**Already Approved**

**Employee Development:**

*Personal Development*

* Work-Related Educational Seminars/Workshops/Certification Classes
* Computer Training (Microsoft Excel, Office, etc.)
* Foreign Language Classes (Rosetta Stone, Babble, etc.)

Personal Wellness

* Gym memberships
* Exercise classes (Zumba, Yoga, etc.)
* Weight Loss Programs/Apps (Weight Watchers)
* Fitness Trackers (Fitbit)
* Fitness DVD’s
* Nutrition Classes
* Health and Wellness Seminars/Classes
* Smoking Cessation (Smoking Patches)

*Personal Health and Safety*

* Personal Safety Alarms
* Lifting/Support Braces
* Ergonomic Office Items Under $100 (See Ergonomic Office Equipment Catalog for Options)

**Team Building:**

* Work-Related Workshops/Seminars
* Personality Tests
* Picnic Lunch
* Mini-Golf
* Polos/Apparel with County Approved Logo & Branding

**Not Approved**

**Employee Development:**

* Weapons
* Self-Defense Classes
* Extreme Sport Activities
* Bicycles
* Home Gym Equipment
* Medical co-pays, medications, prescription drugs
* Shoes/clothes not required for work
* Second pair of work boots (one per fiscal year)

**Team Building:**

* Paper/plastic products (cups, plates, napkins, etc.)
* Alcohol