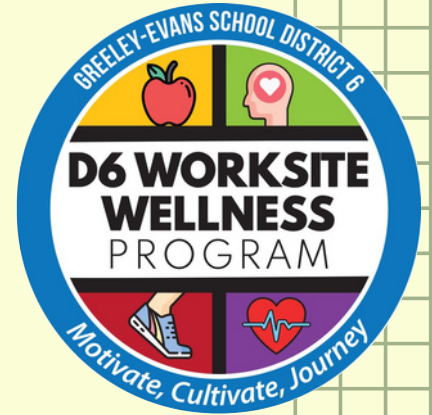


Healthy Meeting Toolkit



Recommendations to promote a healthier workplace environment



Nutrition Recommendations

Beverages

- Make water the default beverage
 - Plain, sparkling, or flavored. Infuse with fruits or herbs
- Limit sugary drinks
 - Consider unsweetened teas or coffee with low-fat milk



Food

- Include fruits and/or vegetables every time food is served
 - Offer hummus with vegetables instead of creamy dressings
- Prioritize whole grains and lean proteins
 - ie: Whole-grain cereal or oatmeal for breakfast and whole-grain bread with turkey or chicken for lunch
- Provide healthy desserts
 - Including fresh fruit or yogurt parfaits
- Consider dietary allergies and restrictions
 - Clearly label all food items for ingredients and common allergies
- Support individual choice and honoring hunger cues
 - Offer buffet-style with options so it's easier to make half the plate fruit and veggies depending on individual preferences
 - USDA recommended portion sizes



Movement Breaks & Brain Energizers

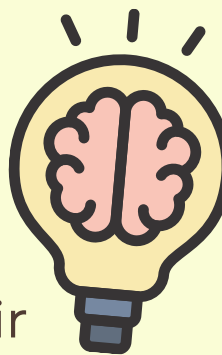


Physical Activity

- Add short movement breaks to long meetings
 - Encourage stretching and standing to boost energy
 - Walk-and-Talk pairs: break into pairs, walk for 5 minutes, then return and share insights
- Suggest walking meetings
 - For small group sizes, encourage walking discussions rather than sitting ones
- Seated chair yoga
 - Find a YouTube video to follow for 5 to 10 minutes

Grounding Activities & Ice Breakers

- Sweet and Sour
 - Name something “sweet” going on in your life, then name something “sour” or challenging
- If you had to delete all but three apps on your phone, which ones would you keep?
- Coordinate a potluck where staff contribute their favorite healthy recipes from their family or culture
 - Create a sign-up sheet and share the meal together!
- Here are additional examples of grounding questions and ice breakers



Catering Guide

What is Healthy Catering and Why it Matters:

- Healthy catering is not about restriction or limitation. It focuses on what can be added to a meal to promote variety and balance. Offering a variety of proteins, veggies, and toppings encourages creativity while allowing individuals to build meals that reflect their personal preferences.
 - Build-Your-Own options are helpful when catering to be inclusive of dietary restrictions and preferences.
 - The options below are meant to be brain energizing and leave staff feeling full and satisfied. Healthy eating should not be boring or leave people hungry.
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Easy swaps to promote fullness and more energy

- White rice or white bread → Whole-grain versions, quinoa, or farro
- Breaded or fried chicken → Grilled chicken
- Creamy dressings → Hummus, lemon and lime juice, herbs and spices, yogurt-based dips



Helpful Tip!

Supplement orders with pre-made fruit or veggie trays from King Soopers to round out a meal.

Example Catering Orders

Aunt Helen's Coffee House and Cafe

- Breakfast: Egg sandwiches (include spinach, tomato, or avocado for extra veggies), avocado toast, yogurt parfait, quiche, quinoa breakfast bowl
- Lunch: Lunch sandwiches - choose lean meats [turkey, chicken] and whole wheat bread, quinoa lunch bowls, salads with vinaigrette dressings [balsamic, Italian, honey apple cider]
- Extras: Fruit or veggie tray, side salad, side fruit, smoothies

Chipotle / Qdoba

- Bases: Brown rice or greens
- Protein: Beans, chicken, steak, sofritas
- Toppings: Fajita veggies, guacamole, salsas [corn or tomato], lettuce, shredded cheese

Don Juan's

- Mains: Tacos, enchiladas, burritos [chicken, beef, shrimp, vegetarian], fajitas [shrimp, beef, grilled chicken]
- Sides: Rice, beans, fajita veggies, side salad
- Salads: Chicken salad, Caribbean chicken salad, shrimp salad

Georgia Boys BBQ

- Mains: Chopped chicken, sliced turkey breast, pulled pork, portobello mushroom, chicken wings, grilled shrimp
- Sides: House salad, pecan blue cheese salad, BBQ beans

Luna's

- Individual Tacos: [asada, shrimp, falafel, ahi tuna]
- Other mains: Poke bowl, Caesar salad
- Taco Packs: Corn tortillas, additional toppings [jalapenos, tomatoes, pepitas, charred onion, pickled onion], salsa [rojo, verde, specialty], sides [jicama slaw, black beans, side salad], protein [chicken, beef, mushroom]
- Small bites: Avocado salad, arroz y frijoles (cilantro lime rice & refried beans), southwest salad

Noodles & Co.

- Pans: Chicken parmesan with grilled chicken, rigatoni rosa with grilled chicken, tortellini rosa, pasta fresca with sauteed shrimp, spicy Korean steak noodles, Mediterranean chicken salad, chicken Caesar salad
- Sides: Garden salad

Olive Garden

- Pans: Spaghetti with marinara or meat sauce, chicken scampi, shrimp scampi, cheese ravioli, lasagna classico, Create Your Own Pasta station
- Sides: House salad, minestrone soup, broccoli

Panera

- Breakfast: Mixed berry parfaits, fruit bowl, frittata, multigrain bagels, oatmeal
- Lunch/Dinner: Sandwiches with lean meats [turkey, chicken] and veggies, salads with vinaigrette dressings, chicken noodle soup or black bean soup
- Sides: Apple, fruit cup, yogurt parfait

Red Robin

- Gourmet Burger Bar (make your own burger)
- Boxed meals: Veggie burger, grilled chicken sandwich, BLTA croissant, Everything Chicken Caesar wrap (pair with side salad)
- Salads: Avo-Cobb-O, Everything Caesar, crispy chicken strip, simple salad

Sexy Sammies

- Boxed lunches: Tender Love salad box, Nashville Hot salad box, Lux Sam or Classic Sam box
- Platters: Chicken tender platter
- Sides: Salad or slaw
- **pair sandwiches and tenders with a side salad or slaw to incorporate veggies and increase fullness/energy

Teriyaki Madness

- Teriyaki bars: Chicken, spicy chicken, tofu, spicy tofu, steak
- Bowl packs: Spicy lovers, power bowl, tofu fan, chicken teriyaki, steak teriyaki
- **customize orders by adding a side of brown rice or stir-fry veggies

Tokyo Joe's

- Build-Your-Own Bowl: Brown rice, grilled chicken or tofu, veggies, sauces - spicy-aki, red dragon, yellow curry, green curry, gluten-free teriyaki, and Mojoe sauce
- Build-Your-Own Poke Bowl: Brown rice or mixed greens, any seafood option, traditional Hawaiian or soy ginger dressing
- Smaller bites: Spring rolls, sushi rolls (consider low-sodium soy sauce for dipping), Nikko salad

Wing Shack

- Pair wing trays with side garden salad or carrot and celery tray to balance the meal
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