



Presented by the City of New Bern Wellness Committee

Anytime during the year can be a challenging time to maintain your weight. Holidays, special occasions or daily temptations are constant and it is so easy for you to get off track with your health goals.

In this challenge, you will be rewarded for maintaining your weight (or losing weight) during the month of May and June.

Weigh in and registration: Visit the Human Resources Office on Thursday, May 09, 2019 or Friday, May 10, 2019 between the hours of 8:00 a.m. and 5:00 p.m. to register and weigh in.

Weigh Out: The weigh out will be held on Thursday, June 27, 2019 or Friday, June 28, 2019 between the hours of 8:00 a.m. and 5:00 p.m. at the City of New Bern Human Resources office.

Participants who maintain or lose weight will be entered into a drawing to win a Fit Bit Charge 3!!!

For questions or more information: Contact Cynthia Mair, Human Resources Technician, at 252-639-7576 or mairc@newbernnc.gov.



2020 TEAM WEIGHT LOSS CHALLENGE

(Sponsored by the Wellness Committee)

Let's kick off 2020 by working together to get healthier by losing weight!

- **Who can participate?**

- Full time City of New Bern Employees

- **What is the plan?**

- Teams of 3 employees will work together for 12 weeks
 - Please sign up your team by contacting Cynthia Mair via email or by calling 639-7576 and providing the names of the participants and the team name. If you need to be added to a team please ask when signing up. **You must sign up by January 27th.**
 - **Initial weigh-in will take place Thursday, January 30th and Friday, January 31st at the Human Resources office.** If this is a conflict with your schedule please contact Cynthia Mair to setup a weigh-in time.
 - The winner(s) will be the individual and the team with the greatest percent of weight loss at the completion of the competition.

- **When are weigh-ins?**

- After the initial weigh-in, there will be 12 weekly weigh-ins that will take place on Fridays at the Human Resources office through April 24th.
- You are required to weigh-in for 9 of the 11 weigh-ins. If you miss more than 2 weigh-ins, you will be disqualified from the challenge. **You are required to be present for the initial weigh-in on January 30th or 31st and the closing weigh-out on April 23rd or 24th.**
 - An individual disqualification does not disqualify the team.
- As a reminder, if you participated in the Holiday Maintain It Challenge, and lost weight, you are exempt from one weekly weigh-in. (You are required to weigh-in 8 of the 11 weigh-ins.)
- If you are not scheduled for work on Fridays due to shift work, please make arrangements with Cynthia.

- **What are the incentives?**

- The employee with the greatest percentage of weight loss will win a \$300 gift card.
- The team with the greatest percentage of weight loss will win a \$100 gift card per participant.
- Second Place Team will win a \$75 gift card per participant.
- Third Place Team will win a \$50 gift card per participant.
- The employee with the greatest percentage of weight loss each week will win a wellness prize.

- **Note:**

- Please take care of yourself throughout this challenge. We ask that you do not use supplements, weight loss pills, or drastic other weight loss measures, unless prescribed by your physician.
- If you have had a weight loss surgery within the last 6 months, we ask that you not participate.
- As always, before participating in a wellness activity, please consult with your physician.



Gym Membership Benefit (30 Visits Per Quarter)

City of New Bern employees can now receive up to \$25.00 per quarter for using their membership at a qualified health and fitness center during that quarter. This program has been implemented to assist employees in achieving a healthier lifestyle and physical fitness goals.

EXERCISE

- Reduces Type 2 Diabetes risk
- Reduces cardiovascular disease risk
- Controls weight
- Improves mental health and mood

PARTICIPATION REQUIREMENTS

- Regular Full-time or Part-time employees may participate in the program.
- To enroll in the program, employees must complete the **Gym Membership Benefit Application** by the enrollment deadline. Forms must be submitted each quarter.
- To participate and receive the Wellness Incentive, an employee must submit a copy of the membership contract or a status report on a fitness center's letterhead to the HR Department by the enrollment deadline. Documents must be submitted each quarter.
- The completed Gym Membership Benefit Application and the membership contract or status report can be emailed to mairc@newbernnc.gov or delivered to the Human Resources Department.
- For a gym to be considered eligible, it must provide at least two pieces of equipment or activities that promote cardiovascular wellness from the following list:
 - elliptical
 - group exercise
 - pool
 - rowing machine
 - tennis
 - racquetball courts
 - stationary bicycle
 - step machine
 - treadmill
 - walking / running group

REQUIREMENTS

- Employee will receive up to \$25.00 per quarter.
- Employee must exercise at the fitness center/cardiovascular program at least **30 times per quarter**. To receive the Wellness Incentive, you must participate in a gym and/or program that promotes cardiovascular wellness. (Memberships in sports clubs, country clubs, weight loss clinics, spas or other similar facilities are not eligible.)
- An employee can also show supporting receipts indicating the amount paid and date of payment. Supporting receipts must total at least the amount requested (up to \$25.00 per quarter).
- Attendance documents for the Wellness Incentive must be submitted to the Human Resources Department by the Incentive Deadline date for the corresponding quarter.
- Attendance documents include:
 - A computer printout of the employee's visits to the fitness center;
 - Receipts that indicate each time the employee has visited the gym; **OR**
 - A completed **Gym Membership Reimbursement Form** signed by a facility employee.
- The Human Resources Technician will review requests and determine whether the expenses qualify. The Wellness Incentive will be made via direct deposit for approved expenses. For non-qualifying expense(s), the Human Resources Technician will notify the employee, in writing, of the reason for the denial.
Wellness Incentives are deemed taxable by the IRS.

Quarter Enrollment	Enrollment Deadline	Reimbursement Request Deadline
Quarter 1 (July-Sep 2019)	Friday, June 28, 2019	Tuesday, October 8, 2019
Quarter 2 (Oct-Dec 2019)	Monday, September 30, 2019	Tuesday, January 7, 2020
Quarter 3 (Jan - Mar 2020)	Tuesday, December 31, 2019	Tuesday, April 7, 2020
Quarter 4 (April - June 2020)	Tuesday, March 31, 2020	Tuesday, July 7, 2020

NOTE: If an employee terminates employment with the City of New Bern prior to the quarter pay-out, the employee forfeits receipt of the Wellness Incentive.



The City of New Bern's Healthy Track Wellness Program announces the return of

Project 640

How Much Water Are You Drinking?

Did you know water:

- ❖ Balances body fluids
- ❖ Controls Calories
- ❖ Energizes muscles
- ❖ Makes your skin healthier
- ❖ Flushes your kidneys
- ❖ Keeps your bowels healthy

Let the tracking begin...

- ❖ The 30 day Project begins on July 1st and ends on July 31st.
- ❖ You are only competing against yourself! You must drink at least four 8 ounce cups (32 oz.) of water every day, for at least 20 days of the project, which will total 640 ounces at the minimum.
- ❖ A cup of water is counted as 8 ounces, so pay attention to serving sizes and cup sizes when tracking water. For example a 16 ounce bottle of water will count as 2 cups or servings.
- ❖ Only plain water or water with Crystal Light / Mio / or a piece of fresh fruit such as lemon or orange slice will count. No other beverages count.
- ❖ Each participant who successfully completes Project 640 will receive a Water Infusion Bottle and will be entered into a drawing for a \$50 gift card!

How to sign up

Contact Cynthia Mair, HR Technician by no later than 5pm June 28, 2019 via phone or email, 252-639-7576 or mairc@newbernnc.gov.