

Riverside Community College District
EMPLOYEE WELL-BEING SUB-COMMITTEE
December 1, 2025

Minutes DRAFT

Committee Members:

Tammy Few, Vice Chancellor, Human Resources & Employee Relations
John Geraghty, Controller
Maria Alvarez de Pacheco, Professor, Counseling, MVC
Kara Zamiska, Associate Professor, Psychology, NC
Casandra Greene, Curriculum Program Coordinator, RCC

Guests:

Carmen Crane, Senior Account Executive, Employee Benefits, Keenan & Associates
Edwina Cardenas, Benefits Specialist
Vanessa Torres, KeenanWell
Michelle Clark, KeenanWell

Absent:

Star Taylor, Associate Professor, English, RCC

District Staff:

Rosa Espinoza-Leal, Executive Administrative Assistant

- I. Welcome and Call to Order
 - a. Meeting called to order at 1:07 p.m.
- II. Approval of Minutes
 - a. October 29, 2025 Meeting Minutes
 - i. Motion to approve: Greene/Zamiska
 - ii. Minutes approved.
- III. Presentation(s)/Guest(s)
(None)
- IV. Updates and Discussion
 - a. EWB Logo – C Greene
 - i. Option 2 was preferred, CG redrew it as an EPS, there was some branding feedback, colors are in line with branding, font in line with District font, add “sub”,
 1. Leaves represent growth, leaves could represent different aspects of well-being, tree of life, tie ourselves to District “tree”
 - ii. Next steps
 1. Run through marketing department, have it tagged as ours so no one else can use it (Few)
 2. Once solidified as belong to this sub-committee get communications department to devise a marketing campaign
 - b. KeenanWell Update – C Crane, V Torres, M Clark
 - i. Shared/reviewed the Wellbeing Proposal of Services
 1. Implementation phases are for organizational foundation/culture
 2. Surveys: look at as touch point/feedback as to how we are doing, may not be able to do a survey every year and be able to pivot, keep short and simple, maybe try virtual focus

groups instead of surveys, pulse check surveys; want to get as much participation as can get

3. Timing: Spring starts 02/17/26, start would be focused on academic year; if Fall after Labor Day, if in Spring after MLK; suggest hard launch on Sept 14th; may need AP modification and how to recruit people to assist; would need to build awareness/momentum/excitement
 - a. Wellness Champion
 - i. Application
 - ii. Interest Surveys, by employee groups
 - iii. Focus Groups, by employee groups
 - b. Suggest providing information during Flex Session (Aug 19-21)
 - c. Suggest it be on Open Enrollment presentation schedule

V. New Agenda Item(s)
(None)

- VI. Action Item(s) - Assignee, Description/Information, Due Date, Status, Comments
- a. Flex Coordinators, coordination with – E Cardenas, Kara Zamiska (launch, presentations)
 - b. Open Enrollment – E Cardenas, Kara Zamiska
 - c. Marketing Dept,
 - i. Logo Trademarked – T Few
 - ii. Rollout - T Few/C Greene
 - d. Intranet Site (Total Rewards), T Few/ E Cardenas/ R Espinoza-Leal
 - e. Other Ideas, things can get done, timeline – T Few, C Crane, E Cardenas
 - i. Spreadsheet for program timeline for launching – V Torres
 - f. DSPC, under ESEEJC
 - i. Reporting as to activities (have done, will do, suggest early April), develop slides for presentation, present at meeting – volunteers to email VC Few

VII. Next Meeting
a. TBD

- i. March/April/May
 1. 1st Monday of the month at 1pm (REL to send meeting invites)
 - a. March 2, 2026
 - b. April 6, 2026
 - c. May 4, 2026

Meeting adjourned: 2:16 p.m.