

City of St. Helens
RESOLUTION NO. 1989

A RESOLUTION ADOPTING A NEW CITY OF ST. HELENS
WORKSITE WELLNESS PROGRAM POLICY AND SUPERSEDING
RESOLUTION NO. 1715

WHEREAS, the City of St. Helens City Council wishes to encourage wellness in the workplace; and

WHEREAS, studies have shown that where there is support from management to conduct worksite wellness programs in the workplace, more employees participate; and

WHEREAS, the goal of a worksite wellness policy is to create programs that support employees' efforts to improve their overall health and well-being; and

WHEREAS, the City acknowledges its need to contribute in a positive way to the health and well-being of its employees.

NOW, THEREFORE, the City of St. Helens resolves as follows:

Section 1. The Worksite Wellness Program Policy, attached as Exhibit A and incorporated herein by reference, is hereby adopted.

Section 2. This Resolution supersedes Resolution No. 1715.

Approved and adopted by the City Council on September 6, 2023, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

CITY OF ST. HELENS

WORKSITE WELLNESS PROGRAM

POLICY NUMBER: HR ~~100~~110

EFFECTIVE DATE: ~~SEPTEMBER 2, 2015~~

APPROVAL: ~~9/2/15, RES. NO. 1715~~

I. POLICY

The City of St. Helens recognizes employees are critical to the quality and efficiency of local government services. The health of its employees directly affects their ability to perform their job duties and provide services to its citizens and also has a direct effect on the costs of the City. The City recognizes its need to contribute in a positive way to the health and well-being of its employees. This policy is established as a means to provide information and encourage activities for City employees to promote health and safety in the work environment.

II. GOAL

To support wellness in the workplace by creating a program of health education and fitness activities that meets the needs and interest of employees.

III. VOLUNTARY PARTICIPATION

Employee participation in the programs and activities is voluntary.

IV. EMPLOYEE WELLNESS COMMITTEE

Duties

The duties of the committee members are to:

- ~~1.~~ 1. Meet regularly to discuss, plan, and implement wellness initiatives that will improve the health and well-being of all City staff members.
- ~~2.~~ Provide enthusiastic support of the purpose and goal of the Wellness Program
- ~~23.~~ Act as a liaison between the Wellness Committee and the employees to represent the interest, needs, and opinions of the employees
- ~~34.~~ Help plan, implement, and promote wellness programs
- ~~45.~~ Provide peer support and advocacy to boost wellness program participation
- ~~56.~~ Perform evaluation of ongoing programs and activities
- ~~67.~~ A representative from the Committee members will attend the annual CIS Benefits open enrollment meeting/webinar
- ~~8.~~ Work with the management team to provide a comfortable break area at each worksite to assist in reducing stress and to support wellness among employees.

Confidentiality

Confidentiality is important in all health education activities. Because the Wellness Committee may offer programs about potentially sensitive issues, the transactions and interaction regarding personal and medical information that take place in the wellness programs will be confidential and will be respected as such.

V. PROGRAM ACTIVITIES

1. Nutritional information and motivational programs for stress reduction, smoking cessation, weight management, healthful eating and exercise.
2. Information and awareness programs such as flyers, ~~paycheck stuffers~~, bulletin boards, brown bag lunch sessions, wellness seminars, ~~workshops~~workshops, and classes.

3. Opportunities to develop and institute additional wellness incentives and policies that contribute to the health and well-being of employees and their family members.

VI. PROGRAM BUDGET

1. Apply for the available grants for Wellness programs
2. City budget resources when available

VII. PROGRAM COSTS

Depending on the nature of the activity, programs may be provided at cost, low cost, or no cost.

VIII. PROGRAM INVOLVEMENT

1. City management will allow employees time for wellness activities and programs as the normal workload demands are appropriately met.
2. [Prizes offered through the Wellness Program are considered a benefit to employees and therefore exempt from ORS 244.040\(1\).](#)