

The Olathe Police Departments Holistic Wellness Team has developed a Wellness Plan. The purpose of this plan is to implement the Holistic Wellness philosophy throughout the entire organization, provide education and information to all employees, development additional holistic wellness initiatives and continually evaluate and modify the holistic wellness plan.

This document is intended to be a living document meaning changes and modifications are not only anticipated, they are expected. It is expected today that the plan will need to be modified in the future based upon changes inside and outside of the organization. Because of those anticipated changes only phases one, two and three of this plan incorporate specific details and actions. The subsequent changes include generalized concepts and plans in order to provide a framework to work within moving forward.

It is the responsibility of the Wellness Team to continually monitor, update, and modify the Wellness plan as needed.

Although the plan is divided into phases it is anticipated there will be crossover between the items, actions, etc. contained within the various phases.

This plan was developed with the following key components in mind.

1-The necessity to inform and educate the entire department about holistic wellness, what it means, how it impacts them, and the anticipated benefits for them and the organization.

2-The necessity to ensure holistic wellness is incorporated throughout the four career phases of recruitment/hiring, training, retention which includes 3 phases (entry up to 5 years) (5-15 years) (15-retirement), and retirement.

3-The necessity to connect the various programs, benefits, etc. already in existence that support holistic wellness in a cohesive manner so they provide a platform which supports everyone's holistic wellness

4-The desire to incorporate current and future retirees into the holistic wellness plan

5-The need to incorporate additional components, programs, and events into the holistic wellness plan

6-The necessity for continual evaluation and modification

Phase I of our plan contains specific and detailed plans which are necessary to officially launch our holistic wellness philosophy. Phase II is designed to get buy in immediately after the implementation of the program. Phase III is designed to bring the various programs/components that already support holistic wellness into a centralized format to aid employees in understanding holistic wellness, the information/programs/etc. which exist to aid them in achieving holistic wellness. In the future additional components would be incorporated into this centralized policy. Phase IV is the evaluation

phase which will include the annual collection of data to assess the health of the organization and a survey to assess the needs of the employees. Phase V will be repeated throughout as components are added or modified to the philosophy/plan.

It is anticipated that information and education, or phase I, will be incorporated into and throughout the program after initial launch. Also phase III will essentially be done only once. Looking to the future Phase II and Phase IV and Phase V will continue in a cyclical fashion.

At this time Phase II is comprised of a plan to prepare and present a retirement seminar. This has been chosen as the first active event because it applies to every employee. Additionally it is not perceived as a “controversial” topic. The department has never conducted a retirement seminar in the past. Finally, it affords the opportunity to incorporate retirees into the holistic wellness philosophy in a direct and meaningful manner early in the process.

It is expected Phase III will encompass efforts that will take several months to effectively collect, collate and present proposed changes to staff. It has been our belief from the outset we are already doing many things well that support Holistic Wellness. A strong, organized base in which to build from in the future is critical to the success of our Holistic Wellness goals.

It is anticipated phases I, II, and III will be completed in calendar year 2013.

The Wellness Team has already compiled an extensive list of ideas which could be implemented or enhanced to support holistic wellness. It is expected that these ideas would be further discussed and researched and then evaluated for future implementation. This implementation would occur in phase V and it is anticipated this would begin in earnest in 2014.

Phase I

Information and Education

Launch in June with Chief's meeting and expected to continue for 30 days

- Release of survey results department wide
- Wellness Team members attend/present at Chief's meetings
 - Explain the Holistic Wellness Philosophy covering the four components of holistic wellness
 - Explain why the department has taken on this initiative
 - Explain the personal and professional benefits of holistic wellness
 - Provide copies of the written philosophy
 - Answer questions
 - Solicit feedback on what employees want/expect moving forward

Phase II

Implementation of initiatives

Launch in June

- Retirement Seminar
 - Includes a professional financial planner
 - Includes retirees (civilian and sworn) to offer insight, lessons learned, glad I did.....
 - Includes representatives from state retirement system
 - Includes representatives from city HR
 - Will be recorded for viewing by those unable to attend

Phase III

Full Implementation Phases

- **Monthly Topics/Presentations**

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Phase IV

Evaluation Phase

- Survey to assess holistic health needs
- Survey to assess benefits of the Holistic Wellness initiative to include participation numbers in various activities like Cooper Fitness as well as direct evaluation from employees asking if they have benefited from the initiative.

The results of the survey indicated

Phase V

Modification/Implementation/Deletion of Initiatives

- Dependent upon results of evaluation phase