

Well Workplace Award
Executive Summary

EG&G Technical Services, Inc.

Bronze Award

Information in this publication is carefully reviewed for accuracy. Questions, comments, or ideas are welcome. Please direct to Dr. David Hunnicutt, Executive Editor, at the address below.

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**WELLNESS COUNCILS
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General Information

**WELL WORKPLACE
Bronze Application**

Basic Information

Name of Organization EG&G Technical Services, Inc.

Address of Organization :

Council Affiliation Wellness Council of West Virginia

Contact Person Sean P. Sikora

Title Contract Administrator

Work Telephone _____

Fax Number _____

E-Mail Address _____

Alternate Contact Cyndy Finniss

Parent Organization URS Corporation

Number of Sites Covered by this Application 2

Number of Employees Covered by this Application 220

Nature of Business or Industry Technical and Administrative Support Services

Name of CEO Jefferson Neff (Morgantown Operations Manager)

Date of Application May 31, 2004

EG&G Technical Services is a leading provider of management and technical services to federal and commercial customers. The Morgantown Operations, which is part of the Engineering and Technology Services Division of EG&G, is submitting this application to receive a well workplace certification for the first time. The main customer of the Morgantown Operations office is the DOE's NETL, located in Morgantown and Pittsburgh. EG&G has been the Prime Support Services Contractor to the DOE since the Morgantown location began operations. The Morgantown Operations has approximately 200 employees of various skill mixes and qualifications. Jefferson Neff is the Morgantown Operations Manager.

In the Spring of 2003 a number of self motivated individuals approached management about formalizing a Wellness Program. EG&G already had a lot of the necessary pieces of a program in place, it just needed structure. Sean Sikora attended the Well Workplace University in September of 2003 and obtained the necessary knowledge to initiate a full scale wellness program. There were two primary objectives in starting a wellness program: 1) formalize an already existing "grass roots" employee wellness initiative; and, 2) to become part of the Tri-County Well City Initiative.

The mission of EG&G is to "Significantly increase stakeholder value by establishing EG&G/LSI as a leader in integrating critical science, engineering, and management activities on US Government programs involving defense, national security, and related markets". The EG&G Wellness mission is "To establish and maintain a workplace that encourages environmental and social support for a healthy lifestyles in order to promote the physical, mental, and spiritual well-being of our employees, their families and our community".

The first and most important step in formalizing a Wellness Program is to obtain management support. Jeff Neff is the Morgantown Operations Manager and has been involved in a lot of our already existing grass roots efforts. Obtaining his support was not difficult and Jeff has been very supportive of our endeavors both from a financial and a participatory standpoint.

The next important step was to develop a cohesive team. Cyndy Finniss is a register nurse and is employed by EG&G to support NETL's OHU. Cyndy almost single-handedly started and developed EG&G's relay for life team into the annual event that it is today. Cyndy is the perfect fit to help initiate a Wellness program based on her medical background and her zeal for helping others increase their health awareness. Next a meeting was held with Jeff Neff to decide on the rest of the team composition. Six different areas were identified and invitations were sent out to individuals in those areas to request participation on the wellness committee. Functional areas covered by the Wellness Committee include Program Management, Contracts, Occupational Health, Industrial Hygiene, Graphics, Information Technology, Electrical Support and Human Resources. The Wellness Committee also extended open invitations for others to participate.

Obtaining reliable data was an important step in developing wellness programs that would be effective and well-received. Shortly after kicking off our campaign, the OHU gave the Wellness Committee a synopsis of the aggregate data which was available from employee physicals. The analysis of this data, coupled with the results of our first needs and interests survey served as the starting point to develop the various programs and interventions that would be introduced over the coming year.

Prior to implementing any specific program, the wellness team carefully crafted a complete operating plan. The operating plan consists of goals and objectives, evaluation techniques, time lines, and other important aspects of each program.

With the information gained from the aggregate physicals data and the survey results, the wellness committee implemented numerous intervention programs. The initial EG&G behavioral change programs focused on healthy eating, promoting physical activity, stress management, and weight loss. Programs at the educational level centered around providing speakers for various subjects in which the employees indicated interest. Programs directed toward awareness were highly promoted throughout the year and included programs such as the weekly wellness tips.

Although the Morgantown Operations has historically maintained a highly supportive environment, certain notable changes were made during the year. Wellness postings were utilized for the first time, healthier snack alternatives were made available in our vending area and at company functions, discounted fitness memberships were negotiated, and various experts were brought in to speak and present programs.

All wellness programs are constantly being evaluated, reviewed, and modified as necessary. Participation in the various programs continues to be monitored and post-program evaluations are conducted as necessary in order to determine participant satisfaction.

The EG&G Wellness Program would not be where it is today were it not for the support of Jeff Neff. Jeff is totally committed to the well-being of EG&G's employees and truly enjoys participation in all wellness events. To Jeff, explaining why a wellness program is important is a no-brainer. "In the

service industry you are only as good as your employees, EG&G has a vested interest in having healthy happy employees, any payback on investments in a wellness program are going to be ten fold.”

Our employees have gained knowledge by becoming better educated in many areas. A registered dietician from Mon General Hospital gave a unique and interesting talk on how to better understand food labels. The owner of a local bike shop spoke in front of a packed house about the do's and don'ts of biking on the rail to trails system. He also gave some tips on choosing the perfect bike, adjusting your bike for comfort and safety, and proper nutrition when biking, just to name a few. Healthworks, a local workout facility, gave a presentation on the importance of stretching and demonstrated simple stretches that you can do at your desk.

“Convenience” and “common goals” are two words that are mentioned routinely in describing EG&G Wellness program. A worksite wellness program provides a core group of people with a support network in their efforts to live healthier lives.

Many participants in the various wellness programs, especially the ones involving physical activities have reported an improvement in their overall physical as well as emotional well-being. They reported feeling better, being happier, having more energy, reducing stress levels, losing weight, and, as a bonus, getting to know their fellow employees better. The United Way Corporate Cup Challenge, the walking program, and the BOPARC participation has increased two-fold since the programs were first incorporated..

When we began our wellness initiative in October of 2003, we were unsure of the results we would get. Seven months later, the benefits of our wellness program are evident and the sky is the limit.