

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

WEDNESDAY, JULY 2, 2014

4:00 p.m.

-Consider approval of the minutes for June 4 and June 11, 2014

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders; and
- (b) Consider acquisition for three vehicles for Public Works (Jackie Waggoner)

REGULAR AGENDA

- (2) Consider approval of WorkWell Lawrence funding request. (Linda Koester-Vogelsang and Eileen Horn)

- (3) (a) Consider approval of Accounts Payable (if necessary)
- (b) Appointments

Board of Zoning Appeal – (2) vacancies 10/14

Building Code Board of Appeals (2) vacancy 12/14

Community Corrections Advisory Board (4) vacancies past and upcoming

Jayhawk Area Agency on Aging Board of Directors – (2) vacancies

Jayhawk Area Agency on Aging Tri-County Advisory Council – (2) vacancies

- (c) Public Comment
- (d) Miscellaneous

- (4) Adjourn

MONDAY, JULY 7, 2014

Budget Hearings

TUESDAY, JULY 8, 2014

Budget Hearings

WEDNESDAY, JULY 9, 2014

Budget Hearings

THURSDAY, JULY 10, 2014

Budget Hearings

WEDNESDAY, JULY 16, 2014 - Canceled

WEDNESDAY, JULY 23, 2014

-Presentation and consider approval of 2013 Audit (Sarah Plinsky)

WEDNESDAY, JULY 30, 2014: 6:35

-Neighborhood Revitalization Act project for 1106 Rhode Island and 1101/1115 Indiana Street (Diane Stoddard)

***Note:** The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:35 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.*



DOUGLAS COUNTY ADMINISTRATIVE SERVICES

Division of Purchasing

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Lawrence, KS 66044-3064
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MEMO TO: The Board of County Commissioners
Craig Weinaug, County Administrator

FROM: Jackie Waggoner, Purchasing Director
Division of Purchasing

SUBJECT: Consider Acquisition of Three Vehicles for Public Works

DATE: June 27, 2014

Public Works has three trucks earmarked to be replaced this year. All three vehicles are for administrative staff; two for inspection and one for engineering.

Inspection truck #101 and #103 are 2007 Ford F-150 extended cab; one with 75,000 miles and the other with 90,000 miles. Both are used for construction inspections. The engineering truck #7 is a 2002 Dodge Durango with 87,000 miles. This truck is shared among the engineering staff and is primarily used for traffic studies and traffic counts. All trucks will be replaced with a Ford F-150 extended cab, and the engineering truck will have a tonneau cover to store equipment. Each of the existing trucks has some minor mechanical issues and will be sold through our online auction.

Last year the County participated in the regional cooperative bidding process through MACPP (Mid America Council of Public Purchasing) for the acquisition of 2014 vehicles. We may purchase from the contracts until the manufacturer's production cutoff date. Multiple contracts were awarded for the same models and it is up to each entity to determine the low bid based on their specifications. Shawnee Mission Ford provided the lowest cost on the Ford F-150 based on our equipment options. The table below summarizes their cost:

Quantity	Description	Unit Cost	Extended Cost
3	Ford F-150 4x2 Pickup Extended Cab	\$16,498	\$49,494
3	Cab "B" 8' Bed	\$ 3,170	\$ 9,510
1	Tonneau Cover (manual lock)	\$ 1,200	\$ 1,200
3	Bed Liner Rhino	\$ 465	\$ 1,395
1	Service Manual	\$ 200	\$ 200
3	Trailer Tow Package	\$ 320	\$ 960
3	Daytime Running Lights	\$ 38	\$ 114
6	Extra Chip Keys (2 per truck)	\$ 30	\$ 180
Total Cost			\$63,053

Funds are available in Road and Bridge Equipment Reserve. Doug Stephens and I will be available at the meeting to answer any questions.

RECOMMENDATION: The Board of County Commissioners approves the purchase of three Ford F-150 trucks from Shawnee Mission Ford in the amount of \$63,053.

MEMO TO: Board of County Commissioners

FROM: Linda Koester-Vogelsang, Court Administrator
Julie Clouse, Management Information Analyst

SUBJECT: WorkWell Lawrence Funding Request

DATE: June 20, 2014

Through a grant provided by LiveWell Lawrence, Douglas County has provided worksite wellness education to a core group of stakeholders under the direction of Dr. Elizabeth Ablah, PhD, MPH. These stakeholders consist of representatives from various County departments, including representatives from Bert Nash and the Lawrence-Douglas County Health Department. The stakeholders met on four (4) separate occasions for four (4) hour sessions. The group has been organized into four (4) committees – Benefits Design, Communications, Data and Leadership.

Douglas County is eligible to receive funding of up to \$3,000 through WorkWell Lawrence to advance our worksite wellness efforts. We request the Board's approval to proceed with the application for funding.

The Leadership Committee will be present to conduct a brief presentation on our efforts.

Recommended Motion: Authorize the submission of an application of up to \$3,000 from WorkWell Lawrence in order to advance the worksite wellness efforts.

WorkWell Lawrence Funding Worksheet

Worksite Plan –

- 1) Describe what you have already done to establish a worksite wellness foundation.

Have you developed, or are you developing a foundation?

Douglas County has provided education to a core group of stakeholders who toward the end of the educational process have been organized into committees according to the foundational requirements of the WorkWell KS framework. Each group (leadership, data, communications, benefits) has worked according to its appropriate goal to brainstorm or gather data to develop a worksite wellness initiative.

- 2) What is/are your worksite's goal(s) for this plan?

If funding is secured, the goal would be to hire a Community Health intern position to create an Douglas County Work Well plan (aka "road map"). The community health intern would review the work of the sub committees and provide best practice recommendations to the wellness committee and decision makers.

- 3) Has the WorkWell Lawrence training influenced those priorities or goals at all? How so?

Yes. The education provided by WorkWell Lawrence was critical to the group learning about the importance of a healthier worksite strategic framework. Without the education of WorkWell Lawrence, it is likely that the county wellness stakeholders would have recommended options that would not have been sustainable or had the ability to form a foundation to grow. The training has brought to the committee's attention the need for a plan, funding and support for implementing the foundation of worksite wellness via environment, policy, benefit design, programs and information. The WorkWell training definitely influenced everyone in attendance to work toward a plan that best fits Douglas County. It made the wellness committee aware of all the possibilities of creating a work culture that supports wellness and well being for Douglas County Employees. The Healthier Worksite Strategic Framework was a new way of thinking about the approach to a wellness plan and logical ideas on how to implement it.

Use of funding –

1) How would you spend the grant funds? (Be specific. Give an estimate or create a budget)

\$3,000 grant funding request would be utilized to:

- A. Hire an intern to work with the Co-Chairs of the wellness committee and create a wellness plan that would include: benefit design, worksite policies, and employee incentives for participation in wellness initiatives. This intern would complete the research on evidence-based effective policies and programs to assist the wellness committee.**
- B. The wellness committee will continue to complete the following:**
 - a) Finalize the mission/vision statement created by the Leadership committee, and design additional goals for wellness and health.**
 - b) Create communication tools to publicize the availability and importance of the HRA program in 2014.**
 - c) Track participation in the County HRA program in 2014, to determine participation rates, and incentives needed to increase participation.**
 - d) Track health data available from Willis Med.**
 - e) Work with the communications committee to create a robust communications plan of the County's wellness initiatives.**
 - f) Help the wellness committee create a "sustainability plan" to build capacity for continuing the work without paid staffing support.**
 - g) Build the case for future funding of wellness efforts with the County Administrator and County Commissioners.**
- C. Possible goals and initiatives include:**
 - a) Healthy food/beverage options for vending machines**
 - b) Consider healthy nutritional labeling.**
 - c) Consider pricing strategies that encourage healthy food and beverage choices.**
- D. Physical activity**
 - a) Provide flexible work arrangements or break times for employees to engage in physical activity, when possible.**
 - b) Encourage non-motorized commutes to work where appropriate.**
 - c) Enhance access to public transportation.**
 - d) Explore walking paths near County buildings**
 - e) Work to provide access to onsite or nearby workout facilities**
 - f) Explore access to changing room/locker room with showers**
 - g) Complete ergonomic assessments of employee work sites**

2) How does your proposed use of the funds support your overall wellness plan and the sustainability of your efforts?

The proposed use of the funds supports the wellness plan by:

1. Developing a long term sustainable wellness plan for Douglas County employees.
2. **Beginning to address healthy food initiatives in partnership with LiveWell Lawrence and the Douglas County Health Department.**
3. Advancing physical activity in the workplace.

Alignment with the WorkWell KS Framework -

1) Describe which elements of the WorkWell KS framework your worksite wellness plan addresses.

Access to Healthy Foods and Physical Activity. Our plan will address all elements of the WorkWell KS framework by including plans for integrating the wellness philosophy into the work environment through changes in policy, benefit design, addition of wellness programs and ready access to information regarding wellness in the workplace. This wellness approach will be supported as the wellness committee continues to meet regularly, following the development of leadership, communications and data sub committees.

2) How did you decide which areas of the framework to focus on? Please provide insight as to how you made these decisions. (ex. Did your assessment result bring attention to an area that could be improved?)

A survey was prepared and sent to all Douglas County employees. The survey focused attention on the areas of physical inactivity and healthy foods as top priorities for county employees.

Goals or Desired Outcomes –

1) How will this funding help you achieve your overall goals?

The funding will help us achieve our overall goals by providing financial support for the development of a sustainable wellness plan; initially addressing healthy foods through the vending machines and starting to provide regular physical activity during the working hours of employees.

- 2) List some ways in which you will know you were successful. What kinds of measures will you use to determine if you were successful?**
- A) Creation of a worksite wellness plan that includes benefit design, worksite policies and incentives and a fully functioning committee.**
 - B) Organizational policies and practices within Douglas County will be developed and put into practice, supporting physical activity**
 - C) Explore goals and programs around healthy food initiatives and physical activity.**

Why Worksite Wellness?

WorkWellKS



3 Four 50

3 Risk Factors

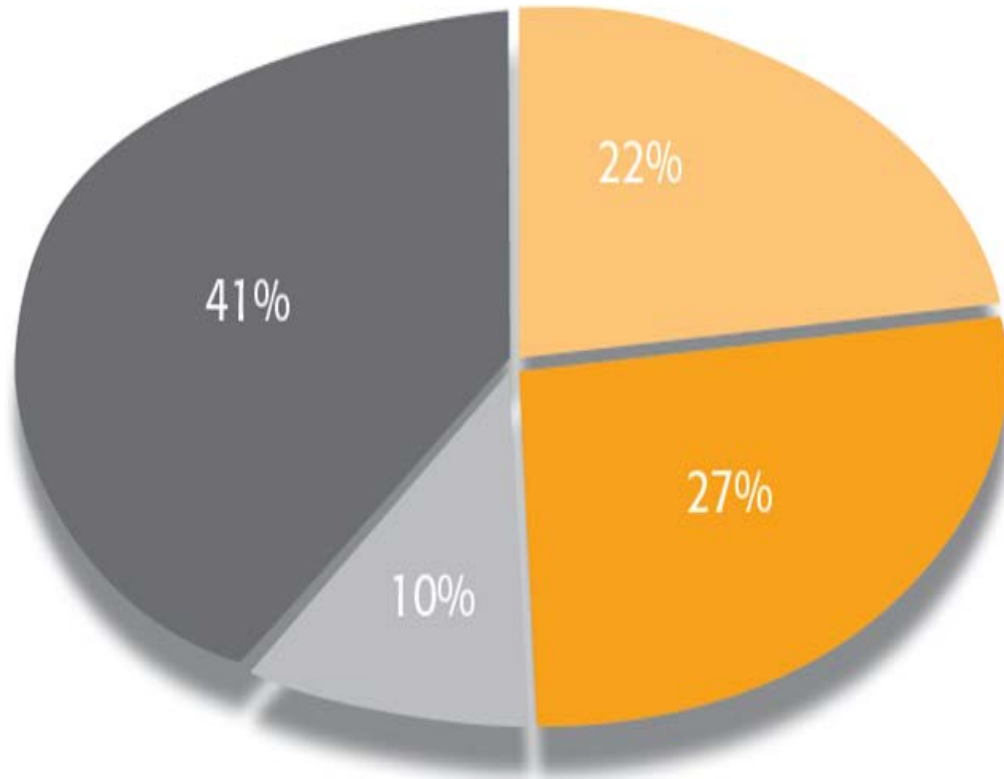
(tobacco use, poor diet, physical inactivity)

Contribute to **Four** chronic diseases

(heart disease, type 2 diabetes, lung disease, some cancers)

Which, in turn, contribute to more than **50%** of all deaths in the world

The Full Cost of Healthcare



- Lost productivity: Job performance
- All medical care
- Lost productivity: Absence
- Wage replacements

Source: *Integrated Benefits Institute*



Benefits of Wellness at the Worksite

- 26% reduction in health costs.
- 32% reduction in workers' compensation.
- 27% reduction in sick leave and absenteeism.
 - Favorable return on investment: For each dollar spent on worksite wellness, expenditures related to absenteeism are reduced by \$2.73 (Baicker, 2010)
- Increased productivity
- Improved overall morale/staff retention

The WorkWellKS Philosophy

WorkWellKS



Philosophy

- Change the culture of worksites.
- Begin with the employer, not the employee.
- Not “good” and “bad.” Not “right” and “wrong.”
- What are our goals, what does the literature suggest?



Philosophy

- Implement changes based on lessons learned (academic literature)
- Goal- identify practices that are feasible, replicable, effective, sustainable, and have significant public health impacts

Emerging → Promising → Leading →
Best Practices → “Evidence-Based”

Intent of Initiative

- So the healthy choice is the easy choice



The WorkWellKS Framework

WorkWellKS

Strategic Framework



	Physical Activity	Healthy Foods	Tobacco	Mental Health & Stress Management	Chronic Disease
Environment					
Policy					
Benefit Design					
Programs					
Information					



BUILDING A FOUNDATION

Good Health is Good BusinessSM

Douglas County Wellness Committee

- 4 meetings
 - July 2013-April 2014
 - 40+ of participants
- Created four subcommittees
 - Staff survey = 64% response rate

Survey response summary:

- 74% of employees would participate in a Health Risk Assessment (HRA) if offered by Douglas County.
- How important is it that Douglas County target initiatives to address?
 - Physical inactivity **59.4% (196)** **33.6% (111)**
 - Unhealthy foods **45.8% (151)** **39.7% (131)**
 - Tobacco **57.4% (187)** **27.0% (88)**



Douglas County Worksite Wellness Mission:

Douglas County is committed to supporting our employees and families by providing a worksite culture of health & wellness.



Mission statement will be realized by:

- 1) Implementing policies and environments to make the healthy choice the easy option.
- 2) Educating employees and increasing awareness of healthy lifestyle choices.
- 3) Providing onsite health promotion programs that enhances employee morale, productivity and job satisfaction.



Next Steps:

- Offer HRA to employees in 2015 plan year.
- Accept \$3,000 grant.
- Hire an intern to assist with research towards a County Employee Wellness Plan.
- Worksite Wellness Committee drafts Wellness Plan.
- Provides recommendations to Administration and Commission.