

BEFORE THE BOARD OF NORTHEAST TRI COUNTY HEALTH DISTRICT

IN THE MATTER OF ADOPTING A) RESOLUTION 07-2014
WORKPLACE BREASTFEEDING)
POLICY) ADOPTING A WORKPLACE
) BREASTFEEDING POLICY

WHEREAS, providing breastfeeding promotion and support by Northeast Tri County Health District (NETCHD) programs and staff has been a part of our work for many years. NETCHD promotes and supports breastfeeding as the normal method of infant feeding. As a leader in health education in Ferry, Pend Oreille and Stevens Counties, a good example to these communities could be for NETCHD to be the first employer to have a “workplace breastfeeding policy”. Another example for educating employers would be to use “infant-friendly designation” in advertising, promotional and public education materials. This status is granted by developing a workplace breastfeeding policy and submitting the policy to the Department of Health. The Department of Health then reviews and approves the policies that meet the requirement of RCW 43.70.640; **AND**

WHEREAS, the NETCHD has supported ^{employees who} ~~breastfeeding employees~~ informally. With the passage of Public Law 111-148 on March 23, 2010, this would be a nice time to formalize a policy for clarity for the employer and employee. This law amended Section 7 of the Fair Labor Standards Act (FLSA) requiring break time for nursing mothers to express breast milk. Since 2001, Washington State has had sixteen (16) bills before the House and Senate regarding various aspects of breastfeeding. The bills have addressed excluding breastfeeding in public from the indecent exposure laws to workplace breastfeeding policies and infant-friendly designation; **AND**

WHEREAS, the NETCHD addresses maternity leave in four (4) areas of Northeast Tri County Health District Personnel Policy – Chapter 8 – Paid Time Off. When to report maternity leave is addressed under “reasonable notice to immediate supervisor” in chapter 8, section “employee must report”. The request for maternity leave has been a written note from the employee that has the start and end dates of the requested leave and plans for return to work. Breaks and meal periods are addressed in Northeast Tri County Health District Personnel Policy – Chapter 4 – Hours and Attendance. The “breaks and meal periods” section in chapter 4 is the guide that has been used for employees that needed “break time for expressing milk”. Time for expressing milk has been unwritten and worked out between supervisor and coworkers; **AND**

WHEREAS, the NETCHD can lead by example for other employers, facilitate planning for staffing coverage, and avoid misunderstandings/hard feelings between coworkers. Let’s show local businesses where to begin with policy development and planning for coverage.

WHEREAS, resources used for this document: United States Department of Labor Wage and Hour Division; Federal Register / Vol. 25, No. 244 Tuesday December 21, 2010; Washington State RCW 43.70.640; HHS Blueprint for Action on Breastfeeding; Washington State RCW 49.12 WAC 296-126-092; Center for Disease Control Health Communications; U.S. Department of Health and Human Services – Health Resources and Services Administration; Volume 1 Washington State WIC Manual Chapter 15;

NOW, THEREFORE:

Background / Purpose Statement

In recognition of the well documented health advantages of breastfeeding for infants and mothers, NETCHD provides a supportive environment to enable breastfeeding employees to express their milk during work hours.

NETCHD subscribes to the following worksite support policy. This policy shall be communicated to all current employees and included in new employee orientation training.

POLICY

NETCHD will support breastfeeding employees who choose to continue providing their milk for their infants after returning to work. Women who are breastfeeding shall receive:

- **Milk Expression Breaks:** ~~Breastfeeding~~ ^{who breastfeed KK} Employees are allowed to breastfeed or express milk during work hours using their normal breaks and meal times. For time that may be needed beyond the usual break times, employees may use personal leave or may make up the time as negotiated with their supervisors.
- **A Place to Express Milk:** A private room (not a toilet stall or restroom) shall be available for employees to breastfeed or express milk. The room will be private and sanitary, located near a sink with running water for washing hands and rinsing out breast pump parts, and have an electrical outlet. If employees prefer, they may also breastfeed or express milk in their own private offices, or in other comfortable locations agreed upon in consultation with the employee's supervisor. Expressed milk can be stored in employee's personal cooler or refrigerators in employee break room.
- **Breastfeeding Equipment:** NETCHD does not provide any equipment. NETCHD may provide information regarding community resources for breastfeeding.
- **Staff Support:** Supervisors are responsible for alerting pregnant and breastfeeding employees about the breastfeeding support policy that will help facilitate each employee's infant feeding goals. It is expected that all employees will assist in providing a positive atmosphere supporting ~~breastfeeding~~ ^{who breastfeed. KK} employees.

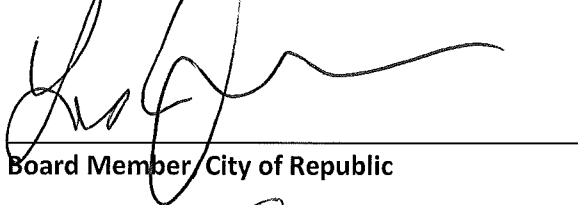
Employee Responsibilities

- **Communication with Supervisors:** Employees who wish to express milk during the work period shall keep supervisors informed of their needs so that appropriate accommodation can be made to satisfy the needs of both the employee and NETCHD.

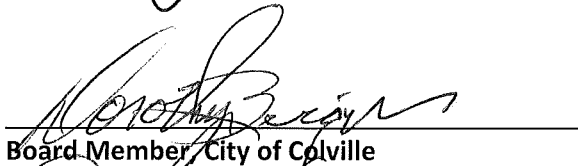
- **Maintenance of Milk Expression Areas:** ^{who breast feed} Breastfeeding employees are responsible for keeping milk expression areas clean, using anti-microbial wipes or spray to clean the area. Employees are also responsible for keeping the room clean for the next user. This responsibility extends to both designated milk expression areas, as well as other areas where expressing milk will occur.
- **Milk Storage:** Employees should label all milk expressed with their name and date collected so it is not inadvertently confused with another employee's milk. Each employee is responsible for proper storage of her milk using a personal storage cooler or employee break room refrigerator.
- **Use of Break Times to Express Milk:** When more than one breastfeeding employee needs to use the designated lactation room, employees can negotiate milk expression times that are most convenient or best meet their needs. A sign-out log may be provided.

IT IS HEREBY RESOLVED by the Board of Health of the Northeast Tri County Health District that the attached Personnel Policy addition is adopted and shall be in full force and effect within the jurisdiction of the Northeast Tri County Health District from this date.

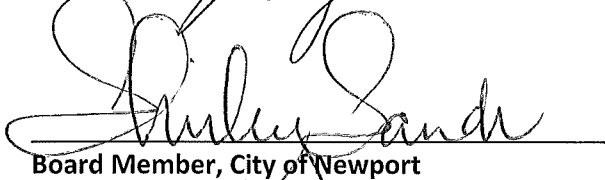
Done this 29th day of October, 2014 in Colville, Washington and effective immediately upon signatures as of this date.


 Board Member, City of Republic

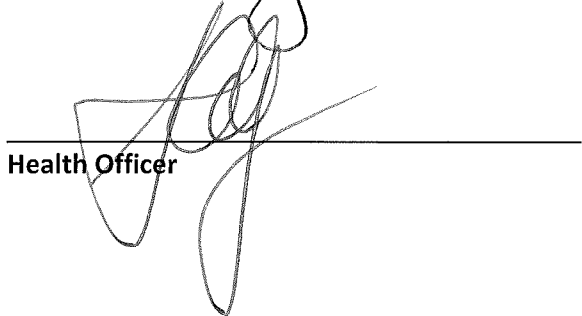

 Board Member, Ferry County

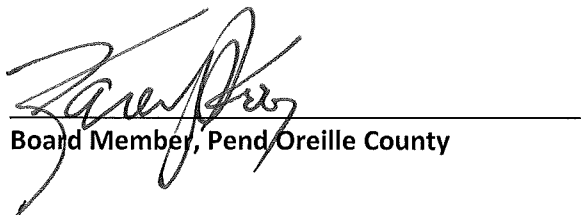

 Board Member, City of Colville

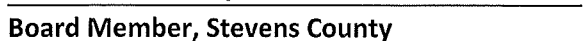

 Board Member, Ferry County


 Board Member, City of Newport


 Board Member, Pend Oreille County


 Health Officer


 Board Member, Pend Oreille County


 Board Member, Stevens County


 Board Member, Stevens County

My Breastfeeding and Working Plan

What is the maximum maternity leave I will be able to take? _____

Who will care for my baby while I am at work? _____

What is my plan to return to work? _____

Place where I can express my milk at work: _____

Times when I can realistically express milk at work:

- 1.
- 2.
- 3.
- 4.

Where I will store milk while at work: _____

My plans for breastfeeding my baby before/during/after work: _____

Things I will discuss with my supervisor: _____

Who can help me with my questions and concerns?

_____ Phone: _____

_____ Phone: _____

_____ Phone: _____

_____ Phone: _____