



# CENTRAL OREGON INTERGOVERNMENTAL COUNCIL POLICY

**POLICY TITLE:** Smoke, Tobacco and Vapor Free Campus Policy

**POLICY NUMBER:** A7

**EFFECTIVE DATE:** 11/5/15

**REVISION DATE:** N/A

**BOARD APPROVED:** 11/5/15

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## REFERENCE:

- Oregon Indoor Clean Air Act and Penalties, ORS 433.835 to 433.875; 433.990 (penalties).
- In 2010, the US Court of Appeals ruled that "e-cigarettes" and other products made or derived from tobacco can be regulated as tobacco products.
- Tobacco Prevention and Education Program. Oregon Tobacco Facts & Laws. Portland, Oregon: Oregon DHS, Public Health Division, 2013.
- Prohibition of Tobacco Smoking in Public Places and Workplaces, OAR 333-015-0030-OAR 333-015-00855
- Center for Tobacco Control Research & Education. 9 chemicals identified so far in e-cig vapor that are on the California Prop 65 list of carcinogens and reproductive toxins.

## PURPOSE:

Central Oregon Intergovernmental Council's (COIC) intent is to provide a healthy environment for employees, customers, visitors and vendors of COIC; to promote tobacco cessation assistance and resources to any staff members seeking them; and to increase awareness of the harmful effects of second-hand smoke and tobacco use.

## BACKGROUND:

Smoking and the use of other tobacco products is the number one cause of preventable death in the United States. Secondhand smoke exposure is also a major health risk. In addition to the direct health risks of smoke inhalation, smoking is estimated to be the number one cause of fire-related death and injury in the United States, and also a major cause of wild fires. The environmental impact of smoking is also large, as toxic cigarette filters are the most frequently littered item in the United States, and have negative impacts on the environment and wildlife. Preliminary testing of e-cigarettes has identified chemicals known to cause cancer and birth defects in first and secondhand e-cigarette vapor. However, e-cigarettes remain under studied and unregulated, which means manufacturers can make, market and sell them without transparency or consistency. Most e-cigarettes are made overseas where manufacturing and safety standards may differ, making it difficult to know what is in e-cigarettes.

**POLICY:** It is the policy of COIC to ensure a smoke and tobacco free environment through positive and educational messaging that promotes the long-term health and safety of COIC employees and the public. This policy applies to all COIC employees, volunteers, customers, visitors, and vendors.

### *Smoke, tobacco and vapor free campus*

The use of all smoking, tobacco and vaping products is prohibited at all times within any interior space and all outside property or grounds owned, controlled, leased, or shared by COIC, including parking areas; sidewalks; in private vehicles while on COIC property; in vehicles owned by COIC; and Cascades East Transit bus stops. It is not the intent of this policy to shift tobacco use to neighboring private property without the owner's consent.

**DEFINITIONS** For the purposes of this policy, unless otherwise specified, the following definitions shall apply:

- Tobacco free: Tobacco is not smoked, ingested nor consumed in any manner.
- Tobacco: Cigarettes, cigars, pipes, and any other smoking product; dip, chew, snuff, snus, and any other smokeless tobacco product; and nicotine delivery devices, such as electronic cigarettes, excluding FDA-approved nicotine replacement therapy products for the purpose of tobacco cessation.
- Vapor: The substance produced by an electronic cigarette or similar device such as a vape pen.
- Vape pen: An e-cigarette containing a battery powered heating element that vaporizes a liquid, or “juice” that contains nicotine.

### *Communication of Policy*

Signs will be used to designate a COIC owned or occupied facility as a "Smoke, Tobacco and Vapor Free Campus." Signs bearing this message will be clearly posted throughout the property at prominent locations. Any additional language on these signs should promote the success of the policy through education and be delivered in a positive tone. The tobacco-free policy applies at all facilities and grounds owned or occupied by COIC regardless of whether or not signs are posted. A copy of this policy will be made available to customers and visitors whenever it is deemed to be necessary to effectively communicate the requirements of this policy.

### *Responsibilities*

This policy is the shared responsibility of all COIC personnel. Employees are authorized to communicate this policy with courtesy, respect and diplomacy. If difficulties arise with compliance, an employee should notify security or management-level staff.

Adherence to this policy is the responsibility of all COIC employees. Contractors, customers, students, visitors, and others must also comply with this policy while on COIC owned or occupied property. Employees who do not conform to this policy may be subject to discipline. Contractors in violation of this policy will be reported to their supervisor at the contracting organization.

Employees are provided materials to help communicate this policy to co-workers, volunteers, contractors, customers and visitors with courtesy, respect, and diplomacy.

COIC is responsible for providing educational materials and cessation resources, addressing policy related questions, feedback, and concerns, as well as the ongoing monitoring of this policy. COIC, in collaboration with the Deschutes County Health Services, Crook County Health Department and Klamath County Public Health, has completed pre-assessments of COIC locations, evaluating signage and smoking or tobacco litter located around the properties. One year after the policy’s effective date, all parties will perform a post-assessment evaluation using the same criteria, in order to measure the policy’s success within the first year. Ongoing monitoring of the policy is the responsibility of COIC.

### **RESOURCES:**

#### *Tobacco Use Cessation Support*

COIC is committed to providing tobacco use cessation support to all COIC employees, contractors, volunteers, customers and visitors who wish to stop using tobacco products. Tobacco use cessation resources will be provided to any employee who expresses an interest in seeking help to stop using tobacco products. Contact the Wellness Coordinator for COIC located at the Deschutes Onsite Clinic.

COIC volunteers, contractors, customers and visitors may be referred to the Oregon Tobacco Quit Line (1-800-QUIT-NOW [English] or 1-877-2NO-FUME [Spanish]), a free tobacco cessation resource available to all Oregonians, operated by the OHA Public Health Division.

**Receipt of Smoke, Tobacco and Vapor Free Campus Policy**

I, \_\_\_\_\_, hereby acknowledge the receipt of a copy of the Central Oregon Intergovernmental Council's Smoke, Tobacco and Vapor Free Campus Policy, and will familiarize myself with its contents.

I understand my responsibility for adhering to this policy and understand the consequences of violating this policy as stated in the COIC Personnel Policy, Section 21.0.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date