## REQUEST FOR BOARD ACTION

**ITEM NO.** 11.

**DATE OF MEETING:** October 18, 2010

**REQUESTED BY:** Melinda Knoerzer, Public Utilities

**SHORT TITLE:** Resolution Approving Pender County Wellness Program Policy and Procedures

**BACKGROUND:** Over the past year a new Employee Wellness Committee has been formed and is working to develop a more comprehensive wellness program. Last year, employee health assessments were conducted in October, with a participation rate of approximately 30%. The results reflected an employee population with health issues common to this region, including but not limited to obesity, diabetes, and high blood pressure. The Committee recommended strengthening the wellness program and encouraging employee participation. One way many local governments are doing this is to adopt policies that provide the employer pays 95% of the health insurance premium for employees. However, the employer offers an incentive whereby the entity will cover 100% of an employee's health insurance premium if the employee meets certain participation requirements in an employee wellness program.

Thus, the FY 10-11 budget ordinance included a provision to provide that employees would be responsible for 5% of their health insurance premium, unless they met the requirements of the wellness program. Since that time, the Wellness Committee has drafted a Wellness Program Policy and Procedures policy that is more specific about participation requirements. The policy provides that for calendar year 2011, Pender County will cover 100% of the cost of health insurance premiums for employees provided they participate in the biometric screening and health risk assessment to be provided in November, 2010. Further, for calendar year 2012, employees will have to participate in the assessment, participate in 50% of the wellness classes offered, and participate in at least two exercise educational events.

As the wellness program develops and gets more comprehensive, additional incentives (positive and negative incentives) will be incorporated into the program, and further policy amendments may be necessary.

A copy of the proposed Policy and Procedures guideline is attached.

**SPECIFIC ACTION REQUESTED:** To consider a resolution adopting the Pender County Wellness Program Policy and Procedures guidelines.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that:

the Board hereby approves the Pender County Wellness Program Policy and Procedures guidelines dated October 4, 2010. The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

**AMENDMENTS:**

MOVED_____ SECONDED_____

APPROVED_____ DENIED_____UNANIMOUS

YEA VOTES: Tate___ Blanchard ___ Brown ___ Rivenbark ___ Williams ___

Jimmy T. Tate, Chairman — 10/18/10 Date

ATTEST — 10/18/10 Date

**PENDER COUNTY WELLNESS PROGRAM**
**POLICY and PROCEDURES**

## PURPOSE

Pender County Government believes that good health improves the quality of employees' personal and professional lives, which is why it encourages employees to pursue healthy lifestyles. Pender County Government offers a variety of wellness and health promotion activities to prevent illness, reduce health plan costs, and improve employees' health. All covered employees are eligible to participate in wellness plan activities and are incentivized to do so.

This policy will outline the procedure that qualifies an employee who is enrolled in the Pender County Government Employee Medical and Dental Plan for the Wellness Program incentives. Each year the Wellness Committee will determine incentives and criteria to earn incentives.

## POLICY

Effective annually (calendar year), beginning with the first payroll in January, 2011 the cost for employee medical and dental benefits will be covered by Pender County Government at 100% provided covered participants meet the following Wellness criteria:

- Complete an on-site confidential biometric screening and health risk assessment to be offered to all employees in November, 2010

Effective with the first payroll in January, 2012 and annually thereafter, the cost for employee medical and dental benefits will be covered by Pender County Government at 100% provided covered participants meet the following Wellness criteria during the calendar year immediately prior to each January:

- Complete an on-site confidential biometric screening and health risk assessment.
- Complete a follow up consultation with the biometric screening vendor or a primary care physician within 120 days of on-site screening.
- Attend 50% of the healthy living educational classes to be provided through the County annually. These classes will be scheduled during normal business hours. The number of classes offered each year will be determined by the Wellness Committee on or before December 31 annually.
- Attend or participate in no less than two exercise educational events provided by the County annually. An alternative standard will be available for employees who cannot perform the physical activity. The number of exercise events offered each year will be determined by the Wellness Committee on or before December 31 annually. (*a routine preventive care exam [physical] can be counted as one exercise educational event if it is undertaken during the qualification period and completed by a primary care physician*)

**Compliance Period:**

- January 1st – December 31st of each year

**Compliance Procedure:**

- The biometric screening vendor and the Medical/Dental plan TPA will provide compliance reports to the County to verify each employee's eligibility for the annual Incentive
- Routine Physical Preventive Care Exam Compliance will be verified annually by Eben Concepts/Group Benefits.
- Employees who have not met the criteria outlined above by December 31st each year will not receive the annual Incentive. Employees that have not met the criteria shall revert to the standard 95% employer contribution to the medical and dental plans. These employees shall be required to make a 5% bi-weekly payroll deduction contribution to the cost of the medical and dental plans to stay enrolled in the County's medical and dental benefit plan. The medical and dental benefits are

partially self-insured, and the 5% employee contribution will be calculated using the actuarial data from the claims experience and fixed cost of the plan (i.e. current C.O.B.R.A. rates).

**POLICY AMENDMENTS:**

This policy may be amended from time to time by the Board of Commissioners as recommended by the County's Employee Wellness Committee.

Adopted this the ____ day of October, 2010.

_____
Jimmy T. Tate, Chairman

_____
Rick Benton, County Manager