



**WALNUT VALLEY WATER DISTRICT**  
**271 South Brea Canyon Road**  
**Walnut, California 91789**

**PERSONNEL COMMITTEE MEETING**  
**Tuesday, January 9, 2018, at 9:00 a.m.**  
**Conference Room**

❖ **Chair** Director Hilden    ❖ **Member** Director Kwong    ❖ **Alternate** Director Ebenkamp

1. Public Comment
2. Wellness Program 2018
  - A. Discussion
  - B. Committee Recommendation
3. Recruitment/Organization Update (Verbal Report)
  - A. Discussion
  - B. Committee Recommendation
4. Employee Banquet Update (Verbal Report)
  - A. Discussion
  - B. Committee Recommendation
5. Employee Training Updates (Verbal Report)
  - A. Discussion
  - B. Committee Recommendation
6. Other
7. Adjournment

***NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any committee meeting, please contact the General Manager's office at least 48 hours prior to the meeting to inform the District of your needs and to determine if accommodation is feasible.***

# WVWD – Staff Report



**TO:** Personnel Committee  
**FROM:** Director of Administrative Services  
**DATE:** January 9, 2018  
**SUBJECT:** 2018 Wellness Activities

---

Action/Discussion     Fiscal Impact     Resolution     Information Only

---

## **Recommendation**

For Committee review and discussion.

## **Background Information**

2018 will be an exciting year for the District’s wellness program as we kick-off many new activities for our employees in hopes that they continue maintaining a healthy lifestyle while at work. Following is a list of activities that are underway for the first couple months of the new year:

### **ACWA/JPIA 2017-2018 Wellness Grant**

The District was awarded a \$2,000 wellness grant from the JPIA for the implementation of Phase II of our “Zen” setting area located behind the Finance building.

By way of background, during fiscal year 2016-2017 the District received \$2,000 from the JPIA for implementation of Phase I of the worksite wellness program. Those funds were applied toward preparing the “Zen” area which entailed excavating, grading, and pouring a 16’ x 25’ slab of concrete into the area located behind the Finance building. The initial concept proposed to the JPIA remains the same, to create an area that will allow employees to participate in alternative exercises and restful breaks just steps away from their busy desks. The goal is for employees to enter a zone dedicated to mind relaxation, stress relief, and team building.

For Phase II, we have applied grant monies towards the purchase of a pergola for shading, yoga mats, an outdoor deck storage bin for the mats and other supplies, and an outdoor rug. Additionally, staff is working with a Bikram yoga instructor to provide a 40-minute yoga session in February during lunchtime for District employees. We propose to contract this yoga instructor on a monthly basis while grant funding is available.

### **National Heart Month**

February is National Heart Month and in support of this occasion, the District will designate February 21<sup>st</sup> as the day to raise understanding of heart problem and treatments. First, non-uniformed District employees will be invited to dress in red conservation casual attire. Next, the Wellness team will schedule a Bikram yoga class at noon. The instructor has been asked to focus on breathing techniques, stretches, maximizing the lunch capacity, and compression postures. Following the class, a buffet of delightful and healthy refreshments will be available for all to enjoy.

### **January and February's Wellness Activities**

Employees are always welcome to use the District's workout facilities and exercise equipment. The District's wellness team has taken a further step to encourage lunchtime activities by offering high and low impact cardio videos in the training room. During the months of January and February, we designate and play workout videos such as Tai Chi, yoga, low impact athletic training, and other fat burning videos. In addition, we have scheduled a line dancing class on January 24 with our very own Shawn Seals, and a Jazzercise class on February 7<sup>th</sup> conducted by Sherry Shaw. February's activities will end with a wellness hike scheduled for Saturday February 24, 8:00 a.m., commencing at the Diamond Bar Center.