

**CITY OF FIRCREST
RESOLUTION NO. 1525**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, EXPRESSING CONTINUED SUPPORT
FOR THE CITY OF FIRCREST WELLNESS PROGRAM.**

WHEREAS, the City of Fircrest recognizes that wellness programs improve employee quality of life, morale, and productivity, and decreases the use of sick leave, the use of health care services, and incidents and seriousness of workplace injuries; and

WHEREAS, the City of Fircrest further recognizes cities with a high level of wellness programming show health care costs markedly below cities with low-to-moderate wellness programming efforts; and

WHEREAS, the City of Fircrest wishes to show leadership to ensure the success of a wellness program; and

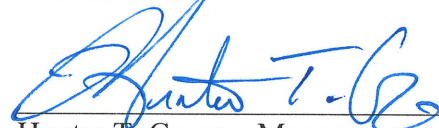
WHEREAS, the City of Fircrest will implement Wellness Program Elements attached hereto as Exhibit A. Now, Therefore

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:

Section 1. The Fircrest City Council hereby expresses their continued support of the City of Fircrest Employee Wellness Program in order to enhance the overall health of employees' mind, body, and spirit through education, encouragement, and environment.

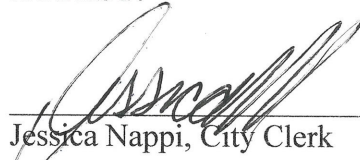
APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 13th day of March, 2018.

APPROVED:



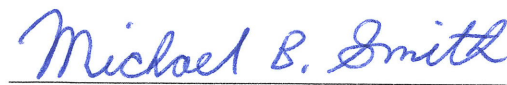
Hunter T. George, Mayor

ATTEST:



Jessica Nappi, City Clerk

APPROVED AS TO FORM:



Michael B. Smith, City Attorney

Exhibit A Wellness Program Elements

Standard #1: Policies & Procedures

The adoption, implementation and communication of supportive policies and procedures are instrumental in the development of a comprehensive, results-driven wellness program. For more information, see chapter 2 of the Workplace Wellness Planner and our on-demand webinar, “Developing Policies and Procedures.”

Requirement		Maximum points allowed	Minimum points required	Menu(s)	Tab(s)
R	<p>1.1 The City Council formally approved the wellness program by policy, resolution or ordinance. The program has documentation establishing its public purpose and guidance regarding the nature of allowable activities.</p> <p><i>Upload the policy, resolution or ordinance to eWellCity.</i></p>	3	3	WellCity Award	Documentation
R	<p>1.2 An annual wellness budget of at least \$10 per full-time employee was allocated.</p> <p><i>eWellCity calculates this amount and awards points based on the total budget amount for all activities and the number of full-time employees entered</i></p>	3	3	Activities and WellCity Award	Timeline & Budget and Application
R	<p>1.3 The wellness program complies with HIPAA, GINA, PPACA, ADA, and other laws related to worker health.</p>	3	3	Committee	Training
R	<p>1.4 The following city policies support the wellness program:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Operating procedures permit wellness committee members sufficient time to attend regular meetings and facilitate the program. <input type="checkbox"/> A policy providing access to the wellness program by a broad range of employee groups, departments and shifts. <input type="checkbox"/> A policy permitting employees to participate in some wellness programs such as health screenings or health education seminars during work hours. <p><i>Upload a copy of each policy in order to receive points. Each policy is worth 2 points. If multiple policy statements are contained in one document, be sure to upload it in each location to earn all points.</i></p>	6	2	WellCity Award	Documentation

Exhibit A Wellness Program Elements

Standard #3: Wellness Committee

The formation of a wellness committee is important to delivering a wellness program. The committee needs to have a method of operating that is consistent and effective throughout the year. Committee members must understand the goals and objectives of the organization, listen to the needs of the employees, and assist in the implementation of the program. A committee or coordinator is acceptable for cities with less than 50 employees. For more information, see chapter 4 of the Workplace Wellness Planner and our on-demand webinar, "Developing a Wellness Committee."

Requirement		Maximum points allowed	Minimum points required	Menu	Tab
R	3.1 A wellness committee has been formed that is representative of all workgroups and all levels of authority.	4	4	Committee	Members
R	3.2 The wellness committee has documented operating procedures that may include roles and responsibilities, meeting frequency and a member rotation system. <i>Upload a document that outlines committee operating procedures.</i>	4	4	WellCity Award	Documentation
	3.3 The wellness committee does the following: Worth 1 point each. <input type="checkbox"/> At least one elected official or management representative, with decision making authority, regularly attends meetings. <input type="checkbox"/> Prepares annual operating plan and proposed budget. <input type="checkbox"/> Representative of the workforce including departments, shifts, and locations. <input type="checkbox"/> Engages a broad base of employees and involves them in the program delivery. <input type="checkbox"/> Holds meetings at least monthly, or coordinator monitors program activity at least monthly.	5	0	Committee	Responsibilities
	3.4 Employees are invited to share ideas, feedback and concerns directly with the committee and or coordinator through: Worth 1 point each. <input type="checkbox"/> Suggestion boxes <input type="checkbox"/> Evaluation/Survey <input type="checkbox"/> Email <input type="checkbox"/> Intranet/Wellness webpage <input type="checkbox"/> In-person <input type="checkbox"/> Other: [Write-in]	2	0	Committee	Responsibilities
	3.5 Wellness committee members are formally recognized for their work on the wellness program each year by: Worth 1 point each. <input type="checkbox"/> Hosting a luncheon <input type="checkbox"/> Providing award certificates <input type="checkbox"/> Recognition on a performance review <input type="checkbox"/> Recognition at a city council meeting <input type="checkbox"/> Recognition at an all staff meeting <input type="checkbox"/> Other: [Write-in]	2	0	Committee	Responsibilities
Sub-total for Standard #3		17	8		