

RESOLUTION NO. 487

A RESOLUTION OF THE CITY OF WOODINVILLE, WASHINGTON, AUTHORIZING AN UPDATE AND REAFFIRMATION OF THE CITY'S WELLNESS PROGRAM POLICY.

WHEREAS, the City of Woodinville approved Resolution No. 248 creating the City of Woodinville's Wellness Program in April of 2003; and

WHEREAS, the City of Woodinville established the Wellness Program to create an environment that supports healthy lifestyles and offers opportunities for employees to optimize their health and well-being; and

WHEREAS, the goal of the City of Woodinville's Wellness Program is to support wellness in the workplace by creating a program that meets the needs and interests of the employees of the City of Woodinville; and

WHEREAS, the City Council recognizes that wellness benefits everyone, and that an active workplace wellness program can result in better morale, increased productivity, reduced absenteeism, fewer on the job accidents, and an overall decrease in health benefits costs;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. To update and reaffirm the continuation of the City of Woodinville Employee Wellness Program and to adopt Policy Number 6.16 shown as Exhibit 1.

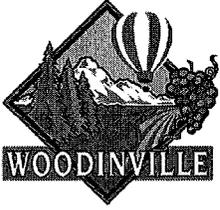
RESOLVED this 6th day of September 2016.



BERNARD W. TALMAS, MAYOR

ATTEST/AUTHENTICATED:


JENNIFER KUHN, CITY CLERK/CMC

	PERSONNEL
	Policy Number: 6.16 Policy Title: Wellness Program Effective Date: September 6, 2016

Purpose: To provide a framework for the administration, implementation, and purpose of the City of Woodinville's Wellness Program.

Goal: To build a culture of wellness that supports healthy lifestyles and offers opportunities for all employees to optimize their health and well-being while having fun and engaging with co-workers.

Scope: This policy applies to all regular and non-regular City of Woodinville employees.

Administration:

- I. The Wellness Program is budgeted through the Executive Department and is administered by the Assistant to the City Manager and wellness coordinators as needed.
- II. Wellness Coordinators should be rotated every two years, encouraging representation from different departments.
- III. Duties of the Wellness Coordinators include:
 - a. Soliciting wellness activity ideas from employees
 - b. Preparing the annual Wellness Operating Plan to achieve WellCity Status
 - c. Encouraging employees to coordinate and participate in planned wellness activities
 - d. Providing peer support and advocacy to boost wellness program participation
 - e. Performing evaluations of ongoing programs and activities
- IV. Wellness Coordinators will be allowed sufficient work time to meet and fulfill their duties.

Confidentiality:

Confidentiality is an important aspect of all health education activities. Because the Wellness Program may offer activities that discuss potentially sensitive issues, participants in the Wellness Program will comply with all laws related to worker health, such as; HIPAA, GINA, PPACA, and ADA.

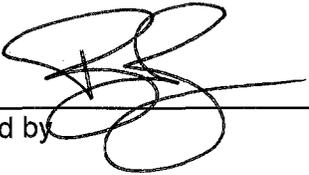
Budget:

A budget of no less than \$10 per employee will be designated on an annual basis and used to promote and encourage wellness activities. The City will strive to meet WellCity Standards each year in order to obtain the Association of Washington Cities (AWC) mini-grant to augment the budget.

Wellness Activities:

Wellness activities promote a healthy work environment, motivate employees to change unhealthy behaviors, educate and inform employees about healthy choices, and encourage physical and mental wellbeing.

Participation in the Wellness Program is encouraged and allows for an employee to participate in activities scheduled during both on and off work hours. However, participation is on volunteer basis.

Approved by  _____

Date 9/8/16 _____