

RESOLUTION FILING AND APPROVING A GRANT AGREEMENT WITH COUNTY EMPLOYEE BENEFITS CONSORTIUM OF OHIO (CEBCO) FOR ASHTABULA COUNTY WELLNESS PROGRAMS

WHEREAS, Jessica Brundage, Human Resource Director, has presented a grant agreement with County Employee Benefits Consortium of Ohio (CEBCO), for the approval of the Board; and

Scope: To utilize a variety of evidence-based initiatives and strategies to improve the quality of life for county employees and to reduce health-related costs through education, implementation of environmental and policy changes, and promotion of personal accountability. Ashtabula County will hold educational classes and events across county facilities and sponsor many different challenges with regards to walking, nutrition and providing access to fitness facilities throughout the county.

Provider: CEBCO, 209 E. State St., Columbus, OH 43215-4309

Term: RETROACTIVE TO January 1, 2024 and ending December 31, 2024

Grant: \$20,800 total (\$16,800 program funds and \$4,000 administrative funds); now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio, that the above referenced grant agreement is hereby filed and approved in accordance with a copy now on file in this office.

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2024-39

January 04, 2024

**RESOLUTION FILING AND APPROVING A GRANT AGREEMENT WITH COUNTY
EMPLOYEE BENEFITS CONSORTIUM OF OHIO (CEBCO) FOR ASHTABULA
COUNTY WELLNESS PROGRAMS**

Upon the motion of Kathryn Whittington, seconded by J. P. Ducro IV.

VOTE:

**Kathryn Whittington
J. P. Ducro IV
Casey R. Kozlowski**

**Aye
Aye
Aye**

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

2024 CEBCO Wellness Grant Agreement

Grantor: County Employee Benefit Consortium of Ohio (CEBCO)

Grantee: Ashtabula County

Grant Funding Amounts

Administrative Funds: \$4,000

Program Funds: \$16,800

County Wellness Contact (CWC)

CEBCO requires participating counties to designate one or two employees to act as a point of contact, known as the County Wellness Contact(s) (CWC). The CWC must be a county employee. While others including wellness team members, non-county employees or brokers/consultants may be involved with the wellness program, they are prohibited from being the county's designated CWC. The CWC(s) will work directly with CEBCO and will be the primary source of information to the eligible employees and spouses on the medical plan.

The CWC(s) will play a significant role in determining programming, identifying existing and local wellness resources, communicating initiatives, motivating others, working with department heads and leadership to gain and maintain support, tracking data and information, all while demonstrating a genuine interest in health and wellbeing. Finally, the CWC(s) must attend one of the bi-annual CEBCO wellness meetings or designate another county representative to attend in their place.

If the CWC position(s) should become vacant, please notify CEBCO immediately of the vacancy and of an interim contact. It is important that a new contact be identified to fulfill this role as soon as reasonably possible.

Administrative and Program Funds

Administrative funds are intended to be used toward the salary of the individual(s) identified as a County Wellness Contact(s) (CWC). Eligible counties will receive a flat \$4,000 per grant year in administrative funds. The county may decide how to allocate these funds if there are two CWCs rather than one.

Program funds must be used for wellness-related events, activities, and initiatives provided to CEBCO enrolled employees and spouses. We acknowledge that some programs, such as educational sessions may inadvertently reach beyond CEBCO-covered members and impact individuals not enrolled in our medical plan. The intent, however, is to focus on positively impacting the lives of members on our medical plan. Program funds may also be used to cover any wellness training or meeting-related expenses for the CWC position(s).

Program grant funding available to the county will be determined on a per employee, per year (PEPY) basis. The number of enrolled employees at the start of the last quarter of the year/on the October bill (excluding COBRA), will be used to determine the program grant allocation for the upcoming calendar year.

CEBCO will provide half of the program funds in addition to the full amount of the administrative funds at the start of the calendar year, following a fully executed grant agreement. The remaining half of the program funds will be provided on a reimbursable basis. The first half of the program funds provided to the county must be expended and a financial form must be submitted documenting those expenses, before the county may request any portion of the second half.

The county has the option to use all or a portion of the administrative funds as program funds. If the county chooses to use the administrative funds toward salary, the county is not required to report on this expense; however, if the county uses any portion of the administrative funds for programming, documentation must be submitted to CEBCO verifying how the funds were used.

Additionally, it is up to the discretion of each participating county whether program funds will be used to supplement the salary of the CWC position(s). CEBCO asks that the total wages be limited to no more than twenty percent (20%) of the annual amount allotted for program funds.

Documenting Uses of Program Funds

The **Wellness Grant Financial Form** will need to be submitted along with documentation verifying each expense purchased with program funds. Acceptable documents include receipts, copies of checks, purchase orders and invoices. Once documentation is submitted to CEBCO, reimbursement, if needed, will be sent directly to the County Commissioner's Office within 60 days. A county may submit a **Wellness Grant Financial Form** multiple times per year or once at the end of the calendar year. The deadline to submit documentation for the 2024 grant year is Friday, December 13, 2024. Please note that CEBCO is unable to directly pay any vendor or private company and all checks will be made payable to the County Commissioners.

Mandatory Wellness Grant Requirements

Participating Counties **must** offer **each** of the following during the calendar year, between January 1, 2024 and December 31, 2024:

1. A minimum of two onsite education sessions provided for medical plan enrolled employees and spouses. These education sessions must be 30-60 minutes each with a focus on any health or wellness topic.
2. Host a minimum of one onsite community lifestyle program OR promote a minimum of one offsite community lifestyle management program. Examples include diabetes management programs, Weight Watchers, tobacco cessation, nutrition or financial courses, or any other program (series of 3 or more classes) that addresses one or more health conditions or lifestyle habits.
3. Host a minimum of one community event AND/OR promote a minimum of one community event. Community events include any organized walk, run, or bike event and sports leagues.
4. Promote a minimum of one online health challenge offered by Anthem as part of the CEBCO Rewards 200 Program.
5. CWC(s) must attend a minimum of one bi-annual CEBCO Wellness Meeting, ideally both. If the contact in the CWC position is not available, please designate another county representative to attend.

At the end of the calendar year CEBCO will request documentation that each of these mandatory requirements were completed between January and December of 2024. The documentation is due on Friday, December 13, 2024.

Restricted Uses of Program Funds

The following are uses that do not meet the goals of the grant and therefore are not allowable expenses:

- Giveaways that do not support individual wellness (this includes gift cards to fast food restaurants or any other food-related purchase EXCEPT for purchasing healthy food options).
- Sponsoring individuals for marathons or specific events that not all members are able to do.
- Alcohol or drug testing (this includes tobacco testing).
- Any insurance covered benefits (i.e. flu shots, biometric screenings, doctor’s visits, etc.).
- Any building maintenance or personnel training requirements to include purchasing AEDs or paying for safety/CE training such as CPR classes.
- Coverage for other benefits such as dental, vision, EAP, life, etc.
- Essential oils and health supplements.

Authorized Signatures

Both parties, upon signatures below, agree to the terms outlined within this grant agreement and acknowledge understanding of the appendices provided on the subsequent pages.

County Employee Benefit Consortium of Ohio

County Commissioner or Designee

Signature: Michael Kindell

Signature: Kathryn Whittington

Printed Name: Michael Kindell

Printed Name: Kathryn Whittington

Date: 12/18/2023

Date: 1-4-24

APPENDIX 1: CEBCO Member Wellness Program

Member Wellness Program & Incentive Design

We partner with Anthem to administer a wellness program that both employees and spouses enrolled in our medical plan may engage in, year-round. Each member county is required to offer this program to eligible members; however, completion of the program is optional at the individual level.

Incentives & Elected Officials

Per Ohio Attorney General Opinion 2009-015, any elected official that is not beginning a new term during the current program year will not be eligible for cash or cash-like incentives even if they complete the program. Elected officials also cannot receive an increase in any cash or cash-like incentive they have been receiving if they are in term; an increase can only occur at the start of a new term. It is ultimately the county’s responsibility to properly administer incentives to elected officials, based on the ORC. CEBCO encourages all elected officials to participate, as they are eligible to complete the program regardless of whether they may earn the incentive.