



**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. 4

**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 Two (2) Amendment Three (3) with Price Sheet Page Two (2) Amendment Four (4).
2. Replace Attachment A - Action Plan FY 2013, Amendment Three (3), Pages Three (3) through Six (6), with Attachment A - Action Plan FY 2014, Amendment Four (4), Pages Three (3) through Eleven (11).

**All other provisions of this agreement remain unchanged.**

<p>Gila County Division of Health and Emergency Services</p> <hr/> <p><b>Contractor Name</b> 5515 S. Apache Avenue, Suite 100</p> <hr/> <p><b>Address</b></p> <p>Globe                      Arizona                      85501</p> <hr/> <p>City    State    Zip</p>	<p style="text-align: center;"><b>CONTRACTOR SIGNATURE</b></p> <hr/> <p><b>Contractor Authorized Signature</b></p> <p>Michael A. Pastor</p> <hr/> <p>Printed Name</p> <p>Chairman, Board of Supervisors</p> <hr/> <p>Title</p>
<p style="text-align: center;"><b>CONTRACTOR ATTORNEY SIGNATURE</b></p> <p>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</p> <hr/> <p>Signature    Date</p> <p>Bryan Chambers, Deputy Attorney</p> <hr/> <p>Printed Name    Principal</p> <p>Attorney General Contract No PIGA2012000344, 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</p> <hr/> <p>Signature    Date</p> <p>Assistant Attorney General</p> <hr/> <p>Printed Name:</p>	<p>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.</p> <p>State of Arizona</p> <p>Signed this _____ day of _____ 2013</p> <hr/> <p>Procurement Officer</p>

	<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, 2013**

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</b> (not to exceed)	<b>\$135,000</b>

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

- A. The Contractor is authorized to transfer up to a maximum of ten percent (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 ten percent (10%) of the contracted amount, or to a non-funded line item, shall require a Contract amendment.
- B. Indirect Costs shall not exceed fifteen percent (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 2014

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>Objective:</b> By June 30, 2014, 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, businesses, 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>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>
Action 1: Promote awareness via data collected for continuation of efforts towards smoke-free parks.	Program Manager Community Health Assistants Youth Coalition	Media coverage; public support to move policy	Youth volunteers	X		X	



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<b>Action 2:</b> Presentation to Town & City Councils educating councils about a policy that prohibits smoking in city/town parks.	Program Manager Community Health Assistants Youth Coalition	Report findings to city & town councils and community members; educate policy makers about policy change	Youth volunteers	X		X	
<b>Action 3:</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		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>Objective:</b> By June 30, 2014, the percent of retail tobacco outlets selling tobacco products to minors in Gila County will have decreased from the 2012 rate, as evidence in the Attorney General Office (AGO's) tobacco sales compliance checks report findings.							
<b>Agency Lead:</b> Gila County  <b>Partners:</b> Youth, Attorney General's Office, Food and Drug Administration (FDA), 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>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	Youth will be trained during annual Youth Summit by the AGO's Office	Youth Volunteers	X			



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	Assistants Youth AGO's Office						
<b>Action 2:</b> Gila County will complete 2 compliance checks with the Attorney General's office and FDA to reduce tobacco sales to youth	Program Manager Community Health Assistants Youth AGO's Office & FDA	Vendors will be in compliance	Youth Volunteers	X	X	X	X
<b>Action 3:</b> Gila County Staff will be trained to provide Merchant Education for retailers failing compliance checks	Program Manager Community Health Assistants AGO's Office	Merchant Education provided twice a year	Attorney General's Office		X		X
<b>Action 4:</b> Gila County Staff will provide Diversion Program in schools (prevention education & presentations) to students caught with tobacco products on campus	Program Manager Community Health Assistants Youth	Reduction in tobacco use among youth	Youth	X	X	X	X



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<b>Goal: Prevent Inflation 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>Objective:</b> By June 30, 2014, the Youth Coalition and Community members will have been engaged in youth lead activities empowering them to be the voice for change in their local communities of Globe and Miami.							
<b>Agency Lead:</b> Gila County  <b>Partners:</b> Youth, Schools, Bureau of Tobacco and Chronic Disease (BTCD)	<b>Related policy change:</b> School & Community based policies related to tobacco and chronic disease prevention	<b>Related environmental change:</b> Engaging Youth in Policy Changes					
<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 & Coalition Meetings to develop an annual plan of prevention activities in school and community to address tobacco health issues	Program Manager  Community Health Assistants  Youth	Youth are trained during annual Youth Summit by Youth Adult Leaders; a calendar of events in place for school year 2013/2014	Youth Volunteers	X	X	X	X
<b>Action 2:</b> Youth Coalition members will participate in statewide youth coalition activities: Great American Smoke-Out, Kick Butts Day & World No Tobacco Day	Program Manager  Community Health Assistants  Youth	Collaboration with Gila County Youth Coalitions & State Bureau of Tobacco and Chronic Disease (BTCD) will bring change to implement policies	Youth Volunteers	X	X	X	X



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<b>Action 3:</b> Youth Coalition members provide tobacco prevention education and presentations to younger students	Program Manager  Community Health Assistants  Youth	Reduction in tobacco initiation and use among elementary children also to increase positive attitudes toward anti-tobacco programs  <i>Post-Test will capture outcomes</i>	Youth Volunteers		X		X
<b>Action 4:</b> Gila County Staff participates in Pima Prevention Partnership (PPP) bi-annual trainings and has youth participate in PPP bi-annual regional trainings	Program Manager  Community Health Assistants  Youth	Youth learning about the effects of tobacco on a community and making a difference through their work	Pima Prevention Partnership (PPP)		X		X

<b>Goal: Promote Cessation Services to Help Smokers Quit</b>			<b>Strategy is integrated with (check all that apply):</b> <input type="checkbox"/> Tobacco Prevention Policy <input type="checkbox"/> Chronic Disease Self-Management <input checked="" type="checkbox"/> Tobacco Cessation Policy <input checked="" type="checkbox"/> School Health Policy <input type="checkbox"/> Other (i.e. increase community collaboration)				
<b>Objective:</b> By June 30, 2014, Gila County will outreach to healthcare organizations and will work with healthcare organizations reached to systematically refer to the ASH Line as measured by each organizations referral numbers in Web Quit.							
<b>Agency Lead:</b> Gila County  <b>Partners:</b> Arizona Smoker's Help Line (ASHLine) & Referral Development Coordinator, Businesses/Worksites	<b>Related policy change:</b> Health Care Cost Reductions	<b>Related environmental change:</b> Reduction in Chronic Disease					



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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>
<b>Action 1:</b> Identify healthcare organizations and appropriate person at each organization to talk to regarding ASH Line services	Program Manager  ASH Line Referral Development Coordinator	Contacts Established	ASHLine Materials	X		X	
<b>Action 2:</b> Schedule appointment to meet with provider Office Manager and do ASHLine A-A-R in-service training with appropriate staff	Program Manager  ASHLine Referral Development Coordinator	Staff trained on A-A-R	ASHLine printed material Presentations		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	ASHLine printed material	X	X	X	X



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<b>Goal: Reduce the incidence of the four leading causes of chronic disease death in Arizona through a National initiative to prevent 1 million heart attacks and strokes in the U.S. over the next 5 years.</b>			<b>Strategy is Integrated with (check all that apply):</b> <input type="checkbox"/> Tobacco Prevention Policy <input checked="" 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>Objective: By June 30, 2014 cultivate support and develop a network/group of individuals concerned about tobacco and 4 leading causes of chronic disease (heart, cancer, lung, strokes) prevention and health related issues in our communities.</b>							
<b>Agency Lead: Gila County</b> <b>Partners: Healthcare Providers, Businesses/Worksites</b>	<b>Related policy change:</b> Health Care Cost Reductions in relation to tobacco and chronic disease prevention	<b>Related environmental change:</b> Healthier Behaviors and Environment Reduction in Chronic Disease					
<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> Implement the "Million Hearts" campaign to increase awareness about heart disease prevention	Program Manager, Community Health Assistants	Increased public awareness about risk factors related to tobacco and chronic disease prevention	Community Members American Heart Association Media (Public Service Announcements, Radio & Local Community Newspapers)	X	X	X	X
<b>Action 2:</b> Team Up/Pressure Down materials made available by the "Million Hearts Campaign" (American Heart Association) will be provided to healthcare providers for distribution to their patients	Program Manager, Community Health Assistants	Patient awareness provided will bring an increase in the prevention of heart attacks and strokes	"Million Hearts" campaign tool kit American Heart Association Healthcare providers		X	X	X



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<b>Goal: Reduce the incidence of the four leading causes of chronic disease death in Arizona through advancement of school health policies.</b>		<b>Strategy is integrated with (check all that apply):</b> <input type="checkbox"/> Tobacco Prevention Policy <input type="checkbox"/> Chronic Disease Self-Management <input type="checkbox"/> Tobacco Cessation Policy <input checked="" type="checkbox"/> School Health Policy <input type="checkbox"/> Other (i.e. increase community collaboration).					
<b>Objective: By June 30, 2014 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.</b>		<b>Related policy change:</b> School based policies related to tobacco and chronic disease prevention		<b>Related environmental change:</b> Healthy school environments			
<b>Agency Lead: Gila County</b>  <b>Partners: School/School Districts, School Boards, Teachers, Parent Teacher Organization (PTO), Parents, Students, Business Owner</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> Provide technical assistance to local schools to develop a School Health Index (SHI)	Program Manager  Community Health Assistants	Schools agree to conduct a School Health Index	School Administrators  Community Partners  School Personnel  Training from Arizona Department of Health Services (AZDHS) on SHI/ School Health Advisory Council (SHAC)	X	X		
<b>Action 2:</b> Provide technical assistance to schools to develop a School Health Advisory Council (SHAC)	Program Manager  Community Health Assistants	School Health Advisory Council is developed	School Administrators  Community Partners  School Personnel  Training from AZDHS on SHI/SHAC  Meeting locations		X	X	



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Action 3: Assist SHAC in to implement the findings of the School Health Index (SHI)	Program Manager, Community Health Assistants	Completion of the SHI in targeted schools	Compilation of data & help with data interpretation and reporting			X	X
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