



HUMAN RESOURCES DEPARTMENT SAN LUIS OBISPO COUNTY

Tami Douglas-Schatz, DIRECTOR

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TO: Management, Confidential, Attorneys & District Attorney Investigators
FROM: Cecilia Fontes, Benefits Manager
DATE: December 1, 2016
SUBJECT: Wellness/Fitness Benefit

The County is pleased to provide the Wellness/Fitness Benefit for eligible employees effective January 1, 2017. The Wellness/Fitness Benefit provides up to \$200 for **one of six** health maintenance alternatives during the program year. The program year for 2017 is January 1 – December 31, 2017. Following is a description of the available alternatives.

CHOOSE ONE ALTERNATIVE:

- 1.** A physical examination by a medical doctor of the employee's choosing. Employees will be **reimbursed** up to \$200 for out-of-pocket expenses associated with a routine physical examination.
- 2.** A non-transferable weight control/counseling program of the employee's choosing. Prior approval from Risk Management is required. Items which are not eligible for reimbursement are food, drugs, books, videos, tapes, or home exercise equipment. Employees will be **reimbursed** up to \$200 per year.
- 3.** A Smoking Cessation Program of the employee's choosing. Eligible employees must notify Risk Management of their program selection. Smoking Cessation Programs must meet the following criteria:
 - The program must be based in San Luis Obispo County
 - The program must have as a **primary focus** a long-term change to stop smoking
 - There must be regular supervised meeting/counseling or follow-up sessions.
 - i. Items which are **not** eligible for reimbursement under this option are food, drugs, books, videos, or tapes. Employees will be **reimbursed** up to \$200 per year.
- 4.** A formalized physical fitness or wellness activity. Many physical fitness and wellness activities provided by a School District or a Municipal Recreation Department are allowed, but require prior approval from Risk Management. Employees will be **reimbursed** up to \$200 for costs associated with these activities.
- 5.** A wellness/fitness program offered through local fitness providers. Employees can go to any gym of their choosing. A list of wellness/fitness providers offering discounted rates to County employees will be available on the Risk Management intranet site in early January. The County will reimburse eligible employees up to \$200 per Program Year for the following fitness provider expenses:
 - Gym/Fitness Center memberships and enrollment fees;
 - Private and public swimming pool fees.
 - i. Examples of **unauthorized fitness expenses** are: family member expenses; golf club membership dues and fees; membership fees associated with a competitive sports activity, such as softball, football or soccer.
- 6.** Enrollment in the Kennedy Club Fitness Corporate Membership Program, a description of this program and enrollment information follows.

Kennedy Club Fitness Corporate Membership Program

Program Highlights

- The Corporate Discount Fee is \$475. **As a Management/Confidential employee you will pay \$275 for a year membership.** There are no other fees. The County will use your Wellness Benefit to pay the remaining \$200 of your membership fee. Members can use all of Kennedy's facilities.
- Join or renew on the county plan and receive your choice of: A 30 hour child care card, one month of hydro massage or three "one week" buddy passes. **Please contact Debbie at Kennedy's 781-3488 ext 25, with your selection.**
- Discounted rates for family members who join within 30 days of employee/retiree. Spouse & dependent enrollment transactions cannot be completed through this enrollment process, please contact Kennedy Club Fitness to enroll a spouse or dependents.
- Employees interested in joining the Corporate Membership Program who have existing Kennedy Club Fitness contracts that do not terminate before the first of the year are advised to **contact Debbie with Kennedy's at 781-3488 ext 25** before December 18, 2015. Kennedy's will not offer refunds for overlapping memberships but they will provide options for you to utilize any credit that is applied to your account.

Enrollment Information

- The full Membership Fee of \$275 is required at time of enrollment. Only checks will be accepted. Your check and a completed County Registration Form (attached) must be received by Risk Management no later than **December 18, 2015.**
- For enrollment information after December 18, 2015 please contact Debbie with Kennedy's at 781-3488 ext 25.

Reimbursement Process: *With the exception of physical exam expenses, all amounts reimbursed will be treated as taxable income.* Employees can use the Reimbursement Claim Form found on Risk Management's intranet site to request reimbursement. You will only be reimbursed for services received within the Program Year; therefore claims showing gym/fitness memberships extending beyond the program year will be prorated. *The Program Year for this benefit is January 1, 2017 through December 31, 2017.* You can submit a maximum of four claims per program year.