

POLICY 721 NURSING MOTHERS

1. **Purpose.** To assist mothers with adequate space, time and the support needed to express milk for their nursing child up to one year after the child's birth.
2. Eligibility.
 - 2.1 This policy applies to all Eau Claire County employees that may have the need to express milk for the care and health of their new born child.
 - 2.2 All full- and part-time staff are eligible to participate in the Nursing Mothers Program.
 - 2.3 Eligible employees may participate in the program for a maximum of one year after the child's birth.
3. Lactation Area.
 - 3.1 Eau Claire County provides a Nursing Mothers room that is located in room 3320 on the third floor of the County Courthouse building.
 - 3.2 For departments located outside of the Courthouse building, accommodations will be made. Employees who require these accommodations may work with the department head or human resources to determine a designated location to express milk.
4. Break Times.
 - 4.1 Eau Claire County provides a reasonable amount of break time to express milk as frequently as needed by the nursing mother. The frequency of breaks needed to express milk as well as the duration of each break will likely vary.
 - 4.2 Meal and break periods as outlined in Policy 423 are allowed for nursing and lactation responsibilities needed by the mother. Time spent beyond these allotted break time will be unpaid and should be noted as such on the time sheet. Accrued benefit time will be used for this time.
 - 4.3 When possible, breaks should be scheduled during normal break and meal times and/or when workflow allows.
 - 4.3.1 The County understands that the frequency and duration of breaks vary from mother to mother depending on their physical needs. There may be occasions when a nursing mother will need to handle nursing

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and lactation responsibilities at times that aren't optimally convenient for the office. Supervisors are responsible for creating a supportive environment for nursing mothers so they can adequately manage their nursing and lactation responsibilities within reasonable expectations.

5. Return to Work.

- 5.1 Employees will work with their supervisor or Human Resources to establish a plan for staff members to follow when stepping away from work (closing a private office door) or from the workplace (using a central nursing and lactation space).