



City of Thomson

309 Main Street • P. O. Box 1017 • Thomson, Georgia 30824
Office: (706) 595-1781 • Fax: (706) 595-2161

MAYOR:
Kenneth L. Usry

CITY ADMINISTRATOR:
Donald S. Powers

CITY COUNCIL:
Alton Bellon, Mayor Pro-Tem
Bernice Brown
James Jones
Clifford Lunceford
Rev. John W. Smalley

CITY ATTORNEY:
Jimmy D. Plunkett

Dear City of Thomson Employees,

We are excited to start the Health and Wellness 2010-2011 year. On July 8, 2010 a Resolution was adopted for our Safety and Health Awareness Program. We are making some changes to the way we look this year.

The first change is we have a name for our Health and Wellness program "City of Thomson's Team H.E.A.L" (Helping Employees Accept new Lifestyles).

Secondly, we are providing each employee with their very own guide that has health resources that are available to you. There is also a copy of the Safety and Health Awareness Policy that each employee is required to sign. Also, there is a copy of the Resolution for the City of Thomson Safety and Health Awareness Program.

Lastly, the incentive program has been revised due to the requirements of the Health and Wellness grant we receive. Enclosed you will find a guideline that list the type of events that will be a part of our program. We will continue to send out notices in advance that give detailed information about the events that will be going on. Each employee must sign in on the attendance sheet to receive points toward incentives. Points will be totaled based on sign-in sheets by the Health and Wellness Coordinators. Your feedback on each Health and Wellness event is important to us please fill out Evaluation forms after each event.

Thanks for your participation and we look forward to helping employees accept new lifestyles changes by providing information on safer and healthier life choices.

Yours truly,

Shanda R. Grant
Health & Wellness Coordinator

Dianne L. Landers
Health & Wellness Coordinator

SAFETY AND HEALTH AWARENESS POLICY

The City of Thomson believes that safety meetings and wellness trainings are the most effective methods for preventing accidents on our jobsites, as well as keeping our employees educated in Health Awareness.

As part as our commitment to safety/wellness, we will meet monthly or at a minimum quarterly. The city employees are issued a booklet that contains Awareness material. Employees should sign Attendance Sheet at every meeting they attend, in order to be qualified for incentive awards. Department heads are responsible for conducting safety inspections for their department.

With everyone's support we can continue to maintain a safe and healthy environment for our employees.

I have read and understand the above policy.

Employee Signature

Date

Personnel Signature

Date

RESOLUTION
City of Thomson
Safety and Health Awareness Program

WHEREAS: the average adult spends almost two-thirds of their waking hours at work, The City of Thomson recognizes that in today's busy world, employees have to deal with many challenges that makes it harder to eat healthy, get enough physical activity, manage stress effectively, and engage in other activities that will enhance their well-being; and

WHEREAS: the City of Thomson desires to provide a safer and healthier workplace for its employees; and

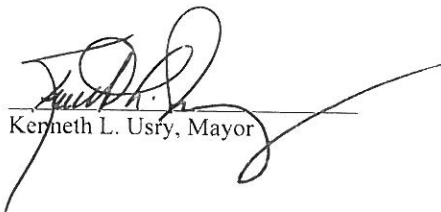
WHEREAS: the City of Thomson believes that an employee wellness program makes healthy living that will make healthy living much easier by empowering employees to take personal control over their own health; and

WHEREAS: the City of Thomson has developed a policy to observe safety and wellness in the workplace; and

WHEREAS: The City of Thomson feels it would be in the best interest to have safety and wellness meetings for all departments.

THEREFORE BE IT RESOLVED, the Mayor and City Council of Thomson will require that there be wellness and safety meetings conducted on a timely basis to better educate the employees and provide a safer and healthier workplace.

ADOPTED by the City of Thomson, this 8th day of July 2010.



Kenneth L. Usry, Mayor

ATTEST:



Dianne Landers, City Clerk