

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE GILA COUNTY DIVISION OF HEALTH AND EMERGENCY SERVICES

THE GILA COUNTY BOARD OF SUPERVISORS

AND

GLOBE UNIFIED SCHOOL DISTRICT # 1

I. **Purpose:**

The purpose of this Memorandum of Understanding will be to outline the responsibilities, obligations and duties of Tobacco Free Environments Program, a program operating under the Gila County Division of Health and Emergency Services and the Globe Unified School District # 1 for the 2013/2014 school year.

II. **Responsibilities:**

The Tobacco Free Environments Program

1. will serve as a resource to school administrators, teachers, support staff and students;
2. will provide diversion program for students caught using tobacco products on school property
3. will provide instruction to students through community health educator and youth coalition members and;
4. will utilize programs 2013/2014 contract action plan/strategy to identify health priorities for schools through the use of the school health index (SHI).

The Globe Unified School District #1

1. will adopt Diversion Program prescribed by the Tobacco Free Environments Program;
2. will provide office/storage space for community health educator, between the hours of 7:00 a.m. to 4:00 p.m. Monday through Thursday, to begin on July 1, 2013, and end on June 30, 2014 and;
3. will provide necessary equipment for community health educator to effectively perform his/her duties i.e., desk, telephone line, appropriate computer & outlets and internet access.

III. **Termination:**

This agreement will be effective July 1, 2013 through June 30, 2014. Prior to the termination date the agreement will be reviewed with options for renewal. This discussion will take place prior to the date of the Gila County Division of Health and Emergency Services/Tobacco Free Environments Program Grant Application is submitted to the Arizona Department of Health Services/ Bureau of Tobacco and Chronic Disease.

IV. **Cancelation:**

This agreement contains all the terms and conditions agreed to by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto. Nothing in this Agreement shall be construed as consent to any suit or waiver of any defense in a suit brought against Gila County, or the Contractor, in any State or Federal Court. This Agreement is subject to the cancelation provision of ARS 38-511.

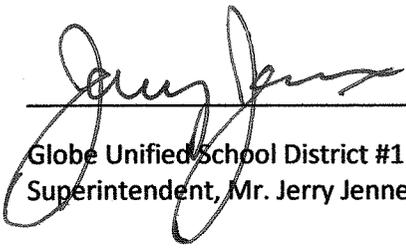
The parties to this Agreement are aware that the Gila County Attorney has represented, or pursuant to statutory duty may represent in the future more than one party to this Agreement in various matters. In the drafting of this agreement, however, the Gila County Attorney only represents the Gila County Board of Supervisors. Pursuant to A.R.S. § 15-434, the Globe Unified School District has employed legal counsel to represent it in the drafting of this agreement.

Goal: Prevent Initiation of Tobacco Use among Youth			Strategy is integrated with (check all that apply): <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):				
Objective: 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 AG's tobacco sales compliance checks report findings.							
Agency Lead: Gila County Partners: Youth, Attorney General's Office, FDA, Gila County Sherriff Department	Related policy change: Enforcement of citations/ fines related to underage tobacco sales	Related environmental change: Decrease in tobacco sales to youth					
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 th	Q2 Dec. 31 st	Q3 March 30 th	Q4 June 30 th
Action 1: 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			
Action 2: 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 AG's Office & FDA	Vendors will be in compliance	Youth Volunteers	X	X	X	X
Action 3: Gila County Staff will be trained to provide Merchant Education for retailers failing compliance checks	Program Manager Community Health Assistants AG's Office	Merchant Education provided twice a year	Attorney General's Office		X		X

<p>Action 4: Gila County Staff will provide Diversion Program in schools (prevention education & presentations) to students caught with tobacco products on campus</p>	<p>Program Manager Community Health Assistants Youth</p>	<p>Reduction in tobacco use among youth</p>	<p>Youth</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>
<p>Goal: Prevent Initiation of Tobacco Use among Youth</p> <p>Objective: 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.</p>			<p>Strategy is integrated with (check all that apply):</p> <p><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):</p>				
<p>Agency Lead: Gila County</p> <p>Partners: Youth, Schools, Bureau of Tobacco and Chronic Disease (BTCD)</p>	<p>Related policy change: School & Community based policies related to tobacco and chronic disease prevention</p>	<p>Related environmental change: Engaging Youth in Policy Changes</p>					
<p>What do you plan to do?</p>	<p>Who will do the work?</p>	<p>What does success look like?</p>	<p>What non financial resources are needed?</p>	<p>Q1 Sept. 30th</p>	<p>Q2 Dec. 31st</p>	<p>Q3 March 30th</p>	<p>Q4 June 30th</p>
<p>Action 1: 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</p>	<p>Program Manager Community Health Assistants Youth</p>	<p>Youth are trained during annual Youth Summit by Youth Adult Leaders; a calendar of events in place for school year 2013/2014</p>	<p>Youth Volunteers</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>
<p>Action 2: Youth Coalition members will participate in statewide youth coalition activities: Great American Smoke-Out, Kick Butts Day & World No Tobacco Day</p>	<p>Program Manager Community Health Assistants Youth</p>	<p>Collaboration with Gila County Youth Coalitions & State Bureau of Tobacco and Chronic Disease (BTCD) will bring change to implement policies</p>	<p>Youth Volunteers</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>

<p>Action 3: Youth Coalition members provide tobacco prevention education and presentations to younger students</p>	<p>Program Manager Community Health Assistants Youth</p>	<p>Reduction in tobacco initiation and use among elementary children also to increase positive attitudes toward anti-tobacco programs</p> <p><i>Post-Test will capture outcomes</i></p>	<p>Youth Volunteers</p>		<p>X</p>		<p>X</p>
<p>Goal: Reduce the incidence of the four leading causes of chronic disease death in Arizona through advancement of school health policies.</p> <p>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.</p>			<p>Strategy is integrated with (check all that apply):</p> <p><input type="checkbox"/> Tobacco Prevention Policy</p> <p><input type="checkbox"/> Chronic Disease Self – Management</p> <p><input type="checkbox"/> Tobacco Cessation Policy</p> <p><input checked="" type="checkbox"/> School Health Policy</p> <p><input type="checkbox"/> Other (i.e. increase community collaboration):</p>				
<p>Agency Lead: Gila County</p> <p>Partners: School/School Districts, School Broads, Teachers, PTO, Parents, Students, Business Owner</p>	<p>Related policy change: School based policies related to tobacco and chronic disease prevention</p>	<p>Related environmental change: Healthy school environments</p>					
<p>What do you plan to do?</p>	<p>Who will do the work?</p>	<p>What does success look like?</p>	<p>What non financial resources are needed?</p>	<p>Q1 Sept. 30th</p>	<p>Q2 Dec. 31st</p>	<p>Q3 March 30th</p>	<p>Q4 June 30th</p>
<p>Action 1: Provide technical assistance to local schools to develop a School Health Index (SHI)</p>	<p>Program Manager Community Health Assistants</p>	<p>Schools agree to conduct a School Health Index</p>	<p>School Administrators Community Partners School Personnel Training from ADHS on SHI/SHAC</p>	<p>X</p>	<p>X</p>		

Action 2: 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 ADHS on SHI/SHAC Meeting locations		X	X	
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	


Globe Unified School District #1
Superintendent, Mr. Jerry Jennex


Gila County Division of Health and Emergency
Services Director, Michael O'Driscoll

Signed this 26TH day of SEPTEMBER, 20 13

Gila County Board of Supervisors
Michael A Pastor, Chairman

Attest:

Gila County Clerk of Board of Supervisors
Marian Sheppard, Clerk

Gila County Attorney's Office
Bryan B. Chambers, Deputy Attorney Principal

Signed this 19TH day of November, 20 13