

WORKFORCESOLUTIONS
GREATER DALLAS

Policy Number: A0116, amending Administration 01-12	RE: Workforce Solutions Greater Dallas Employee Handbook
Date Issued: 6/1/15	Effective Date: 06/1/2015

FITNESS AND WELLNESS PROGRAM POLICY

Background:

This policy amends the existing Fitness and Wellness program policy, Administration 01-12 and Workforce Solutions Greater Dallas Employee Handbook. The origin of the Fitness and Wellness program incorporates regular exercise, healthy diet and wellness exams into employees' daily lives to achieve a more balanced lifestyle and avoid health risk. The Board has incorporated a Fitness Program into the agency's health plan. This policy offers clarification of required documentation and pre-approval of fitness activities.

Policy:

Background:

To assist Board employees with incorporating regular exercise, healthy diet and wellness exams into their daily lives which can help to achieve a more balanced lifestyle and avoid health risk. The Board has incorporated a Fitness Program through BlueCross and BlueShield Texas' Blue Care Connection into the agency's health plan.

FITNESS AND WELLNESS PROGRAMS

Regular full-time employees are eligible for the fitness and wellness program offered by Workforce Solutions Greater Dallas. Benefit options available to employees are self-selected from a menu of options which includes: fitness center memberships, diet aids, weight loss group participation, smoking cessation programs, personal trainers, yoga, exercise or dance classes. All of these options must be pre-approved by the WFSDallas President. The reimbursements will be paid through the payroll system each April for the preceding twelve month period of April 1st to March 31st. Reimbursement requests will be due no later than each April 15th for inclusion in the last payroll in April. The maximum allowed will be \$300 per twelve month period.

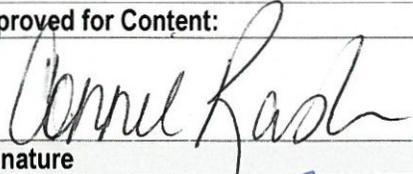
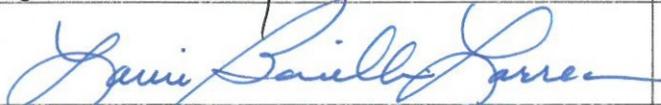
Staff may also participate in the T. Boone Pickens YMCA Corporate Membership. WFSDallas will pay the membership fees for employees to the T. Boone Pickens YMCA. As a requirement for payment of fees, each employee must participate at the T.Boone Pickens YMCA at least five times per month. The YMCA will provide documentation of attendance to WFSDallas.

Action Required

This policy should be distributed to all affected staff.

Contact

Inquiries regarding this policy should be directed to **Mike Purcell, Chief Financial Officer at 214.290.1039.**

Approved for Content:	
	6/1/15
Signature	Date
	6/1/15
President's Signature	Date