



Town of Plattsburgh Wellness Policy

Adopted:	
Revised:	

Background

The Town of Plattsburgh understands that chronic diseases such as heart disease, cancer and stroke are largely affected by what we eat and how active we are and the most effective health and wellbeing initiatives share common characteristics: active engagement of management and employees, commitment to tailored, equitable and appropriately resourced actions and a long term focus on achieving community health and wellbeing.

Well planned initiatives that are tailored to the needs of the community don’t need to be expensive or resource intensive and can:

- Improve morale and mental health;
- Reduce health care needs and costs;
- Improve productivity
- Decrease employee absenteeism
- Improve employee recruitment and retention

These characteristics are considered throughout the implementation of this policy.



Policy Scope

This policy applies to employee breakroom operations at Town of Plattsburgh and provides standards and offers guidance for staff to pursue its mission to improve and protect the health, well-being, and environment of the people of Clinton County by providing a model for healthy behaviors to the community.

Town of Plattsburgh will:

- Model and promote healthy food and beverage choices and wellness behaviors.
- Make every effort to provide nutritious food and beverage choices, when food is offered.
- Support and promote opportunities for physical activity throughout the work day

Policy Wellness Standards

The following wellness standards are applicable to food being offered to employees on site at the Town of Plattsburgh.

Food Service Guidelines: *Snack Vending*

Offer healthy choices such as:

- 100% whole grain products which are high in fiber
 - Non-fat and/or low-fat real cheese rather than imitation cheese
 - Nuts, seeds and trail mix snacks
 - Fresh fruit and/or vegetables
- Strive to ensure 50% of all snacks meet the following criteria, per package:

Have as the 1st ingredient a fruit, vegetable, dairy product, whole grain or protein food

Calories: no more than 200 calories

Total fat: no more than 7 grams

Nuts, seeds, nut butters and cheese are exempt

Products containing nuts or nut butters are exempt

Saturated fat: no more than 2 grams or 10% of calories

Nuts, seeds, nut butters and cheese are exempt

Trans fat: 0 grams trans fat

Sodium: no more than 200 mg

Cottage cheese: no more than 400 mg

Sugar: no more than 10 grams or 35% of weight from total sugars in food

Fruit and vegetable products with no added sugar are exempt



Yogurt: no more than 30 grams sugar per 8 ounces

Fiber: contain at least 2 grams of fiber, if product is grain/potato-based (e.g. granola bars, crackers, pretzels, cookies, chips)

- Require calorie information is posted for each food item, as packaged.
- Strive to limit grain/potato-based snacks to no more than 50% of food items.

Meetings and Trainings (excludes staff celebrations and events):

- Offer and promote opportunities to stand and stretch breaks during trainings and/or meetings that last longer than 2 hours.
- Facilitate short 'walking meetings' as appropriate.
- At least 50% of food offered at meetings is healthy and meets the standards outlined in this policy
- Offer smaller portions of food; cut oversized portions into smaller sizes making the healthier option easier for people.
- Offer healthy choices such as:
 - 100% whole grain products which are high in fiber
 - Non-fat and/or low-fat real cheese rather than imitation cheese
 - Nuts, seeds and trail mix snacks
 - Low-fat or non-fat Yogurt, with 30 grams sugar or less per 8 ounces.
 - Fresh fruit and/or vegetables
- Snacks that meet the following criteria, per serving:
 - High-fructose corn syrup cannot be listed as the first ingredient on the product label
- Require water be available when food and/or beverages are served.
- Require 50% of all beverages contain 25 calories or less per 8 ounces, except 100% juice or milk.
- Require milk be 1% or non-fat, and unsweetened. Does not include milk available as a condiment for coffee or tea service.
- If providing juice, require juice be 100% fruit juice. Recommend 100% fruit juice be served in small cups.

Physical Activity

Promote use of breaks for physical activity by providing opportunities to be active.

- Provide standing workstations upon request
- Promote 15 minute walk breaks



- Maintain sidewalks and facilities between buildings to increase walkability and provide maps/guidance for safe places to recreate on-site
- Encourage active transportation and provide facilities to accommodate biking
- Encourage walking clubs, competitive teams, and other group exercise programs
- Offer yearly on-site wellness opportunities including informational sessions and group exercise classes
- Encourage local participation in community walk/run events, sports leagues, and sponsored events
- Avoid scheduling meetings during lunch hours whenever possible to encourage people to use this time to take a walk or a movement-oriented break
- Build movement breaks into meeting agendas whenever a meeting lasts 90 minutes or more
- Promote walking meetings as part of the workday

Food Drives

In an effort to further promote and support the health and wellbeing of Clinton County residents, the Town of Plattsburgh will utilize a healthy donation toolkit and materials when organizing or hosting employee or community food drives. Healthy donations to be promoted include:

- Dairy
 - Unsweetened, shelf stable milk
 - Plain, low-fat yogurt
 - Milk substitutes
- Fruits and Vegetables
 - Fresh or frozen (ensure food pantry can accept)
 - Fruit canned in 100% juice
 - Vegetables (no salt added)
 - 100% fruit or vegetable juice
- Lean Protein
 - Peanut butter
 - Lean meat, fish or poultry
 - Canned beans
 - Nuts (no salt added)
 - Eggs (ensure food pantry can accept)
- Whole Grains
 - Brown rice
 - Whole grain cereal
 - Whole wheat pasta, bread or tortillas
 - Oats



Policy Review & Commitment

The wellness representatives have developed this policy with the intention to support workplace wellness and will review the policy annually to ensure continued employee health and well-being.

Town Supervisor:.....

Date:.....