



# **No Smoking or Tobacco Use Policy**

## **Purpose**

Tobacco use is still the single most preventable cause of disease, disability and death. Secondhand smoke causes disease and early death in both children and adults who do not smoke. There is no safe level of exposure to secondhand smoke; even brief exposure can be harmful.

The purpose of this policy is to protect Goodhue County's employees, volunteers, clients, visitors, contractors and vendors from the potential consequences from the use of tobacco products and the involuntary exposure to secondhand smoke.

## **Policy**

This policy will go into effect upon approval and will be reviewed regularly. The policy will be included within Goodhue County's complete set of county policies and will be integrated into Goodhue County's established county policy training cycle.

Tobacco use includes any product containing, made or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to cigarettes, cigars, chewing tobacco, snuff, pipes, electronic delivery devices and all other forms of smoked or smokeless tobacco products. Tobacco use is prohibited:

- Inside all county owned, leased and rented buildings;
- In county owned, leased or rented vehicles or equipment;
- Outdoors on county owned or leased property except at designated tobacco use area.

Electronic delivery devices, more commonly referred to as electronic cigarettes, closely resemble and purposefully mimic the act of smoking. They produce an aerosol of undetermined and potentially harmful substances and typically contain nicotine derived from tobacco, which is a highly addictive substance. Their use in locations where smoking is prohibited creates concern and confusion and makes policy enforcement more difficult.

The littering of tobacco-related products on the grounds or parking lots of Goodhue County or neighboring properties is also prohibited.

Goodhue County is responsible for providing its employees with a safe and healthy environment and encourages clients/families to refrain from using tobacco during visits by county employees. Employees are responsible for knowing and understanding the tobacco use policy and should contact their supervisor or manager should they have questions.

## **Scope**

This policy applies to all employees who work for Goodhue County. In addition, the policy applies to contractors, vendors, clients, visitors, and volunteers on developed county owned, leased or rented property.

## **Guidelines**

1. Candidates that apply for employment or to volunteer with Goodhue County will be notified of our tobacco use policy during the pre-employment process.
2. Signs will be posted at all county property entrances and other appropriate areas to remind employees, volunteers, clients, visitors, contractors and vendors of this policy.
3. Employees, volunteers, clients, visitors, contractors and vendors should not loiter near neighboring properties or discard litter in a way that negatively reflects on Goodhue County.
4. Goodhue County funds may not be used to purchase tobacco products.
5. Employee must keep tobacco products out of plain view when on duty.
6. Employees or volunteers are not allowed to buy tobacco products for clients or transport clients to buy tobacco products.
7. All employees are expected to help enforce the policy by reporting violations to their supervisor or to county administration.

## **Exception**

It is not a violation of this policy to use a product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product or for other medical purposes and is being marketed and sold solely for such an approved purpose.

## **Tobacco Cessation Resources**

Goodhue County is committed to supporting employees, volunteers, clients and visitors interested in becoming tobacco free.

- For employees: Blue Cross/Blue Shield of Minnesota members have a no-cost tobacco cessation quit line available. It is called Stop Smoking Support. To register, call 1-888-BLUE (2583)7 a.m. to 2 a.m. Central Time, seven days a week. Or register online at: <https://www.quitnow.net/StopSmokingSupport/> Support is available in English and Spanish.
- For employees who do not have Blue Cross/Blue Shield insurance, volunteers, clients or visitors; QUITPLAN of Minnesota is available at 1-800-QUITNOW (1-800-784-8669).

## **Policy Enforcement**

As part of this policy, signs will be posted at vehicle entrances to the property and at the entrances to all facilities informing visitors of our policy on No Smoking or Tobacco Use, including e-cigarettes, except at Designated Tobacco Use Areas. Signs will be placed along the approach to every public entrance into a county owned or leased building. The signs will be placed as close as possible to the edge of the property so that visitors will be notified about the policy as soon as they step onto county property. Volunteers, clients, contractors, vendors, and other visitors will thus be informed and encouraged to support our policy. Visitors who use tobacco products in a building or in non-designated outdoor areas will be politely reminded of our policy.

Effective Date:  
March 1, 2016

Approved by Goodhue County Board of Commissioners this 1st of March, 2016.



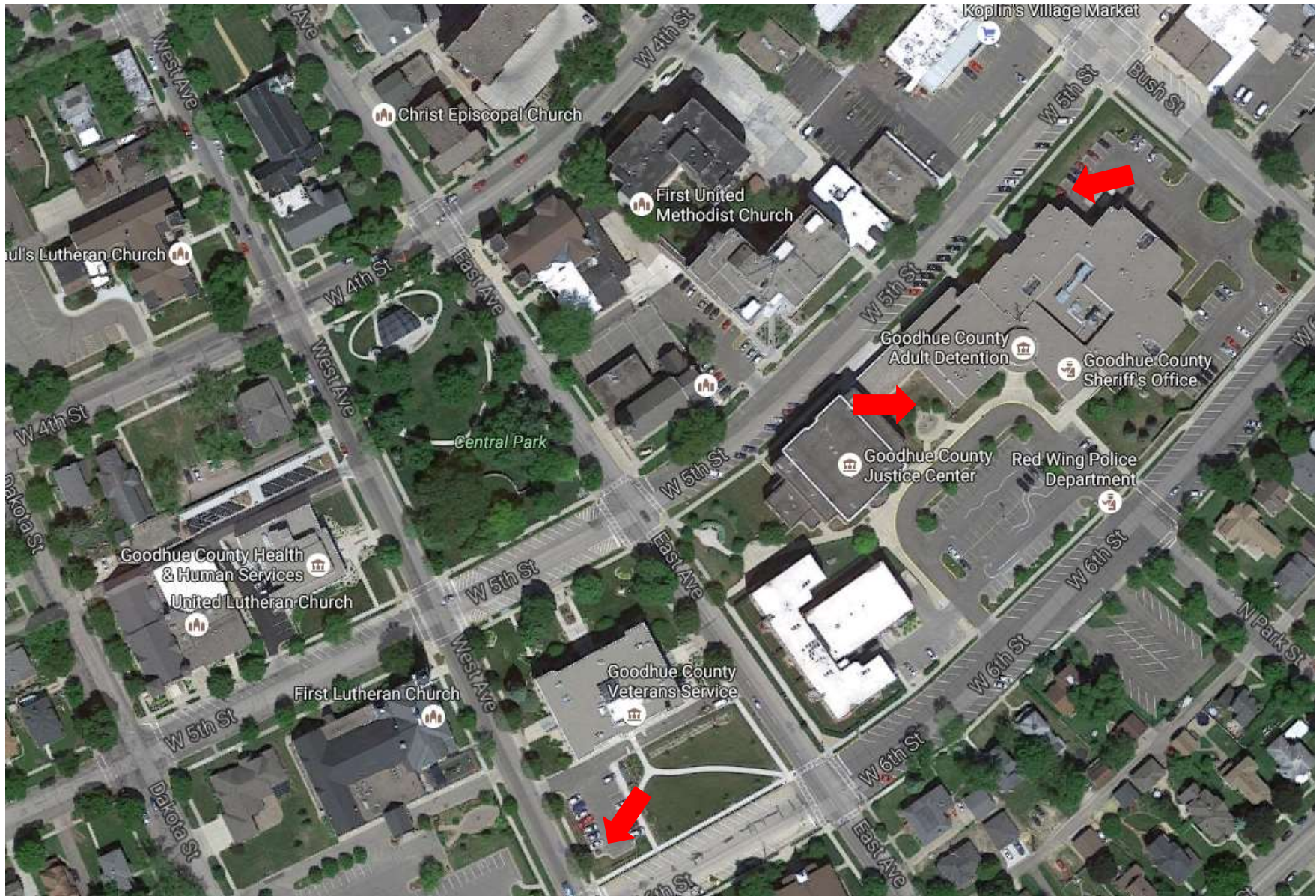
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Chair, Goodhue County Board of Commissioners



## Goodhue County Designated Tobacco Use Areas

Law Enforcement Center, Justice Center, Government Center and Health & Human Services Building





# Public Works



# Goodhue County Public Works – Cannon Falls





**Goodhue County Public Works – Kenyon Facility**



# Goodhue County Public Works – Zumbrota Facility





# Recycling Center

