



Partner  
Healthcare

May 25, 2016

Dr. Karen A. Hacker, Director  
Allegheny County Health Department  
542 Fourth Avenue  
Pittsburgh, PA 15219

**RE: Live Well Workplace Designation for Virtual OfficeWare (DE), LLC**

Dear Karen,

We are writing to indicate Virtual OfficeWare's intent to work with Allegheny County to accomplish the goals of the Live Well campaign and be recognized as Live Well Workplace in Allegheny County. Over the last year, our organization has taken additional steps that will assist in achieving the campaign's goals.

The steps we have taken since January 1, 2015 include:

- Creating an Employee Wellness Committee that has ongoing leadership support and participation as well as representatives from various departments
- Providing Fitness Wearables (Jawbone Up Bands) in conjunction with a step challenge
- Drafting a new company mission statement that supports employee well-being
- Offering health screenings for Blood Pressure, LDL Cholesterol, and Glucose readings
- Provide free healthy snacks such as fresh fruit in our breakroom
- Access to on-site fitness center, workout room and outdoor bicycles for physical activity
- Use of a reduction in insurance premiums, cash and extra PTO days to encourage participation in health improvement activities.

Please contact Nicole Milojevic, VP, Human Resources at [nmilojevic@vowhs.com](mailto:nmilojevic@vowhs.com) regarding next steps in the process for meeting the requirements.

Thank you for your assistance in this matter.

Sincerely,



Joe Macies, CEO  
Virtual OfficeWare (DE) LLC

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