



REQUEST FOR BOARD ACTION

ITEM NO. 10

DATE OF MEETING: June 22, 2015

REQUESTED BY: Denise Mulhollen, Human Resources Director

SHORT TITLE: Approval of Revision to Pender County Wellness Program Policy and Procedures

BACKGROUND: On October 18, 2010, the Pender County Board of County Commissioners passed a resolution adopting the Pender County Wellness Program Policy and Procedures. On May 16, 2011, the Pender County Board of County Commissioners passed a resolution approving a revision to the Pender County Wellness Program Policy and Procedures. Both of the previous policies provided an incentive for employees to participate in the wellness program by offering to pay 100% of the employee-only health and dental insurance premiums. As insurance costs continue to rise, the Pender County Board of County Commissioners voted to remove the employee-only dental and vision coverage at the May 26, 2015 meeting. Dental and Vision coverage will continue to be offered to employees as a voluntary benefit but the Pender County Wellness Program Policy needs to be revised to reflect the removal of the dental and vision coverage.

A copy of the new revised policy is attached, as well as a previous copy for comparison.

SPECIFIC ACTION REQUESTED: To consider a resolution approving the revised Pender County Wellness Program Policy and Procedures.

PENDER COUNTY WELLNESS PROGRAM
POLICY AND PROCEDURES

PURPOSE

Pender County Government believes 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 only medical ~~and dental~~ benefits ~~(less the current premium)~~ 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 in ~~the month of November~~ ~~September 2010 2015~~.

Effective with the first payroll in January ~~2012 2016~~, and annually thereafter, ~~a portion of~~ the cost for employee only medical ~~and dental~~ benefits may 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, if recommended, with the biometric screening vendor or a primary care physician within one hundred and twenty (120) days of on-site screening or within three (3) months of receiving health risk assessment results, whichever is later.
- Complete four (4) wellness program options such as attending wellness seminars, participating in a group or individual exercise program, receiving a flu vaccination, a routine physical examination, ~~a routine dental cleaning, a routine vision screening~~ or completing a Tobacco Free waiver. Additional wellness options may be identified and announced by the Wellness Committee. Documentation of completion of wellness program options must be submitted to Human Resources by December 1 each year.

Compliance Period:

- January 1 – December 31 of each year

Compliance Procedure:

- The biometric screening vendor and the Medical ~~Dental~~ plan third party administrator 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~~, ~~Corporate Benefits Service~~.
- Employees who have not met the criteria outlined above by December 31 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 ~~May June, 2011, 2015~~

~~George R. Brown, Jr., David Williams~~, Chairman

~~Rick Benton~~ ~~Randell Woodruff~~, County Manager

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**PENDER COUNTY WELLNESS PROGRAM
POLICY AND PROCEDURES**

PURPOSE

Pender County Government believes 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 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, the full cost for employee only medical benefits (less the current premium) will be covered by Pender County Government provided covered participants meet the following wellness criteria:

- Complete an on-site confidential biometric screening and health risk assessment to be offered in the month of September, 2015.

Effective with the first payroll in January, 2016 and annually thereafter, a portion of the cost for employee only medical benefits may be covered by Pender County Government 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, if recommended, with the biometric screening vendor or a primary care physician within one hundred and twenty (120) days of on-site screening or within three (3) months of receiving health risk assessment results, whichever is later.
- Complete four (4) wellness program options such as attending wellness seminars, participating in a group or individual exercise program, receiving a flu vaccination, a routine physical examination or completing a Tobacco Free waiver. Additional wellness options may be identified and announced by the Wellness Committee. Documentation of completion of wellness program options must be submitted to Human Resources by December 1 each year.

Compliance Period:

- January 1 – December 31 of each year

Compliance Procedure:

- The biometric screening vendor and the Medical plan third party administrator 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 Corporate Benefits Service.
- Employees who have not met the criteria outlined above by December 31 each year will not receive the annual Incentive. Employees that have not met the criteria shall be required to make a 5% bi-weekly payroll deduction contribution to the cost of the medical plan (in addition to the current bi-weekly premium cost) to stay enrolled in the County's medical benefit plan. The medical 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 June, 2015.

J. David Williams, Chairman

Randell Woodruff, County Manager