

**FAIRFIELD TOWNSHIP  
RESOLUTION NO. 22-148**

**A RESOLUTION TO APPROVE THE PHYSICAL FITNESS AND WELLNESS PROGRAMS POLICY FOR THE  
FAIRFIELD TOWNSHIP POLICE DEPARTMENT.**

**WHEREAS:** The Chief of Police has recommended a Physical Fitness and Wellness Program policy for the Fairfield Township Police Department; and

**WHEREAS:** The Board recognizes the importance of its employees' health and desires to approve the policy for the Physical Fitness and Wellness Program which is attached hereto, incorporated herein by reference and designated Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

- SECTION 1.** That the Board hereby approves the Physical Fitness and Wellness Programs policy for the Fairfield Township Police Department attached hereto as Exhibit A.
- SECTION 2.** The Trustees of Fairfield Township upon majority vote do hereby dispense with any requirements that this resolution be read on two separate days, and hereby authorize adoption of this resolution upon its first reading.
- SECTION 3.** This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.
- SECTION 4.** That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.
- SECTION 5.** This Resolution shall take effect on the earliest date allowed by law.

**Adopted:** November 8, 2022

**Board of Trustees**

Shannon Hartkemeyer:

Michael Berding:

Joe McAbee:

**Vote of Trustees**

yes

yes

yes

**AUTHENTICATION**

This is to certify that this is a resolution which was duly passed and filed with the Fairfield Township Fiscal Officer this 8<sup>th</sup> day of November 2022.

**ATTEST:**

Shelly Schultz  
Shelly Schultz, Fairfield Township Fiscal Officer

**APPROVED AS TO FORM:**

L.E. Barbieri  
Lawrence E. Barbieri, Township Law Director

## Physical Fitness and Wellness Programs

### 1015.1 POLICY

It is the policy of the Fairfield Township Police Department to promote physical fitness and wellness among its employees. Law enforcement work is physically and psychologically demanding and the township recognizes the importance of employee health. Employees should also recognize the importance of their overall health and be motivated and proactive in their personal lifestyle in addressing these challenges by way of proper nutrition, training and exercise, and other methods for the health of both mind and body.

### 1015.2 PURPOSE

The purpose of this policy is to promote and encourage physical and mental wellness and some of the methods and opportunities for department members to accomplish that. In addition to individual choices, the Fairfield Township Police Department provides personnel with access to a fitness room and fitness equipment.

Department members are better able to address the physical and psychological demands when they focus on their health and participate in a regimen of proper nutrition and fitness. An officer's health is not only an individual issue, it is an agency and a public issue, as the negative consequences of poor mental and physical health can impact officer performance and affect community relationships. Additional information on member wellness is provided in the:

- Chaplains Policy.
- Line-of-Duty Deaths Policy.
- Drug-and Alcohol-Free Workplace Policy
- Wellness Program Policy.

### 1015.3 FITNESS ROOM

Employees may utilize the fitness room under the following conditions:

- A. Prior to exercising or using the equipment, each employee should undergo a preliminary medical screening to assess their individual capabilities, limitations, and needs. The township is not responsible for any costs associated with this medical screening.
- B. It is normal for those who exercise to gain strength and aerobic capacity. Employees shall work closely with their physician regarding increasing weights or aerobic challenges that are outside of the parameters of that physician's recommendation.
- C. Any employee experiencing pain or discomfort when performing exercises shall immediately discontinue participation.
- D. Any employee who is on light/modified-duty are not permitted to use the fitness room and equipment. An exception to this is if the employee's doctor provides satisfactory

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documentation approving participation, any restrictions and what is permitted, and so long as the Chief of Police agrees.

- E. The fitness room is always open for use; however, those participants who are exercising must take into account any noise resulting from the workout. Consider that other working employees may be completing work/assignments and that work is a priority over utilization of the fitness room. It is expected that if noise is causing a disruption, those who are working will politely notify the participant of the disruption and the participant will make sure there is no excessive noise or disruption. If it continues, the participant will discontinue their time in the fitness room and utilize it at another time.
- F. Horseplay is prohibited.
- G. Participants must report any malfunction, damage, or maintenance needs to the on-duty supervisor. The on-duty supervisor shall prominently post a notice with the purpose to warn others of a potential safety issue. If the safety issue is a piece of equipment, that equipment shall be placed "out of service" until repaired. The on-duty supervisor shall send an email, via the chain of command, addressing any concerns or findings.
- H. All participants shall be bound by rules of acceptable attire (i.e., no provocative clothing, male officers must wear shirts, etc.)
- I. The Chief of Police may suspend use of the fitness room for anyone who does not follow any policies, rules, or guidelines.
- J. The on-duty supervisor is expected, as part of their oversight duties, to inspect the fitness room for hazards, worn equipment, etc. All participants shall do their part to maintain a clean and safe environment and return weights and other items to their respective location.

#### 1015.3.1 SAFETY

All employees who use the fitness room and equipment shall do so in a safe manner and in conformance with departmental policies and fitness room rules ( [See attachment: Gym-Fitness Room Rules.pdf](#) ) and guidelines. Departmental members who use the fitness room must first voluntarily read and sign the designated waiver and release of liability ( [See attachment: ADM-16 - Fitness Room Liability Waiver.pdf](#) ). All completed waiver forms shall be filed and maintained in the Records Section, and the township has the right to request an updated waiver form, as necessary, for an employee to continue use of the fitness room.

#### 1015.4 VOLUNTARY PHYSICAL FITNESS TESTING

The township may offer an annual voluntary physical fitness test for full-time, non-probationary employees. Employees who choose to participate in the voluntary physical fitness testing, and successfully meet the standards of the program, shall receive a physical fitness bonus.

##### 1015.4.1 BONUS

The amount of a physical fitness bonus is subject to the availability of funds in the budget and must be approved by the Township Administrator. All testing standards and bonus amounts will

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be known and communicated to employees prior to physical fitness testing. The township will pay the bonus no later than the last pay period of the same year tested.

#### 1015.4.2 TESTING CRITERIA

The standards governing the testing will be based upon those set by the Cooper Institute for Aerobics Research; however, the Chief of Police will determine which assessment options to measure during the testing (e.g., sit-ups, push-ups, 300 meter run, 1.5 mile run) and the acceptable levels (percentages). Each year the Chief of Police will issue an administrative memorandum to provide the information on that year's testing and fitness bonus ( [See attachment: FTPD Voluntary Physical Fitness Testing Standards 2022-09.pdf](#) ) for more information on the standards.

Testing will occur after each completed health insurance year and eligibility is based on that prior insurance year (e.g., if the annual insurance period ends on July 31, the testing will occur after that date but before the end of the year on December 31).

#### 1015.4.3 ELIGIBILITY

The following explains the eligibility requirements to participate in the voluntary physical fitness testing. Note, any eligibility requirements that pertain to insurance are for the previous insurance year, which typically runs from August to July, and testing will occur based on meeting those requirements.

- A. The employee must have satisfactorily completed their probationary period.
- B. The employee must have attended and participated in the annual biometric health screening for the prior insurance year. The township provides this screening and it typically occurs toward the start of a new insurance year (e.g., August, September).
- C. The employee must be active in the township's health and wellness program, as provided through the insurance provider, and received a minimum of Gold status for the prior insurance year.
- D. Employees who chose to not enroll in the Township's health insurance plan are eligible so long as they satisfactorily completed their probationary period.
- E. In the event an employee enrolls or withdrawals from the Township's health insurance plan, their eligibility to participate and receive any bonus is determined by the preceding insurance year status as described in (B) and (C) above.
- F. The criteria for eligibility will be reviewed in the event of a change in health insurance providers and/or a change to the township's health and wellness program.

Example: A non-probationary employee who is enrolled in the township's health insurance plan. The new insurance year begins on August 1, and the employee attends the provided biometric health screening in September. The employee is an active participant in the health and wellness program throughout the insurance year and reaches Gold status prior to the insurance year concluding on July 31. The physical fitness testing takes place in October; therefore, the "look back" period for eligibility will be the prior insurance year from beginning to end.

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### **1015.5 HEALTH AND WELLNESS COMMITTEE**

The Chief of Police should establish a health and wellness committee which will:

- A. Meet regularly;
- B. Prepare a written record (minutes) of the health and wellness meetings;
- C. Review current needs, practices, and procedures and assess the effectiveness of the program;
- D. Submit suggestions and recommendations to the command staff for the continued development and success of the program;
- E. The Wellness Coordinator shall be a part of the committee.

## Attachments

## **ADM-16 - Fitness Room Liability Waiver.pdf**

**POLICE FITNESS CENTER WAIVER AND**  
**RELEASE OF LIABILITY**

In consideration of my use of the exercise equipment and facilities provided by Fairfield Township, I expressly agree and contract, on behalf of myself, my heirs, executors, administrators, successors and assigns, that Fairfield Township and its insurers, employees, officers, directors, and associates, shall not be liable for any damages arising from personal injuries, including death, sustained by me, in, on, or about the premises, or as a result of the use of the equipment or facilities, regardless of whether such injuries result, in whole or in part, from the negligence of Fairfield Township.

By the execution of this agreement, I accept and assume full responsibility for any and all injuries, damages (both economic and non-economic), and losses of any type which may occur to me, and I hereby fully and forever release and discharge Fairfield Township, its insurers, employees, officers, directors, and associates, from any and all claims, demands, damages, rights of action, or causes of action, present or future, whether the same be known or unknown, anticipated, or unanticipated, resulting from or arising out the use of said equipment and facilities.

I expressly agree to indemnify and hold Fairfield Township harmless against any and all claims, demands, damages, rights of action, or causes of action, of any person or entity that may arise from injuries or damages sustained by me.

I agree to be solely responsible for the safety and wellbeing of myself. I understand that Fairfield Township does not provide supervision, instruction, or assistance for the use of the facilities and equipment.

I agree to comply with all rules imposed by Fairfield Township regarding the use of the facilities and equipment. I agree to conduct myself in a controlled and reasonable manner at all times, and to refrain from using any equipment in a manner inconsistent with its intended design and purpose.

I understand and acknowledge that the use of exercise equipment involves risk of serious injury, including permanent disability and death.

I understand and agree that my use of the facilities and equipment is only to be undertaken on my own personal time, and that my use of the facilities and equipment is not within the course or scope of my employment.

**I have read the foregoing Waiver and Release of Liability and voluntarily executed this document with full knowledge of its content.**

\_\_\_\_\_  
Employee (print name)

\_\_\_\_\_  
Employee (signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness (print name)

\_\_\_\_\_  
Witness (signature)

## **Gym-Fitness Room Rules.pdf**

# **Fitness Room Rules**

- ✓ **Return weights to rack**
- ✓ **Return accessories/bands**
- ✓ **Do not set weights on benches/seats (includes pull-up assist)**
- ✓ **Wipe down/sanitize after use**
- ✓ **Turn off lights/TV when done**
- ✓ **Wear appropriate gym attire**
- ✓ **Be considerate of others**

**\* TV remote is to remain in the storage cup on the treadmill**

**Keep it nice and clean up**

## **FTPD Voluntary Physical Fitness Testing Standards 2022-09.pdf**

## Voluntary Physical Fitness Testing Standards

Officers participating in the Voluntary Physical Fitness Testing (VPFT) must complete sit-ups and push-ups and complete either a 1.5 mile run or 300 meter run. The run will be completed on a known-distance track or surface. Separate testing of events will not be permitted and award level will be based on the minimum level reached in any of the categories. For example, an officer who has a Level 2 for Sit-Ups, a Level 3 for Pushups, and a Level 3 for the Run will earn an overall Level 2 rating.

Sit-Ups – Measures abdominal muscular endurance (core). Complete as many as possible in 60 seconds.

Pushups – Measures muscular endurance of the upper body (anterior deltoid, pectorals major, triceps). Complete as many as possible in 60 seconds.

300 Meter Run – Measure of anaerobic power (sprinting). Takes place on a 400 meter running track (3/4 of 1 lap on inside lane), or any measured 300 meter flat surface that provides good traction. The chart depicts the time in seconds.

1.5 Mile Run – Measure of aerobic power (cardiovascular endurance). The chart depicts the time in minutes: seconds.

Level 1 - 50<sup>th</sup> Percentile of Cooper Standards.

Level 2 - 70<sup>th</sup> Percentile of Cooper Standards.

Level 3 - 85<sup>th</sup> Percentile of Cooper Standards.

		Timed Sit-ups	Timed Pushups	300 Meter Run	1.5 Mile Run			Timed Sit-ups	Timed Push ups	300 Meter Run	1.5 Mile Run
<b>Men 20-29</b>	Level 1	40	33	56	11:58	<b>Women 20-29</b>	Level 1	35	18	64	14:15
	Level 2	45	41	52	10:49		Level 2	41	24	60	12:51
	Level 3	49	51	49	9:52		Level 3	45	33	58	11:34
<b>Men 30-39</b>	Level 1	36	27	57	12:25	<b>Women 30-39</b>	Level 1	27	13	74	15:14
	Level 2	41	34	53	11:09		Level 2	32	18	68	13:41
	Level 3	45	41	50	10:14		Level 3	38	26	63.5	12:23
<b>Men 40-49</b>	Level 1	31	21	67.6	13:05	<b>Women 40-49</b>	Level 1	22	11	86	16:13
	Level 2	36	26	61	11:52		Level 2	27	14	75.3	14:33
	Level 3	40	34	56	10:44		Level 3	32	17	68.2	13:14
<b>Men 50-59</b>	Level 1	26	15	80	14:33	<b>Women 50-59</b>	Level 1	17	11	N/A	18:05
	Level 2	31	21	70	12:53		Level 2	22	14	N/A	16:26
	Level 3	36	28	63	11:45		Level 3	25	17	N/A	14:33

Refer to the *Physical Fitness and Wellness Programs* policy for further.