

Memorandum

To: Department Heads
From: Jeremy C. Weso, Administrative Coordinator
Date: Monday, August 31, 2020
Subject: Food, Beverage, and Healthier Work Environment Policy

I. ISSUE

What is the purpose of the Food, Beverage, and Healthier Work Environment Policy and is it supported by the Department Heads?

II. BACKGROUND AND DISCUSSION

Menominee County, through its U.W. Madison-Extension Office, is working on a Centers for Disease Control and Prevention (Kemānceqtaq: We're all moving) grant to address disparities in diet-related chronic disease experienced by Native Americans by implementing and evaluating evidence-based and practice-tested policy, systems and environmental change strategies to increase access to places that provide healthier foods and safe and accessible places for physical activity grounded in indigenous cultures, language and tradition. A secondary purpose of this project is to advance community-driven practice-tested evidence for centering of indigenous cultures, language and traditions as strategies for community revitalization and health promotion. Among the grant's four strategies are:

1. Collaborate with partners to establish healthier food procurement practices.
2. Establish nutrition standards in key community settings, including the Menominee Tribe, afterschool and recreation centers, food pantries, senior meal sites, concession stands, and Tribal, county and local government meetings and events.
3. Improve access to healthier foods at community venues and events and local programs.
4. Collaborate with partners to establish new or improved active transit systems using indigenous design strategies.

Over the past six months, Administration, Finance, Land Information Office, Human Services, Highway, Sheriff's Office, and the Clerk of Courts Office worked with the UW Madison-Extension Office to create policy designed to help implement Strategy #2. Attached to this memo is a draft of that policy. In summary, the policy proposes to—

1. Require healthy beverage options in addition to current offerings;
2. Require healthy snacks in addition to current offerings;
3. Require healthy beverages, fruits and vegetables, and condiments at meetings; promote certain environmentally sustainable activities at such meetings (e.g., limit one-time use plastics, use less paper, etc.); promote some measure of physical activity or meditation at such meetings; and require healthier food and beverage options at potlucks; and

Food, Beverage, and Healthier Work Environment Policy

4. Promote other environmentally sustainable practices in the workplace (e.g., limit single-use plastics, use recyclable materials, use “green” cleaning supplies, and establishing “smoke free zones” near facility entrances).

The proposed policy will require some immediate changes. For example, it will require 25% of beverage and snack offerings in vending machines/snack closets to consist of healthier alternatives, that water be the default beverage option at meetings, and that we also serve fruits and vegetables at meetings. It will require that we promote the elimination of one-time use plastics (e.g., bottled water) and that we transition to reusable silverware. I doubt any of us would disagree that these changes are not bad things.

To support the policy, U.W. Madison-Extension Office will be committing CDC grant funds to help us implement the policy initiatives. Attached to that policy is a list of purchasing ideas that were generated by a policy workgroup established for the purpose of fine-tuning the policy. That policy workgroup consisted of Steve Summers, Delsy Kakwitsch, Kourtney Erickson, Rebecca Smith, and Jennifer Gauthier. I want to thank them for their contributions to developing the policy and brainstorming on policy implementation ideas. I also want to thank Lona Tourtillott, Lee Stoehr, and Ruth Winter for their contributions to developing the policy.

If the policy is recommended for adoption by the Department Heads, the policy will be sent to the Personnel and Finance Committee for adoption and, if deemed necessary, sent to the County Board for final approval.

III. RECOMMENDATIONS

For the reasons described above, I am recommending the Department Heads approve the policy as written.

cc: File

Enclosure: Food, Beverage, and Healthier Work Environment Policy Draft

MENOMINEE COUNTY/TOWN
FOOD, BEVERAGE, AND HEALTHIER WORK ENVIRONMENT POLICY
Rev. 28 AUG 2020

A. Introduction

Menominee County is the least healthy county in Wisconsin according to the County Health Rankings and Roadmaps and has been designated so since 2010. There are a number of health outcomes and factors that contribute to this ranking and the following is a representation of some of the data collected for Menominee County:

- Poor or fair health. In Menominee County, 32% of the adult population reported fair or poor health compared to 15% for the entire state.
- Adult smoking. In Menominee County, 33% of the adult population are current smokers compared to 17% for the entire state.
- Primary care physicians. In Menominee County, the ratio of the population to primary care physicians is 2,270:1 compared to 1,250:1 for the entire state.

The rankings have motivated local service providers to develop programs and activities focused on community health and wellness.

The recent Menominee County Employee Health Risk Assessment summary report dated December 5, 2019, shared statistics similar to those in the County Health Rankings and Roadmaps. Of the sixty-five employees with health insurance at Menominee County, 57.4% participated in the health risk assessments, meaning the results are generally representative of the entire Menominee County workforce. Overall, employee high risk areas included weight, where 48.6% of participants did not have a healthy weight; nicotine use, where 48.6% of participants tested positive for tobacco/cotinine—a byproduct of nicotine; and HDL cholesterol, where only 28.6% of participants have low HDL cholesterol (the good cholesterol). On a positive note, participants stated they were interested in fitness and nutrition.

The Menominee County government has been working to improve the health and well-being of our employees. Some early efforts included creating an on-site workout room and partnering with our insurance provider to assess organizational health. We are committed to doing more by making the healthy choice the easy choice. While these changes are a positive start, there is more that we can do.

Through policy and environmental changes, Menominee County strives to be a model of health not only within Menominee County but throughout the state of Wisconsin. By adapting portions of the Food Service Guidelines for Federal Facilities and integrating community values, Menominee County will implement responsive and meaningful policy. We are dedicated to implementing changes in the work environment, providing more healthful options in our vending machines and other points of purchase, and promoting sustainability. Through policy, we aim to promote better health and help reduce risks for chronic diseases for our workforce.

B. Beverages

According to the Center for Disease Control, sugary drinks are leading sources of sugars in the American diet. Further, consumption of sugary beverages is associated with weight gain/obesity, type 2 diabetes, heart disease, and tooth decay among many other health issues. The CDC also reports that Americans drink 52% of sugary beverage calories at home and 48% of sugary beverage calories away from home¹. To help reduce sugary beverage consumption at Menominee County, the following will be implemented:

1. Provide free access to chilled, potable water for employees and the public at all County buildings.
2. Require vending machines and other points of food purchase to provide healthy alternatives.

Actions:

- Conduct a vending machine assessment using "A Blueprint for Healthier Vending²"
- Assess employee satisfaction with current vending use and selections available
- Purchase healthier beverages for vending machines and other points of purchase based on employee preferences. At least 25% of beverages offered will meet one of the following standards:
 - 100% juice cans with no added sugars
 - contains ≤50 calories/8ounces
- Consider updating current vending machine contracts through a competitive search with preference to vendors who can meet county standards
- Implement a pricing strategy to promote the purchase of healthier beverages
- Create educational signage and other print resources that encourage healthy choices

C. Packaged Snacks

The Center for Disease Control's Food Service Guidelines for Federal Facilities identifies packaged snacks as foods with a relatively long shelf-life. Often, vending machine options are high in fat and sugar with little nutrition. Packaged snack items include granola bars, crackers, raisins, and less healthful items like chips, candy bars, and cakes. To promote health and wellness for our employees and the public, the following will be implemented. At least 25% of all packaged snacks will meet at least one of the following nutrition requirements:

1. First ingredient on the label is a fruit, a vegetable, a dairy product, or a whole grain
2. Packaged snack contains less than 200mg sodium/package
3. Packaged snack has 0 grams of trans fat
4. Packaged snack's saturated fat limit is less than 10% of calories (reduced fat cheese exempted)
5. Packaged snack has fewer than 200 calories per serving

¹ Get the Facts: Sugar-Sweetened Beverages and Consumption. (n.d). Retrieved from <https://www.cdc.gov/nutrition/data-statistics/sugar-sweetened-beverages-intake.html>

² A Blueprint for Healthier Vending. (n.d.) Retrieved from <https://www.chicago.gov/content/dam/city/depts/cdph/CDPH/BlueprintHealthierVending2013.pdf>

**Menominee County/Town
Food, Beverage and Healthier Work Environment Policy**

6. Packaged snack's sugar limit is less than 35% of weight from total sugars (dried/dehydrated fruits exempt)

Actions:

- Conduct a vending machine assessment using "A Blueprint for Healthier Vending"
- Assess employee satisfaction with current vending use and selections available
- Purchase healthier packaged snacks for vending machines and other points of purchase based on employee preferences
- Consider updating current vending machine contracts through a competitive search with preference to vendors who can meet county standards
- Consider a pricing strategy to promote consumption of healthier snacks
- Create educational signage and other print resources that encourage healthy choices

D. Healthy Meeting Guidelines

Throughout the course of the workweek, Menominee County employees are participating in multiple meetings. This could mean hours of sitting a week with little physical activity. Meetings are an opportunity to promote health and wellness and physical activity. Meetings are also an opportunity to practice sustainability. Where feasible, Menominee County is committed to changing the environmental settings at meetings by implementing the following:

1. Require healthy food options at meetings that align with the beverage and packaged snacks policies.

Actions:

- Make water the default beverage at meetings
- Consider eliminating all sugary beverages from meeting spaces
- When ordering meals for meetings, purchase fresh fruits and/or vegetables
- Providing healthier condiments

2. Require all Menominee County meetings to be environmentally sustainable.

Actions:

- Eliminate bottled water and encourage re-usable water bottles
- Transition to re-usable serving ware
- Use electronic communication for announcements, registrations, resource materials when possible
- Use chalk boards, dry-erase, electronic projects instead of paper and flip charts
- Purchase bio-degradable/compostable products (coffee cups, paper...)

3. Promote physical activity and movement at meetings.

Actions:

- Begin meetings with mindful meditation
- Encouraging standing meetings
- Plan physical activity breaks for longer meetings
- Designate County staff to create physical activity breaks resource guide

**Menominee County/Town
Food, Beverage and Healthier Work Environment Policy**

- Encourage walking meetings where feasible
4. Employee potlucks and other gatherings.
- Require fruits and/or vegetable dish at potlucks
 - Require water and/or 100% fruit juice as an option
 - Encourage healthier dishes (whole grains, low-fat dairy...)
 - Encourage employees to bring their own dishes and serving ware (dish bag)

E. Environmental Changes

Menominee County and the Menominee Indian Reservation is a pristine environment known for its forests, clean lakes and rivers, and abundant wildlife. Further, the community is recognized world-wide for sustainable forestry practices and commitment to protecting water. The County is supportive of these efforts and has identified a number of goals in the Menominee Town/County Comprehensive Plan to support these practices. Menominee County is committed to building on this work through the creation of policy in the workplace that reduces our environmental impact, increases our energy efficiency, and improves facility management of natural resources³. With this in mind, Menominee County will implement the following:

1. Decrease the use of single use items in the workplace (i.e. plastic ware, plastic cups, foam ware, bottled water, and other single use items) and replace with compostable products or products that are more environmentally friendly.

Actions:

- Encourage use of re-usable beverage containers
- Encourage the use of re-usable serve ware and flat ware at meetings where food is served
- Discourage purchase of bottled water for meetings
- Encourage employees to bring their own dishes, cups, and serving ware
- Increase the use dry-erase boards, electronic meeting packets, and projectors and reduce paper use

2. When purchasing products, give preference to products in recyclable, compostable, or bio-based packaging; this could include office supplies and other day-to-day goods purchased by County departments.

Actions:

- Give preference to vendors who practice sustainable business practices
- Develop a Green Vendor Resource List for departments
 - Office suppliers that specialize in recycled paper and office supplies with recycled plastic
 - Office suppliers that recycle printer cartridges and related supplies

³ Food Service Guidelines for Federal Facilities. (n.d.) Retrieved from https://www.cdc.gov/obesity/downloads/guidelines_for_federal_concessions_and_vending_operations.pdf

**Menominee County/Town
Food, Beverage and Healthier Work Environment Policy**

3. Reduce employee and public waste through recycling.

Actions:

- Transition all soda vending machines from bottled soda to canned soda—recycle cans and generate revenue

4. Move to more energy efficient equipment and lighting.

Actions:

- From said date, all equipment purchased will be Energy Star equipment
- Transition all vending machines to Energy Star vending machines with LED lighting
- Transition from incandescent and fluorescent lighting to LED lighting in all buildings including offices

5. Embrace “green” cleaning products and integrated pest management systems that are permissible under List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19).

6. Designate smoking areas for employees and the public.

Actions:

- Consider establishing designated areas that are out of public view
- Establish entrances as “smoke free zones”

F. Adoption

This policy was reviewed and approved by the Department Heads on _____, 2020. It was presented to the Personnel and Finance Committee on _____, 2020, and recommended for adoption by the County Board. It was presented to and adopted by the County Board on _____, 2020.

Strategy 2: Establish nutrition standards in key community settings



Center for Disease Control: Kemamaceqtaq!

Menominee County Health and Wellness Policies: POLICY SUPPORTS

Policy area	Program Activity	Educational Outreach	Educational Materials	Supplies
Beverages	increasing access to water	sugary drinks education/why water?		-bubbler with refill station at hwy -re-usable h20 bottles (hwy,sherrif) -Ice machine at Courthouse
Packaged snacks	Healthy snack sampling for employees to help decide what to sell/vend	-reading labels -benefits of whole grain, fruits & veggies -nutritionally dense foods	-stop & go lights to promote healthy food choices for "stores" and other signage to promote healthier choices	-snack samples
Healthy meeting guidelines	Transition to using re-usable serving ware/Dish sets			-begin w/ dish sets/totes for county board -monthly dish sets/totes employee raffle -UW branded tote bags
Healthy meeting guidelines/Sustainability	Reducing waste			-purchase biodegradable/compostable coffee cups, printing paper...
Healthy meeting guidelines/Sustainability	Requiring a fruit or vegetable dish at pot lucks			-easy recipe list for employees to pick from -idea for a salad bar to be purchased
Healthy meeting guidelines/Sustainability	physical activity breaks/mindful meditation	Education and support to County Staff	-list of physical activity breaks -list of mindful meditation activities	
Environmental changes	Environmental sustainability at meetings			-technology to promote this
Environmental changes	Need to create green vending list/local business list for office supplies			-recycled/green paper -paper made in Wisconsin -recycled office furniture
Environmental changes	Reducing smoking			
Active Routes/ Destinations/ Physical Activity	Increase physical activity of employees (walking challenges, workout classes)			