fear of equipment from not knowing how to use them and it keeps them from coming to the WELL. Smith states that she doesn't know if it will be called that on marketing material, but if it will help bring students in, it's great feedback.
  - Omekam points out a typo in project #8, "offerings" is spelled incorrectly.
- Smith moves on to the Member Services & Marketing project list. Projects include working on a communication plan for expansion, exploring a locker rental program, and a membership software solution RFP. Smith adds that the current software has been used for eight years and is approaching the end of its contract term, so the team is exploring options.
  - Begley asks about the locker rental program and if it would just guarantee lockers. Smith explains that a set amount of lockers would be selected to be available for rental, and adds that many recreation centers already have this program but the WELL has never had the capacity for it. It would also allow use of lockers overnight since staff currently clears out all lockers every night.
    - Shaw asks if requests would be submitted online. Smith states that the hope is to integrate the program with the new membership software, but as far as member signup, it is not known yet.
    - Larson asks if the locker rental would be a monthly or weekly fee. Smith states that Swart has done research and that it will likely be a monthly fee on EFT, similar to membership dues.
    - Shaw states that it would be good to integrate it with One Card payments. Smith states that the team would have to look into it, noting that the option was explored when the WELL first opened and that there were challenges, but she is not sure what they were.
      - Larson offers to help since it is within her department area and adds that there were issues and there has been some back and forth, but it can be done.
- Smith proceeds to review the Operations and Aquatics project list. Highlights include researching best practices for injury and incident reports, and hiring a Coordinator of Operations.
  - Hoffman asks if having more equipment available at the pool has been discussed. Smith states that Swart would be the best person to answer that, adding that she knows there was equipment available but isn't exactly sure what.

- Hoffman asks if the wheelchair lift is going to be fixed, noting that it has been out of order since August 2017. Smith states that work orders have been opened but the Facilities department is responsible for repairs. Larson states that Facilities is also under her division and she can ask around.
- Smith then reviews the Special Events & Informal Recreation project list highlights, which include restructuring Sober Grad Night offerings, increasing WELLzone reservations, as well as planning and executing an expansion groundbreaking event. Smith reviews the Climbing & Group Facilitation highlights including transitioning to AMGA standards and explains that PCIA standards were used when the WELL opened because AMGA did not focus on indoor climbing at the time, but have since broadened their scope. Intramural sports project list highlights include collaborating with local apartment complexes to promote Intramurals to student residents, and collaborating with the fitness department to incorporate a fitness based intramural program. Lastly, Staff Development Assessment & Inclusive Recreation highlights include expanding the Leadership Training Series (LTS) through campus partner collaborations, expand the Unified Sports program, work with Sac State Aquatics to adopt adaptive kayaking, and address increased staffing needs as the program expands.
  - Omekam shows an LTS flyer and announces that sessions are open to anyone interested.

6. Reports and Comments

A. Director: Smith

- Smith states that the total number of WELL members is 24,113 and 95% are student members. The WELL also successfully hosted the Capital City Shootout basketball tournament, with 35 teams participating and over 30 schools represented. Sac State Sk Fun Run is coming up April 19; registration is currently \$23 but goes up March 17 to \$26. Smith also announces that the SK committee is accepting volunteers. Lastly, Smith announces her pregnancy, due July 11.
- The next meeting in April will be combined with the Union Advisory Group to go over the corporation's budget.

B. Assistant Director: Swart

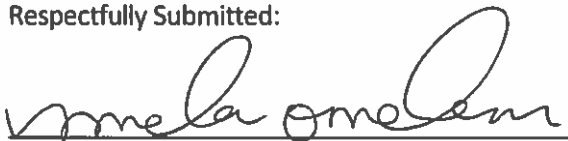
- Not present

C. Advisory Group members

- Omekam mentions the upcoming LTS session "WENDY THE WELL MEMBER", a presentation from the perspective of a WELL member, on April 2<sup>nd</sup> at 5:00pm in the WELL's Terrace Suite.

7. The meeting was adjourned at 8:37 am

Respectfully Submitted:



Authorized Signature

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Date