EXECUTIVE ORDER 13-06

IMPROVING THE HEALTH AND PRODUCTIVITY OF STATE EMPLOYEES AND ACCESS TO HEALTHY FOODS IN STATE FACILITIES

WHEREAS, effective worksite wellness programs improve the health and productivity of the workforce, contributing to state agencies’ capacity to accomplish their missions; and

WHEREAS, a number of governmental agencies and programs of the state share goals and missions of the private sector relating to healthy weight and reducing health care costs; and

WHEREAS, a comprehensive wellness plan can improve productivity, quality of life, and life expectancy; and

WHEREAS, policies related to healthy food, activity and behaviors, disease prevention, and exposure to smoke all significantly influence the environments in which people work; and

WHEREAS, the work environment influences the adoption of healthy lifestyles, by making it more or less difficult for individuals to choose behaviors that promote or diminish health; and

WHEREAS, published research about other successful private and public programs throughout the nation shows the importance of a comprehensive wellness program that promotes both worksite wellness activity and health insurance plan design changes; and

WHEREAS, according to research, employers providing lactation support programs receive a significant payoff in employee retention, reduction in sick leave taken, and lower health care costs; and

WHEREAS, chronic conditions such as heart disease, stroke, obesity, and diabetes are largely preventable; and

WHEREAS, agencies collaborating with each other and their valued employees to improve the health of all state employees and reduce health care costs is important to our shared success.

WHEREAS, all executive state agencies were directed in Executive Order 13-06 to fully implement the Federal Labor Standards Act and have in place and implement a food and beverage service policy by December 31, 2016.
NOW, THEREFORE, I, Jay Inslee, Governor of the state of Washington, by virtue of the 
power vested in me by the Constitution and statutes of the state of Washington, do hereby 
declare my commitment to improve the health of state employees and hereby direct the 
Governor’s Health Leadership Team, as formed in Executive Order 13-05, to convene a State 
Employee Health and Wellness Steering Committee and implement health and wellness changes 
for state employees as described in this order.

The Director of the Health Care Authority (HCA) and Secretary of the Department of Health will 
co-chair the State Employee Health and Wellness Steering Committee (Steering Committee). 
The Steering Committee will report to the Health Leadership Team on a regular basis. 
The Co-Chairs shall select Steering Committee members who shall include a small working 
group of state employee union representatives, agency representatives, a representative from 
each of the Office of Financial Management Labor Relations Office and Budget Division, and 
representatives from the Governor’s Legislative Affairs and Policy Office.

The Steering Committee will develop necessary elements of a comprehensive wellness program 
for state employees. The HCA administers the Public Employees’ Benefit Board (PEBB) 
program. HCA’s PEBB program will implement the comprehensive wellness program developed 
by the Steering Committee by January 1, 2014, that includes but, is not limited to the following:

1. Agencies must participate in the Washington Wellness Worksite Designation Program 
administered by the HCA.

   a. The HCA’s Washington Wellness Worksite Designation Program will provide structure and 
technical and training assistance to agencies involved in developing an effective internal wellness 
program for employees. By December 31, 2014, each agency will have made significant progress 
toward completion of the Washington Wellness Worksite Designation Program, and will report on 
progress to HCA’s program on a semi-annual basis.

   b. As part of the Washington Wellness Worksite Designation Program, state agencies will comply 
with Section 7(R) of the Fair Labor Standards Act that requires employers to accommodate 
women who breastfeed their children by providing: (i) A reasonable break time for an employee to 
express breast milk for her nursing child; and (ii) A place, other than a bathroom, that is shielded 
from view and free of intrusion from coworkers and the public, to express breast milk.

2. The Steering Committee shall collaborate to develop a PEBB health insurance wellness plan 
for state employees that will align with the Washington Wellness Worksite Designation Program 
by January 1, 2014.

   a. The Steering Committee shall collaborate to inform PEBB plan changes that incorporate 
traditional and non-traditional evidence based methods that encourage participation in the 
Washington Wellness Worksite Designation Program and help employees and family 
members achieve their personal health and wellness goals. 
The program shall include innovative payment designs to incent both employee and provider 
participation. The program shall design methods to improve mental health. It shall also strive 
to reduce smoking rates through tobacco cessation and related programs.
b. The PEBB plan shall incorporate and the HCA will immediately implement the Diabetes Prevention Program. Agencies shall participate in the Diabetes Prevention Program by allowing HCA’s PEBB program to host activities at agencies like blood glucose testing events and allowing employees at risk for diabetes to take 30 minutes of work time to participate.

SECTION 3. All agencies shall have in place and implement a food and beverage service policy that aligns with the Washington State Healthy Nutrition Guidelines and applies to all populations served by the agency.

a. Scope - These policies shall ensure for the provision of healthful food and beverages in all available food venues. This includes but is not limited to including language explicitly referencing the Healthy Nutrition Guidelines in state agency contracts and with contractors providing food and beverage to populations served; ensuring for the provision of healthy food and beverages at fully-sponsored state meetings and events; and ensuring Washington grown foods are purchased and promoted. The Department of Health may provide technical assistance to state agencies as needed.

b. Exemptions - The following programs are exempt from the Food and Beverage Service Policy: (1) Any food service program that follows federally mandated rules and regulations, such as Office of the Superintendent of Public Instruction’s school meals programs; (2) Training programs from Washington State Patrol and other criminal justice training programs; training for park rangers; and trainings at the Criminal Justice Training Center and Washington Military Department; and (3) Food served by agencies for a disaster, crisis, or emergency. Food and beverages served to special populations with particular health or religious dietary needs identified by Department of Social and Health Services, the Department of Corrections, or Department of Veterans Affairs are exempt from following the Healthy Nutrition Guidelines, provided said special diets follow evidence-based nutritional guidelines and offer comparable healthful items, to the extent possible.

SECTION 4. For the purpose of this Executive Order, the following definitions apply:

- **Agency** is any office, agency, department, board or commission within the Executive Branch.

- **State Agency Contracts** are any contract awarded or executed by a state agency that either relates to the provision of food or beverages; or provides for state funding of the purchase, procurement or service of food or beverages. This includes, but is not limited to, any procurement contract that state agencies use to purchase foods and beverages; contracts with food service management companies and providers that operate within state facilities; and contracts for rented or leased facilities with food venues on the property.

- **Food Venues** are locations or programs where food and beverages are made available on state property or property leased by the state, or by provision of state funds. This includes but is not limited to vending machines, micro-markets, cafeterias, meetings or events, on-site retail, catering, institutional meals and food programs, and à la carte snacks, as well as common food areas in shared workspaces that are paid for in any part with state funds.
Populations Served includes any persons employed or served by state agencies, or by food venues on state agency properties, including but not limited to employees, custodial populations, residents and visitors.

Healthy Nutrition Guidelines (HNG) are guidelines developed by the Washington State Department of Health in collaboration with other state agencies based on the Dietary Guidelines for Americans (DGAs) and closely aligned to the Food Service Guidelines for Federal Facilities that the federal government has already implemented for its agencies. Every five years, the Department of Health will review the HNG and, if necessary, recommend amendments or updates to reflect advancements in nutrition science, dietary data and new product availability.

Washington grown means grown and packed or processed in Washington (see RCW 15.64.060)

I encourage all other state agencies and institutions, local governments, institutions of higher education, and other public entities to also participate in this program and adopt the provisions of this Executive Order.

The Steering Committee shall measure progress and link metrics to Results Washington. This includes preparing a biennial report on the status of implementation for wellness programs, breastfeeding support and the nutrition guidelines. This report shall include: an assessment of compliance; a list of successes, challenges and barriers experienced in implementation; recommendations for improvement of these programs and compliance; and participation and support for programs among employees. State agencies will comply with requests from the Steering Committee, Health Care Authority or the Department of Health for materials and information related to this report and other assessments and evaluations to the extent possible and within a reasonable time period.

This executive order will take effect immediately.

Signed and sealed with the official seal of the state of Washington on this 30th day of October, 2013 at Olympia,

Washington. By:

/s/    Jay Inslee
Governor