**Harford County Sheriff’s Office**

**Wellness Incentive Program**

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**History**

**Health & Wellness Coordinator**

Joseph J. Mina

**History:**

- **1996**  First Personal Trainer Certifications for Fitness Instructors
- **1999**  First Master Fitness Specialists thru Cooper Institute
- **2007**  In-Service testing to develop aggregate report on agency wellness
- **2008**  Discussed Strategic Plan for Wellness Program
- **2009-10**  Developmental stages of plan continues
- **2011**  Continued planning
- **2012**  Proposal for HCSO Wellness Program (February)
- **2012**  Research, development, planning, documents etc. (June-Dec)
- **2013**  Officially kicked off program February 2013
- **2013**  May-Life Line Screening for entire agency (Cardio Testing) plus teamed up with UC Health for additional screenings
- **2013**  Opened 2 new fitness facilities for all agency members (Aug)
- **2013**  October 1- kicked off the incentive program with 185 members
History (continued)

Staffing:
Consists of one part-time administrator of the Wellness Incentive Program and one fitness instructor who assists periodically.

Wellness Program:
- Change the “culture of the agency”
- Two incentive tracks developed to encompass all agency members at various fitness levels
- Simplistic system to monitor progress of employees, create reports, send communication, set up challenges, add rewards, and can be set up to organizations’ specifics
- Monetary incentive rewarded semiannually for each track
- Created a manual for the program
- Orientation of equipment and Agreement of Rules and Release and Waiver of Liability form required for use of any of the three facilities
- Developed improved policy for testing recruits and new hires

Health and Wellness Coordinator

- Certified Personal Trainer- NSPA and Cooper Institute
- 30 years’ law enforcement experience with HCSO (retired Captain) and assisted with the Training Academy as lead fitness instructor (1994-2002)
- Bachelor of science degree in management from Wilkes University in 1981
- Certified in Functional Movement Systems
- Great working relationships with many health professionals (e.g., UC Health, Life Line, Arena Club [Mike Edge], Jayne Klein, Dr. Sean Curtin, Dr. Lisa Faulkner, Drayer Physical Therapy, Gold Medal Physical Therapy)
- Head college and high school baseball coach and baseball camp instructor with Phillies Baseball Academy and Phillies Phantasy Camp
H&W Coordinator - Responsibilities

- Responsible for the monitoring of the Harford Co. Sheriff’s Office Wellness Incentive Program.
- Responsible for data entry, reports, personally contacting agency members, phone calls, training, and monitoring FitKik software, as it relates to Wellness program.
- Responsible for setting up health fairs, seminars, workshops, updating the wellness program calendar and folder, etc. for all agency members.
- Responsible for administering orientations into the program and also demonstrating the use of the equipment to new members.
- Responsible for the general cleanliness of the Southern Precinct, Northern Precinct, and the Detention Center fitness rooms and the equipment.
- Responsible for monitoring the condition of the equipment and corresponding with the contracted organization to do maintenance and repairs on the equipment.
- Responsible for setting up, corresponding with the Board of Education for site permissions on physical testing dates, testing, recording scores; create report and forward results to the Budget Manager for incentive distribution on wellness members semi-annually.

Responsibilities (continued)

- Responsible for assisting Personnel and the Fitness instructors with the physical testing qualifications of the hiring process.
- Responsible for helping to develop agency policy as it relates to fitness standards.
- Responsible for making agency and outside presentations promoting the HCSO Wellness Program.
- Responsible for keeping up on various certifications and trainings to enhance the quality of the program and required education.
- Responsible for searching for grants to promote and enhance the Wellness Program.
- Responsible for communicating with and updating the Sheriff and/or Colonel on the Wellness Program.
- Any other item related to the Wellness Incentive Program or other duties as directed by the Sheriff or his designee.
Scope

- Admin. Services Training Academy
- Monitor FitKik & Members
- Southern Detention Center
- Northern
- P&R
- Wellness Programs
- Health & Wellness Coordinator
- Fitness Instructors
- Colonel

Highlights

- Purpose - “change the culture of the agency”
- Voluntary program available to all agency members
- Easy and free to join
- Very little paperwork
- Tangible incentives
- Three fitness centers on-site
- Need physician to sign form (SO-151), plus a yearly physical to remain in the program
- Wear own device (FitBit, Apple Watch, Garmin, etc.) to track physical activity
- Incentives rewarded twice a year (April and October)
- Track 1 versus Track 2
- Agency-set standards (600,000 minimum steps every 6 months)
- Manual explains all of the procedures and answers questions about the program
Track 1

- Physical from physician required to start *(then yearly physical thereafter)*
- Physical fitness test required
- Must wear some type of tracking device and have NUDGE app on iPhone or Android
- Any classification can participate
- Based on Cooper Standards (correlated with hiring process)
- Based on average percent fitness level

**Monetary reward every 6 months**
- 40% = $175
- 50% = $225
- 60% = $250

- Must complete all tests

- Achieve minimum standard set of 600,000 steps
- Receive additional incentive of $50 if member completes two nonphysical activities
- Added to payroll check after all testing is completed

**Cooper Fitness Norms**

**Single Norms**

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<th>Category</th>
<th>Percentile</th>
<th>Push-ups (Number)</th>
<th>Sit-ups (Number)</th>
<th>1.5 Mile Run (Min/Sec)</th>
<th>300 Meter Run (Seconds)</th>
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Track 2

- Physical required prior to start (**then yearly physical thereafter**)
- Must wear some type of activity-tracking device, plus NUDGE app
- **No physical fitness test**
- Any classification can participate
- Minimum 600,000 steps required (agency-set standards)
- **Required to have two nonphysical activities**
- Monetary reward based on number of steps every 6 months
  - 600,000 steps = $175
  - 1,000,000 steps = $200
  - 1,500,000 steps = $225
  - 2,000,000 steps = $250
  - 2,500,000+ steps = $275

NUDGE App

- An interactive wellness platform
- Simple to use
- Syncs with 100-plus apps and devices
- Easy tools for administrators to use
- Communications via phone allowing easy messaging
- Social accountability and challenges
- Monthly Excel report, with the following data
  - Total steps
  - Minutes of cardio
  - Hours of sleep
  - Hydration
  - Nutrition tracker/guide
- Easy setup
- Simple pricing (very affordable)
Excel spreadsheet to document
• Active members in the program
• Nonphysical activities (doctors visits)
• Monthly and incentive period stats
• Test scores for Track 1

Southern Precinct
Southern Precinct

Southern Precinct
Northern Precinct

Northern Precinct

Northern Precinct
Detention Center

Challenges Faced

- County/local government
  - Waiver forms
  - Liability
- Personnel
  - Roll calls and group meetings
  - Union/representatives
- Funding
- Agency leadership
- Facilities
- Partnerships with local health professionals
The New and Improved Tim Keggins

- Tim lost more than 100 pounds in a year by just walking
- He changed his eating habits and modified his diet
- Prior to the start of the program, he was on four medications
- After one year, he is down to one because of metabolism change/exercise
- He was skeptical at first, but friendly updates, encouragements, and peer challenges helped
- He is more physically active than before