



# Board of County Commissioners Agenda Request

**25**  
Agenda Item #

**Requested Meeting Date:** August 26, 2014

**Title of Item:** Approval of Health Promotion Team Funding

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Mike Dangers		<b>Department:</b> County Assessor
<b>Presenter (Name and Title):</b> none		<b>Estimated Time Needed:</b> none
<b>Summary of Issue:</b> The Health Promotion Team is the committee that promotes Aitkin County employee health and wellness. They are requesting additional funding for employee benefits through the unused employee flex spending account funds.		
<b>Alternatives, Options, Effects on Others/Comments:</b> Please see the memo for more details.		
<b>Recommended Action/Motion:</b> We request County Board approval of the utilization of unused employee flex spending account funds for Health Promotion Team purposes.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ varies Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> This does not involve budgeted funds.		

Legally binding agreements must have County Attorney approval prior to submission.

# MEMO

August 18, 2014

To: County Board of Commissioners  
Nathan Burkett, County Administrator

From: Health Promotion Team

Re: Utilization of Unused Employee Flex Account Funds

Aitkin County currently holds flexible spending account funds that county employees previously forfeited due to non-use. Federal Law requires that the employer retain the funds if the employee does not use them for an approved purpose within a given year.

These forfeited funds can now be utilized to benefit all county employees. The County Attorney and County Auditor have both approved the usage of these funds for this purpose. The health of employees is of high importance to management as the productivity of the workforce and the health insurance rates are closely related to employee health.

The Health Promotion Team is an employee organization that promotes employee health and wellness. They coordinate the quarterly employee Lunch and Learn program that educates all interested staff on how to live healthy. In addition, healthy snacks are provided in cabinets located in the courthouse, health and human services building, and the highway department building. The Team also facilitates month-long programs such as programs that encourage walking, eating fruits and vegetables, drinking plenty of water, and avoiding sugary foods.

A survey was given to all county employees in June 2014 to gauge interest in new activities to benefit the employees. The top five responses received from the 64 completed surveys consisted of the following: exercise equipment for on-site use, yoga classes, healthy cooking classes, personal training sessions, and personal activity trackers. The Health Promotion Team receives all of its funding from the sale of food at the snack cabinets. The income derived from that source is insufficient to fund programs such as those listed above.

We are requesting County Board approval of the usage of these employee flexible spending account funds for Health Promotion Team use.

Please contact Naomi Larson, Public Health Nurse and Health Promotion Team Chairperson or Mike Dangers with any questions regarding this proposal.