

Smoking, Vaping, and Tobacco Use Policy

Purpose

Calhoun County is committed to providing a safe and healthy workplace and to promoting the public health and well-being of its employees and visitors. As such, the following policy has been adopted and applies to all employees, Elected Officials, contractors, and visitors of Calhoun County.

Policy

It is the policy of Calhoun County to comply with all applicable federal, state, and local regulations regarding smoking, vaping, and tobacco/nicotine use in the workplace and to provide a work environment that promotes productivity and the well-being of its employees and visitors. Effective July 1, 2008, Calhoun County shall adhere to and shall enforce the Smokefree Air Act passed by the Iowa Legislature in House File 2212.

For purposes of this policy, smoking includes, but is not limited to, burning or vaporizing tobacco or other products in a cigarette, cigar, pipe, electronic cigarette, or any noncombustible product, which may or may not contain nicotine, that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from a solution or other substance.

For purposes of this policy, tobacco includes any type of tobacco product including, but not limited to, cigarettes, cigars, cigarillos, electronic cigarettes, pipes, bidis, hookahs, smokeless chewing tobacco, tobacco pouches, snuff and/or any other nicotine or tobacco products.

Scope

This policy applies to:

- All county-owned buildings and entrances.
- All grounds of any county-owned building, including but not limited to sitting or standing areas immediately adjacent to the building.
- All public polling places on election day.
- All vehicles and equipment owned or leased by the County, including but not limited to motor graders, loaders backhoes, mowers, pickup trucks, cars, and other County vehicles.
- All County shelters, including but not limited to picnic shelters or rest shelters under the control of the Calhoun County Conservation Board.
- All County employees and Elected Officials, visitors, contractors, consultants, temporary employees, and student interns who are on County-owned properties.
- Department Heads and Supervisors are expected to enforce these regulations.

Smoking and vaping is permitted *only* in the following designated outdoor areas:

Non-Courthouse Buildings: behind the building, such as an outdoor break area or alley, with a minimum distance of 10 feet from an entrance or window

Courthouse: in designated smoking areas only

Procedures

The following procedures are to be followed in the event an employee, customer, or contractor is smoking or vaping in a place where smoking is prohibited:

1. A County employee shall inform any person smoking or vaping in non-allowed areas that the individual is violating the Smokefree Air Act and shall request that the individual stop smoking immediately.
2. If the individual refuses to stop smoking or vaping, service should immediately be discontinued until the individual complies with the request to stop.
3. If the individual continues to refuse to stop smoking or vaping, the County employee may request that the individual in violation leave the area where smoking is prohibited.
4. If the individual refuses to stop smoking or vaping, the County employee may notify law enforcement to remove the individual from the premise.

Violators of this policy may be subject to citations, civil penalties, or fines. Employees who violate this policy will be subject to disciplinary action up to and including immediate discharge.

Complaints

A process is in place for resolving complaints about the smoking, vaping and tobacco use policy:

- Complaints about the application of this policy should be brought to the attention of the Department Head, Supervisor, or Human Resources Director.
- The complaint should be submitted in writing and should identify specific objections.
- Calhoun County will investigate the complaint and resolve it in accordance with the policy.
- Any person may register a complaint with the Iowa Department of Public Health by calling 1-888-944-2247 or accessing the Department's website at www.iowasmokefreeair.gov.

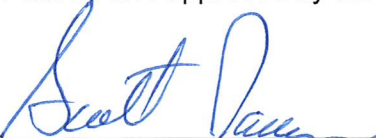
No employee shall suffer any form of retaliation for raising a complaint or asking a question about this policy.

Information regarding Iowa's Smokefree Air Act may be found online at <https://smokefreeair.iowa.gov/> or 1-888-944-2247.

Effective Date

This policy shall be effective upon signature.

Passed and approved by the Calhoun County Board of Supervisors on the 30th of May, 2023.



Scott Jacobs, Chairman



Carl Legore, Member



Scott Becker, Vice Chairman