

InfoNetwork

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Your agency can adopt health policies and programs to:

- help employees understand their risks for disease;
- provide information for employees to obtain preventive health services;
- reduce the risk of premature morbidity, mortality and disability;
- foster healthy lifestyles; and
- support a healthy working environment.

Helping New Yorkers in need, since 1922.

The Federation of Protestant Welfare Agencies promotes the social and economic well-being of greater New York's most vulnerable by strengthening human service organizations and advocating for just public policies.



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WORKPLACE WELLNESS

WHAT IS WORKPLACE HEALTH PROMOTION?

Health promotion is an ongoing effort to optimize individual health. Transferring that to the workplace means that employees' health is improved through a desired overall economic, structural and cultural environment. Optimal health also involves

the "whole" person, or a balance of physical, emotional, social, spiritual, and intellectual health.

Health promotion programs are implemented to reduce health care needs and improve employee productivity by motivating employees (and their families) to adopt better lifestyle health habits. The

holistic approach means that all settings (home, work and community) are emphasized because behaviors are supported through all these environments.

WHY HAVE A WELLNESS INITIATIVE?

There is increasing
(Continued on page 3)

WELCOME TO THE NEW INFONETWORK!

I am delighted to begin the year by introducing a new design, and more significantly, new format of this newsletter. Our membership spoke, and we listened. All six issues will each be devoted to a specific topic of relevance to nonprofit executives and senior management covering a range of issues that not only address the human services sector, but also provide the kind of information that makes you a better informed, more effective executive director or senior manager. For this relaunch, we chose the theme, "Workplace Wellness," realizing that a commitment to the value of a healthy lifestyle at work helps us be more effective by minimizing various health care costs and maximizing productivity. Health promotion strategies in the workplace also make a difference by encouraging health and well-being practices for your employees over time.

As a benefit of your FPWA membership, InfoNetwork is your resource for information and help with the not-so-simple challenges we all face as leaders. Among the new features, you can expect:

- Brief, but informative articles relevant to a broad range of operational challenges and sector areas based on the current research.
- Case studies, valuable tips and resources.
- An Expert's Corner with interviews, articles or stories from member agency executive directors and other professionals.
- Quick, on-line access using your Members Only password at www.fpwa.org.

The Federation of Protestant Welfare Agencies will be sending you each edition via direct mail and email. We plan on eventually transmitting InfoNetwork via e-mail to maintain a timely schedule, keep information current and best serve you. If you do not have access to e-mail, let us know and we'll be happy to mail you a printed copy.

We hope you enjoy the new InfoNetwork. Please let us know what you think.

Fatima Goldman
Executive Director /CEO

HOW SMALL ORGANIZATIONS CAN CUT COSTS AND IMPROVE LIVES THROUGH HEALTH PROMOTION

- Offer scaled-down versions of programs found at larger firms.
- Use your own health-care/insurance provider's services and resources.
- Tap into low-cost or free services offered by health-related nonprofit groups, e.g. American Cancer Society, Department of Health and Human Services, American Heart Association, various mental health care agencies, etc.
- Pool your resources with others – those in your building or neighborhood.
- Provide injury and illness-related prevention training, e.g. proper lifting techniques, emergency escape routes in your building, disaster preparedness, and workstation exercises and proper posture.
- Offer self-care information via websites, materials from your health insurers, or newsletters.

A SMALL ORGANIZATION'S SUCCESS

Given the difficulties of balancing work and personal life, it's a bit overwhelming to imagine promoting or initiating a worksite wellness program. But the fact is, both large and small organizations, corporate and nonprofit, are putting health first and reaping the reward of better employees and better business as a result. In 2003, the Waco-McLennan County Public Health District was one of eight winners of the US Department of Health and Human Services, "Innovation In Prevention Awards," which highlight businesses and organizations that are leading efforts to promote healthy lifestyles in their communities.

The Waco-McLennan County Public Health District in Texas has a workforce of 72 employees, with 40 of them participating in the worksite wellness program. The program focuses on core aspects of healthy lifestyle management, including better nutrition and physical activity. Individuals set personal goals and flexible exercise routines, and employees are given a paid hour each workday to participate in and record the physical activity of their choice. Participants have improved their physical activity by nearly 60 percent, have a 20 percent lower body weight, and decreased their cholesterol levels by 11 percent and blood pressure levels by four percent. The long-term effects of the program include lower rates of sick leave absenteeism, improved work efficiency and increased productivity.

CRISIS MANAGEMENT IS PART OF A WELL WORKPLACE—ONE EXAMPLE

In addition to some of the healthy lifestyle issues already discussed, another area that can affect employees at work is domestic violence and its impact. Domestic violence affects businesses through increased health care costs, lost productivity, absenteeism, and employee turnover. The Bureau of National Affairs estimates these losses at \$3 billion to \$5 billion annually. Effectively addressing domestic violence and other crisis issues is vital in helping your organization figure out how to minimize risk, including potential legal liability issues, and maximize benefits, such as lower turnover, reduced health care costs and employee well-being.

FPWA offers discounted services to its member agencies from Corporate Counseling Associates (CCA). By providing individual counseling and support through the Employee Assistance program (EAP), information and referral, CCA deals with a range of contemporary problems, such as family issues, substance abuse, elder care planning, and legal issues to name just a few. Employees and their family members have 24-hour hotline access to counselors, in-person counseling, on-site wellness seminars, and manager consultation. Services are \$41 per year per employee.

Contact Judith Milone at FPWA, 212-801-1350 or Russell Correa at CCA, 212-686-6827.



WORKPLACE WELLNESS (Continued from page 1)

evidence that productivity, absenteeism, and morale are connected to the mental and physical health of employees. Much research has shown us that health-related problems affecting mental and physical health costs organizations billions of dollars a year in lost time and productivity. We also know that in addition to employee lifestyle issues, such as nutrition, physical activity and smoking

habits, the culture of a workplace is an equally important factor impacting employee health.

Because most working Americans spend at least 30 percent of their time at work, the workplace is a logical place for employees to receive preventive health services. Employers who offer programs to support employee wellness invariably report on proven positive

results for individual employees and for the workplace. Many of the leading causes of death and disability in the United States are largely preventable through early detection, intervention and behavior changes.

By ensuring that health and well-being is a priority in the workplace, we also show the community that health care is more than a job benefit; it's our lifestyle.

BIGGER RESULTS FOR SMALLER ORGANIZATIONS

Whereas large corporations often possess the in-house capacity to provide health promotion programs for their employees, smaller organizations typically lack the resources and expertise to develop wellness programs for their workers. There is a growing need to increase the availability of disease prevention and health promotion programs for this underserved population. Although the majority of these firms lack human resource departments, medical directors, or occupational safety coordinators who can oversee the development and provision of employee wellness services, there are some ways small- to medium-sized organizations can begin to implement and

monitor workplace wellness programs effectively.

Securing support from top management is, of course, the first step in beginning a wellness program. Then forming a small wellness committee to research and recommend various wellness activities, and create a mission statement for the wellness program is a good first step to launching the program. Committees can set small goals initially and they need to convey the benefits of the programs to ensure employees voluntary participation.

Offering several programs that appeal to a variety of employees is a good way to get started. For instance, lunchtime walks are always a pick-me-up in

the middle of the day. Promoting movement throughout the workday can be done by providing ergonomic exercises via employees' computers. Water coolers placed throughout the building also encourage employees to drink lots of water during the day.

A properly structured wellness program will always provide an organization its best opportunity to lessen the demand for medical services, reduce absenteeism, keep disability costs in check, and increase morale and teamwork. As you learn more about your employees needs vis-à-vis health promotion, you will be able to identify programs and activities that will be most effective at YOUR workplace with YOUR employees.

Check out the newly updated food pyramid as found at:
<http://www.mypyramid.gov/>



COMMON HEALTH ISSUES THAT CAN BE ADDRESSED BY HEALTH EDUCATION AND PREVENTION PROGRAMS

- Smoking Cessation
- Diet and Nutrition
- Cholesterol Management
- Mental Health and Stress
- Hypertension Control
- Substance Abuse
- HIV/AIDS Prevention
- Exercise
- Back Care
- Cancer Prevention
- Weight Control



EXPERT'S CORNER

EDWIN T. SCOTT, CHIEF OPERATING OFFICER
 FFWA MEMBER AGENCY - THE VALLEY, INC.

What did you do that has recently changed your life? What were your goals?

After roughly 18 years of no exercise, a lack of focus on my eating habits (even disorders), and mental/ spiritual aloofness, I decided to begin a regimen that was about my healing and wellness. I began “thinking” of the times I was in incredible shape and health (recently developed gout in my adult years), and seeing that I could regain a good part of those “glory” times.

The first thing I did regarding eating, oddly enough, was to stop drinking soda. I drank soda like people drink coffee. I literally woke up with a “Jones” for an ice cold Coke or Pepsi! Lunchtime, dinnertime, it didn’t matter: I could drink a two-liter by myself during the course of a meal. I now drink water like I used to drink sodas!! Next was the amount of food as well as the type. I reduced my meat consumption (though I never ate much pork or beef in my life) and fried foods, and increased vegetables and fruits.

At church I befriended a disciple who was providing Yoga and Gospel stretch/ tone/ aerobics classes for the women. I managed the courage to ask if I could join the class, especially if I behaved myself. They let me in with open arms, and the combination of the mental/ spiritual awakening, proper eating and steady exercise cut 80 pounds of me within a year!!!

It did not stop there. Oddly enough, as a man, I began going to my doctor regularly to check on the heart, blood and other internal concerns. That moved into areas I neglected over the years: teeth, feet, skin, etc. Over time tests and results improved multifold (though I was never at any at-risk levels, save for uric acid/ gout and borderline hypertension).

Goals:

- (1) Lose weight and feel better about self (in all areas – looks, physical abilities/ fatigue, esteem, etc.).**
- (2) Regain my fiscal solvency by reducing some debt.**
- (3) Stop the renter’s/ consumer’s mentally, and become an owner/ producer (i.e., buy a house).**

What prompted you to change your lifestyle?

First and foremost, my service and belief in God literally convinced me that I was destroying His “temple” (my body). Secondly, my family has a history of medical problems. Also, many friends, relatives, and acquaintances of mine were dropping like flies at such early ages - many because they were not taking care of themselves.

Third, and certainly not in such a “ranking” of importance, are my children - my daughter is 23 and my son 12. I wanted to serve as an example to them and didn’t want them to enter adulthood in crisis mode regarding their health/lives. Of course genetics has me concerned regarding their risk factors, but they are both in need of taking better care of their bodies and lives. I also wanted to literally be around longer in their lives so I can enjoy them and be there.

Lastly, I was tired all of the time. I’d sweat for no reason, and with the stresses in my life I was having gout attacks what seemed like once a month. I could not walk or use my hands, and the pain was indescribably excruciating. And I have to be honest. Another factor was that I was getting tired of being mistaken for Al Roker!!!!

How has this weight loss affected your everyday activities and performance at work?

I am a new creature. I have more vibrancy. While I was always smiling and witty, I am more “bubbly” now. The self-esteem boost I get when I walk into my clothing store and the guys remind me of the suit sizes I used to wear is incredible. I went from a size 52 to 46/ 44, depending on the cut. I am more alert, focused. I don’t drift in my thoughts and am more coherent. I breathe easy and I am not winded after a simple task like climbing some stairs.

I am the energizer at work. People see me with the same zest, enthusiasm and work ethic/ diligence throughout the day, as opposed to being tired in the morning or late afternoon. While I was always the person with the passion at the agency, I have more patience, tolerance, and deliberateness in dealing with issues, staff and making key, agency-binding decisions.

There is a greater calm about me, and I believe this gives staff more confidence and assuredness in my leadership, their trust and belief in me, and others. I am moving through the mountains of paper on my desk more thoroughly and quicker. I’m meeting deadlines with greater efficiency, and my supervision of staff has been sharper. The change in me has served as a catalyst for others, as they are “stepping up to the plate” of productivity and wellness.

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As a result of your experience, and as a key executive at your agency, would you be interested in talking to others in your organization about wellness in an effort to build interest and participation in workplace wellness activities?

Certainly. In fact, this has happened already as everyone has noticed the weight loss, improvement in my life. I speak especially to men about our health issues and their connection to relationships, fatherhood, work and productivity, self, and others. Some staff began attending Yoga and Pilate's classes, watching their diets, and drinking more water. I would be willing to speak to other agencies and/or executives about what wellness does for the individual and the entire organization/agency.

I believe this is something that is not focused upon. Many people working in our arena of human/ health services don't "practice what they preach." Agencies espouse making their clients and families well and whole, but woefully fail to concentrate on those people who provide the services. Who counsels the counselor? Better health leads to increased attendance, productivity and a positive impact on the communities we service. Executives and staff are more prone to do better at places that assist them to this end.

Goals Ed Achieved:

- (1) Weight loss - managed to keep it off.
- (2) Good heart health - cholesterol, sugar levels fine.
- (3) Paid off and consolidated debt, also became a homeowner.

SPOTLIGHT ON OBESITY

Although most of us know the importance of exercising and eating healthy meals, our fast-paced lives often leave little time to dedicate to our health. As a result of sedentary lifestyles and unhealthy dietary habits, more than two-thirds of American adults are overweight or obese. Information provided by a survey conducted by the New York City Department of Health and Mental Hygiene (NYC DOHMH) in 2005 said 3.2 million New Yorkers are overweight or obese. Other findings of the New York Report are as follows:

- Only 26 percent of New Yorkers engage in physical activity at least 30 minutes a day, four times a week.
- One in four, or 23 percent, obese New Yorkers say they watch five or more hours of television a day.
- Diabetes is three times more common among obese New Yorkers.

Areas with the highest proportions of residents who do not eat at least five fruits and/or vegetables a day have the highest rates of obesity.

A NATIONWIDE PROBLEM

Obesity-related diseases, such as type II diabetes, cancer, and cardiovascular disease, are responsible for more than 400,000 deaths annually, making obesity the second largest cause of preventable death in the United States. In 2000, the total cost of obesity to the country was estimated at \$117 million.

Although moderate changes to diet and exercise habits can prevent obesity, many people are overwhelmed by trying to incorporate healthy lifestyle changes into their everyday lives. Learning the facts about health, nutrition and physical activity is essential to leading a healthy lifestyle. By taking a few small steps, you can start living a healthier lifestyle today.

Take small steps today to create a healthy lifestyle for yourself and your family.

- Do sit-ups and push-ups while watching TV
- Walk during lunch hour. Take a family walk after dinner
- Drink water before every meal
- Eat more fish, poultry and leaner cuts of red meat
- Grill, steam or bake instead of frying
- Gardening or physical chores around the house.
- Play with your kids for 30 minutes each day
- Dance to music
- Take the stairs instead of the escalator or elevator
- Snack on fruits and vegetables

For New York's full report, go to <http://www.nyc.gov/html/doh/downloads/pdf/survey/survey-2003obesity.pdf>



VERY LEMONY CHICKEN

- 1 1/2 lb chicken breast, skinned, fat removed
- 1/2 C fresh lemon juice
- 2 Tbsp white wine vinegar
- 1/2 C fresh lemon peel, sliced
- 3 tsp fresh oregano, chopped (or 1 tsp dried oregano, crushed)
- 1 medium onion, sliced
- 1/4 tsp salt
- to taste black pepper
- 1/2 tsp paprika

1. Place chicken in 13 by 9 by 2 inch glass baking dish.
2. Mix lemon juice, vinegar, lemon peel, oregano, and onions. Pour over chicken, cover, and marinate in refrigerator several hours, turning occasionally, or overnight.
3. Sprinkle with salt, pepper, and paprika.
4. Cover and bake at 300 °F for 30 minutes. Uncover and bake for added 30 minutes or until done.

More Healthy Recipes at:
http://www.nhlbi.nih.gov/health/public/heart/ot/her/ktb_recipebk

RESOURCES

Working Americans spend at least 30 percent of their time at work, so the workplace is an ideal place for employees to receive preventive health services. Following are a few resources you can use to begin or enhance a workplace wellness program at your agency:

ON-LINE

OPM

(The Office of Personnel Management (OPM) has a comprehensive site called "HealthierFeds" (www.healthierfeds.gov), where you can find information on administering employee health programs.

HEALTHY PEOPLE 2010

(www.healthypeople.gov/BeHealthy) provides health information by age, gender, race or ethnic origin and caregiver and family roles. In addition to links to publications and data, the site features a health calendar that highlights particular health concern observances, (i.e., Breast Cancer Awareness Month), and a Health Clearinghouse, which distributes publications, provides referrals and answers inquiries on many health topics.

HEALTHY TIPS

Go to <http://healthfitnesstips.healthology.com> for daily exercise suggestions, motivational quote of the day, free fitness log, 10 essential health tips, and the latest health and fitness headlines and news.

VIDEOS/BOOKS

HIV@Work: Taking Care of Business is a video that highlights the need to address HIV/AIDS in today's workplace. This tool helps you promote the benefits of implementing HIV/AIDS policies and programs in your workplace. Learn how your business can access free resources to add HIV/AIDS prevention to your employee health and wellness program. For a free copy of the video, call the Business and Labor Resource Service (BLRS) at (877) 242-9760.

CHURCHES/MINISTRY

"A Pastoral Counselor's Guide to Wellness in the Workplace: Psychergonomics," by Robert L. Menz, is a worthwhile read for church leaders seeking to promote wellness and prevention in their ministry or community programs. Psychergonomics is a concept and

process toward wholeness. The approach explores the interconnect-edness of mind, body and spirit. This book visits the role of pastoral counselors and professional chaplains in the workplace and examines the connection between well-being and work performance.

OTHER RECOMMENDED ON-LINE SITES

U.S. Department of Health and Human Services (www.hhs.gov) is the most comprehensive site and provides links to a number of agencies. In addition to advice on workplace wellness, visit the following for more information on proper diet, nutrition and physical activity – the building blocks of a healthy lifestyle. www.omh.gov (Office of Minority Health) www.cdc.gov (Centers for Disease Control and Prevention) www.nchs.gov (National Center for Health Statistics) <http://www.smallstep.gov/> www.shapeup.org/ www.welcoa.org (Wellness Councils of America) <http://www.nhlbi.nih.gov/index.htm> - (National, Heart, Lung, Blood, Institute)

WELLNESS TIPS

FOR INDIVIDUAL BEHAVIOR CHANGE

- Encourage workstation stretching technique.
- Start a walking club for employees.
- Provide small incentives to those who participate regularly in wellness activities, e.g. employee recognition awards.
- Organize a "healthy" potluck lunch that includes a recipe exchange.

FOR PHYSICAL WORK ENVIRONMENT

- Change vending machine snacks to

healthy, low fat snacks.

- Place posters or announcements around the building to encourage walking and "advertise" health promotion.
- Create and maintain a health bulletin board.
- Identify a worksite room for quiet and relaxation.

FOR ORGANIZATIONAL DEVELOPMENT

- Send periodic health tips via e-mail, paycheck stuffers, or newsletters.
- Subsidize health club memberships.

- Create measurement and outcomes criteria for wellness initiatives, e.g. how many miles walked, how much weight lost in a given period, hours spent exercising, etc.

FOR COMMUNITY COLLABORATION

- Organize health-related speaker series or lunchtime discussion groups.
- Sponsor a community-based walk that is a fundraiser for your organization, yet provides participation for employees and their families.

Please feel free to contact the editor, Angela Spruill, at aspruill@fpwa.org or 212-801-1323.



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