



**INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT**

**ARIZONA DEPARTMENT OF HEALTH SERVICES**  
1740 W. Adams, Room 303  
Phoenix, Arizona 85007  
(602) 542-1040  
(602) 542-1741 Fax  
Procurement Specialist  
Manuel Gonzales

Contract No: HG060003

Amendment No. 3

**Tobacco Education and Prevention Services**

It is mutually agreed that the Intergovernmental Agreement referenced is amended, effective date of final signature unless otherwise specified, as follows:

1. Replace Price Sheet, Page Four (4) Amendment Two (2) with Price Sheet Page Two (2) Amendment Three (3).
2. Replace Attachment A - Action Plan FY 2012, Amendment Two (2), Page Five (5) through Eight (8), with Attachment A - Action Plan FY 2013, Amendment Three (3), Pages Three (3) through Six (6).

All other provisions of this agreement remain unchanged.

Gila County Division of Health and Emergency Services

Contractor Name  
5515 S. Apache Avenue, Suite 100

Address

Globe Arizona 85501

City State Zip

**CONTRACTOR SIGNATURE**

Contractor Authorized Signature

Tommie C. Martin  
Printed Name

Chairman, Board of Supervisors

Title

8/7/12

**CONTRACTOR ATTORNEY SIGNATURE**

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona

Signature Date

Bryan Chambers, Chief Deputy  
Printed Name

This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory  
State of Arizona

Signed this 7<sup>th</sup> day of September 2012

Procurement Officer

Attorney General Contract No. FIGA2012000344, which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney General, who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

Signature Date

Assistant Attorney General

Printed Name: Deborah B. Steiger

	<b>INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT</b> <b>PRICE SHEET</b>		<b>ARIZONA DEPARTMENT OF HEALTH SERVICES</b> 1740 W. Adams, Room 303 Phoenix, Arizona 85007 (602) 542-1040 (602) 542-1741 Fax
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**Effective July, 2012**

Cost Reimbursement Line Items	Budget Amount
1. Personnel Services/ERE	\$119,428
2. Professional & Outside Services	635
3. Travel Expenses	1,984
4. Other Operating Expense	7,132
5. Capital Outlay Expense	0
6. Other (Indirect Costs)	5,821
<b>Total Contract Amount (not to exceed)</b>	<b>\$135,000</b>

**1. ITEMIZED SERVICE BUDGET (ISB) RESTRICTIONS:**

- A. The Contractor is authorized to transfer up to a maximum of 10% of the total contract amount among the categorical line items. Transfers of funds are only allowed among funded line items as detailed in the original ISB. Transfers exceeding 10% of the contracted amount, or to a non-funded line item, shall require a contract amendment.
- B. Indirect Costs shall not exceed 15% of the combined total of Personnel Services and Employee Related Expenses as listed on the ISB. For more detailed information regarding indirect costs, refer to the ADHS Accounting and Auditing Procedures Manual for Contractors of ADHS Funded Programs. This manual is incorporated into this contract by reference herein.

**2. AUTHORIZATION FOR PROVISION OF SERVICES:**

Authorization for purchase of services under this contract shall be made only upon ADHS issuance of a Purchase Order that is signed by an authorized agent. The Purchase Order will indicate the contract number and the dollar amount of funds authorized. The Contractor shall only be authorized to perform services up to the amount on the Purchase Order. ADHS shall not have any legal obligation to pay for services in excess of the amount indicated on the Purchase Order. No further obligation for payment shall exist on behalf of ADHS unless a) the Purchase Order is changed or modified with an official ADHS Procurement Change Order, and/or b) an additional Purchase Order is issued for purchase of services under this contract.



**INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT  
ATTACHMENT A – ACTION PLAN**

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Attachment A - Action Plan for FY 2013

County: Gila

Time Frame: July 1<sup>st</sup> – June 30<sup>th</sup> of each year

Vision Statement: For Gila County youth to be tobacco-free while protecting non-smokers (including children and adults) from environmental tobacco smoke. Create healthy lifestyles, including chronic disease prevention, and providing persons living in Gila County who wish to quit using tobacco access to state-of-the-art cessation services.

<b>Goal: Eliminate Exposure to Secondhand Smoke</b>				<b>Strategy is integrated with (check all that apply):</b>			
<b>Strategy:</b> By June 30, 2013, the Youth Coalition members will have decreased the number of parks that allow tobacco use measured through community surveys and enforcement protocols (i.e. appropriate signage).				<input checked="" type="checkbox"/> Tobacco Prevention Policy <input type="checkbox"/> Chronic Disease Self-Management <input type="checkbox"/> Tobacco Cessation Policy <input type="checkbox"/> School Health Policy <input type="checkbox"/> Other (i.e. increase community collaboration):			
<b>Agency Lead:</b> Gila County <b>Partners:</b> Youth, schools, community members and community leaders	<b>Related policy change:</b> Public Parks/Play areas are smoke-free	<b>Related environmental change:</b> Engaging Youth in Policy Change and create a Smoke-Free Environment		<b>Status of Action Plan Items will appear in the Quarterly Report</b>			
<b>What do you plan to do?</b>	<b>Who will do the work?</b>	<b>What does success look like?</b>	<b>What non financial resources are needed?</b>	<b>Q1 Sept 30<sup>th</sup></b>	<b>Q2 Dec 31<sup>st</sup></b>	<b>Q3 March 30<sup>th</sup></b>	<b>Q4 June 30<sup>th</sup></b>
<b>Action 1:</b> Formulate survey that will capture community support for smoke-free parks.	Program Manager Community Health Assistants Youth Coalition	Hard-copy survey	Youth volunteers	X			
<b>Action 2:</b> Conduct survey face-to-face with business owners and community members.	Program Manager Community Health Assistants Youth Coalition	Collection of 600 community wide surveys	Youth volunteers	X			
<b>Action 3:</b> Compile survey results and address to community through media outlets.	Program Manager Community Health Assistants Youth Coalition	Newspaper & radio coverage	Youth volunteers		X		



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<b>Action 4:</b> Presentation to Town & City Councils requesting an ordinance that prohibits smoking in city/town parks.	Program Manager Community Health Assistants Youth Coalition	Report findings to city & town councils and community members	Youth volunteers			X	
<b>Action 5:</b> Assist with implementation of policy by obtaining signage through Smoke-Free Arizona for City & Town to post and enforce in parks.	Program Manager Community Health Assistants Youth Coalition	Parks/Play areas are smoke-free	Youth volunteers				X
<b>Goal: Prevent Initiation of Tobacco Use among Youth</b>				<b>Strategy is integrated with (check all that apply):</b> <input checked="" type="checkbox"/> Tobacco Prevention Policy <input type="checkbox"/> Chronic Disease Self-Management <input type="checkbox"/> Tobacco Cessation Policy <input type="checkbox"/> School Health Policy <input type="checkbox"/> Other (i.e. increase community collaboration).			
<b>Strategy:</b> By June 30, 2013, the percent of retail tobacco outlets selling tobacco products to minors in Gila County will have decreased from the 2011 rate, as evidence in the Attorney General (AG's) tobacco sales compliance checks report findings.							
<b>Agency Lead:</b> Gila County <b>Partners:</b> Youth, Attorney General's Office, Gila County Sheriff Department	<b>Related policy change:</b> Enforcement of citations/fines related to underage tobacco sales	<b>Related environmental change:</b> Decrease in tobacco sales to youth		<b>Status of Action Plan Items will appear in the Quarterly Report</b>			
<b>What do you plan to do?</b>	<b>Who will do the work?</b>	<b>What does success look like?</b>	<b>What non financial resources are needed?</b>	<b>Q1 Sept 30<sup>th</sup></b>	<b>Q2 Dec 31<sup>st</sup></b>	<b>Q3 March 30<sup>th</sup></b>	<b>Q4 June 30<sup>th</sup></b>
<b>Action 1:</b> Recruit Youth at annual Youth Summit and Coalition Meetings	Program Manager Community Health Assistants Youth AG's Office	Youth will be trained during annual Youth Summit by the AG's Office	Youth Volunteers	X		X	
<b>Action 2:</b> Gila County will complete 2 compliance checks with the Attorney General's office to reduce tobacco sales to youth	Program Manager Community Health Assistants Youth AG's Office	Vendors will be in compliance	Youth Volunteers		X		X



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<b>Goal: Promote Cessation Services to Help Smokers Quit</b>				<b>Strategy is Integrated with (check all that apply):</b>			
<b>Strategy:</b> By June 30, 2013, Gila County will outreach to healthcare organizations and will work with healthcare organizations to systematically refer to the Arizona Smokers Help Line (ASHLine) as measured by each organizations referral numbers in Web Quit.				<input type="checkbox"/> Tobacco Prevention Policy <input type="checkbox"/> Chronic Disease Self-Management <input checked="" type="checkbox"/> Tobacco Cessation Policy <input type="checkbox"/> School Health Policy <input type="checkbox"/> Other (i.e. increase community collaboration):			
<b>Agency Lead:</b> Gila County <b>Partners:</b> ASHLine & Referral Development Coordinator, Businesses/Worksites	<b>Related policy change:</b> Health Care Cost Reductions	<b>Related environmental change:</b> Reduction in Chronic Disease		<b>Status of Action Plan Items will appear in the Quarterly Report</b>			
<b>What do you plan to do?</b>	<b>Who will do the work?</b>	<b>What does success look like?</b>	<b>What non financial resources are needed?</b>	<b>Q1 Sept 30<sup>th</sup></b>	<b>Q2 Dec. 31<sup>st</sup></b>	<b>Q3 March 30<sup>th</sup></b>	<b>Q4 June 30<sup>th</sup></b>
<b>Action 1:</b> Identify healthcare organizations and appropriate person at each organization to talk to regarding ASH Line services	Program Manager ASHLine Referral Development Coordinator	Contacts Established	ASH Line Materials	X	X	X	X
<b>Action 2:</b> Schedule appointment to meet with provider Office Manager and do ASH Line Ask, Advise, Refer (A-A-R) in-service training with appropriate staff	Program Manager ASHLine Referral Development Coordinator	Staff trained on A-A-R	ASH Line printed material Presentations	X	X	X	X
<b>Action 3:</b> Refer adult tobacco users to ASHLine at events, presentations, and through brief interventions	Program Manager Community Health Assistants	ASHLine referral numbers increase for Gila County	ASH Line printed material	X	X	X	X



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**Goal:** Reduce the incidence of the four leading causes of chronic disease death in Arizona through advancement of school health policies.

**Strategy:** By June 30, 2013 cultivate schools to support and develop a network/group of individuals concerned about tobacco and 4 leading causes of chronic disease (heart, cancer, lung, stroke) prevention and health related issues in school setting and implementing a school health policy.

**Strategy is integrated with (check all that apply):**

- Tobacco Prevention Policy
- Chronic Disease Self-Management
- Tobacco Cessation Policy
- School Health Policy
- Other (i.e. Increase community collaboration):

**Agency Lead:** Gila County

**Partners:** School/School Districts, School Boards, Teachers, Parent, Teacher Organization (PTO), Parents, Students, Business Owner

**Related policy change:**  
School based policies related to tobacco and chronic disease prevention

**Related environmental change:**  
Healthy school environments

**Status of Action Plan Items will appear in the Quarterly Report**

**What do you plan to do?**

**Who will do the work?**

**What does success look like?**

**What non financial resources are needed?**

Q1 Sept 30 <sup>th</sup>	Q2 Dec. 31 <sup>st</sup>	Q3 March 30 <sup>th</sup>	Q4 June 30 <sup>th</sup>
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**Action 1:**  
Recruit members for Wellness Committees

Program Manager,  
Community Health Assistants

Established School Health Index (SHI) Committees in two schools

Volunteers/Committee Participants

X

**Action 2:**  
Implementation of the School Health Index

Program Manager,  
Community Health Assistants

Completion of the SHI in targeted schools

Compilation of data & help with data interpretation and reporting

X