

Oregon Military Department

Health & Wellness 2024-2026 Plan





OREGON MILITARY DEPARTMENT
JOINT FORCE HEADQUARTERS, OREGON NATIONAL GUARD
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June 01, 2024

Oregon Health Authority/Public Employees' Benefit Board
State Agency Employee Wellness Manager
500 Summer St NE
Salem, OR 97301

RE: Oregon Military Department Health & Wellness Plan

The Oregon Military Department (OMD) completely and fully supports the directives given by the Governor's Office in Executive Order No. 17-01 to develop and maintain a two-year agency wellness plan. Enclosed please find the details herein that OMD establishes for the 2024-2026 biennium.

Our agency incorporates the uniqueness of both federal and state employees and wellness is an integral part of every aspect of personnel policies and practices that OMD utilizes. It is essential that all our employees have a supportive workplace which has structures, systems, and policies in place to promote and support health and wellness.

We are dedicated to supporting wellness in the workplace.

If you have any questions, the agency point-of-contact is Tracy Garcia, Director, Adjutant General State Personnel (AGP), at 971-355-3987 or via email to tracy.garcia@omd.oregon.gov.

Respectfully,

ALAN R. GRONEWOLD
Brigadier General
The Adjutant General

CC:
Tracy Garcia, HR Director, State Personnel
Sean McCormick, Chief of State Affairs



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Our Top Three

1. Be **Connected** to your people,
always put them first
2. Be **Competent** in your skillsets
and always complete the mission
3. Be **Committed** to improving the
Oregon National Guard and the
Oregon Military Department





Introduction

The Oregon Military Department (OMD) values our employees who provide support to the Oregon National Guard. OMD is committed to promoting and supporting the health and wellness of all employees. OMD recognizes that good health and wellness allows employees a higher level of performance at work and home. This in turn, reduces absenteeism and on-the-job injuries, improves moral, and reduces insurance utilization and premiums. Our focus is on the primary drivers that affect increased health care costs. This primarily includes evaluation of how our employees are impacting levels related to emotional health, lack of physical activity, poor nutrition, and tobacco use. We evaluate this information on a two-year basis as directed Executive Order 17-01, State Agency Employee Wellness.

Opportunity

The Oregon Military Department commits to developing, implementing, and evaluating workplace health and wellness opportunities as they become available, as an ongoing effort. We provide access and encourage awareness of the DAS State HR Policy 50-010-06 and OMD Agency Policy AGP-99.200.09 Employee Health & Wellness. The agency creates a Health & Wellness plan on a biannual basis and evaluate changes observed at the end of each biennium for any areas that require more intentional focus. Areas identified will be used for future health and wellness plan construction, reevaluation of current actions, and resetting the agency goals related to health and wellness for continual positive outcomes.

Mission Statement

It is the mission of the Oregon Military Department to establish and maintain organizational health by fostering interest and encouraging employees to initiate or expand healthier lifestyles; provide education and resources that offer diverse wellness programs to meet a wide range of personal health needs; increase awareness of factors and resources contributing to well-being; inspire and empower individuals to take responsibility for their own health; encourage a decrease in absenteeism due to illness and stress; and develop a positive culture that is focused on celebrating and improving the quality of life for all employees.

Our Top Three:

1. Be **Connected** to your people, always putting them first.
2. Be **Competent** in our skillsets and always complete the mission.
3. Be **Committed** to improving the Oregon National Guard and the Oregon Military Department.



Agency Focus

The Oregon Military Department's Health & Wellness Plan includes encouraging employees to increase their well-being and productivity through the enrichment of the agency's notifications regarding health and wellness opportunities with the agency and through resources available to State of Oregon employees. The agency seeks to increase awareness of positive health activities, to motivate employees to voluntarily adopt healthier behaviors, and to provide opportunities and a supportive environment that fosters positive lifestyle changes.



Keys to Success

The Oregon Military Department recognizes five (5) key elements of a comprehensive workplace wellness program. The first is having practical and accessible inhouse services available. This includes our on-site gyms available at no cost to the employees, lunchtime seminars, reminders about smoking cessation and offering a quarterly wellness newsletter.

The second element is to bring awareness of the existing support benefits beyond our agency, that are offered to all State of Oregon employees. This list includes the Health Engagement Model (HEM); Better Choices, Better Health, Employee Assistance Program (EAP) Emotional & Behavioral Health; Healthy Team Healthy U; Tobacco Cessation; Virtual Lifestyle Management (VLM); WW (Formally Weight Watchers); No-cost Preventative Services and Flu Shots; and health incentives for completing the annual health assessment.

The third element is to have a health-conscious work environment. One way our agency shows support is to remind employees that when having events that include food, offer healthy options, if available. The environment we continue to encourage fosters wellness by being mindful of workplace noise, encouraging regular and appropriate breaks, promoting, and posting wellness initiatives, and offering access to walking paths, where accessible. Observance of non-smoking policies and statewide requirements are posted and use of seat belts in state vehicles are required.

Fourth, the agency integrates wellness by focusing on workplace safety. Employees are encouraged to participate and offered education on occupational safety and health fundamentals that include various safety and health standards. Ensuring the workplace has an effective safety program not only puts us in compliance with the Occupational Safety and Health Administration (OSHA) regulations but also improves the overall safety culture. OMD has established a safety review board which meets quarterly. Executive management attendance is mandated. Chair and co-chairs of safety committees throughout the agency attend to allow a forum where employees can feel heard, and the executive team can remove barriers. This in turn, motivates employees to keep the workplace safe, mitigating potential safety issues, and bring us closer to individual wellness. We include in this initiative promotion and mandatory trainings related to awareness for sexual harassment, discrimination, harassment-free workplace, and appropriate professional workplace behavior. Anti-harassment education related to policies and laws provide essential skills that support a harassment-free workplace for our agency.

Agency leadership encourages employees to see wellness initiatives in the workplace as an effort to promote a cohesive entity, seamless with workplace safety, benefits, human resources, and other infrastructure elements. Incorporating these suggestions into the structure and encouraging employees to create lifestyle changes. This is, provided that when they make that choice, the change becomes the norm for them, not only individually but also adds to the agency's goal to better our environments.

Lastly, the fifth element is to encourage a supportive social and physical environment for all employees. We acknowledge that when employees feel supported, they experience lower levels of stress and burnout which may lead to health issues. OMD supports employees by encouraging Managers to consider flexible schedules so our employees can participate in healthy activities, as long as there are no obstacles in meeting the needs



of the agency per the specific position. Our hope is that by supporting health and wellness activities, our employees will feel a greater sense of job satisfaction, enjoy what they do more and feel a deeper connection to their role and the agency.

Expected Outcomes

It is anticipated that employees will report that the availability of wellness activities contributes to a positive work environment and healthier behavior. We expect to see stronger team cohesion and a positive sense of camaraderie. Increases in more effective collaboration, support for one another, and an understanding that everyone's success is interconnected. With this, we know that a more supportive work environment can significantly decrease employee turnover rates and when employees are feeling happy and valued, they are less likely to seek opportunities elsewhere. Generally, this can also lead to a higher, more engaged workplace that includes employees who are more engaged, motivated, and better aligned with our agency's mission.

OMD understands that when employees feel safe and supported, they are more encouraged to share their ideas. This helps us to create not only a more diverse workplace but brings us more creative ways of solving issues. This is seen as a win-win for both our employees and the agency. That is why we offer open and transparent communication regarding our health and wellness goals. We encourage all employees to participate in and support our programs. We share information with them quarterly about health initiatives, wellness opportunities, and our meetings. OMD has a wellness webpage where we post helpful information that we encourage our employees to access when they want more information about our goals.

Methods for monitoring and evaluating status will include questions added to our employee-wide survey to assess awareness of, participation in, and satisfaction with the efforts made by the agency. Collection of information regarding participation in the various opportunities and awareness activities within each unit on a semi-annual basis.



1. Agency Overview

The mission of the Oregon Military Department (OMD) is to provide support for the State of Oregon, the soldiers, airmen, and civilians when needed, to have a ready force trained to respond to any contingency within the state. OMD is led by The Adjutant General (TAG), appointed by the Governor under ORS 396.150. TAG functions as the OMD Director while also having command of approximately 8,100 Service Members and 410 state employees. Reporting to TAG are subordinate state and federal commands including Adjutant General (AG) Deputy Chief (state); Commander Joint and Domestic Operations (federal); Commander Land Component (federal); and the Commander Air Component (federal).

The Oregon Military Department serves the State of Oregon and the United States. The Oregon National Guard (ORNG) is commanded by the Governor, although the majority of funding is derived from the federal government. OMD's long- and short-term plans focus on our state mission and the critical support we provide for the citizens of Oregon while, the ORNG maintains effective readiness and response in assistance of the National Military Strategy (NMS). The ORNG's federal mission and response are interwoven in the agency's state planning strategies.

The Adjutant General is responsible for command of the Deputy Chief who manages and supports the state civilian workforce existing within the following programs: Adjutant General Installations (AGI), Adjutant General (State) Personnel (AGP), Adjutant General Comptroller (AGC), Oregon Youth Challenge Program (OYCP), STARBASE, Oregon Civil Defense Force (ORCDF), Portland Air National Guard (PANG) Fire Department, Kingsley Field Air National Guard (KFANG) Fire Department, as well as Security Forces (SF) and Civil Engineering (CE) at both Kingsley Field and Portland Air National Guard Bases. The Oregon Office of Emergency Management (OEM) became a standalone agency as of July 1, 2022, now known as the Oregon Department of Emergency Management (ODEM). Prior to that time as part of the Oregon Military Department, the data reflects inclusion of the prior two years, which were managed by the Deputy Chief.

The Oregon Military Department oversees and supports programs related to facility management, construction, and maintenance, environmental control, emergency preparedness and disaster response, educating youth, firefighting services at air bases, wildland fire services statewide, training sites for military soldiers, and a military museum. Internal processes for state employees include but are not limited to human resource management, state and federal budget management, procurement activities, and payroll services. Additionally, when military forces are activated under an order of the Governor or otherwise issued by authority of law in case of invasion, disaster, insurrection, riot, breach of the peace, or imminent danger thereof, and when deemed necessary for the furtherance of the organization, maintenance, discipline or training of the organized militia for ceremonial functions of the state government, or if in the judgment of the Governor the maintenance of law and order is deemed necessary, the agency is responsible for managing human resource and payroll services for these State Active Duty (SAD) members.

The strategic priorities of OMD link the soldiers, airmen, and civilians every day for what they do to support the goals and objectives of our state and nation. By accomplishing our supporting tasks, we provide our State and Nation with trained and ready operational forces while also being effective stewards of our resources as well as building and maintaining partnerships to support the key efforts of our mission and vision. The core of our organization will always be the outstanding people tasked with leading our Service Members and employees. These individuals carry out our strategic plan and ensure its continuous improvement as it adapts to the changes our state and nation face year after year. Through this plan and future iterations, we posture ourselves for the future while remaining...*Always Ready, Always There!*



2. Director's Overview

A wellness program should encourage healthy lifestyles and assist in the reduction of the risk of health-related concerns for their employees. The Oregon Military Department is committed to encouraging employees to adopt this mindset by supporting individual goals and providing resources with information related to developing, and sustaining, a valuable agency wellness program. Our intent is to provide an employee wellness program that improves the health of employees, decreases absenteeism, increases productivity, and contributes to decreasing the overall healthcare costs for the State of Oregon employees.

The State of Oregon Military Department is confident that our agency will succeed in bringing awareness of the value of good health and wellness messages through managers, wellness representatives, and communications. Our agency has a long-standing career of working side-by-side with the military soldiers and have seen the benefits and value of good physical and mental health in the workplace. Resilience tools such as development of stress reduction, good nutrition, exercise, along with setting individual goals increases an individuals' opportunities for success. Prevention and knowing which care resources are available to us is key to a healthy future. Employee development of good health and wellness is the foundation for peak performance which maximizes readiness when we are called to action.

While poor diet and exercise lead to acute and chronic disease states, job-related stress and employee burnout are also associated with various physical health problems such as insomnia, depression, and heart disease. This stress may be caused by a lack of awareness of resources and developed coping mechanisms. Unfortunately, one strategy of stress-relief some may turn to is drug and alcohol abuse. Therefore, it is equally important to stress the importance of utilizing the health programs provided by PERS, to employees. OMD is impressed with the extensive benefits PERS offers and supports sharing information about work-life programs that provide employees with flexible work arrangements, financial planning, family/childcare resources, transportation, memberships, discounts, educational opportunities, and access to our in-house workout facilities. Besides encouraging our employees to attend Uplift Oregon sessions to learn about benefits, our agency includes information about this during our mandatory New Employee Orientation trainings.

a. Agency Leadership

The Leadership at the Oregon Military Department is fully dedicated to ensuring employees have an opportunity to be supported and participate in personal health and wellness opportunities. The agency sees well-being as a priority that fits within the agency's mission. This commitment to employee wellness is strengthened by leadership engagement in the participation of trainings and health and wellness committee meetings. Leadership understands the importance of including these opportunities when recruiting, engaging, and retaining employees. Productivity is directly affected by the health of the employee and the workplace environment. We believe that our role as leaders is to ensure all of our employees including our management staff are encouraged to be mindful of their own health and recognize they are role models for their employees.

Leadership within the Oregon Military Department encourages and participates in the agency's Health and Wellness Committee which meets bi-annually. This workgroup collaborates efforts and shares ideas about promoting health and wellness within the local units as well as throughout the entire agency. Quarterly, the



workgroup sends out the agency's Health & Wellness Newsletter which includes current, relevant information about how employees can stay engaged in wellness, resources available to them, and asking for feedback about our health and wellness initiatives. Twice during our hottest and coldest months of the year, the workgroup distributes reminders to stay safe during inclement weather and how to stay cool while in the workplace, during the hottest times. Committee members and representatives from the local units participate in these activities by engaging in conversations about health and wellness during unit meetings, in casual conversations, and through individual activities within their units as well as sharing information from our bi-annual committee meetings. These meetings include trainings related to health that are informative, interactive, and bring awareness.

Leadership is at the forefront of our agency's efforts to encourage, promote, and support health and wellness into the culture and overall workplace experience within the Oregon Military Department. Agency leadership communicates with staff regularly acknowledging the tremendous workload and stressors employees must manage and the importance of taking time for personal, emotional, mental, and physical care of their health. Agency management is supportive and encouraging of employees who need to take accrued leave time for mental health purposes or flex time to accommodate appointments or other activities related to wellness. Management supports continued remote work for positions that do not have a direct need to be in the workplace. We understand worker preferences for remote work and the work-life balance as a benefit for some employees and based on the scope of the work can sometimes approve these requests. Agency management monitor and adhere to current safety protocols and American with Disabilities Act (ADA) accommodates to provide as safe a workplace as possible for employees who are required to be in the workplace.

The agency offers each quarter, a New Employee Orientation (NEO) which includes a review of relevant policies and discussion around health, wellness, and safety for employees. This information is an open discussion with the new employees to ensure they have a clear understanding of how the agency supports these areas. Payroll participates in this training and shares benefits as a secondary review of the Public Employees Benefit Board (PEBB) benefits. We show the employees where the website information can be found and review benefits related to healthy living. These are tools they have available to them when they choose to utilize them. We believe that a key part of our role as leaders in state government is to create a place where our employees can thrive, succeed, and look forward to work each day, whether they are physically in state office buildings or working remotely. We have confidence that employees in such an environment will provide better service to those we serve.



3. Current Status

The Oregon Military Department has been actively engaged in information sharing and promotion of health and wellness initiatives. Our agency continues to support employees who began working remotely in of March 2020 in response to the COVID-19 pandemic. The majority of our employees remained in the workplace during the pandemic, due to the nature of their work. Some of these employees perform duties such as construction and maintenance for the buildings used by the National Guard members, payroll and human resource processing for State Active Duty (SAD) members, security duties and firefighting services on two air bases. Some administrative staff who could perform duties not associated with a need to maintain security or the physical upkeep of the buildings and properties were identified as remote eligible. This status continues to serve as an opportunity for online meetings and trainings which has continuously increased participation in our meetings that previously required as in-person only attendance. We are proud to have expanded our audience to include individuals throughout the entire State of Oregon as we have many locations.

In January 2021, the agency established a Health and Wellness policy. Along with this, the agency also organized a Health and Wellness Workgroup incorporating individuals across the state as the Oregon Military Department has locations in over 52 sites with facilities on them, four training locations, and two air bases. The workgroup consists of 25 identified individuals with approximately 10 that attend on a regular basis. They meet twice a year to discuss strategies regarding promoting health and wellness in the workplace, specifically for the individual locations. These meetings are held in the Spring to get ready for summer health concerns and in the Fall to bring awareness to Open Enrollment and prepare for Winter weather that may affect such conditions as depression, separation, and anxiety for some. Each meeting is focused on what exists at the time, so our committee members are trained and in tune with topics to engage conversations about as well as promoting activities in the workplace that support health and wellbeing.

As we have come out of the COVID-19 pandemic restrictions in the workplace, we continue to increase our wellness activities that were previously limited or discontinued. Our local workout rooms have opened and the frequency of having blood drives in the buildings has increased. We work in collaboration with the federal employees to ensure distribution of information is shared for both sides of our agency. The Health and Wellness workgroup efforts support both in office and remote employees with information on ergonomics, safe workplace practices, and work-from-home arrangements. Oregon's Work Reimagined provided guidelines and tools available for agencies to implement hybrid workplace models whenever possible, and our supervisors have been trained in areas that support remote work, when available. OMD has a dedicated health and wellness webpage which has information about health, wellness, and the resources available for employees along with local bulletin boards in our buildings.

The agency creates quarterly newsletters, in addition to two winter and two summer reminder flyers regarding weather conditions and how the weather affects the health of individuals in the workplace. These publications include resources on where to find additional information to stay healthy and tips for workplace wellness. Local Health & Wellness Workgroup members support employees by posting the publications on bulletin boards, encouraging conversations about health and wellness, and offering information about available resources.



Additionally, the Department of Administrative Services sends out emails that support health and wellness. The Public Employees Retirement System (PERS) sends out reminders to all employees periodically regarding how to maintain financial health. The Public Employees Benefit Board (PEBB) and Uplift Oregon also send out reminders to all employees regarding available benefits for all State of Oregon employees. All of these distributions are talked about in our committee meetings and resent to employees to ensure they have access to the information.

The Oregon Military Department's mission compels us to support health and wellness in the workplace, and we believe that through continued communication, this will continue to be successful. Our leaders are committed to supporting these efforts and our employees are dedicated to the goals of the agency. As an agency who strives to continually strengthen our knowledge about health and wellness through communication, training, and education, we will continue to encourage our employees to utilize the abundant opportunities available to foster healthy work environments. Promoting wellness is an ongoing effort and the basis upon which the Oregon Military Department works to continually provide and improve the environment for employees to succeed in building a culture where everyone supports one another in meeting their own health and wellness goals.



4. Data

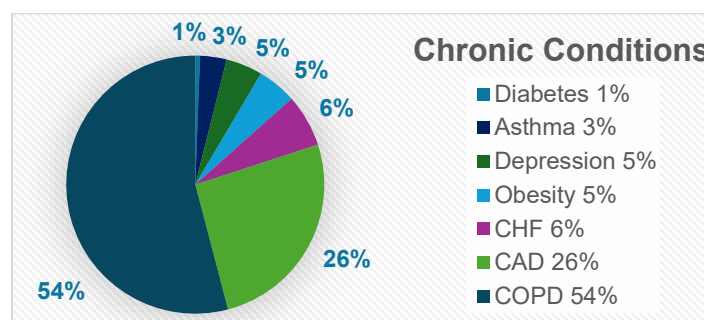
The Oregon Military Department (OMD) has a high level of complexity due to the variation between our approximately 38 armories/readiness centers, four training sites, and existence on two major air bases, and the unique attributes and employee concentrations distributed across the state including many in remote locations. OMD has chosen to use as a baseline for our data. How the effectiveness of our internal initiatives has impacted employees, the evidence-based data from the 2019 State Employee Wellness Survey (completed by over 16,500 state employees), the Canopy (previously known as Cascade Centers) Employee Assistance Program Reports for this period, and the State Accident and Insurance Fund (SAIF) Corporation Coordination information on Worker's Compensation claims. Our current data is derived from the Canopy reporting periods of June 1, 2022, through May 31, 2024. Combined, these are what we use to evaluate where our employees are within the timelines of the data sets used.

The Oregon Military Department (OMD) provides our State and Nation with trained and ready operational forces while also being effective stewards of our resources. Our goals include building and maintaining partnerships to support the key efforts of our mission and vision. The culture of our agency is to embrace the motto, "*Always Ready, Always There!*" We encourage our employees to engage in health and wellness activities in support of this attitude. Our top three priorities include being: **Connected** to our employees, always putting them first; **Competent** in our skillsets to provide the highest level of service and always completing our mission; and **Committed** to improving the agency by showing action that moves us towards our primary goals.

Chronic Conditions Report

Executive Order 17-01, *State Agency Employee Wellness*, directs executive branch agencies to establish two-year wellness plans detailing the agency's objectives and activities to assess and improve employee health. These plans are focused on the primary drivers of increased health care costs that include emotional health, lack of physical activity, poor nutrition, and tobacco use.

Oregon's PEBB and their medical providers contracted with Mercer Corporation to compile chronic health conditions for all enrolled PEBB employees (Providence & Moda) during the period of June 1, 2021, to May 31, 2024. Based on the information from the Mercer Corporation, the Oregon Military Department (OMD) showed chronic obstructive pulmonary disease (COPD) at the highest and Congestive Heart Failure (CHF) to be at the lowest within the spectrum.





The report showed an evaluation of an average employee count to be 51,9607 for all employees working for the State of Oregon. Of these employees, the risk score was 149.8. In specific areas the percentages showed (per 1000): asthma at 54.9; congestive heart failure (CHF) at 5.0; chronic obstructive pulmonary disease (COPD) at 6.5; coronary artery disease (CAD) at 18.7; depression at 209.5; diabetes at 156.0; and obesity at 52.4. Percentages are tied to the overall PEBB rates. Example, the rate of diabetes among PEBB employees is 15.6%. The Oregon Military Department rated 3.2% lower than the PEBB rate and had an overall 1.90% risk score compared to all total PEBB employees. Risk score is a calculation of a person's expected cost based on the diagnosis of their claims. Based on each diagnosis, a member is assigned a typical cost value for that diagnosis. Their diagnoses, plus age, and gender are used to calculate the risk score. The difference in risk scores between members translates to the expected difference in their health care costs. Kaiser members are included in the total PEBB report, but the agency breakouts of the data presented in focus, are from Providence and Moda claims only.

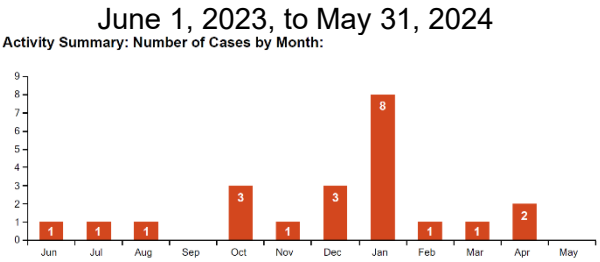
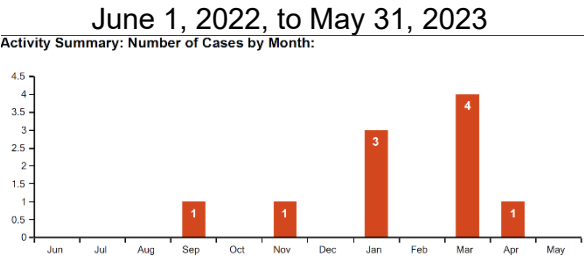
Employee Assistance Program Impact Report

The Public Employees Benefit Board (PEBB) offers the Employee Assistance Program (EAP) which is a free and confidential benefit offered to State of Oregon employees to assist them and their eligible family members with any personal problems. Engaging with the EAP counts as two health actions under the Health Engagement Model (HEM). The services provided by Canopy are continually growing. At this time, Canopy gives employees options for counseling services, extensive training, and interactive programs related to:

- Counseling for Personal Problems
ID Theft
Fertility Health
Financial Wellness
- Legal Tools
Parent Support
Health & Wellness
- Coaching from a Mental Health Professional
Eldercare Services
Pet Support
Housing Support
- Resource Retrieval
Gym Discounts

Employee Assistance Program (EAP) Impact Reports provided by Canopy for June 1, 2022, to May 31, 2024, for services offered to State of Oregon employees shows Oregon Military Department as having a total utilization percentage of 8% which is an increase from the last report by 5%. This new data was calculated by an average of 410 employees compared to the last report which utilized 427 employees' average. Of the 32 persons who used the services available, 27 were first time employee users of services and four (4) were dependents of the agency's employees. This information is broken down by years into quarters identified as:

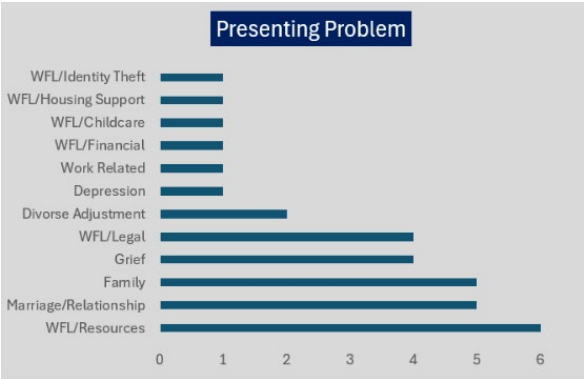
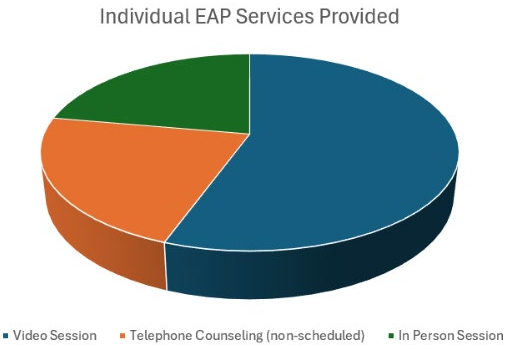
- Q1. Quarter 1: July 1 to September 30
- Q2. Quarter 2: October 1 to December 31
- Q3. Quarter 3: January 1 to March 31
- Q4. Quarter 4: April 1 to June 30





The Canopy reports for June 1, 2022, to May 31, 2023, with an average of 439 employees, showed an average of 2.3% usage. The June 1, 2023, to May 31, 2024, time frame with an average of 456 employees, showed 4.8% usage for services available. We believe these calculate to an overall increase in services due to greater awareness of what services are available to the employee and more informed communication sharing from our Human Resources Office, Managers, and conversations with health & wellness local Committee Members.

The Oregon Military Department supports remote work for positions that can support the agency’s mission and allow this type of work. Many of the positions such as security officers, firefighters, maintenance, and front-line customer service or management duties have limited opportunities for remote working because the work is completed on site. Other positions that may have the option to work remotely have been identified and are offered the opportunity on an individual basis. Evaluations of our positions for remote work are done on a continual basis using a variety of considerations such as scope of work, needs of the position, and the employee’s performance. The services provided showed a significant increase in video sessions as the majority of how employees are accessing services. All the while the in person and telephone accesses were equal but less than half of how people are accessing what they need through Canopy. There were no inquiries of access through their portal and their website did not get utilized for reaching out to them for any services by our OMD employees.



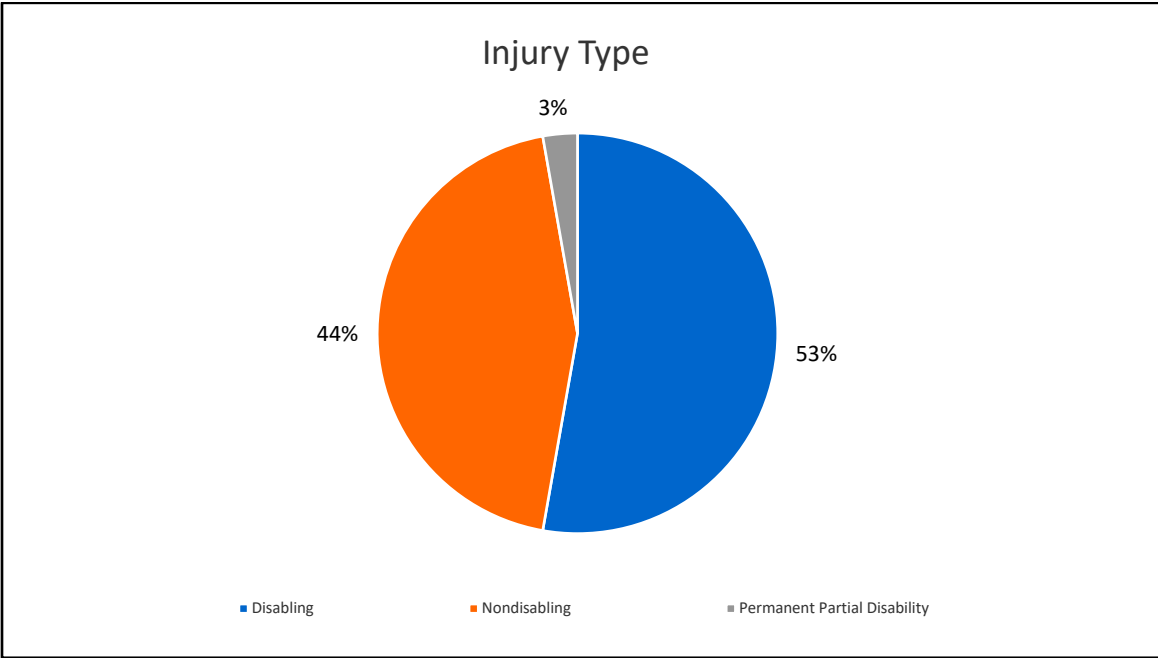
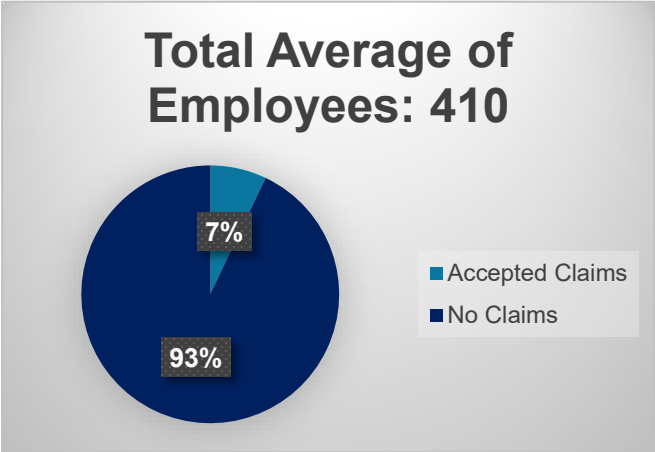
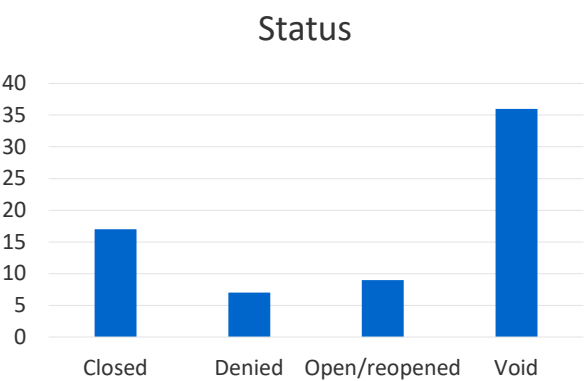
We are proud to show that the majority of what people contacted EAP about was to get more information about their services. It was also reported that the younger generation is the greater group who are reaching out. This shows us that communication is important to employees and conversations we are having are aiding individuals to reach out. Although we are seeing an increase in people actively seeking services, we are encouraged because this can lead to many positive outcomes. When employees access these opportunities, it can help build strong support systems that allow for better overall well-being. They can also build upon their current coping skills and improve how they deal with future situations. Being actively involved in utilization of helpful resources can reduce stress, increase job satisfaction, and boost productivity. All of these benefits contribute to a healthier, more engaged, and happier overall workforce.

Canopy’s services have improved greatly since we first were presented with them. The communication has increased, they have expanded on the new employee orientations they offer, and the trainings have more than doubled. They communicate on a regular basis giving our representatives information to forward to all employees with colorful, informative emails. Canopy helps our employees recognize that we support creating a positive and productive workplace by offering 24/7/365 support, innovative services, skilled and compassionate individuals who care about the work they do, and continued growth to provide services that our employees ask for. We are appreciative for these benefits and that all employees are able to access them.



State Accident Insurance Fund Reports

The State Accident Insurance Fund (SAIF) is a not-for-profit worker’s compensation insurance company utilized by State of Oregon agencies for safety and wellness. The company provides trainings, information, guidance, and services around how to manage and prevent injuries in the workplace. The agency’s SAIF Claims for June 1, 2022, to May 31, 2024, show a total of 36 reported injuries for an average 410 employees. During the two-year period, of the 36 reported, seventeen (17) were denied, three (3) are closed, seven (7) either open or re-opened, and nine (9) were voided for various reasons. This equates to the agency injury count to be 4% of our employee population or 10 employees which is eight less than in the last bi-ennium.

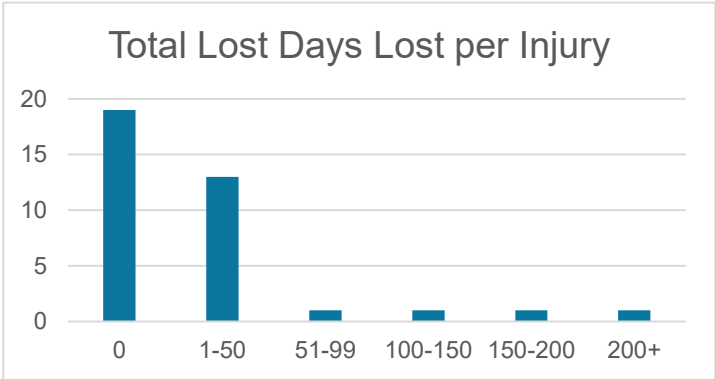


The injury types found 44% (16) of the claims were nondisabling, 3% (1) left the employee with a permanent partially disability, and 53% (19) were disabling for the employee.

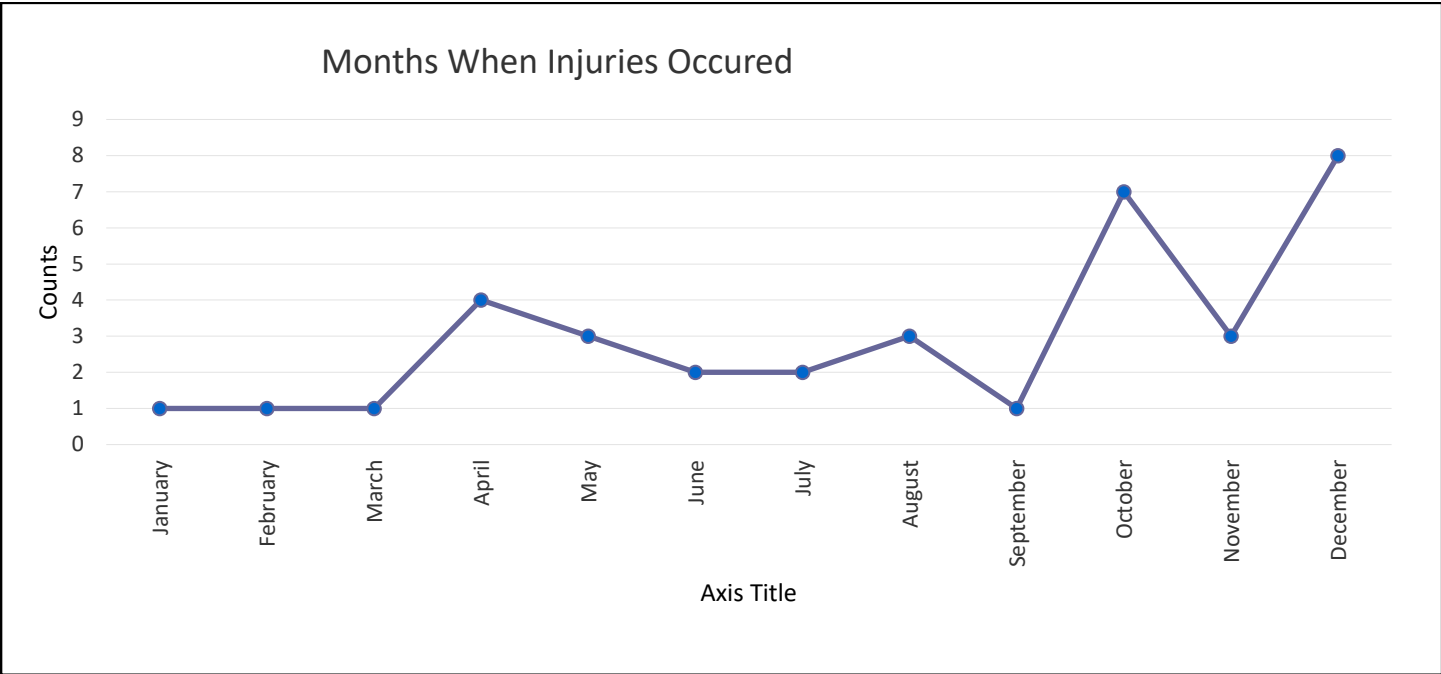


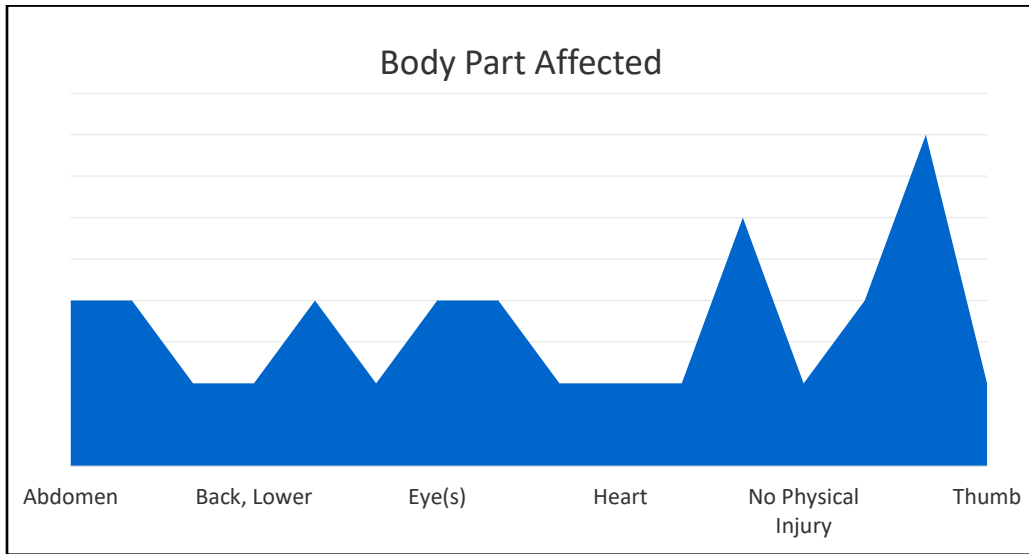
The number of days lost, totaled 1183.5 days between 17 employees and the other 19 people reported zero days lost. Of those who reported lost time, ranges were from 1-640 days. The majority ranged from 33-44 days.

Total Lost Days per Injury	Count
0	19
1-50	13
51-99	1
100-150	1
150-200	1
200+	1
Total:	36

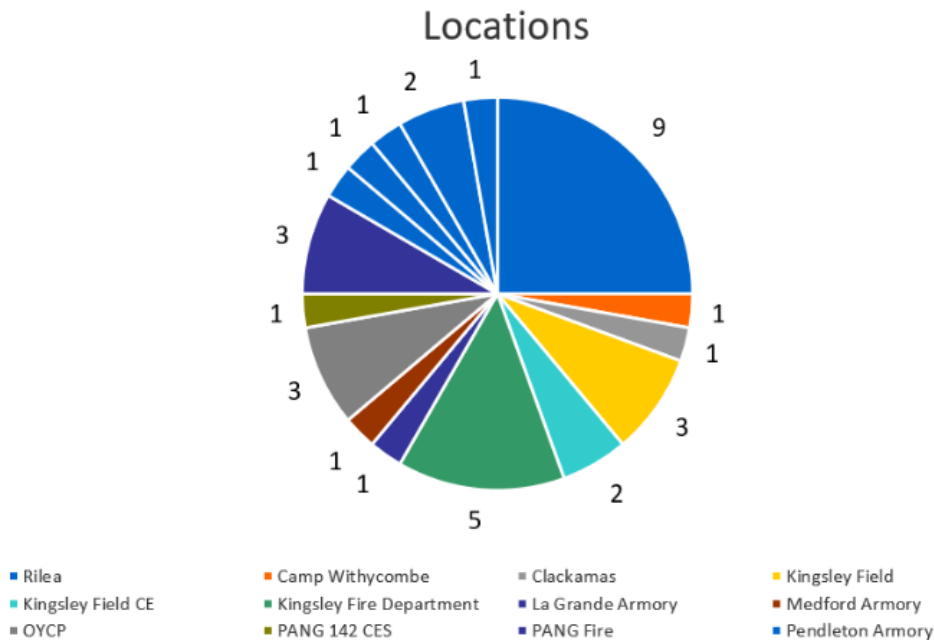


Considering the months when the injuries were reported, the data shows October (7) and December (8) to have the most reported injuries. Each month had at least one injury reported, showing that accidents can happen any time of the year. Overall reporting this period, the agency had a total of 36 reported injuries which equates to 11% of our employee population.





The majority of injuries during this time frame were reported as body systems with no external injuries, such as headaches or any other internal disfunction. Other injuries were sustained by working out, snow or ice slips, lifting, continuous noise exposure, falling objects, and other work related to the scope of the positions. One injury was permanently partially disabling, 19 were disabling, and of the 36 total reported, 16 were nondisabling.



The Oregon Military Department has a total of 52 sites. Of these, 12 reported some form of accident or injury for the June 1, 2022, to May 31, 2024, time frame. The majority were reported by Camp Rilea at nine (9) injuries. Kingsley Fire Department reported five (5) incidents. Camp Withycombe, Clackamas, La Grande Armory, Medford Armory, Portland Air National Guard Base

(PANG) Civil Engineering, Pendleton Armory, Rees Training Center, the Salem Jory General George White, Headquarters and one more unknown location all reported a single incident. Salem Reserve Center and Kingsley Field Civil Engineering both reported two (2) injuries at each location and Kingsley Field, the Oregon Youth Challenge Program, and PANG Fire Department all reported three (3).



5. Goals, Strategies, and Planned Actions

The Oregon Military Department has a firm foundation on which to continue efforts related to building a robust and effective employee wellness program. The agency continually sets goals and realigns those goals to deepen our commitment to a results-oriented workplace wellness program and to design and manage a program that improves the health and productivity of employees. Our goals are intended to improve morale and loyalty, achieve higher productivity, increase retention, reduce absenteeism, and support potential improvement of the overall cost of employer-provided health care costs. The agency's Health & Wellness Committee meets twice a year to discuss and evaluate the goals, strategies, and planned actions based on continued efforts to inform employees of available resources, activities at the local levels, and based on employee feedback. This year, our committee has expanded to include all managers at every level for a broader awareness level, opportunities for additional trainings, and to expand our support. The principles that guide our wellness committee operations are based on equity and evidence-based information that is collected and evaluated by our agency.

Equity

The Health Equity Framework from Healthier Together Oregon is the basis for PEBB's efforts to achieve health equity. The vision: *"Oregon will be a place where health and well-being are achieved across the lifespan for people of all races, ethnicities, disabilities, genders, sexual orientations, socioeconomic status, nationalities and geographic locations."*

Prioritized populations include but are not limited to people who are:

- Black, Indigenous, People of Color, and American Indian/Alaska Native People (BIPOC-AI/AN).
- low income.
- with disabilities (See *Guidelines for Disability Inclusion* in this document).
- identifying as LGBTQIA2S+? (Lesbian, Gay, Bisexual, Transgender, Transsexual, Queer, Intersex, Asexual, 2 Spirit, questioning and the countless affirmative other ways in which people may choose to self-identify).
- living in rural areas.

The Governor's Office of Diversity, Equity, and Inclusion released a framework that all state agencies should support and use to center equity and racial justice. Actions in the framework pertinent to wellness efforts include using inclusive communications and ensuring a safe, inclusive, and accessible workplace for everyone. The Oregon Military Department considers all voices and perspectives including those who are not at the table when planning and implementing wellness programs and activities. The agency makes every effort to ensure that all voices are part of the decision-making process when we implement agency-wide changes. The committees that are formed both at the agency level and the local levels include employees from the priority populations with consideration to the current employee staff. When communication materials are distributed, the agency includes all employees for the broadest sharing to ensure everyone is included in the messages.

Evidence-based

Evidence-based guidelines are based on the available information. The data provided to our agency through the State Employee Wellness Survey, Canopy (previously known as Cascade Centers) Employee Assistance Program Reports, and the State Accident and Insurance Fund (SAIF) Corporation assists us in making informed decisions on where we need to improve and directs us to areas that will be highlighted in future areas



of improvement. The agency has an effective, organized leadership team that supports positive outcomes focused on the employee wellness initiatives to improve health, lower medical costs, increase participation, and employee perception of organizational support for employees' health and well-being. The agency is currently utilizing the Gallup group surveys and will calculate those findings into this plan as appropriate for future publications.

Agency Goals

The Oregon Military Department continues to have several goals for our future health and wellness actions, which include, but are not limited to:

- A.) Agency Organization: Strengthening wellness infrastructure within the agency by increasing knowledge and support throughout the agency in areas that promote the success of the agency's wellness plan.
- B.) Participation: Encouraging employees' participation in available wellness activities through the resources PEBB offers state employees such as: Canopy; WW (Weight Watchers); Omada; Kaia Health; Healthy You; and through the Kaiser Permanente, Moda Health, and Providence Health plans by offering frequent reminders about the benefits offered by using these resources.
- C.) Organizational Supports: Continue to share the annual diversity calendar with monthly celebrations, that includes wellness messages distributed to employees, monthly. Messages that are developed by the Affirmative Action group and the Health & Wellness Committee collaborative and include agency leadership input in an ongoing basis.
- D.) Tobacco Use: Address tobacco use, a primary driver of preventable chronic disease and increased health care costs. Share available cessation resources with employees in the agency's quarterly wellness newsletter and on the Wellness webpage. Include tobacco-related health statistics (including information on second-hand smoke relative to remote working at home) and a reminder that state properties are tobacco-free.
- E.) Physical Activity: The Oregon Military Department continues to encourage physical activity and awareness of the need to increase levels of physical activity, to prevent or manage chronic diseases, and impacts on health care costs. In the agency's quarterly newsletter, promotions for opportunities to participate in fitness activities are included. By 12/31/2025, we will encourage movement in all meetings lasting 90 minutes or longer as well as starting meetings five minutes later to allow for bio breaks. Annually, we continue to coordinate and promote opportunities for employees to encourage them to participate in the Health Engagement Model (HEM) program to decrease the risk for chronic disease and assist in decreasing in health care costs.
- F.) Healthy Foods: We continue to promote healthy food options and bring attention that events should include these types of options. Promoting healthy foods in highlights and emails are being distributed related to health and wellness. Including healthy choices in the quarterly newsletter that we distribute. Addressing the need for improving nutrition which may prevent or manage chronic disease and can impact health care for employees. Promoting the annual Governor's Food Drive.
- G.) Emotional Health: By December 31, 2025, schedule at least two sessions with Canopy for employees to become more familiar with their services and encourage participation in the resources they offer through their website. Continue to include information in the bimonthly New Employee Orientation which highlights resources offered by the Canopy Employee Assistance Program.



6. Resources

PEBB

- [Kaiser](#)
- [Moda](#)
- [Providence](#)
- [PEBB Wellness Programs](#)

Agencies and organizations

- [Centers for Disease Prevention and Control Workplace Health Promotion](#)
- [NIOSH's Total Worker Health](#)
- [Oregon Healthy Workforce Center](#)
- [PEBB](#)
- [SAIF Integrating health and safety](#)
- [Wellness Council of America \(WELCOA\)](#)
- [Department of Administrative Services Work Reimagined](#)

Oregon Military Department Employee Resource Groups (ERGs)

Safety Committee	Health & Wellness Committee	Affirmative Action Workgroup
Julie Paris, Safety Specialist, Chairperson	Tracy Garcia, Chair	Tracy Garcia, AA Officer, Equity Leader
Cherie Cline, Secretary	Micky Dryden, Co-chair / Coordinator	Micky Dryden, Agency Representative
Tracy Garcia, State Personnel Director	Sara Wassam, Secretary	Sean McCormick, CFO, Lead for COBID Contracting and Procurement
Dave Stuckey, OMD Deputy Chief	Julie Paris, Safety Manager	Shawn Potapoff, Agency Recruiter
Todd Farmer, AGI Director	Melissa Carter, Payroll/Benefits Analyst	David Sutterfield, YCP, Social Media & Advertising Manager
Sean McCormick, AGC Director	Scott Donoho, PANG, Health & Safety Officer	Denise Kortes, STARBASE State Director
Dan Radabaugh, YCP Director	Dan Johnson, Assistant Chief of Fire Prevention	Tim Gilbert, AGI Operations Manager
Andrew Phelps, OEM Director (OEM became an independent agency as of July 1, 2022 – no longer part of the ERGs)	Cira Murray, OEM, Executive Assistant (OEM became an independent agency as of July 1, 2022 – no longer part of the ERGs)	Doug Jimenez, OEM, Auxiliary Communications Program Officer(OEM became an independent agency as of July 1, 2022 – no longer part of the ERGs)

ERGs are voluntary, employee-driven groups organized around the shared interests and backgrounds of members. ERGs promote diversity, equity and inclusion, and support community building, mentorship and learning opportunities. ERGs serve as a communication channel among staff and leadership. The Oregon Military Department's ERGs are a growing mix of people from different demographic groups.

Mental Health

- [Spiritual Resources During the COVID Pandemic from Harvard Divinity School](#)
- [Griefshare](#) Find free, in-person grief recovery support group across the country



- [NAMI](#) (National Alliance on Mental Illness) Support and education for people affected by mental illness. Helpline: M -F, 10 a.m. – 8 p.m. (ET), 1-800-950-NAMI (6264) or info@nami.org
- [NAMI National Warmline Directory](#)
- [Mental Health America](#) (MHA) Addressing the needs of those living with mental illness and to promoting the overall mental health of all Americans.
- [Anxiety and Depression Association of America](#) (ADAA) Current treatment and research information and access free resources and support.
- [American Foundation for Suicide Prevention](#) (AFSP) Raises awareness, funds scientific research and provides resources and aid to those affected by suicide.
- [FindYourWords](#) Mental health stigma reduction public health campaign
- [The Unlone Project](#). Building community in social isolation

Behavioral Health

- [Schizophrenia and Related Disorders Alliance of America](#) (SARDAA) Offers recovery through support programs, education, collaboration, and advocacy.
- [Depression and Bipolar Support Alliance](#) (DBSA) Education to help people with diagnoses and their loved ones to know what mood disorders are, and what can be done for treatment and management.
- [American Autism Association](#) Help for families and individuals affected by autism.
- [National Eating Disorders Association](#) (NEDA) Dedicated to supporting individuals and families affected by eating disorders.

Addiction

- [Alcoholics Anonymous](#) International fellowship of men and women who have had a drinking problem
- [Al-Anon and Alateen](#) Mutual support group for people whose lives have been affected by someone else's drinking.
- [Celebrate Recovery](#) Christ-centered, 12 step recovery program
- [Refuge Recovery](#) Buddhist-oriented recovery program
- [Self-Management and Recovery Training](#) (SMART) Secular sobriety support group for people with a variety of addictions
- [Shatter Proof™](#) Dedicated to ending the devastation addiction causes families
- [Double Trouble in Recovery](#) 12 step program for people managing both a substance use disorder and mental illness
- [CheckUp & Choices](#) Moderate drinking program focused on reducing alcohol and drug programs, but not requiring abstinence like AA and NA.
- [Narcotics Anonymous](#) Recovery from the effects of addiction

Hotlines

- [The National Sexual Assault Telephone Hotline](#): Call 1-800-656-HOPE (4673) to connect with a trained staff member in your area
- [The Steve Fund](#): Young people of color can text "STEVE" to 741741 to connect with a trained crisis counselor, 24 hours a day, 7 days a week
- [The Trevor Project Resources](#): If you're a young person in crisis, feeling suicidal, or in need of a safe and judgement-free place to talk call 1-866-488-7386, instant-message a counselor on their website, or text "START" to 678678, 24 hours a day, 7 days a week,
- [Trans Lifeline](#): Call 1-877-565-8860 24 hours a day, 7 days a week. Trans Lifeline is a trans-led organization.



Our Top Three

1. Be **Connected** to your people,
always put them first
2. Be **Competent** in your skillsets
and always complete the mission
3. Be **Committed** to improving the
Oregon National Guard and the
Oregon Military Department

