

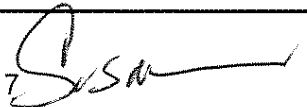


BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: CEO/Human Resources
Department No.: 064
For Agenda Of: 10-07-08
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Susan Paul, Asst CEO/HR Director 568-2817 
Contact Info: Meg Beard MPH, CHES, RD, IBCLC, 681-5276
Public Health Department
SUBJECT: Santa Barbara County Breastfeeding-Friendly Workplace Policy

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Other Concurrence: Risk Management, EEO

As to form: Yes

Recommended Actions:

That the Board of Supervisors approve and authorize a County Breastfeeding-Friendly Workplace Policy.

Summary Text:

The Public Health Department has provided a breastfeeding-friendly workplace to its employees since 2000. In January 2002, the California Lactation Accommodation Law took effect requiring employers to provide break time and a room, other than a toilet stall, for employees wishing to express milk in private. Subsequently, in the spring of 2008, the Orfaea Foundation generously provided the County with funding to establish lactation rooms for employees throughout the County.

The proposed Breastfeeding-Friendly Workplace Policy will apply to all County departments in compliance with the Lactation Accommodation Law and in support of the health and well being of County employees and their children. The new County policy provides guidelines for departments to follow in order to comply with legal requirements and provides a foundation for ensuring that employees' choice to breastfeed or express breast milk are respected and accommodated. The Policy also promotes an atmosphere of tolerance and support for those who choose to breastfeed.

The Breastfeeding-Friendly Workplace Policy is being implemented in concert with the implementation of lactation rooms in County buildings. Each lactation room is equipped with a hospital grade electric breast pump, breastfeeding resources, a comfortable chair, and other amenities (see Attachment A).

Background:

In January 2002, the Lactation Accommodation Law took effect in California requiring every employer to provide break time and a room, other than a toilet stall, for employees to express milk in private. Employer support is critical for successful breastfeeding and breastfeeding support can be a powerful contributor to worksite wellness.

Breast milk is normal nutrition for infants and toddlers. Leading health organizations strongly advise that mothers should exclusively breastfeed babies for the first six months, and that breastfeeding should continue for at least one to two years as long as it is mutually desired.

Formula-fed infants have more ear infections, respiratory and intestinal infections, allergies and asthma, a greater chance of developing chronic diseases and conditions such as SIDS, diabetes, childhood cancers, obesity, and high cholesterol. Formula-fed infants also have more medical visits, prescriptions, and hospitalizations.

Helping women continue breastfeeding after they return to the workplace may result in:

- Less employee absenteeism and turnover;
- Faster return from maternity leave;
- Reduced overtime or temporary worker costs;
- Lower use of employee health care benefits (breastfed infants are healthier);
- Improved employee morale and loyalty; and
- Improved family-friendly image for the employer.

As part of the implementation of the new Policy, all Santa Barbara County employees will be notified during employee orientation and before maternity leave that the County has a Breastfeeding-Friendly Workplace Policy. The County, its managers, supervisors, and workforce will be expected to create an atmosphere of acceptance regarding breastfeeding in the workplace.

Performance Measure:

\\Its01.co.sbcgov.net\HR\$\User\jmuth\My Documents\Closed Sessions - Board Letters\06-17-08 CBreastfeeding-Friendly Worksite Policy Board Letter.doc
!BoardLetter2006.dot v 1106c

The number of women using the lactation rooms will be tracked by each department on a yearly basis by CEO/Human Resources (CEO/HR).

Fiscal and Facilities Impacts:

There are no fiscal or facilities impacts associated with instituting this policy.

Staffing Impacts:

Meg Beard is currently the County Breastfeeding Coordinator and will oversee the Countywide program.

Special Instructions:

Please return one electronic copy of the Minute Order to the PHD Contracts Unit at PHDRES.ContractsUnit@sbcphd.org and one electronic copy to Assistant Human Resources Director, Jeri Muth, at jmuth@sbccountyhr.org.

Attachments:

- Attachment A – Lactation Station Rooms/Comfort Items
- Attachment B – Santa Barbara County Breastfeeding-Friendly Workplace Policy

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**Lactation Station Rooms/Comfort
Items provided by Grant**

Medela Hospital Grade Pumps and Pump kits
Chair (Futon w cover)
Foot rest
Fridge (upon request)
Microwave (upon request)
CD players/CD's
Plastic covered cord/lock
Signage for doors
Purell Hand Cleaner dispensers/refills
Magazine Rack/Holder
End Tables
Books/ Magazines related to parenting
Wall décor/lactation station posters
Mirrors (upon request)
Clocks
Lamps (upon request)

County of Santa Barbara

On-line Policies & Procedures Manual

Breastfeeding Friendly Workplace Policy

Activated – 09-23-2008

POLICY

The County of Santa Barbara is a breastfeeding-friendly workplace for new mothers who choose to breastfeed. Managers, supervisors, and employees are expected to support an employee's choice to breastfeed or express breast milk. Requests for infants at the work site for a specific period of time will be considered on a case-by-case basis.

The County expects that an atmosphere of tolerance regarding breastfeeding and expressing milk in the workplace is maintained at all times. Breastfeeding should not constitute a source of discrimination in employment or in access to employment. It is prohibited under this policy to harass a breastfeeding employee or exercise any conduct that creates an intimidating, hostile, or offensive work environment. If this is an issue, please contact Meg Beard (681-5276) or the County of Santa Barbara Equal Employment Opportunity Office (EEO) 568-3410.

PURPOSE

In January 2002, the Lactation Accommodation Law took effect in California requiring employers to provide break time and a room, **other than a toilet stall**, for employees to express milk in private. Breastfeeding support can be a powerful contributor to worksite wellness and employer support is critical for a successful breastfeeding program.

Helping women continue breastfeeding after they return to the workplace may result in:

- Less employee absenteeism and turnover;
- Faster return from maternity leave;
- Reduced overtime or temporary worker costs;
- Lower use of employee health care benefits (breastfed infants are healthier);
- Improved employee morale and loyalty; and
- Improved family-friendly image for the employer.

PROCEDURE

1. All Santa Barbara County employees (including full or part-time, extra help, contract, interns, or volunteers for the County) will be notified during employee orientation that the County has a Breastfeeding-Friendly Workplace Policy.
2. All employees inquiring about maternity leave benefits will be advised of the County's Breastfeeding-Friendly Workplace policy and procedures by department Human Resources personnel.

Attachment B

3. All pregnant and postpartum women interested in receiving breastfeeding services may contact the County Breastfeeding Coordinator (Meg Beard 681-5276) to determine where electric breast pumps are provided or the location of County lactation rooms (see Attachment 1 for pump room locations).
4. Employees who wish to use breast pumps and/or lactation stations will complete a one-page lactation use agreement (Attachment 2), provide a copy to the employee's immediate supervisor and fax the completed agreement to:
 - a. Meg Beard at 681-4755; and
 - b. Jeri Muth at 568-2833.
5. Breastfeeding employees may have access to hospital grade, safe, and efficient electric breast pumps. The electric breast pumps will be stationed in locations throughout the County and may be used by more than one mother during breaks and lunchtime. Pump rooms may also have a comfortable chair, refrigerator, and breastfeeding related materials. Individual pump kits will be made available while supplies last.
6. All breastfeeding employees will be allotted two to three breaks, along with the lunch period, to use the electric breast pump or breastfeed their infants. Adequate time for pumping will be agreed upon by the supervisor and employee.
7. A private break area (or pump room) will be available for breastfeeding or pumping/expressing milk. Access to a refrigerator nearby to store labeled pumped/expressed breast milk, and a safe water source with a sink and/or Purell dispensers to wash hands, and breast pump parts will also be available in the pump rooms.
8. The breastfeeding employee may contact the Breastfeeding Coordinator for videotapes, books, pamphlets, advice, and help with breastfeeding questions or problems (Meg Beard 681-5276).
9. The Breastfeeding Coordinator will track all pumps used by employees.
10. The County Breastfeeding Coordinator will provide breastfeeding information in designated pump rooms and other locations.
11. Annually, CEO/Human Resources will compile data related to the usage of lactation rooms by County employees.

REFERENCES

1. California Lactation Accommodation law- 2002
2. California Breastfeeding in Public Law - 1997
3. Breastfeeding: A Guide for the Medical Profession, 2005 (6th Ed) Ruth A. Lawrence and Robert M. Lawrence, MD Mosby Year Book
4. California Department of Health Services Lactation Accommodation Policy 2003
5. Los Angeles Department of Water and Power Corporate Lactation Program
6. Breastfeeding: The Best Investment... for Business – Worksite support of Breastfeeding employees improves your bottom line. 1998 International Lactation Consultant Association.
7. Orfalea Foundation Project Contacts (hyperlink)
8. Best Babies Network (First 5 LA) www.LABestBabies.org

9. The Business Case for Breastfeeding: Steps for Creating a Breastfeeding Friendly Worksite by the U.S. Department of Health and Human Services Health Resources and Service Administration 2008.

Santa Barbara

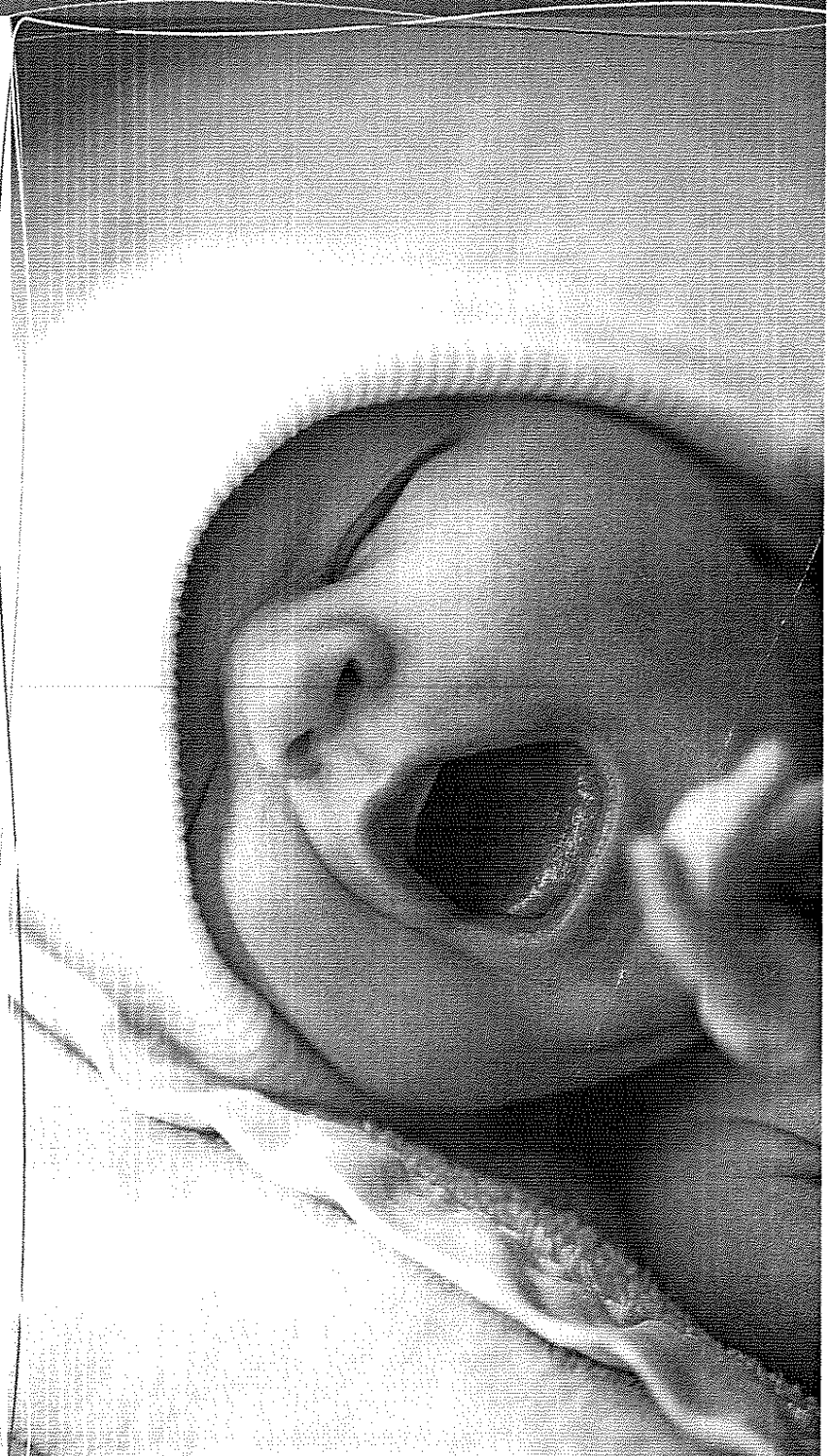
BREASTFEEDING

FRIENDLY WORKPLACE

"Private Lactation Stations" for moms who are expressing milk and are returning to work are located throughout the County (County employees only):

- ♥ Public Health Department,
301 N 'R' St. Lompoc
- ♥ Probation,
2121 S. Centerpointe Pkwy., Santa Maria
- ♥ DSS/WRC,
1410 S. Broadway, Santa Maria
- ♥ ADMHS,
500 W Foster Road, Santa Maria
- ♥ DSS Call Center
(under construction)
- ♥ Probation,
117 E Carrillo, Santa Barbara
- ♥ PW/Engineering Building,
Santa Barbara
- ♥ Administration Building,
3rd Floor, Santa Barbara
- ♥ Public Health Building,
300 N. San Antonio Road, Santa Barbara

Please check with your supervisor for more information.



Funding provided by

Orfalea
Family
Foundation



Santa Barbara County, through a Grant from The Orfalea Family Foundation, offers breastfeeding women who work a private place to express their breast milk.

Your Lactation Station is located in the _____

Each user should sign a "Use Agreement and Release Statement"

When using the Lactation Station, I, _____, agree to observe scheduling (as applicable) and housekeeping procedures outlined below:

- I understand the Lactation Station is open, by appointment or availability
- I understand that the electric breast pump in the Lactation Station is provided for my use during work hours as a convenience and must not be removed.
- I will leave the Lactation Station in order after using it and will report any problems or broken equipment to my department representative.
- I may use pump kits provided by The Orfalea Family Foundation Grant. In the event, there are none, I will provide my own kit.
- I am responsible for storing and transporting my own milk.
- I understand that the Lactation Station is an employee service provided for breastfeeding women employed by Santa Barbara County. Staff members will not be responsible for any losses, injuries, or other damages that I might experience as a result of using the Lactation Stations or any equipment in the room.
- I have read and understand the items above.

(User signature)

_____ Date Started

_____ Date Discontinued