



# HEALTHY

# MEETING

# GUIDE

## *Breakfast*

## *Lunch*

## *Dinner*

*Watch portion sizes – keep to small portions or ‘bite sizes’*

### **Breakfast**

- Offer fruit, plain yogurt, oatmeal, whole grain cereals, or low-fat granola
- Offer breakfast tacos with corn tortillas or whole wheat tortillas, eggs, veggies, some cheese (no bacon or meat)
- Offer yogurt parfaits with reduced or nonfat yogurt and low-fat granola
- Avoid pastries and muffins
- Offer whole wheat bagels, cut bagels in halves or quarters
  - Request reduced fat or fat-free cream cheese
  - Peanut Butter

### **Snacks**

- Offer fruit or vegetables
  - Watch dips, which can be calorie dense
  - Try hummus or low-fat ranch dressing
- Offer roasted or raw nuts without added sugar
- Offer whole wheat crackers or bread with hummus or cheese
- Offer trail mix, air popped popcorn
- Avoid baked goods, chips, and

### **Drinks**

- Offer unsweetened iced tea & Coffee
- Avoid soda or sweet tea
- Offer water at all meals

### **Box Lunches**

- Always offer a vegetarian option
- Request whole wheat bread, or wraps for sandwiches
- Replace chips with vegetables or fruit
- Provide salad options that are gluten- and dairy-free
- Always have fruit as a dessert option and/or vegetables in each box

### **Buffet Style**

- Restaurants are happy to work with you to create a meal that meets your needs
- Always offer a vegetarian option
- The majority of the meal should include vegetables
- Request whole wheat bread/rolls or tortillas, if applicable
- Do not offer fried food
- Avoid cream base sauces with pasta, use marinara sauces instead
- If ordering pizza, request whole wheat crust and order veggie toppings
- Order a large side salad with a vinaigrette dressing on the side
- Offer dessert fruit

### **Condiments**

- Offer mustard, low-fat dressing, salsa, low-fat dips

### **Restaurant**

- Have a salad or a broth-based soup as appetizer or entrees
- Dinner options should include vegetables and not just meat
- Offer lean protein, such as fish, chicken, turkey, pork
- Always offer a vegetarian option
- Select vegetables that are raw, steamed, grilled
- Avoid vegetables that are in a cream sauce, fried, or loaded with butter

### **Dessert**

- Work with restaurants to select a healthy dessert
- Fruit/berries make excellent dessert, dip them in chocolate for extra flavor
- Make desserts bite size
- Offer dark chocolate squares or chocolate dipped fruit

### **Salad Bar**

- Make your plate as colorful as possible with vegetables
- Use a vinaigrette dressing
- Use sparingly
  - Cheese
  - Fried tortillas/chips/wontons
  - Dried fruit and nuts
- Provide gluten- and dairy-free salad options