

LCBCC "Working Well!" Written Operating Plan

Overall Goals:

The Wellness Team is a formal team established by the Leon County Board of County Commissioners to promote good health in the workplace.

Our business purpose is to promote wellness and to assist County employees by providing the resources to do so. The result to the organization is a healthy workforce which increases productivity and reduces health care utilization costs, presenteeism and absenteeism associated with an unhealthy lifestyle.

Wellness Program Vision

The Leon County Board of County Commissioners is committed to supporting a successful, results-oriented wellness program for its employees. As the trend of health care is moving toward preventative care, the wellness program strives to provide services focusing on promoting and maintaining healthy lifestyles through prevention, education and intervention.

As an employer, Leon County strives to improve the health and productivity of employees and reduce health-related costs, primarily by helping change the lifestyle choices of individuals within the employee population. This program will assist individuals through assessment, education, goal setting and motivation in order to support employees with their goals for healthy living.

Wellness Program Mission

The mission of the LCBCC Wellness Program is to assist employees and their family members in making voluntary changes to reduce health and injury risk, improve healthy consumer skills, and enhance individual productivity and well being.

Overall Goals

1. **Promote Physical Activity**
2. **Promote Healthy Eating and Weight Management**
3. **Increase Employees ability to deal with stress**

Measurable Goals and Objectives; Evaluation Plan; Implementation Plan and Timeline:

Goal #1: Promote Physical Activity

Rationale for choosing goal:

- 62% of survey respondents identified fitness as an interest area
- 69% of survey respondents were over the age of 38

How will success be measured in reaching this goal?

- Track participation in fitness initiatives
- Track HRA results for exercise participation levels
- Track participation in an onsite fitness classes.

Objectives set to accomplish goal:

- To increase participation in our fitness initiatives by 10% by October 2010
- Implement and establish an activity-centered incentive program based on meeting goals for regular involvement in appropriate physical activity by January 2010
- To increase participation in our fitness and exercise oriented trainings by 10% by October 2010

Programs, activities, interventions planned to meet objective

- Offer offsite fitness incentives (i.e. gym membership savings)
- Conduct fitness and exercise oriented trainings.
- Offer onsite fitness classes monthly.

Timeline for programs:

- Fitness and exercise oriented trainings available by January 2009.
- Semi-annual reminders of gym membership opportunities
- Establish onsite fitness class monthly by January 2010.

Resources needed to conduct programs:

- Funding for fitness and exercise oriented trainings.
- Consistent Team representation to coordinate the programs.
- Management support for employee attendance in scheduled activities.
- Personnel to run the onsite fitness classes.

Methods and tools to evaluate programs:

- Track participants in the offsite fitness incentive programs to determine how many have increased their activity levels.
- Survey training participants and make adjustments accordingly.
- Conduct evaluation after the conclusion of each onsite fitness class and make adjustments accordingly. Informally interview employees asking if they participated and if not why.

Goal #2: Promote Healthy Eating and Weight Management

Rationale for choosing goal:

- 57% of survey respondents identified nutrition as an interest area

How will success be measured in reaching this goal?

- Track weight loss during weight management initiatives.
- Track self-reports of improvement in healthy eating habits.
- Track results from annual biometric screenings.

Objectives set to accomplish goal:

- Offer weight management and nutrition programs at least two times per year beginning in January 2010.
- Offer on-going follow-up resources.
- Coordinate presentations on the importance of being physically active in relation to weight management.

Programs, activities, interventions planned to meet objective:

- Conduct trainings to provide information on healthy eating.
- Conduct weight loss initiatives that are backed by incentives.
- Conduct trainings on diabetes, high blood pressure and cholesterol to raise awareness.
- Conduct trainings on how to incorporate activity into a busy lifestyle.

Timeline for programs:

- Begin weight management/nutrition programs in January of 2010.

Resources needed to conduct programs:

- Funding for Incentives
- Trainers
- Meeting Rooms
- Personnel to coordinate the programs
- Management support for employee attendance in scheduled activities.

Methods and tools to evaluate programs:

- Conduct pre and post surveys to determine if participants have changed their eating and/or levels of activity.
- Track participation in weight management/nutrition programs.

Goal #3: Increase Employees ability to deal with stress

Rationale for choosing goal:

- 45% of survey respondents identified nutrition as an interest area

How will success be measured in reaching this goal?

- By measuring employees perception of their stress levels on a future survey or Health Risk Assessment.
- By conducting pre and post class surveys of participants perceived stress levels.

Objectives set to accomplish goal:

- Offer a minimum of two stress management related classes each year.
- Offer a minimum of one financial planning class each year.

Programs, activities, interventions planned to meet objective:

- Offer Stress Management resources/training classes.
- Offer Financial Management resources/trainings.
- Offer Yoga and Pilates resources/training.
- Provide information on the benefits of physical activities in reducing stress levels.
- Offer training in relaxation techniques.
- Offer a minimum of monthly massage clinics at different locations throughout the County facilities.

Timeline for programs:

- Presentations and classes will begin in January of 2010 and will be ongoing.

Resources needed to conduct programs:

- Trainers
- Meeting Rooms
- Personnel to coordinate the programs
- Management support for employee attendance in scheduled activities.

Methods and tools to evaluate programs:

- Evaluations upon completion of presentations
- Results of HRA or self reporting

Promotional Strategies:

Programs will be promoted:

- At new employee orientation
- By electronic communication
- By word of mouth
- In semi-annual LCBCC newsletter
- With the assistance of the County Commissioners and County Administrator
- By flyers posted in strategic areas
- Posting a calendar of events via the intranet