

## RESOLUTION 1497

### A RESOLUTION APPROVING A "WELLNESS POLICY" SECTION IN THE CITY OF WEST BRANCH, IOWA EMPLOYEE HANDBOOK

WHEREAS, the City Council, of the City of West Branch, Iowa adopted an Employee Handbook on September 8, 2009, and amended same handbook on October 19, 2009, February 1, 2010, October 4, 2010, December 6, 2010, February 21, 2011, April 4, 2011, February 21, 2012, December 3, 2012, January 21, 2014, and April 7, 2014; and

WHEREAS, the City Council of the City of West Branch wishes to promote health, well-being, healthy eating, and exercise among its employees through a Wellness Program designed to ensure a healthy work environment for City of West Branch employees.

NOW, THEREFORE, BE IT RESOLVED that the City Council of West Branch, Iowa does hereby approve and adopt the City of West Branch Personnel Handbook dated June 2016 revised by adding a **WELLNESS POLICY** section by adding the following text after the **BEREAVEMENT LEAVE** subsection of the "BENEFITS" section of the Employee Handbook:

#### **WELLNESS POLICY**

**The City recognizes the importance of promoting health, well-being, healthy eating, and exercise among its employees. It is the City's desire to encourage health, well-being and exercise through a Wellness Program designed to help ensure a healthy work environment for City of West Branch employees. Participation in the Wellness Policy is encouraged but voluntary. The Wellness Policy applies only to direct city employees at this time and is not currently being offered to the employees' family members. Full-time employees, part-time employees and volunteer firefighters are eligible to receive benefits under this policy. Seasonal employees and reserve police officers are not eligible to receive benefits under this policy.**

#### **Reimbursement Benefit**

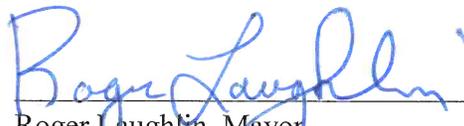
**Full-time employees and volunteer firefighters may be reimbursed for a wellness program or membership, with a monthly maximum of \$30. Part-time employees may be reimbursed for a wellness program or membership, with a monthly maximum of \$15. Examples of such benefits include but are not necessarily limited to subscription to health programs like Weight Watchers, membership fees to gyms or health facilities, or participation in a sports**

club of some kind. Receipts for purchase/payment or proof of payment must be provided to the city office by close of business on the last day of the month for reimbursement the following month.

**Participation in Recreation Events**

In addition to healthy activities, the City of West Branch would like to promote activity with the community and in our Recreation Programs and Events. As such, participation in health classes provided by the West Branch Parks & Recreation department will be provided at no cost to full-time employees, part-time employees and volunteer firefighters. These are offered solely for sports and physical fitness classes and are not eligible for events that offer prizes or rewards issued from the participation income. Some programs may be ineligible based on the decisions of the program instructor.

Passed and approved this 18th day of July, 2016.

  
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Roger Laughlin, Mayor

Attest:

  
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Matt Muckler, City Administrator/Clerk