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Welcome to the Fall 2019 issue of BalancedLiving!

It’s around this time of year that we look at the calander and can’t believe what month it is already... And there is still so much left to do! If you find yourself in the same position then this month’s articles are for you. We hope you find them helpful in keeping your stress down, and your productivity and work/life balance up!

Start off with strategies to maximize quality family time on page 4. Looking to pick up a new sport? Make sure that you pick one that fits your style and make sure you pick a good shoe to go with it. Help with that is on page 5. Next, we have a guide to help eat healthier followed by an article on work/home planning strategies all starting on page 6. Last up, chill out with a 1-minute breathing exercise on page 10 and chow down with a tastey new recipe on page 11! Enjoy!

Remember your Employee Assistance Program is available 24/7 at 1-800-873-7138 to help you with issues in your life that may be going on this fall, or anytime of the year.

To your health!

– The MINES Team
Total Wellbeing is your way to connect the dots between the 8 core dimensions of wellness: Physical, Occupational, Intellectual, Environmental, Financial, Social, Spiritual, and Emotional Wellness. Understanding these dimensions is the first step toward a sense of complete wellbeing. In 2019 we take ideas around wellbeing and tie them into the bigger picture, your community, and the rest of the world. It is important to understand the influence that the world has on our wellbeing and the influence we may have on others. All year we will be looking at ways to strengthen your connection with your community by providing information, insight, and resources to help on a personal level along with ways to give back to the people around you so we can all thrive together!

Enhancing Awareness
Inspire Wellbeing
The 8 dimensions of wellbeing don’t just apply to one person, they apply to everyone we know and everything we do. Social influence is a huge factor that contributes to each of our levels of wellness, but it all starts with the individual. With this in mind, our challenge to you in 2019 is to see how you can apply wellness goals and concepts to the activities you do everyday. Any time you learn something new, teach someone else and help them use it to enhance their own life!

Total Wellbeing
World View
In 2019 we will continue to build on the concept of wellbeing awareness. We will be providing resources, stories, and tools to help you see the bigger wellness picture from your community to the rest of the world. Check out our articles in this magazine and head to minesandassociates.com/newsletters to check out our monthly newsletter with even more great wellness information.

Wellness Webinars
Support from the experts
Join MINES for any of our free monthly webinars. 2019 will cover great new topics ranging from improving your credit, having a stress free summer, turning negatives to positives, and much more! Visit our website to learn more, or register for upcoming events at www.minesandassociates.com/webinar.

Is there a topic you’d like to see us explore? We’d love to hear from you.
Shoot us an e-mail at communications@minesandassociates.com and let us know what you’d like to see.
Family Quality Time Can Be Anytime

If you want to spend more meaningful time with your children, first make sure you set aside enough time for yourself. Put up your feet. Have a cup of tea. Walk the dog.

During such moments, and while with your children, remind yourself “to be here now,” suggests Denise Braun, health educator for women’s resources at Thomas Jefferson University Hospital in Philadelphia.

But don’t get hung up on quality time. “Saying this is going to be our quality time puts a lot of pressure on parents and children,” Ms. Braun says. “The child may be tired or need something else at that moment, and then the parent feels defeated or frustrated.”

Quality time can take place spontaneously in many different ways during ordinary interactions between parents and children, whether it’s rocking a baby to sleep or driving a teenager to the mall.

There are some things you can do to enhance the possibility of these moments. Experts say start with dinner. “Even if it’s for only 10 or 15 minutes, it’s the sacrosanct time that everyone agrees is important,” says Eve Orlow, Ed.D., a licensed clinical psychologist.

“Turn off the TV and radio and don’t read the newspaper. Ask questions that create the foundation for relationships — not only ‘Did you have a good day at school?’ but also ‘What was good about school today?’” Dr. Orlow says it’s also a good time for children to learn that they should ask, “And how was your day?”

“Limit and monitor TV viewing. A recent study by the American Medical Association found that children who watch a lot of television had higher obesity rates than those who watched little.”

Here are some ways you can become involved with your children:

• Listen well. Listen not just for what happened, but for what they are saying through their actions and tone.

• Read together. This teaches kids that books are not only a source of education but also of pleasure.

• Play board games together. You’ll interact with your children while having fun.

• Limit and monitor TV viewing. A recent study by the American Medical Association found that children who watch a lot of television had higher obesity rates than those who watched little.

• Key into their unique interests. For some it might be going to a ball game, others shopping at the mall or cooking.

• Relax more. “With so many things to be done, there’s something magical about setting aside two hours or all day for a Monopoly game,” Dr. Orlow says. “It says: ‘We value hard work, we value relaxation time, and we value being together.’”
Choose the Right Shoe/Sport

The proper equipment is important no matter what sport or fitness activity you participate in. That goes for athletic shoes, as well. The shoes you wear should be designed for your activity, whether jogging or a pickup game of basketball.

Here's what the American Orthopaedic Foot and Ankle Society (AOFAS) says to look for when you go shopping for athletic shoes.

“Shoes for playing tennis and other racquet sports don’t need quite as much cushioning as those for running and aerobics, but they should have good stability on the inside and outside of the foot.”

Be sure to check with your health care provider before beginning a fitness program.

- **Running/jogging.** These shoes should offer excellent cushioning and shock absorption, as well as good stability at the heel.

- **Walking.** Your walking shoes should be lightweight, but with good cushioning in both the heel and ball of the foot. The sole should be slightly rounded so you can easily shift your weight from heel to toes.

- **Aerobics.** Shoes for an aerobics program should be lightweight, with extra cushioning under the ball of the foot.

- **Tennis.** Shoes for playing tennis and other racquet sports don’t need quite as much cushioning as those for running and aerobics, but they should have good stability on the inside and outside of the foot. That’s because racquet sports involve side to side movements. Look for a shoe with flexibility in the ball of the foot.

- **Basketball.** These shoes should have thick, stiff soles for good stability. A shoe with a high top can help prevent a sprained ankle when landing from a jump.

**Tips for a good fit**

The AOFAS offers these ideas for getting a well-fitting shoe:

- Shop for shoes at the end of the day or after a workout, when your feet are at their biggest.

- Wear the socks you usually wear with your athletic shoes.

- There should be at least the width of your thumb between the end of your longest toe and the toe of the shoe.
Planning Strategies for Work and Home

Planning ahead can be a difficult skill for some, while others find it easy to plan in many areas of their lives. But even if you aren’t a natural planner, you can learn skills that will help you organize and prioritize tasks and events. This can ultimately help you reduce unnecessary stress and increase your productivity. In fact, the better prepared you are for handling life’s challenges the more likely you are to achieve your goals and fulfill your dreams. Use the tips below to help improve your planning skills at home and at work.

**At Home**

1. **Prioritize What’s Most Important**
   Start by writing a list of ten things that are important in your household, from preparing meals to spending quality time with your spouse.

2. **Clarify Expectations**
   Next, look at your priorities. What do you expect of the family members who are involved with each priority and what do they expect of you? Speak to your family about which priorities they are a part of and what each person can do to help fulfill the priority.

3. **Taking Care of High Priority Items**
   The following tips can help you plan for typical high priority items:
   - Set aside time to spend with family members. No matter how busy you are, take time to communicate to each family member how much you value them.
   - Use a family calendar to write down appointments, practices, meetings, and special occasions. Invite your family to use the calendar and post it in a place where everyone can see it.
   - Organize the household by shopping for groceries and doing laundry in advance. Keep foods that can be easily cooked when you’re running late, and try to throw in a load of laundry before you sit down to watch a favorite television show or play a game.
   - Keep a list of your children’s and spouse’s clothing sizes. Write down their favorite colors and styles. Choose clothing that is durable and simple. When children are old enough, let them shop for their clothing to free up some of your time.
   - Plan for emergencies. Create a list of friends and family members who can help during stressful times. Keep copies of the list by the phone and give a copy to each family member. Consider giving a neighbor spare keys to your house, and try to find sitters or day care centers that you can use at a moment’s notice.
   - Plan for being away. If you have to go away suddenly or have to stay overtime at work, make sure that your family can follow routines in your absence. Cook and freeze meals ahead of time, and if children are old enough, show them how to do household tasks like running the dishwasher.
At Work

1. **Planning for Long and Short-Term Goals**
   When planning for success at work, start by establishing long- and short-term goals. These goals will tell you what to focus on and what you ultimately want to achieve.

2. **Analyze Your Goals**
   Look at each goal you’ve created and define the tasks needed to accomplish it. Set deadlines and plan to reward yourself once you've accomplished the goal.

3. **Use a Planner**
   Take advantage of yearly, monthly, weekly, and daily charts to map out your schedule of tasks. Cross off tasks and goals as you fulfill them.

4. **Prioritize Daily**
   Your weekly planning chart will help you make to-do lists for each day. Before you start your day, write down a list of priorities. Then, write down an A, B, or C next to each priority, according to these rules;
   - Priority A - Must-Do Items - Priority A items are your most important tasks. Do these right away.
   - Priority B - Should-Do Items - Should-Do Items don't have to be done today, but should be accomplished very soon.
   - Priority C - Nice-to-Do Items - These items can be postponed or left as long-term goals.

5. **Delegating Duties**
   If you can, cross-train your coworkers so they can help when you are absent. Try to balance your workload, and give others credit if they assist you in performing tasks.

6. **Meet with Colleagues and Customers at Appropriate Times**
   Schedule meeting times with colleagues to avoid workplace disruptions. If you spend a lot of time on the phone, make a list of people you frequently call. When you think of something to discuss with the person, make a note of it under their name. Then, next time you talk, you can address everything you need to.
A Guide to Healthier Eating

Eating less junk food and adding more nutritious food to your diet is one change that can make a significant improvement in your nutrition and health. You should cut back on foods that have only limited nutritional value, that are overprocessed, or that contain too much fat, salt, sugar, and refined white flour.

Instead, eat more foods that are:

- Close to their natural state: fresh or frozen fruits and vegetables.
- Less processed: whole grains.
- Plain rather than flavored: unflavored milk, plain cottage cheese, plain yogurt. Choose low- or nonfat versions when available.
- Healthier: olive oil instead of vegetable oil; vegetable oil instead of shortening; low trans-fat vegetable margarine over butter.
- Better meat choices: poultry, fish, and the leanest cuts of red meat.
- More nutritiously prepared: broiled meats and raw, steamed, or lightly microwaved vegetables. Avoid deep-frying foods and fatty sauces such as gravy, cheese, and Hollandaise.

Making these changes won't require driving miles out of your way in search of organic produce. Nutritious, healthful food is plentiful in any grocery store and most restaurants, if you know how to find it.

Ever ask yourself why you should follow the suggestions above for more nutrition?

- Just picked fresh vegetables are at their most nutritious. As they begin to wilt or dehydrate many of the vitamins like vitamin C decrease. The next best choice is fresh frozen since the vegetables and fruits are picked and almost immediately quick frozen. This preserves most of their nutrition. Canning vegetables requires cooking (heat) and this destroys most of the heat-labile vitamins. In addition, water soluble vitamins are leached into the water which is usually discarded and not eaten with the vegetables.
- Whole grains are high in fiber, vitamins, and complex carbohydrates. As they are processed much of the fiber and vitamins are removed. Eventually, the end product, white flour, is basically just carbohydrate. That’s why when you read the label it frequently says “enriched flour.” Enrichment is an attempt to return some of the nutrition removed by processing.
- Plain milk, yogurt, and cottage cheese generally have nutrients in the ratio that nature intended. When flavoring is added it usually is not just flavor but sugar. Check the label on yogurt. Most flavored yogurts have twice the calories of unflavored yogurt and most of those calories are from added sugar. The same for chocolate milk verses plain milk. Using low fat dairy products decrease the total calories and fat intake of the drink.
- All oils/fats have pretty much the same calorie count per gram, about nine calories per gram. However, it’s been clearly demonstrated that some fats are worse for you than others. Saturated (and trans-fats, a type of saturated fat) are worse for you than an equal amount of polyunsaturated fat. Polyunsaturated fats (non-hydrogenated vegetable oils) are not as good for you a monounsaturated fats (olive oil). To keep your heart and vascular system healthy you should avoid saturated fats whenever possible. As a rule, saturated fat is hard at room temperature while polyunsaturated fats remain liquid. Soft spreadable tub margarines have varying ratios of saturated to unsaturated fat to make them soft enough to spread but not so soft they run off your bread.
- Different types of meats contain different amounts of saturated fats. Mutton/lamb, beef, and pork are very high in saturated fats. Chicken, turkey, and other fowl have less saturated fats. Fish have the least saturated fat since they must...
remain flexible in cold water.

- Cooking influences many aspects of nutrition. Heating foods decreases their vitamin content. Boiling food dissolves vitamins, minerals and other plant nutrients in the water which is often discarded. Frying and deep-frying meats insures a high fat content while broiling barbecuing and boiling reduces the fat content. When broiling or barbecuing the fat drips off the meat. When boiling, the fat comes to the surface and must be skimmed off to reduce fat content.

**Limit the junk food**

Avoid fast-food restaurants because most of their products are deep-fried or very high in fat, salt, and sugar. Fast food and “super-sized” servings have contributed to the broadening of America’s waistlines. If you must order fast-food meals, do your homework by studying the nutritional guide available at most of these restaurants and choosing the most healthful foods. You could order salads with low-fat dressing or submarine sandwiches that include lots of fresh vegetables. Avoid sweetened drinks such as soft drinks, punches, sports drinks, and juices. In particular, avoid drinks sweetened with fructose or high fructose corn syrup as there is research suggesting that these materials actually increase appetite for fatty foods and total calories.

**Read food labels**

Allot time when shopping to study food labels, because they are important. Less nutritious foods contain excessive amounts of fat and refined carbohydrates. In addition, these foods often contain less than 5 percent of the recommended daily allowances (RDA) of any one of eight basic vitamins listed at the bottom of nutrition labels. The food labels will tell you this. When reading the ingredient list, see if white flour, sugar, fat, or salt is among the first three ingredients. If it is, the food has more of that ingredient than anything else, because ingredients are listed in descending order by weight.

Next, check the number of fat grams. For every 5 grams of fat in a serving of a food, you're eating the same as one teaspoon of fat. So, if one serving of a frozen dinner has 23 grams of fat, you're eating the equivalent of 4-1/2 teaspoons or 207 calories of pure fat.

Next look at the amount of sugar listed on the food label. Four grams equals one teaspoon of sugar; so a soda with 44 grams of sugar contains 11 teaspoons or 176 calories of pure sugar.

Snack foods contain lots of sodium (salt is made up of sodium and chlorine), but an adult should eat no more than 2,300 mg (5.8 grams) of sodium (equivalent to 5.8 grams of salt) daily. Any food that contains more than 240 mg of sodium per serving is considered high in salt.

**Shop smart**

Eat a filling meal before shopping for groceries. Make a shopping list, limiting the pleasure foods, and then stick to the list. Select a variety of fresh fruits and vegetables, but only as much as your family can reasonably eat in a week. Remember that fresh is better than frozen, and that frozen is better than canned. Be choosy about meat: Select lean cuts of red meat and heart-healthy fish and fowl.

**Prepare wisely**

When cooking, choose the most nutritious way to prepare meats, vegetables, and fruits. Keep in mind that packaged products taking only minutes to prepare may not give you the best nutrition. But a nutritious meal doesn’t have to take a long time to fix. Develop your own collection of recipes for quick-to-make, nutritious, flavorful meals.

**Take it slow**

Although you may be tempted to change your entire diet overnight, making gradual changes is easier and more effective, and much more likely to become a permanent part of your life.
With MINES Eye we will focus on meditation techniques, basic yoga poses, and mindfulness practices to help you stay in control of your thoughts and expand the capabilities of your mind as well as body.

1 Minute Mindful Breathing Exercise

For this edition of MINES Eye we wanted to reach into the archives and revisit an easy and practical mindfulness exercise, mindful breathing. This 1-minute exercise will teach you how to breathe and will help ease anxiety, regain focus, and bring you back to your center, and the best part is you can do this exercise anywhere, anytime.

Step 1
Begin by breathing in and out slowly and deliberately. Hold your breath for 3 to 6 seconds when you inhale. Slowly release your breath while focusing your attention on the air leaving your body. Remember that the point of this exercise is to be conscious of your breathing, and if your mind begins to wonder try to let those thoughts drift away as you return your focus to your breath.

Step 2
Try to use all of your senses to be aware of your breath. Listen to the air enter and leave your body. Feel the air enter and leave your lungs. Imagine you can see the air your body as you inhale and exhale. Think about how the air smells and tastes as it passes through your nose and mouth.

Step 3
Continue this for one minute, or as long as you please, and try and maintain focus the entire time. If you can’t accomplish this at first that is okay. The very act of practicing will help you become better at being mindful, and letting worrisome thoughts drift away will become easier and easier as you learn to focus your thoughts.
Lemony Couscous with Mint, Dill and Feta

Ingredients:
- 2 cups water
- 1 tablespoon olive oil
- 1 teaspoon salt
- 1 garlic clove, minced
- 1 (10 ounce) box couscous (whole wheat or regular)
- 1 pint grape tomatoes or 1 pint cherry tomatoes, halved
- 1 1/2 cups diced English cucumbers
- 1/3 cup chopped green onion
- 1/3 cup fresh lemon juice
- 2 tablespoons chopped fresh mint
- 1 tablespoon chopped fresh dill
- 4 ounces feta cheese, crumbled

Directions:
1. Combine first 4 ingredients in medium saucepan; bring to a boil.
2. Gradually stir in couscous.
3. Remove from heat. Cover and let stand 5 minutes. Fluff with fork; cool.
4. Combine couscous, tomatoes, and next 5 ingredients (thru dill) in a large bowl; toss well. Add cheese.
5. All done, enjoy!

Makes approximately 8 servings

Nutritional analysis (per serving): 202.3 calories; 47 g fat (2.5 g sat); 13.4 mg cholesterol; 31.5 g carbohydrates; 2.3 g from sugars; 7.3 g protein; 2.6 g fiber; 467.6 mg sodium.
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