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EMPLOYEE BENEFIT SERVICES
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July 1, 2020

MEMORANDUM VIA E-MAIL

TO: GMEBS Health Insurance Fund Members

FROM: Randy Logan, Deputy Executive Director

SUBJECT: 2020 Health Promotion & Wellbeing Grant Program

Georgia Municipal Association (GMA) is pleased to announce the renewal of the Health Promotion & Wellbeing Grant Program for 2020. These grants will assist members of GMA's health insurance fund to conduct new or improve existing workplace health promotion and wellness programs. Over \$1,700,000 has been given back to the membership in grant funds since the program began in 2006.

GMA, in conjunction with Local Government Risk Management Services – Health Promotion Services (LGRMS-HPS), will immediately begin accepting applications for Health Promotion & Wellbeing Grants. The grant program is administered by LGRMS-HPS and is only available to members of the Georgia Municipal Employees Benefit System (GMEBS) Life and Health Insurance Fund. The attached application must be submitted on or before August 1, 2020 to:

Ms. Sherea Robinson
Health Promotion Services Manager
Local Government Risk Management Services
3500 Parkway Lane, Suite 110
Norcross, Georgia 30092

Any questions about the grant should be directed to Ms. Robinson at (678) 686-6281, toll-free at (800) 650-3120 or via email at srobinson@lgrms.com. Thanks!

RL:RL/dkm

Attachment

cc: GMEBS Board of Trustees
Mr. Larry Hanson, GMA Executive Director
Ms. Denise Joyce, GMA
Mr. Dan Beck, LGRMS
Ms. Sherea Robinson, LGRMS-HPS



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Atlanta, GA 30303
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Mailing Address:
PO Box 105377
Atlanta, GA 30348

2020 GMA Health Promotion & Wellbeing Grant Program

Georgia Municipal Association (GMA) is pleased to announce the Health Promotion & Wellbeing Grant Program for 2020. The program assists members of GMA's health insurance fund enhance their ability to conduct new or improve existing workplace health promotion and wellness programs. Over \$1,700,000 has been given back to the membership in grant funds since the program began in 2006.

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To be eligible for funding, members must complete the enclosed two-page grant application. If approved, the application becomes the member's agreement to meet all of the grant requirements and to carry out all required health promotion activities as described in the application. **We understand that operations will look a little different in light of the COVID-19 pandemic. Our priority is the safety, health, and general wellbeing of all citizens of Georgia. As such, certain requirements have been established to help reduce the risk of COVID-19 exposure.** All award recipients will receive 50% of the initial grant amount and the remaining grant amount will be distributed after the **Mid-Point Check** has been submitted.

All applicants will be evaluated based on their ability to meet the prescribed criteria, financial need and the ability to demonstrate in-kind support. Grants will be awarded by employee population groups as follows:

- Member with more than 400 employees
- Members with 150 – 400 employees
- Members with less than 150 employees

Should you have any questions about the grant application, please contact Sherea Robinson, Health Promotion Services Manager.

Sherea Robinson, Manager
Health Promotion Services
Direct: 678.686.6281
Toll-free: 800.650.3120
FAX: 404.377.6594
srobinson@lgrms.com

“ Health research has shown that employee health promotion programs have a positive effect on health care expenses over time. ”

Organizational Information

Applying organization: _____

Address: _____

Number of employees with GMEBS Health Insurance Fund: _____

City administrator/manager: _____

Phone# _____

Designated Health Promotion Champion: _____

Phone# _____

Health Promotion Champion's work role/title: _____

E-mail address of designated Health Promotion Champion: _____

Current Health Promotional Activities:

- Has the city provided or have in place any employee health promotion or wellbeing programs/activities? If so, what?
- Does the city support employee participation in well-being programs/activities such as blood drives, Walk for the Cure, Diabetes Walks, March of Dimes, etc.?
- Do you currently have any budgeted funding for health promotion programs/activities? If so, how much?
- Does the city support awarding employees with making positive health improvement changes?
- Did the city receive a GMA Health Promotion Grant in a prior program year? (Yes/ No) If yes, applicant must submit a general activity plan of action for 2020 along with this application, in order to be considered for the grant. If no, submit the city's goals and objectives for the employee health and wellbeing program.



2020 GMA Health Promotion & Wellbeing Grant Application

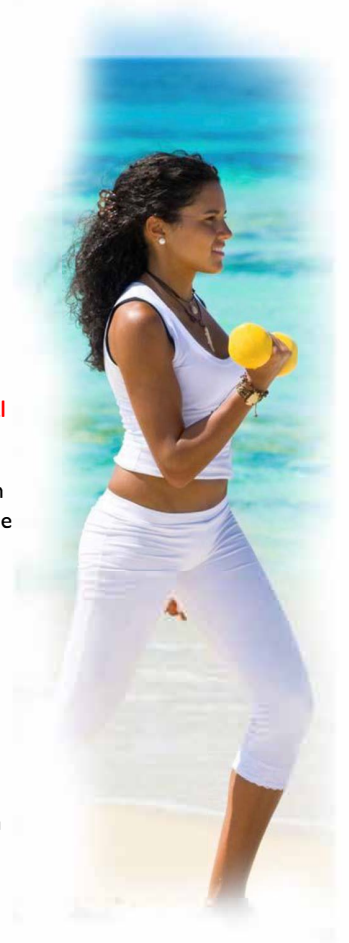
Conditions to participate:

- Current and continued enrollment in the GMEBS Life and Health Insurance Fund
- Completed application form must be submitted **by August 1, 2020**
to: Sherea Robinson, Health Promotion Services Manager
Local Government Risk Management Services
3500 Parkway Lane, Suite 110
Norcross, GA 30092
- Designate a Health Promotion Champion to oversee the city's health promotion & wellbeing programs/activities

Signing this application acknowledges agreement to follow through with the planned health promotion programs/activities.

Program requirements for approved applicants:

- The designated Health Promotion Champion must attend one of the scheduled LGRMS-HPS *Wellness Champion Training* workshops. The various dates and locations of the workshops will be announced in the letters notifying members of their award.
- City management will:
 - Distribute an initial Grant Press Release to local media and all employees announcing support of the program. The press release will be given to Health Promotion Champions at the *Wellness Champion Training* workshop.
 - Implement at least six communications to employees promoting the *Anthem 24NurseLine* and *four other Anthem Health communications during the coming year.*
- Work with LGRMS-HPS to provide a health assessment and resource program using a Health Risk Appraisal with blood pressure screening and health improvement counseling/feedback for all participants. (All data will be confidentially handled by a third-party vendor with only group data available to the city and LGRMS-HPS.) LGRMS-HPS will assist award recipients in the use of individual Health Risk Assessments.
- Ensure for Interior Face to Face Visits:**
 - **6 feet social distancing shall be maintained at all times.**
 - **Both the LGRMS Field Reps and the member contact shall wear a properly worn/fitted face mask or surgical type mask or N95 respirator.**
- Implement a Workplace Wellness Policy.
- Offer at least two other of several approved health promotion programs to all employees: immunization program (flu shots), self-care training to employees, self-care booklets, cancer screening, CPR/First Aid training, tobacco use reduction program, nutrition programs, stress management programs, etc.
- Ensure for Classroom Set-Up:**
 - **All seating will be arranged so there is 6 feet of social distancing between attendees and at least 12 feet of social distancing from the speaker. This may require rooms to remove tables and only use chairs.**
 - **All surfaces will be cleaned prior to the class, after each break, and after the class is completed.**
 - **The attendees shall wear a properly worn/fitted face mask or surgical type mask or N95 respirator while in attendance for training.**
 - **The speaker will not be required to wear a face mask as long as they are 12 feet away from all attendees.**
 - **No community or buffet style food or beverages will be provided for training.**
- At the scheduled LGRMS-HPS *Wellness Champion Training* workshop, the designated Health Promotion Champion must complete a Workplace Health Promotion Action Plan to include awareness, communication, prevention programs, behavior change, HIPAA, etc.
- The designated Health Promotion Champion must complete and submit a Mid-Point Check, Year-End Activity Report, and a Grant Requirement Questionnaire on the health promotion activities conducted.
- The Health Promotion Champion must attend at least one other LGRMS-Health Promotion Services Regional Training class during the current grant year.



Mayor

Administrator/Manager

Designated Health Promotion Champion

Date

GMEBS Life and Health Insurance Fund

The Georgia Municipal Employees Benefit System (GMEBS) Life and Health Insurance Fund is a self-insurance fund administered by GMA. The fund's membership consists of 173 local government entities. The membership may choose from several plan designs including a POS and PPO and HMO plans to give members the flexibility to meet the needs of their employees and available financial resources of the employer. The plan designs vary in deductibles, co-pays and percentages paid by the participant/plan. For information about the GMEBS Life and Health Insurance Fund, contact Ms. Denise Joyce at 678.686.6231 or djoyce@gacities.com.

Local Government Risk Management Services

In 1988, GMA and the Association County Commissioners of Georgia (ACCG) jointly created the Local Government Risk Management Services (LGRMS) to provide safety and loss control services to the risk management fund members of GMA and ACCG. In the year 2000, Health Promotion Services (HPS) was added as an additional service to GMA's health insurance members to help increase employee productivity, increase the knowledge on healthy lifestyles and control health care costs.



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“Serving local government is our only business.”

