

CITY OF ALPENA

COUNCIL POLICY STATEMENT

Subject: Use of Exercise Equipment at the
Public Safety Facility

CPS No.: 25

Date Issued: 5-30-96

Effective Date: 5-30-96

Revised Date: 03-06-17

Copies to: All Staff Members, Council Members

STATEMENT OF POLICY:

- I. Purpose: The purpose of this policy is to establish guidelines for department employees' use of city-owned exercise equipment during and after normal work hours.
- II. Policy: It is the policy of the City to allow employees and their immediate family members to use the city-owned exercise facility. Immediate family members must be accompanied by City Staff member. Only the Fire Department personnel are allowed to use the City-owned exercise equipment during their normal work hours consistent with the conditions set forth in this document. Fire Department employees' use of the exercise equipment shall not detract from the efficient and effective delivery of fire and emergency medical services to the community.

Employees are reminded that the use of the exercise equipment is a privilege and not a right. The City reserves the right to deny on-duty use of the exercise equipment to those employees that have demonstrated an abuse of that privilege.

III. Special Conditions For Fire Personnel:

- A. Fire Department employees normally working a scheduled eight (8) hour day may be allowed to exercise on-duty for a maximum of thirty (30) minutes per work day.
- B. Fire Department employees normally working a twenty-four (24) hour schedule may be allowed to exercise on-duty for a maximum of one (1) hour per day.
- C. If allowed to exercise on-duty, the following will apply:
 1. no more than two (2) employees exercising at the same time;

2. one (1) advanced life support (A.L.S.) and one basic life support (B.L.S.) ambulance must be readily available to respond at all times.
- D. The Fire Chief or his designee may authorize Fire Department employees to exercise while on-duty. The Fire Chief or his designee will be responsible for ensuring that an employee's exercising does not take away from that department's ability to efficiently and effectively deliver fire and emergency medical services to the community.
 - E. On-duty employees using any of the free weights, must utilize a spotter with when lifting more than 100 pounds, unless otherwise certified by the employee's physician.
 - F. Employees wishing to exercise while on-duty must provide the department with proof from their personal physician that they will not be adversely affected physically by exercising. Employees interested in using the exercise facility while on duty shall be provided a physician's certification to have completed by their personal physician. From the effective date of this policy, employees will have three (3) months to get a certification on file with the Manager's Office. Physician's Certifications will be available in the Manager's Office and must be renewed annually.

IV. Conditions for All Personnel:

- A. All employees authorized to exercise shall sign in and out at the exercise facility and at a minimum indicate:
 1. name and department; (family members should be signed in as well)
 2. day and date;
 3. beginning and ending times of exercise period;
 4. equipment used.
 - B. Employees that have misused the privilege of exercising while on duty shall have that privilege suspended for a period of time as deemed appropriate by the Department Head or their designee.
- V. Donated Equipment: Donated exercise equipment must be approved by the Manager's Office before it is placed in the workout room. Equipment that needs to be discarded, must also have approval before disposal.

Greg E. Sundin
City Manager

Certification for On-Duty Use of the Exercise Room
At the Public Safety Facility

Per City of Alpena's Council Policy 25, approved by Council on March 6, 2017, On-Duty Fire Fighters wishing to use the exercise facility, must have a physician certification on file with the Manager's office. Said certification must be on file by July 1, 2017 and updated annually.

New Hires will need a certification on file before their first day on duty and updated annually.

I hereby certify _____ is able to work out in the Alpena City's Public Safety Facility.

- Without restrictions
- With the following restrictions _____
Including weight limits if needed

Exercise equipment available in the Public Safety Exercise Facility include, but not limited to, free weights, dumbbells, treadmill, rowing machine, elliptical, punching bag, stair climbing machine, and stationary bike,