



Board of Supervisors

Story County, Iowa

Wellness Policy

Approval Date:	Effective Date: __/__/----	Revision No: --
Reference: BOS Minutes: __/__/__ Initially Adopted: __/__/__		Distribution: (Elected Officials, Department Heads, County Employee Handbook, Intranet, etc. -> list all that apply)

General Policy

Story County supports the well-being of employees through a variety of programs designed to promote health and wellness of the employee. Benefits of worksite wellness programs include an increase in work performance, reduced absenteeism and on-the-job injuries, containment of health care costs as well as improved morale and quality of life for employees.

Scope

This policy is applicable to:

All regular full-time and part-time Story County employees responsible to the Story County Board of Supervisors.

All Story County employees responsible to a county elected office holder.

All employees not directly responsible to either the Board of Supervisors or an elected office holder and whose governing body and the Board of Supervisors has certified its applicability.

Whenever the provisions of this policy are in conflict with the Code of Iowa, or with a collectively-bargained agreement between the County and a certified bargaining unit, the provisions of the collectively-bargained agreement and/or the Code of Iowa will prevail.

Eligible Participants

To be eligible for the wellness program an individual must be classified as a full time or part-time employee. Temporary employees may participate in wellness challenges with approval from respective Department Head or Elected Official.

Partnership with an independent wellness vendor to provide:

- Annual Health Risk Assessment (HRA)
- Information and education for health risk prevention
- Annual reporting of aggregate results for strategic planning

The Wellness Committee

The Wellness Committee strives to create a healthier, happier workforce by providing employees with programs and tools to help identify health risks and improve overall wellness. The Wellness Committee's mission is to help county employees make voluntary behavioral changes, which reduce their health risks and enhance their individual productivity. The committee consists of employees from various departments/offices and is open to any employee that would like to join and has management approval. The committee meets once per month for approximately one hour (unless more time is needed to work on a larger event). Management approval is obtained for events that may involve time during the work day; this is kept to a minimum so as not to disrupt day to day business.

Examples of Wellness Initiatives Include:

- Wellness Articles in the monthly newsletter
- Wellness Wednesday Tips
- Blood Drives
- Flu Shot Clinic
- Health Risk Assessments (HRA)
- Wellness Sessions
- Organized team participation in community walks
- Various wellness challenges

Additional incentives may be available for employees who participate in wellness programs offered by Story County. If you are unable to participate in any of the wellness programs because of a disability, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting the Human Resources Department at (515) 382-7204 or (515) 382-7205.

Wellness Logo

The Wellness Committee has created a logo that is placed on all wellness endorsed events, activities and educational materials.

Health Risk Assessments

Healthy Living Day Initiative is a voluntary wellness program available to all employees. The Healthy Living Day Initiative consists of a comprehensive health risk assessment and five wellness sessions. Employees that choose to participate complete a voluntary health risk assessment (HRA) that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g. cancer, diabetes, or heart disease). This initiative also consist of a biometric screening which includes a comprehensive blood profile that screens for diabetes, kidney and liver disease, electrolyte minerals, cholesterol, anemia and infection.

Employees that choose to participate will receive an incentive of a Healthy Living Day (8 hours) for participating in both the HRA and the five wellness sessions. Healthy Living Day must be taken in a full day increment and is available for use the following fiscal year. Although employees are not required to complete the HRA or the wellness sessions, only employees that participate in both will receive the Healthy Living Day.

Exercise & Health

Story County encourages all of its employees to engage in a regular program of exercise (unless existing medical conditions make such a program unadvisable).

Off Site Fitness Centers

Story County worked with surrounding fitness centers and gyms to develop a list of corporate fitness center discounts for our employees. A list of current vendors is available on the employee intranet and shared drive.

Healthy Nutrition

Story County has a commitment to provide an environment that encourages healthy eating among its associates. Story County will ensure that a variety of healthy food choices are available for all organization activities. This applies to all meetings, functions, and events for employees and guests where food is served. At functions that offer a selective menu or buffet, one or more healthful entrees, side dishes or desserts will be served.

Story County will ensure that all meal, snack, and beverage choices offered will include one (1) or more of the following items:

- Fruit and/or vegetables
- Low-fat milk and dairy products
- Foods made from grains
- Water

Vending Machines

Story County supports healthy vending choices. Snack vending machines will include healthy alternatives that are low-calorie and low in sugars. Drink machines will offer sugar-free selections and caffeine-free soda selections. If coffee is offered, decaffeinated coffee will be available as an alternative.