

Please print a copy of the Healthy Workplace Food and Beverage pledge, located at gatorcare.org/healthier-meetings-2. Sign and display the pledge in a common area, send out a memo with the signed pledge attached, or mention this initiative at your next meeting.

Questions, comments, or other feedback?

We want to know what you think. Call GatorCare at
(352) 733-9200 or e-mail gatorcare@ahc.ufl.edu.



Healthier Meeting Guidelines



Introduction

GatorCare, UF and UF Health are committed to helping employees achieve optimal health and well-being. The relationship between diet and health makes supporting nutritious choices at work an important part of our commitment.

This pledge is designed to make selecting healthy food and beverages an easy choice in the workplace.

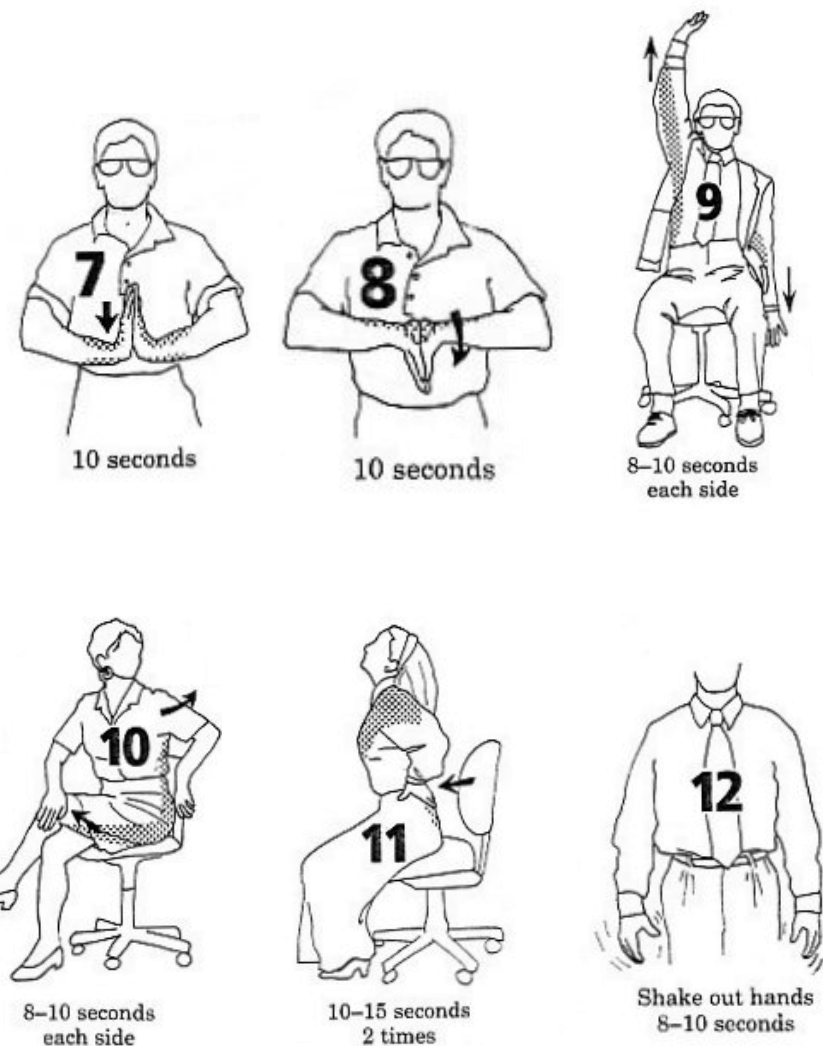
We pledge to:

- Refrain from serving food at meetings unless they take place during regular meal times and last more than one hour.
- Include healthy choices whenever food and beverages are provided.
- Include healthy food choices in vending machines.
- Educate employees, managers and supervisors about the pledge and its part in our commitment to the health and well-being of our staff.

We acknowledge that:

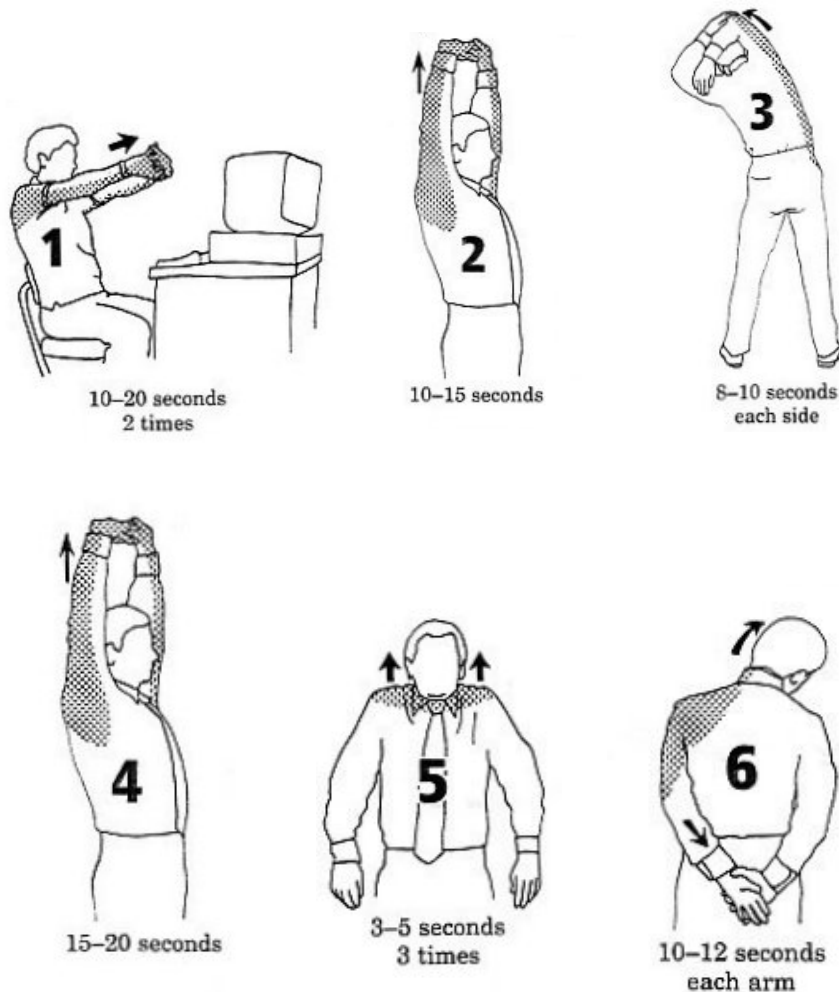
These guidelines are not intended to dictate what individuals eat or drink themselves, or bring into the worksite to celebrate special occasions. They are designed to help staff make healthy food and beverage choices available at all employer-funded meetings, trainings and events.

A PDF of the pledge is located at gatorcare.org/healthier-meetings-2. We encourage each department to print and display their signed pledge in a common area, send out a memo with the signed pledge attached, or mention this initiative at your next meeting.



Physical Activity

Consider adding in a short stretch break to meetings lasting more than thirty minutes. Taking a short break halfway through to stretch can increase energy, attention span, enthusiasm and productivity. The following are some easy exercises that can be done anywhere, anytime.



Getting Started

Follow the Healthier Guidelines listed below

These guidelines support healthier food and drinks, smaller portions, and more activity at meetings. Remember, only include food when the meeting takes place during a meal time and lasts more than one hour.

Lead by example

When we model healthy eating and activities, it makes a powerful statement. Be the first to grab an apple instead of a doughnut.

Challenge others

Challenge your colleagues to lead by example. Ask the person who usually orders your food for meetings to incorporate the healthier guidelines.

Sign the pledge and communicate the changes

Sign the Healthy Workplace Food and Beverage Pledge and display it in a common area, send out a memo with the pledge attached, or mention this initiative at your next meeting.

The Healthier Guidelines

1	Only offer food at meetings scheduled during a meal time & lasting more than one hour	2	Offer a variety of fruits & vegetables
3	Switch to whole grain	4	Provide small plates to manage portion control
5	Replace sugary drinks with water, coffee & tea	6	Schedule in a stretch break during long meetings

Guidelines Explained

1 Only offer food at meetings scheduled during a meal time and lasting more than one hour.
If food is provided, make sure to follow the guidelines below to ensure there are healthier options.

2 Offer a variety of fruits and vegetables.
Encourage employees to make half their plates fruits and veggies, which are full of nutrients. Aim to "eat a rainbow" by choosing a variety of colors.

3 Switch to whole grain.
Aim to make at least half the grains whole grains. Look for the words 100% whole grain or 100% whole wheat. Whole grains provide more nutrients, like fiber, than refined grains.

4 Provide small plates, bowls and cups to manage portion control.
Using smaller serving dishes tricks our minds into eating less.

5 Replace sugary drinks with water, coffee & tea.
Offer water (and ice for those that don't like room temperature water) and other calorie-free beverages like coffee and tea, or offer 100% juice, or fat-free milk.

6 Schedule a stretch break during long meetings.
Schedule a two to three minute stretch during meetings lasting more than thirty minutes. See page 10 & 11 for easy stretches that can be done at your next meeting.

Simple Swaps

Soda and fruit-flavored drinks	→	Water, decaf coffee or tea
Plain bagels, chocolate chip muffins and croissants	→	Whole grain bagels and muffins or oatmeal with fruit
Doughnuts, pastries and cookies	→	Smaller portions or fruit with yogurt dip
Chips and buttery popcorn	→	Whole grain crackers, light popcorn, raw nuts or pita chips and hummus
Ham and cheese platter	→	Low sodium turkey and low-fat cheese tray

What's the deal with whole grain?

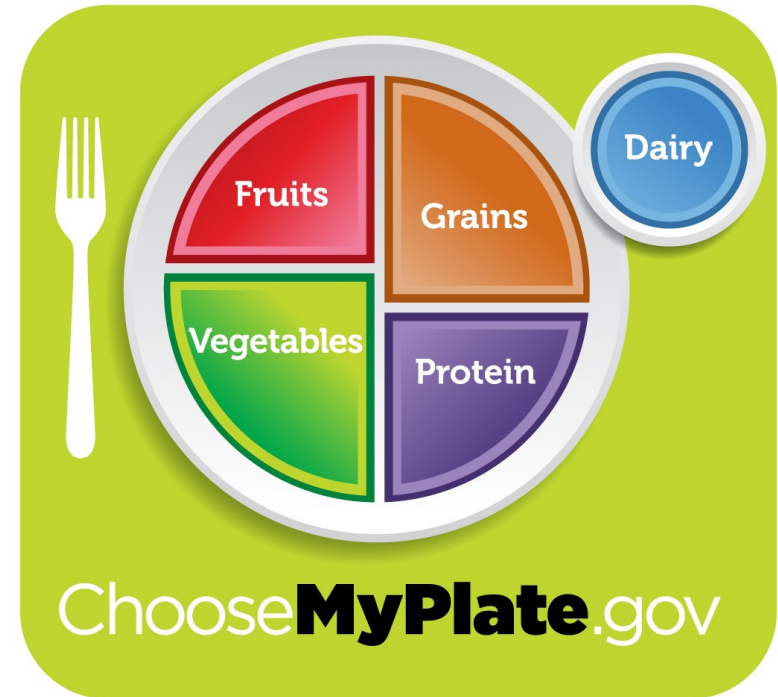
Complex carbohydrates (i.e. whole grains) take longer to break down, providing prolonged energy and a more stabilized blood sugar, versus the drastic spike caused by simple carbohydrates (i.e. products made with refined grains like white flour). Complex carbohydrates also provide more fiber, vitamins and minerals than simple carbohydrates.

Beverages

Many popular drinks are filled with calories and loaded with sugar. Avoid consuming extra calories by following these suggestions:

- Always provide cold water
- Make water more appealing by adding slices of oranges or cucumber
- Offer decaf coffee or herbal tea
- Serve unsweetened coffee and tea
- Provide low-fat milk or cream and non-dairy alternatives
- Serve 100% juices such as orange and grapefruit, but make sure cups are small to help prevent overconsumption

Product (1 cup)	Calories	Sugar (g)
Water	0	0
Unsweetened Coffee	1	0
Unsweetened Tea	2	0
Skim Milk	90	12
Whole Milk	150	13
Orange Juice	110	25
Soda	110	30



The Healthier Guidelines are based off of the USDA's [MyPlate](https://www.myplate.gov) recommendations.

Morning Meeting Tips

We've all heard it: Breakfast is the most important meal of the day, but why? Having a meal in the morning provides energy to your mind and body, essentially telling it to wake up. Incorporating healthy foods at morning meetings increases productivity and concentration.

- Replace white flour baked goods with whole grain alternatives
- Avoid jumbo or oversized baked goods and sugar laden pastries
- Offer low-fat yogurts and spreads but watch out for added sugar in the lower fat varieties
- Include healthy proteins like hard boiled eggs, nut butters for whole grain toast, or Greek yogurt
- Always serve fruit
- Encourage employees to use smaller cups for juice, which can easily be overconsumed
- Offer an assortment of herbal teas for non-coffee drinkers

Sample Morning Menu

- Whole wheat bagels, either smaller portions or sliced in half, with hummus, nut butters or low-fat cream cheese
- Whole wheat mini-muffins
- DIY parfait station with plain Greek yogurt, fresh fruit, and low sugar granola
- Hard boiled eggs or plain scrambled eggs
- DIY oatmeal station with oatmeal, fresh fruit or dried fruit, and an assortment of nuts

Afternoon Meeting Tips

Is your office hitting a mid-afternoon slump? Increase productivity by serving healthier, more nutritious food and snack options.

- Offer fruit instead of dessert and include a veggie platter with small cubes of cheese
- Offer popcorn or mixed nuts for a snack instead of brownies, cookies, or pastries
- Encourage employees to follow the MyPlate recommendations when building their plates
- Provide smaller plates to prevent oversized portions
- Consider putting out the salad before the main meal to encourage people to fill up on veggies first
- Be sure to include a vegetarian option
- Remember not all meetings need to include food

Sample Afternoon Menu

- Burrito bar with grilled chicken, pulled lean pork, or beans, with sautéed veggies, low-fat cheese, whole wheat tortillas or corn tortillas, salsa, low-fat sour cream, guacamole, and fresh lettuce and tomatoes
- DIY salad bar where everyone brings in a salad topping such as fresh veggies, nuts, lean proteins, fresh or dried fruit, and low-fat dressings
- Pasta bar with whole grain pasta and choice of red sauce or pesto, sautéed veggies, and lean proteins
- Sandwich platter with whole wheat bread, lean meats like turkey and chicken, lots of veggies, and condiments on the side