

PHYSICAL AND MENTAL WELLBEING OF CITY OF SANTA FE EMPLOYEES

REPORT ON THE TWO (2) YEAR
PILOT PROGRAM



Pilot Program: Physical and Mental Wellbeing of City of Santa Fe Employees Proposed Rules

Two New Rules Temporary Approved as a Two-Year Pilot Program Under *Rule 13 Leave* of the City of SF Personnel Rules/Regulations and Policies

1. Rule 13.91 Wellness Day Leave

2. Rule 13.92 Two-Hour Weekly Physical & Mental Fitness Leave.

***Temporary rules went into effect on July 1, 2023.**

Rule 13.91 Wellness Day Leave: One (1) Wellness Leave Day

- 1. Rule 13.91 Wellness Day Leave: One (1) Wellness Leave Day**
 - a) Available to ALL City employees who are classified full-time and part-time, exempt, and term employees, who have successfully completed the employee probationary period.
 - b) Must be taken within the current calendar year, or it is forfeited.
 - c) Upon separation of employment, employees will not be compensated

Rule 13.92 Two-Hour Weekly Wellness Program: Physical and Mental Fitness Leave.

1. Employees may take up to two hours per week for fitness and wellness activities, available to all full-time and part-time, exempt, and term employees who have passed their probationary period.
2. Employees must request a modified schedule through the standard process for flexible arrangements.
3. Time is designated for physical and mental fitness activities and requires approval from an immediate supervisor, Division Director, Department Director, and City Manager.
4. Usage options:
 - i. Four half-hour segments over four days during the lunch period.
 - ii. Two full hours either in the morning or afternoon over two days.
 - iii. Entire two-hour period in one day of the week.

Measuring the Effectiveness of the Physical and Mental Wellbeing Program

How to Measure Effectiveness

What Type of Data is Quantifiable?

1. Enrollment and Utilization Rates:

- ❖ **Data to Collect:** Track how many employees are using the fitness & wellness leave and how often. Gauges the level of participation and immediate uptake of the policy.

2. Employee Health Metrics:

- ❖ **Data to Collect:** Gather individuals who say a direct impact from baseline to post-implementation, such as Weight Loss, BMI, blood pressure, or stress levels. Sourced through voluntary health screenings or our anonymous survey.

How to Measure Effectiveness

What Type of Data is Qualitative?

1. Employee Satisfaction and Morale:

- **Data to Collect:** Conducted survey to assess employee satisfaction, morale, and their perception of work-life balance. Is the policy positively impacting employee well-being.

2. Usage Patterns:

- **Data to Collect:** What was primary use of the program time for physical fitness activities or for mental wellbeing practices.

3. Feedback Mechanisms:

- **Data to Collect:** Establish feedback channels where employees can express their views on the policy's effectiveness and suggest improvements.

Quantifiable Data

EE Enrollment and Utilization Rates Findings FY 24

- FY24 (07/01/2023 to 06/30/2024)

Total Employees (EE) Enrolled (ER) = 305

Total Employees (EE) Enrolled (ER) Who Utilized Leave = 303

Total Utilization by Employees = 9,788 times

$$\text{Overall Utilization per Employee} = \frac{\text{Total Usage by All Employees}}{\text{Total Number of Employees Enrolled}} \quad \text{OR} \quad \text{Overall Utilization per Employee} = \frac{9,788}{303}$$

The average overall utilization of the Physical & Mental Wellbeing leave per employee for FY24 is approximately 32.3 times per employee.

Out of the 305 employees who enrolled, 303 employees utilized the leave, which is 99.3% of employee utilization.

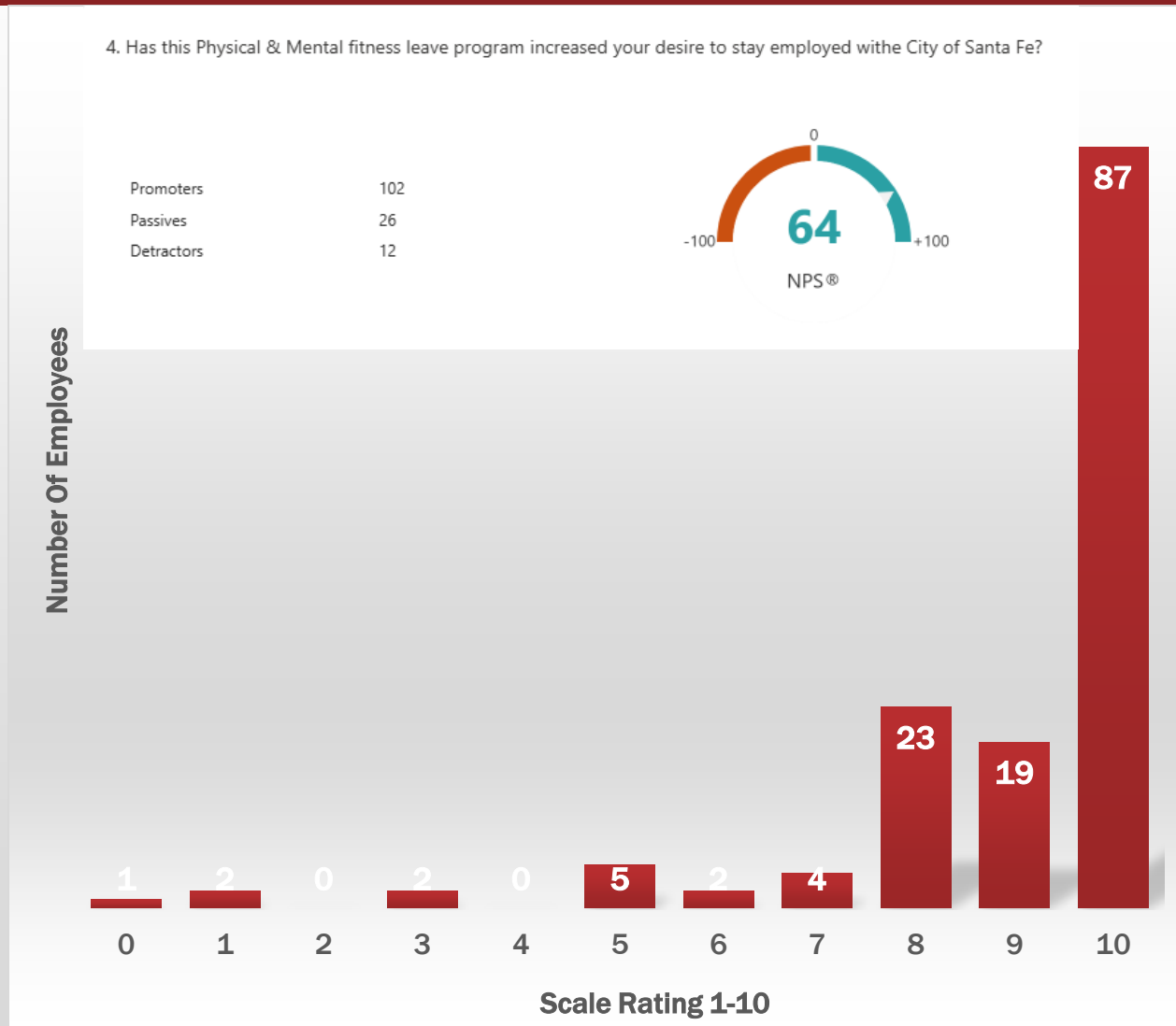
Qualitative Data

Survey Questions

1. Please rate how the Physical and Mental Fitness Program has reduced stress for you?
2. Has your morale at work improved since participating in the Physical & Mental Fitness Leave Program?
3. Has this Physical & Mental Fitness Leave Program increased your desire to stay employed with the City of Santa Fe? (See Next Slide)
4. Have you experienced any noticeable changes in your physical health, such as weight loss, since the beginning of the Physical & Mental fitness Leave Program?
5. Did you primarily use the program time for physical fitness activities or for mental wellbeing practices?

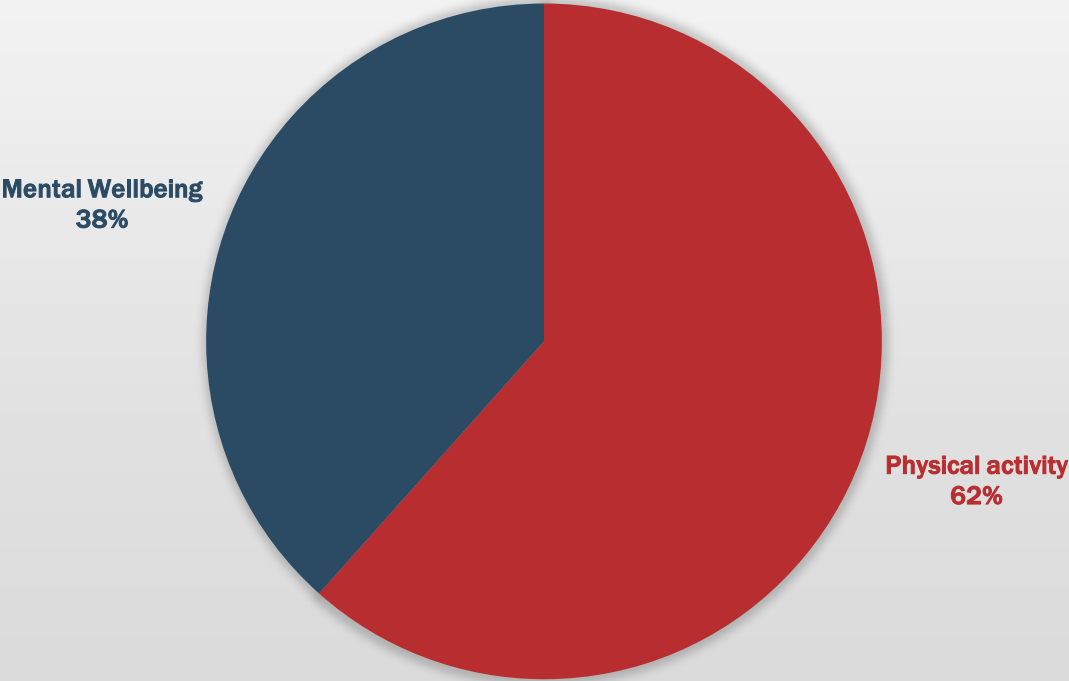
Retention Survey

On a Scale of 1 to 10 with 1 being the Lowest and 10 Highest



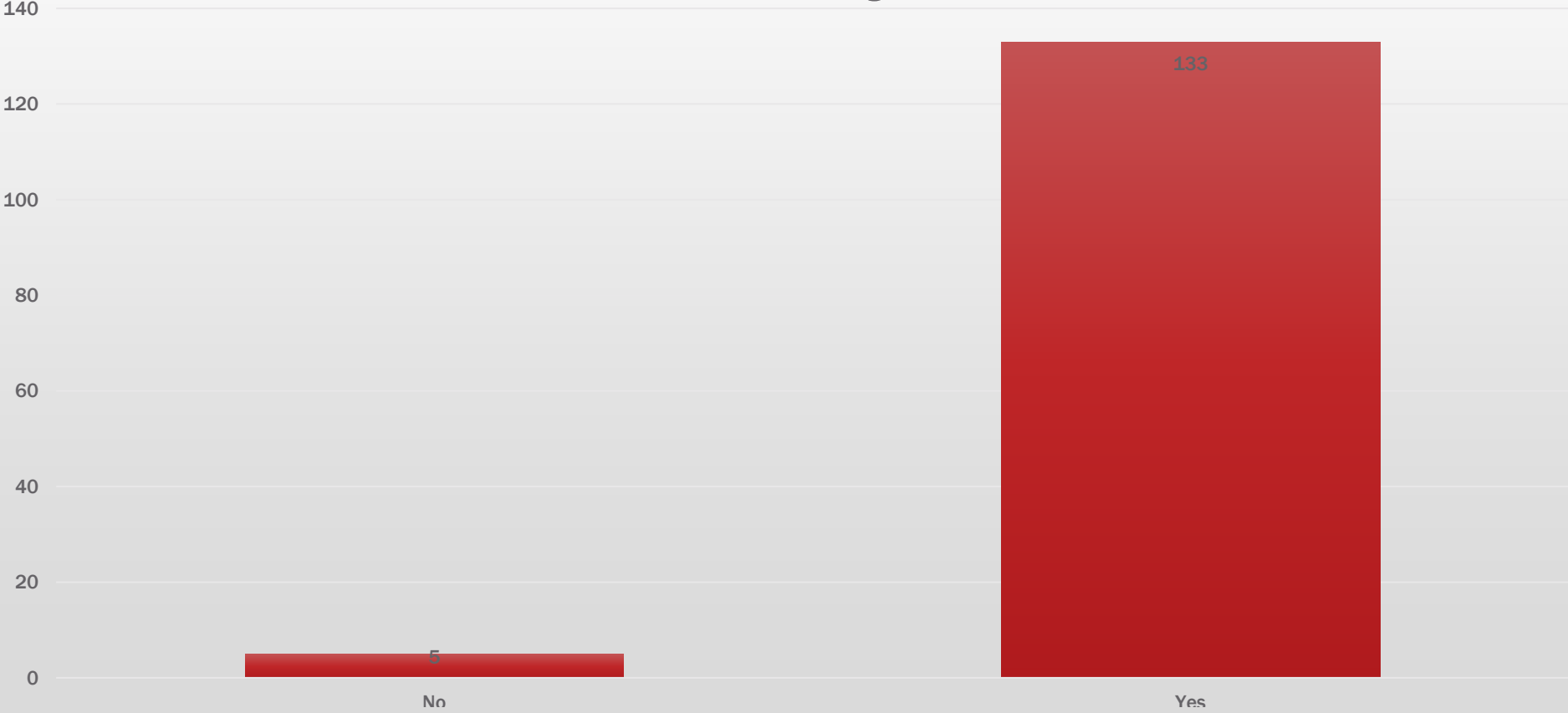
Primary Leave Usage

DID YOU PRIMARILY USE THE PROGRAM TIME FOR PHYSICAL FITNESS ACTIVITIES OR FOR MENTAL WELLBEING PRACTICES?



Morale Survey Totals

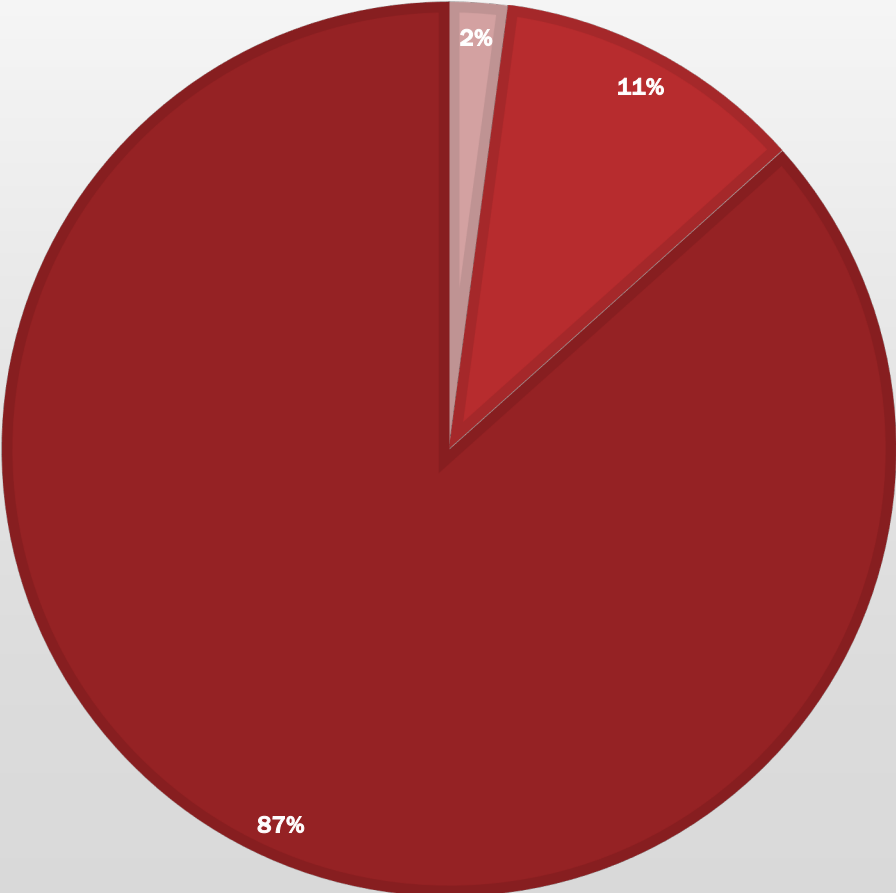
Has your morale at work improved since participating in the Physical & Mental Fitness Leave Program?



Employee Stress Reduction

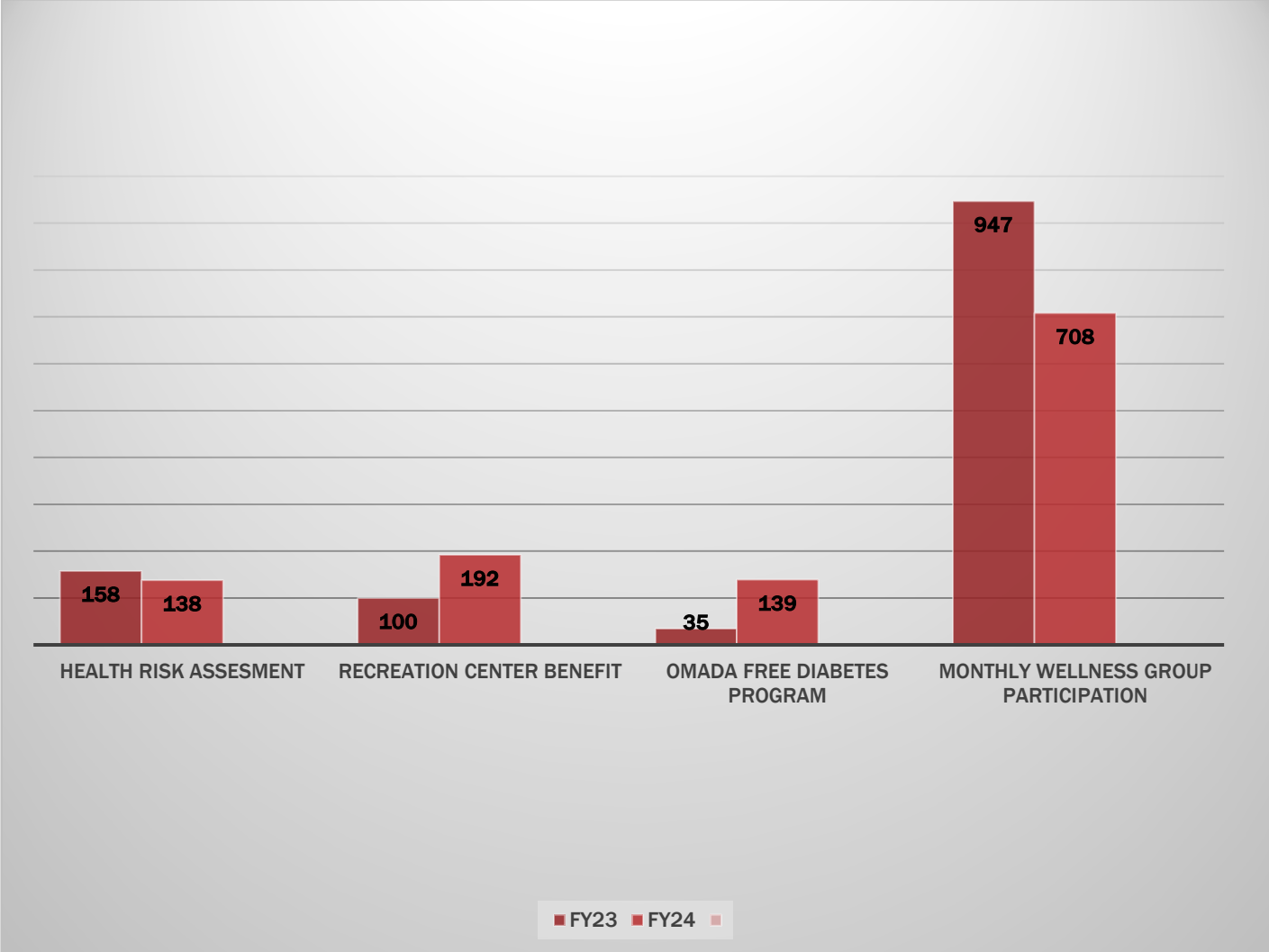
PLEASE RATE HOW THE PHYSICAL AND MENTAL FITNESS PROGRAM HAS REDUCED STRESS FOR YOU?

■ No Reduction ■ Some Reduction ■ Significant Reduction



Wellness Program Effect Since Pilot Program Commenced

- FY 23: Base Line
- FY 24 WP Data:
 - HRA
 - RCB Memberships
 - Omada Participants
- FY 23-24 Decrease seen:
 - Program Participation



Employee Health Metrics

1. Gather individuals who saw a direct impact from baseline to post-implementation, such as Weight Loss, BMI, or blood pressure. Sourced through voluntary health screenings or our anonymous survey.

a. Andrew Baca

Interim Director of Operations

Transit (SF Trails)

Public Works

a. Raquel Arreola

Outreach Court Coordinator

Municipal Court

General Government

Employee Health Metrics

Direct Impact: Andrew Baca

Program Utilization:

- Pilot Program has encouraged to participate in more Wellness Program events and challenges
- Engaged in Wellness Program Events and Meal Plan
- Regular use of Transit's on-site gym* with a structured 6-day exercise schedule.

Health Metrics:

- Reduced weight from 407 lbs to 247.1 lbs.
- Shirt size decreased from 6XL to 2XL;
- Pant size decreased from 52 to 40.



Benefits:

- Enhanced work performance and improved evaluations.
- Shift from mandatory annual medical reviews to biennial medical evaluations for CDL due to better health.



Total Weight Loss
1 year = 160 lbs.

Employee Health Metrics

Direct Impact: Raquel Arreola

Program Utilization:

- 1 hour twice a week
- Uses time as Gym Time

Health Metrics:

- Reduced weight from 189 lbs. to 148 lbs.
- Dress size decreased from Size 14 to Size 8
- From Pre-Diabetic to A1C = 4.6

Benefits:

- Reduced Stress & Improved Mental Health
- Improvement in Morale and Attitude.
- Uses Less Sick Time
- Meal Preps & Eats Healthier



Total Weight Loss
1 year = 41 lbs.

Other Employee Testimonials

- I utilized this time to schedule weekly therapy sessions. I have struggled with anxiety my whole life and because of this program, I have tools that help me control my anxiety and overall help me do my job better.
- This program has been a lifesaver for me, and I probably would have quit a long time ago were it not for this program. I primarily use my Physical & Mental Fitness Leave to attend my weekly therapy sessions, which I would not be able to do otherwise. This has been an absolute gamechanger for me. On days when I do not have a session to attend, I typically use the time to exercise and take care of my body, so that I return to work re-energized and feeling positive.
- I consider wellness leave to be among our best benefits. I often boast that the City's wellness program is great and beneficial in so many ways. On really stressful days I often choose to swim as a physical activity, and I can feel the stress melt away as I exercise. I also have high cholesterol and blood pressure, and both these numbers have improved as a result of the wellness leave benefit!

Governing Body Decision Needed

Seeking Feedback from Governing Body as Pilot Program Expires on June 30, 2025

Options:

1. Continue Pilot Program for One (1) More Year.
2. Make Program Permanent in City of Santa Fe Personnel Rules/Regulations & Policies
3. Allow Pilot Program to Expire