

Originated: December 17, 2012

### **Personnel Policy for Wellness Programs and Incentives**

The Hawley Public Schools (“Employer”) desires to offer incentives to employees who voluntarily choose to participate in wellness programs (“Wellness Programs”) pursuant to a wellness incentive program (the “Program”) that is made available through the Lakes Country Service Cooperative (“SC”). The Program is intended to be temporary and will sunset on the date set forth below.

**Section 1. Program.** During the term of the Program, employees will be provided financial incentives to participate in and complete Wellness Programs made available through the SC. Participation in the Program by employees is completely voluntary.

**Section 2. Eligibility.** Incentives under the Program are limited to employees who are enrolled in Employer-sponsored group health plans made available through SC. The Program shall terminate with respect to any class of employees that ceases to participate in group health plan coverage made available through SC.

**Section 3. Incentive.** The Employer will pay incentives in the amount of \$200 in FY14 for each employee who completes a health risk assessment between January 2, 2013 and February 15, 2013. The Employer will pay \$250 in FY14 for each employee who completes a health risk assessment and participates in biometric screening between November 1, 2013 and March 31, 2014. No amount of incentives shall be payable as taxable cash compensation.

**Section 4. Application of Incentives.** Incentives earned by employees shall be applied to reduce the employees’ share of health insurance premium under the coverage option selected by the employee. The reduction of the employees’ share of health insurance premiums shall be applied in the manner determined by Employer or as otherwise agreed upon.

**Section 5. Wellness Programs.** During the first year of the Program, employees will be eligible for an incentive if they complete an online health risk assessment and review the results. Employees who do not have reasonable access to the internet through work or home will be provided online access through the Employer’s worksite. During the second year of the Program, employees will be eligible for an incentive if they complete an online health risk assessment and review the results, and participate in biometric screening. In no event will an incentive be contingent on satisfying a standard related to a health factor, unless a reasonable alternative standard is made available to achieve the reward for persons who could not otherwise obtain the reward because of a health condition or for whom it would be medically inadvisable to attempt to satisfy the applicable standard.

**Section 6. Confidential Information.** Individual information that employees provide on the health risk assessment or learn through biometric screening will not be shared with the Employer or the SC. The Employer will receive information on who completes the health risk assessment and participates in biometric screening solely for the purpose of determining who is entitled to an incentive.

**Section 7. Temporary Program; Sunset Provisions.** The Program may be terminated at the discretion of Employer at any time, but incentives earned before the Program is terminated will be payable as described

herein. The Program will automatically terminate on July 1, 2014 unless renewed by the Employer. Employer is not required to bargain for renewal or extension of the Program.

**Section 8. Entire Agreement.** This is the full and complete agreement of the parties on this issue. There are no other oral or implied agreements.

**Section 9. No Precedent.** This agreement does not set any precedent for any future issue, nor does it authorize opening any collective bargaining agreement between the Parties for negotiation.