



# Wellness Program Policy

Policy Number: 065  
Supersedes Policy #New Policy

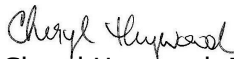
Approved: 06/22/2016


Authorized by: Board of Trustees

Effective: 07/01/2016 - 07/01/2021

Review Date: 04/01/2021

- 1) **Purpose:**  
To establish a Wellness Program.
- 2) **Scope:**  
Applies to all Timberland Regional Library (TRL) employees that volunteer to participate.
- 3) **Background:**  
The health of TRL employees directly affects their wellbeing and their ability to perform their job duties and provide services to its customers.
- 4) **Definitions:** None.
- 5) **Policy:**
  - A. TRL hereby establishes a Wellness Program, the purpose of which is to encourage and support employee wellness by providing resources, information and opportunities for TRL employees to make choices that lead to active, healthy lifestyles.
  - B. Program components will include regular communication, wellness related resources and campaigns, health and risk assessments and questionnaires.
  - C. The Program will be sponsored by the Manager, Human Resources and guided by the Wellness Committee.
  - D. The Wellness Committee will be comprised of a cross-section of TRL employees and management. The Wellness Committee will oversee the activities of the Wellness Program and is responsible to act as liaisons to bring ideas forward and champion wellness activities.
- 6) **References:**
  - A. None.
- 7) **Citations:**
  - A. None.

 6/22/2016  
Cheryl Heywood, Executive Director

 6/22/2016  
Rebecca Connolly, President

*By the enactment of this policy the Board of Trustees of Timberland Regional Library is concurrently rescinding any prior policy or procedure within TRL that is either in conflict with or expansive of the matters addressed in this policy.*