



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: December 12, 2023

Title of Item: Personnel Policy Updates (Nursing Mothers and Lactating Employees)

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson	Department: HR	
Presenter (Name and Title):	Estimated Time Needed: 0	
Summary of Issue: Personnel Policies are updated on an on-going basis, as needed. Recommended updates: Break Time for Nursing Mothers and Lactating Employees section. See proposed updates attached, consistent with changes that were made to MN Statute 181.939. **Added "lactating employees" language as referenced in statute. **Removed reference to time spent expressing milk beyond normal break periods being deducted from personal leave or to make up time, consistent with changes made to the law.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt the Break Time for Nursing Mothers and Lactating Employees policy as attached.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Personnel Policy update:

Rest Break

Employees scheduled to work four (4) or more continuous hours shall be allowed a paid fifteen-minute break within each four (4) hour period at times designated by their supervisor.

Break Time for Nursing Mothers and Lactating Employees

In compliance with MN Statute 181.939, and acknowledging the well-established health benefits of breastfeeding for both infants and mothers, lactating employees are entitled to reasonable break time for expressing milk onsite. Such breaks will align with regular breaks and meal times, and if additional time is required, employees are to inform their supervisor for scheduling purposes. Pay will not be reduced, and there is no obligation for employees to make up reasonable time spent on expressing milk at work. A designated lactation space, excluding restrooms, will be provided by the Department Head. This space will be private, sanitary, equipped with an electrical outlet, and secured with a lock for the convenience of breastfeeding employees.

- a) Expressed milk may be stored in County refrigerators as long as the milk is properly stored and labeled.
- b) Employees may contact a Public Health Nurse to review equipment and other resources available for Aitkin County breastfeeding employee use. Interested employees are expected to arrange for this nurse consultation during their personal time.
- c) Employees who wish to express milk during the work period shall keep their supervisor(s), department head and HR Department advised of any necessary requests to ensure that appropriate accommodations can be made to satisfy the needs of both the employee and the County.

d) The Minnesota Department of Labor Nursing Mothers, Lactating Employees, and Pregnancy Accommodations employee notice is available [at this link](#)

Bobbie J. Danielson

Deleted: <#>In accordance with MN Statute 181.939 and in recognition of the well documented health advantages of breastfeeding for infants and mothers, nursing mothers shall be provided reasonable break time to breastfeed or express milk using their normal breaks and meal times. For time that may be needed beyond the usual break times, employees may use personal leave or make up the time as negotiated with their supervisor. A lactation space, other than a restroom, that is private and sanitary, includes an electrical outlet and has a lock will be provided and identified by Department Head for breastfeeding employees.†

Bobbie J. Danielson

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Bobbie J. Danielson

LINK IS INSERTED (will show when editing is accepted).