

# Lactation/Breastfeeding Policy

In recognition of the well documented health advantages of breastfeeding for infants and mothers, Le Sueur County provides a supportive environment to enable breastfeeding employees to express their milk during work hours.

Le Sueur County subscribes to the following worksite support policy. This policy shall be communicated to all current employees, incorporated into the Le Sueur County Personnel Policy Manual and included in new employee orientation training.

## Employer Responsibilities

Breastfeeding employees who choose to continue providing their milk for their infants after returning to work shall receive:

- **Milk Expression Breaks**

Breastfeeding employees are allowed to breastfeed or express milk during work hours using their normal breaks and meal times. For time that may be needed beyond the usual break times, employees may use personal leave or may make up the time as negotiated with their supervisors.

- **A Place to Express Milk**

A private Lactation Room (not a toilet stall or restroom) shall be available for employees to breastfeed or express milk. The room will be private, sanitary and have an electrical outlet. The Lactation Room will be located on third floor of the courthouse near the west elevator. This room is also located near the sink in the third floor galley with running water for washing hands and rinsing out breast pump parts. If employees prefer, they may also breastfeed or express milk in their own private offices, or in other comfortable locations agreed upon in consultation with the employee's supervisor. The Lactation Room key and reservation calendar will be maintained by Public Health support staff.

- **Staff Support**

Supervisors are responsible for alerting pregnant and breastfeeding employees about the county's worksite lactation support program, and for negotiating policies and practices that will help facilitate each employee's infant feeding goals. It is expected that all employees will assist in providing a positive atmosphere of support for breastfeeding employees.

## Employee Responsibilities

- **Communication with Supervisors**

Employees who wish to express milk during the work period shall keep supervisors informed of their needs so that appropriate accommodations can be made to satisfy the need of both the employee and the employer.

- **Maintenance of Milk Expression Areas**

Breastfeeding employees are responsible for keeping milk expression areas clean. Employees are responsible for keeping the Lactation Room clean for the next user. This responsibility extends to both designated milk expression areas, as well as other areas where expressing milk will occur.

- **Milk Storage**

Employees should label all milk expressed with their name and date collected so it is not inadvertently confused with another employee's milk. Each employee is responsible for proper storage of her milk using the general county refrigerators. Any non-conforming products stored in the refrigerator may be disposed of. Employees storing milk in the refrigerator assume all responsibility for the safety of the milk and the risk of harm for any reason, including improper storage, refrigeration and tampering. Employees who work off-site or in other locations will be accommodated with a private area as necessary.

- **Use of Break Times to Express Milk**

Breastfeeding employees who wish to use the Lactation Room will contact the Public Health support staff to sign up for times that are most convenient or best meet their needs.