

4.18 NURSING MOTHERS AND LACTATION AREAS

A. Purpose

The Board of Stark County Commissioners will provide reasonable break times for nursing mothers to express breast milk for one year after the child's birth, each time the employee has a need to express breast milk. The Board shall provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk (hereinafter called "lactation area").

B. Guidelines and Leave Time

1. Nursing mothers should provide their respective supervisors with the date of the child's birth, the approximate times during the day when the nursing mother anticipates needing to express breast milk, and which of the following methods the nursing mother prefers to account for the time.
 - a. Nursing mothers are encouraged to use already available break times for the purpose of expressing breast milk.
 - b. Nursing mothers may use accrued leave (vacation, personal, and compensatory time) for their reasonable break time.
 - c. If a nursing mother does not have accrued leave available, unpaid leave may be taken.

C. Lactation Area

1. Possible Locations

A lactation area must be made available whenever a nursing mother has a need to express breast milk. Agencies and departments are not required to, but may designate a chosen location exclusively as a lactation area.

Agencies and departments shall consider the following possible locations as designated lactation areas, provided that the area is shielded from view and free from intrusion from co-workers and the public:

- a. The nursing mother's work area, provided the work area is shielded from view and is free from intrusion from coworkers and the public;
- b. An empty or unused office; or
- c. A lounge area (but not in a restroom).

2. Location Requirements

Agencies and departments shall ensure the following requirements are met when designating a space as a lactation area:

- a. The area is equipped with an electrical outlet;
- b. The area has comfortable seating and a table or flat surface to hold the breast pump; and
- c. A sign that says "DO NOT DISTURB" is available when the room is in use as a lactation area.

