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 2014/2015 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.

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, 2014, and end on June 30, 2015 and;
3. will provide necessary equipment for community health educator to effectively perform his/her duties i.e., desk, telephone line, outlets and internet access.

III. **Termination:**

This agreement will be effective July 1, 2014 through June 30, 2015. 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): ☒Tobacco Prevention Policy ☐ Chronic Disease Self -Management ☐ Tobacco Cessation Policy ☐ School Health Policy ☐ Other (i.e. increase community collaboration):				
Objective: By June 30, 2015, the percent of retail tobacco outlets selling tobacco products to minors in Gila County will have decreased from the 2013 rate, as evidence in the Attorney General Office (AGO) and Food & Drug Administration (FDA) tobacco sales compliance checks report findings.							
Agency Lead: Gila County **Partners**: Youth, Attorney General's Office (AG), Gila County Sherriff' Department & Bureau of Tobacco & Chronic Disease (BTCD)	**Related policy change:** Long Term Retailer Licensing	**Related environmental change:** Decrease in Point of 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 30th**	**Q2 Dec. 31st**	**Q3 March 31st**	**Q4 June 30th**
Action 1: Recruit Coalition Youth to participate in the AGO and FDA checks	Gila County Program Staff Coalition Youth AG's Office & FDA Office	Coalition youth will participate in compliance checks with AGO and FDA offices	Youth Volunteers		X		X
Action 2: Gila County will complete 2 compliance checks with the Attorney General's office and as needed with the FDA	Gila County Program Staff Youth AG's Office & FDA Office	Two or more inspections completed. Fewer retailers failing inspections. Reduction in sales to minors.	AGO FDA staff		X		X
Action 3: Gila County Staff will provide Merchant Education for retailers failing compliance checks twice a year.	Gila County Program Staff	Merchant Education provided twice a year	AGO Office		X		X
Action 4: Gila County will complete SYNAR cluster canvassing within Gila County as assigned.	Gila County Program Staff	Complete cluster canvassing of area required	Assigned Cluster	X	X	X	X

Goal: Prevent Initiation of Tobacco Use among Youth			**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):
Objective: By June 30, 2015, the Youth Coalitions will have been engaged in youth lead activities empowering them to be the voice for change in their local communities. This will be measured by our adherence of the Pima Prevention Partnership's (PPP) action plan and youth and adult coordinator attendance to events/trainings and monthly reporting.			
Agency Lead: Gila County **Partners**: Youth, Schools, Bureau of Tobacco and Chronic Disease (BTCD) & PPP	**Related policy change**: School & Community based policies related to tobacco and chronic disease prevention	**Related environmental change:** Engaging Youth in Policy Change	

What do you plan to do?	**Who will do the work?**	**What does success look like?**	**What non-financial resources are needed?**	**Q1 Sept 30th**	**Q2 Dec. 31st**	**Q3 March 31st**	**Q4 June 30th**
Action 1: Follow PPP Youth Action Plan and hold monthly meetings during school sessions to keep on track.	Gila County Program Staff	Youth making a plan to implement a change	PPP	X	X	X	X
Action 2: Youth Coalition members will participate in statewide youth coalition activities as required: Great American Smoke-Out, Kick Butts Day & World No Tobacco Day	Gila County Program Staff Youth	Collaboration with Gila County Youth Coalitions & (BTCD) will change to implement policies: Tobacco prevention messaging disseminated in the community	Youth Volunteers PPP BTCD	X	X	X	X
Action 3: Gila County Staff participates in Pima Prevention Partnership (PPP) Fall and Spring trainings and has youth participate in PPP's Winter Summit and Summer Conference	Gila County Program Staff Youth	Youth learning about the effects of tobacco on a community and making a difference through their work	PPP		X		X
Action 4: Provide youth diversion training throughout Gila County to youth under the age of 18 referred by local law enforcement and schools for using tobacco.	Gila County Program Staff	Youth tobacco rates will decrease		X	X	X	X

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

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

11/13/15

Signed this _____ day of _____, 20_____

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 County Attorney/Civil Bureau Chief

Signed this _____ day of _____, 20_____