

YEP!

Youth Empowerment Program



Training Manual

YEP!



WELCOME

Congratulations for joining the Youth Empowerment Program (YEP!). You will be training youth leathers as tobacco advocates. The opportunities are endless and so are the rewards. As you know, to celebrate success means applying determination and hard work. Today's training session will be the springboard for your success and the manual will help defray some of the hard work.

During today's training, you will have an overview of YEP! presented by Barbara McCollum, Mayor of Hoover, AL. She developed the idea for this program while working with Hoover High School Students. As you will learn, the students were successful in changing tobacco related ordinances in Hoover. Your students can experience the same satisfaction of helping to establish tobacco free communities.

The training manual provides a framework for YEP! sessions. It is intended to stimulate creativity for the sessions and not to limit exploration of other topics that may be included in the session. Your evaluation of the manual is priceless. With your help, the manual will continue to be edited to reflect your ideas.

Acknowledgements

This project was funded by a grant from the Centers for Disease Control and Prevention (CDC) to support collaborative research and public health practice activities between the UAB Center for Health Promotion and the Alabama Department of Public Health. The key link in this collaboration is *you*.

Goals

The goals of this manual are to train you to:

- stimulate interest and empower young people to be anti-tobacco advocates
- reduce youth tobacco use and exposure to environmental tobacco smoke (ETS)

Objectives

The training session's objectives are to provide information about the manual so you can use it as a guide to:

- increase knowledge of the health effects of smoking
- recruit support staff and students
- give a simple definition of the structure of local government
- identify ordinances/policies or projects that students may like to implement
- give examples of presenting new ordinances and policies to the city council
- increase community awareness by providing appropriate media coverage
- evaluate the students' activities

If you are attending today's session as a coordinator and plan to train someone else to use the Youth Empowerment Program, for quality control, please review each content area with your trainee. Also, allow time for problem solving and provide adequate follow-up. Thanks!

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INTRODUCTION



Health Effects of Smoking



Tobacco use causes disability, disease, and death. **Tobacco use is the leading preventable cause of death in the United States** (1), killing 434,000 Americans annually (2). Cigarette smoking is strongly implicated in lung cancer, emphysema and numerous other respiratory illnesses; oral, esophageal, laryngeal, bladder, kidney, stomach, pancreatic, vulvular, cervical, and colorectal cancers; a variety of heart diseases; and a myriad of other ailments (3). **Despite known hazards of tobacco use, approximately 3,000 American young people will smoke their first cigarette today.** (1). **One in three will die as a result.** (9). Smoking rates for students in grades nine through twelve increased from 27.5 percent in 1991 to 34.8 percent in 1995 and rose to 36.4 percent in 1997 (4). **Among Alabama youth, 35% of high school students smoked in 1997** (5). Research suggests smoking during teen years is more addictive and causes permanent genetic changes in the DNA in the lungs (6).

The Process of Empowerment



Youth Empowerment is a promising approach to changing the trend toward increased youth smoking. It has been defined as *a process where individuals learn to see a closer correspondence between their goals and a sense of how to achieve them ... between their efforts and life outcomes* (7). According to the Search Institute in Minneapolis, empowerment is one of several building blocks for developing healthy, caring and responsible young people. Encouraging and training youth to become active participants in public health decisions regarding tobacco can have a powerful and multiplying effect. Such activities reinforce abstinence from tobacco use among youth volunteers and their peers. Their attempts to reach beyond their immediate circles and influence the larger community by affecting public policies can be an invaluable experience in civic activities. Understanding the workings of civic government, learning that one person can make a difference, and working with adults on real issues can

create responsible leadership for the future.

In March 1997, the National Institute on Drug Abuse published *Preventing Drug Use Among Children and Adolescents*. The guide identifies risk factors associated with an increased potential for drug use and protective factors that reduce the potential for drug use. Strong bonds with family, peers, school, and community environment were identified as protective factors (8). *YEP!* aims to enhance prevention efforts within these groups.

Young people need to feel valued by adults in their community. Young people need to be given useful roles in their community. And young people need to serve their community. This training manual will teach adults empowerment processes that can be used with youth in practical and real world settings.

[In The Beginning...](#)

YEP! was started by a small group of high school students in the greater Birmingham area. Their goal was to be tobacco-free models and mentors to their peers. These Hoover High School students were supervised by the Safe and Drug-Free School Counselor, a Hoover City Council member, and the Chairman of the Coalition for a Tobacco-Free Alabama. The original *YEP!* peer helpers presented to the Hoover City Council in the Spring of 1997 an ordinance banning cigarette vending machines within the city limits. The ordinance passed unanimously. The students were empowered with this success to initiate other tobacco prevention activities:

- They petitioned and had removed a tobacco billboard located near the high school.
- They officially recognized a drug store that did not sell tobacco products and a restaurant that was smoke free.
- They expanded their program by training peer helpers in two other local high schools. The *YEP!* students at the other two high schools presented ordinances banning vending machines to their respective city councils, and these ordinances were also adopted.

LITERATURE CITED



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8. U.S. Department of Health and Human Services. Preventing Drug Use Among Children and Adolescents: A Research-Based Guide. US DHHS, NIH, NIDA, 1997.
9. 1996 as cited in Lawrence, O'Malley, Schulenberg, Bachman, & Johnston, 1999.

Recruiting Support Staff



YEP!

Recruiting Support Staff

Worksheet

Objectives:

- ❖ To identify support staff willing to recruit and work with youth to empower them to lead anti-tobacco efforts.

Materials:

Sample letter to school personnel (Appendix B)



Activities:

This worksheet is designed to help you recruit support staff. Please put a check in the box to the left of each statement as you complete the step.

- Identify high school(s), clubs etc. in your region in which you would like to implement the *YEP!* program.
Name of high school(s) _____
- Contact the school officials (superintendent and principal) to introduce *YEP!* and gain permission to initiate the program. **(STOP! Do not proceed until this step is completed.)**
- Identify a contact person (peer helper sponsors, teachers, counselors, or others) who will work directly with the youth involved in *YEP!*. You will need at least one contact person per school. The following skills and attributes are helpful:
 - *Strong positive rapport with the population from which the youth are recruited*
 - *Familiarity with the setting in which programs will be implemented*
 - *Clear grasp of the program goals and an ability to articulate the purpose of the program to youth, other staff, and the broader community*
 - *Sufficient time and energy to carry out program responsibilities*Name of contact person and telephone number: _____
- Send a letter to your contact person. The letter should explain the goals and objectives of the program (example letter in Appendix B).
- As a follow up, call your contact person. Discuss the opportunity for other staff members to attend a meeting to learn about *YEP!*. Generate a list of names and phone numbers. Call these additional staff members and invite them to the meeting.

SESSION 1

Meeting With Support Staff



ACTION PLAN

Meeting With Support Staff

Date	
Time	
Place	



TO DO LIST:

- Call contact people:** discuss convenient location, date and time for meeting
- Get materials:** name tags, colored markers, paper, pencils, index cards
- Make copies:** Tobacco Facts (Appendix C)
Tobacco Cartoons (Appendix D)
- Make reminder calls:** Use Support Staff List (Appendix 0)

Notes for the meeting:

MEETING WITH SUPPORT STAFF FROM AREA HIGH SCHOOLS



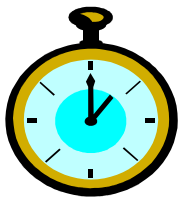
Objective:

- ❖ To increase knowledge of the health effects of tobacco
- ❖ To discuss recruiting students for YEP!

Materials:

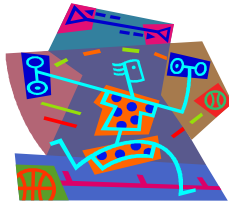
Name Tags	Colored Markers
Paper & pencils	Index Cards
Tobacco Facts (Appendix C)	Tobacco Cartoons (Appendix D)

Estimated Meeting Time: 1 ½ hours



Meeting With Support Staff

Activities:



Welcome everyone

Getting acquainted:

- Introduce yourself and tell the group how you became interested in YEP!
- Ask each person to briefly tell the group about themselves and what made YEP! interesting to them.

Purpose of the meeting.

State the meeting's objectives:

- To increase knowledge of the health effects of tobacco
- To discuss recruiting students for YEP!

Health effects of tobacco

Give each person a piece of paper and a pencil.

- Ask them to write or draw what comes to their mind when they hear the word "tobacco".
- Give the group a few minutes to complete your request.
- Ask each person to present what he or she wrote.

Discuss facts about tobacco.

- Tell the group that you have information about tobacco use to share with them.
- Distribute Tobacco Facts (Appendix C).
- Review the information on tobacco.
- Ask the group to comment on or add to the harmful effects of tobacco.
- Ask the group how likely is it that young people are concerned about these effects.
- Discuss what would make the harmful effects more important to the students.
- Hand out tobacco cartoons (Appendix D).

Meeting With Support Staff

Recruiting students for YEP!

Ask each staff participant to identify students they believe would be interested in:

*Challenging the community's attitudes about tobacco
Becoming a community advocate against tobacco
Reducing accessibility of tobacco products to youth
Increasing awareness and help reduce youth exposure to second hand smoke*

It is very important that the selected students are not using tobacco.

- They will be asked to sign a tobacco free contract.
- They need to have concern for others, the ability to listen, trustworthiness, and a commitment to one school year of activities.
- A minimum of ten students needs to be identified.

YEP! Students

Discuss opportunities for the students.

The students will learn about the structure of their local government; including the fact that city councils, school boards, park and recreation boards pass tobacco laws and policies

Students will have an opportunity to:

- attend city council and board meetings;
- learn the names of their city officials and what laws and policies exist.
- select a policy or law to present to city officials or a tobacco use prevention project.

Open a discussion for staff to nominate students for YEP!

- Use Appendix M to list the student's name and staff to contact student.
- Ask the support staff to contact you with the names of students who agree to participant.

Staff's time

Have an open discussion concerning staff's time commitment.

- *The support staff or sponsors need to be flexible with their time because many students can only meet before school, after school, or on weekends unless a class time is available. (Some school systems will allow the students to count their involvement with YEP! as community service.)*

Decide on the date, time and place for the next meeting.

SESSION 2

Support Staff and Students: Team Building



Action Plan

Support Staff and Students: Team Building

Date	
Time	
Place	



TO DO LIST:

- Get names of students who will attend
- Get materials: name tags, tape, markers, shapes, index cards, pieces of paper, pencils
- Make copies of: Tobacco Facts (Appendix C)
Tobacco Cartoons (Appendix D)
Personal Contract (Appendix F)
- Make reminder calls to students and support staff

Notes for the meeting:

SUPPORT STAFF AND STUDENTS: TEAM BUILDING



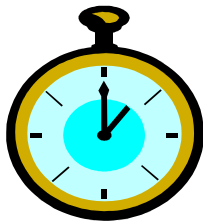
Objectives:

- ❖ To establish a YEP! team consisting of support staff and students
- ❖ To increase student's knowledge about the health effects of tobacco use

Materials:

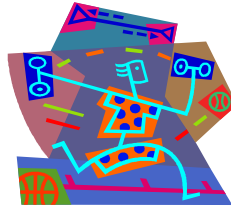
Name tags	Markers, pencils
Shapes (circle, square, triangle, squiggly)	Tape
Index cards	Paper
Tobacco Facts (Appendix C)	The Circle of Leadership (Appendix E)
Tobacco Cartoons (Appendix D)	Personal Contract (Appendix F)

Estimated Meeting Time: 1 ½ hours



Support Staff and Students: Team Building

Activities:



Welcome everyone

Getting acquainted:

- Introduce yourself and tell the group how you became interested in YEP!
- Ask each person to briefly tell the group about themselves and what made YEP! interesting to them.

Meeting objectives

State the meeting objectives:

- To establish a YEP! team of support staff and students
- To increase student's knowledge about tobacco use

Ice breaker

Introduce McNeill's Leadership Program

- Ask the group to look at the shapes (circle, square, triangle, and squiggly line) on each of the four walls.
- Tell them to decide which shape best describes their personality and go stand near the shape on the wall.
- Read the definition of each shape as defined in The Circle of Leadership (Appendix E).
- Ask for comments about the definitions: Did the definition fit? Why or why not.
- Students can choose a different shape after the definitions are read.

Support Staff and Students: Team Building

Tobacco use

Give each student a piece of paper and a pencil.

- Ask them to write or draw what comes to their mind when they hear someone say the word “tobacco”.
- Give the group a few minutes to complete your request.
- Ask each person to present what he or she wrote.
- Distribute Tobacco Facts (Appendix C).
- After reviewing the tobacco facts have the students count off 1,2,3. Ask each third student to step to the back of the room.
- Explain that those people represent deaths from smoking.
- Lead the students in a discussion about the impact of 1 in 3 deaths as a result of smoking.

YEP!

YEP! stands for Youth Empowerment Program.

- Ask the students to divide into two groups. Give them five minutes to write what empowerment means to them. Have a spokesman from each group read their definitions. Let a feeling of energy from empowerment begin to build.
- Discuss with the students that being a member of YEP! means getting involved in:

- *Challenging attitudes about tobacco*
- *Becoming a community advocate against tobacco*
- *Reducing accessibility of tobacco products to youth*
- *Increasing awareness and help reduce youth exposure to second hand smoke*

- Ask the students to describe what this means to them. Allow enough time for each student to respond.

Support Staff and Students: Team Building

Opportunities for students:

Explain to the students that they will have an opportunity to:

- attend city council and board meetings;
- learn the names of their city officials and what laws and policies exist.
- select a policy or law to present to city officials or a tobacco use prevention project.

Explain to the students that they will learn about the structure of their local government.

- Include the fact that city councils, school boards, park and recreation boards pass tobacco laws and policies.

Have an open discussion concerning what these opportunities mean to each student.

Joining YEP!

Discuss that joining YEP! means a one school year commitment.

- Allow time for problem solving and listening to barriers that may be present that would prohibit a student's full commitment.

Distribute personal contract (Appendix F)

- Asks the students to discuss what this contract means to them
- Asks the students to sign the contract

Next meeting

- Discuss how often YEP! will meet
- Give everyone a reminder card to record the next meeting date, time and place.

SESSION 3

Support Staff and Students: City Government



ACTION PLAN

Support Staff and Students: City Government

Date	
Time	
Place	



TO DO LIST:

- Get materials:** koosh balls
City Government Questionnaire (Appendix G)
City Ordinances and Policies on Tobacco Checklist (Appendix H)
- Make copies of:** City Government Questionnaire (Appendix G)
City Ordinances and Policies on Tobacco Checklist (Appendix H)
- Gather information about your local government:** be able to answer all questions under "Discuss the structure of local government".
- Make reminder calls:**

Notes for the meeting:

Support Staff and Students: City Government



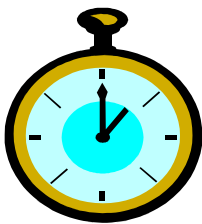
Objectives:

- ❖ To increase student's knowledge about the structure of local government.
- ❖ To increase student's knowledge about researching existing tobacco ordinances and policies.

Materials:

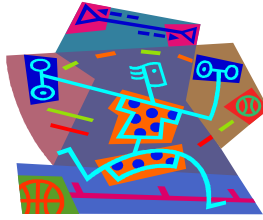
3 koosh balls (or a substitute)
City Government Questionnaire (Appendix G)
City Ordinances and Policies on Tobacco Checklist (Appendix H)

Estimated Meeting Time: 1 ½ hours



Support Staff and Students: City Government

Activities:



Welcome everyone

If there are new comers, have everyone introduce themselves.

Meeting objectives

State the meeting objectives:

- To increase student's knowledge about the structure of local government
- To increase student's knowledge about how to research existing tobacco ordinances and policies

The Cooperation Game

Adapted from the American Lung Association's N-O-T training manual

- Introduce The Cooperation Game * to facilitates team work.
 - Instruct students to form a circle.
1. Explain that the goal of the cooperation game is to work together as a group to have three or four balls being tossed at the same time. *Emphasize that they must work together and they must communicate in order to accomplish their goal.*
 2. Tell the group that there are rules for tossing. Explain that:
 - you cannot pass the ball to the person on your immediate right or left;
 - you have to pass to the same person every time;
 - you must say aloud the name of the person to whom you pass;
 - you must toss the ball underhanded.
 3. Start the game with one ball. *The game gets tricky as you begin to add more balls. Do not add balls until the group has experienced success with one ball.*
 4. You may add balls as the group progresses in skill and cooperation.

Support Staff and Students: City Government

5. The goal is for the group to toss three balls simultaneously.
6. Explain that the purpose of the game is to help us learn that communication and cooperation are necessary to accomplish a goal.

Lead a discussion about the structure of local government.

Ask if anyone can explain how their city is governed?

Typical forms of city government include the:

- mayor and city council,
- city council with a city manager
- mayor as a voting member of the city council.

Ask if anyone can name their city officials.

- Explain that the person employed by the city council is responsible for keeping city ordinances and official minutes.
- Each city is required to employ a city clerk who is responsible for maintaining the official city records as well as municipal law.
- This is the person who can provide information regarding city council meetings, current municipal laws, and steps required to adopt city ordinances.
- The city clerk will also know the members who serve on city boards and the policies which are under their responsibilities.

Ask if anyone knows what the term “*municipal political climate*” means

- Explain that municipal political climate is the underlying, unspoken feelings and sometime actions during a political race.
- Municipal elections can be low key or quite combative and personal. Most candidates running for mayor and city council will know each other. They could be friendly or estranged.
- Professional politicians often believe “timing” in government determines everything. It is good to know allies in government when you are planning strategies.
- Be aware of leaders who will want to take credit for the initiatives that you present.
- Be aware of those officials who will use the adoption or defeat of an ordinance for their personal political agenda.

Support Staff and Students: City Government

Local election cycle

Ask who knows what the term local election cycle means.

- Explain that it means how much longer an official has in office before the next election day.
- State that the local election cycle can have an impact negatively or positively on the issues you present.
- You cannot have too much information about your local government

Assignment

Ask for a volunteer(s) to investigate and report at the next meeting which city officials are:

- Current smokers
- Former smokers
- City officials who have a smoking related disease or related to or friends with anyone who has been affected by a tobacco related disease
- Note name of student(s) who volunteer _____

Distribute the City Government Questionnaire (Appendix G)

Review the handout with the students.

- Answer any questions that they may have about collecting the information.
- Have the students decide how to divide the job of collecting this information.

Distribute the City Ordinances and Policies on Tobacco Checklist (Appendix H)

Review the handout with the students.

- Ask the students to find out what tobacco related ordinances (laws) and policies already exist in their community and bring the information to the next meeting.
- Have the students decide how to divide the job of collecting this information.

Decide on the next meeting date, time, and place.

Call the students who are gathering the information after one week to see if they need any help.

Session 4

Support Staff and Students: Setting Goals



Action Plan

Support Staff and Students: Setting Goals

Date	
Time	
Place	



TO DO LIST:

- Get materials:** Flip Chart
Example of ordinances, projects, media coverage
- Make copies of:** Example Ordinances (Appendix I)
Example Projects (Appendix J)
Examples of Media Coverage (Appendix K)
- Get potential city officials' names and telephone numbers....**
- Read Appendix I, J, and K and be ready to lead a discussion about the content**
- Make reminder calls:**

Notes for the meeting:

Support Staff and Students: Setting Goals



Objectives:

- ❖ To review assignment information
- ❖ To identify ordinances and/or policies that students feel are a priority.
- ❖ To select the ordinance, policy, or project that students would like to implement in their community.

Materials:

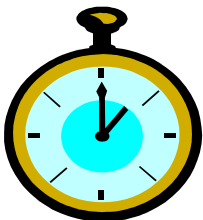
Flip Chart

Example Ordinances (Appendix I)

Example Projects (Appendix J)

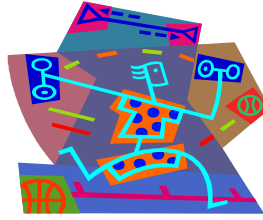
Examples of Media Coverage (Appendix K)

Estimated Meeting Time: 1 ½ hours



Support Staff and Students: Setting Goals

Activities:



Welcome everyone

Meeting objectives

State the meeting objectives:

- To review assignment information
- To identify ordinances and/or policies that students feel are a priority
- To select the ordinance, policy or project that students would like to implement in their community

Assignments

Use the flip chart to record information that the students collected about their local government.

- How the city is governed
- Name of city officials
- Names of members who serve on the city boards and policies under their responsibilities
- Current election cycle
- Information about smoking habits and tobacco related disease of city officials or their relatives or friends

Information about YEP! Student's tobacco ordinances and projects

Lead a discussion about other YEP! team's tobacco ordinances and projects.

- Appendix I contains example ordinances
- Appendix J contains example of projects
- Appendix K contains media coverage about YEP! students projects

Support Staff and Students: Setting Goals

Local tobacco ordinances and projects

Ask the students to share the information that they obtained about local tobacco ordinances.

- Have the students decide which ordinances, policies, or projects they think are priority and plan strategies for introducing them.
- Select an ordinance or policy, which has a good chance of passing.
- Determine the appropriate forum (school board, city council, etc.) for presenting the policy or ordinance.

Divide into groups of 4 students and one or two support staff per group

- Each group will write a draft of the ordinance
- You may use the examples provided making the necessary changes or you may choose to write your own.
- Decide who will present the ordinance to the city official at the next meeting.
- Help the students decide how they will present to the city official the importance of the policy change that they are recommending.
- **Roll play presentation of ordinance**

Invite a city official to the next meeting.

Ask if someone knows a city or elected official.

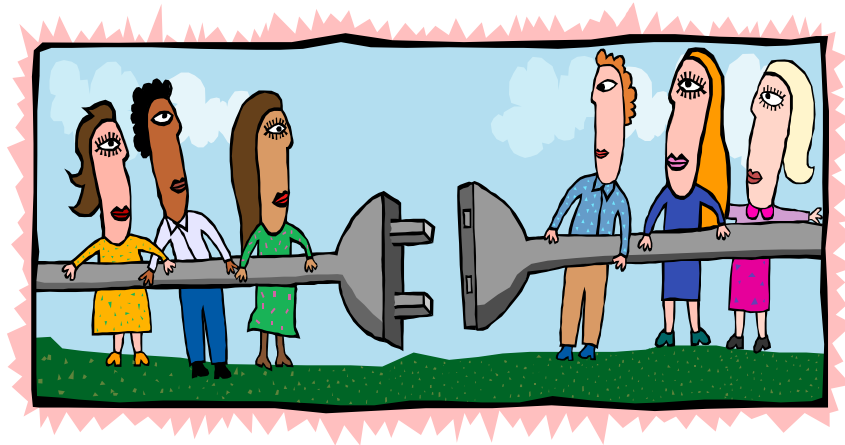
- Ask them to invite them to the next meeting
- If no one has a contact, determine who will request a meeting with a city official and determine which city official will be asked to attend the next meeting.
- **Roll play inviting the official to the meeting**

Next meeting.

It may be necessary to be flexible with the next meeting day and time to accommodate the city official.

Session 5

Support Staff, Students, and City Official: Implementing Goals



Action Plan

Support Staff, Students, and City Official: Implementing Goals

Date	
Time	
Place	

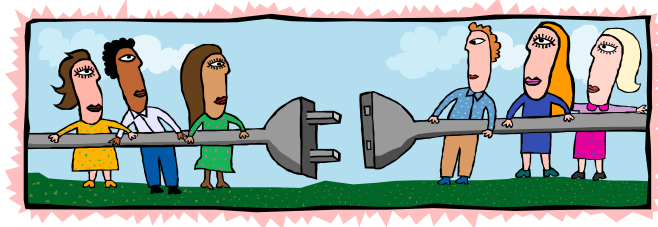


TO DO LIST:

- Get materials:** Pen and pencils
- Make copies of:** Appendix N
Appendix L
Copies of the ordinance or policy to be considered
- Get potential media contacts' names and telephone numbers....**
- Make reminder calls**

NOTES FOR THE MEETING

Support Staff, Students, and City Official: Implementing Goals



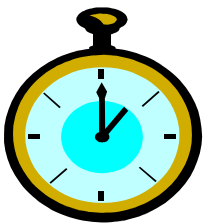
Objectives:

- ❖ To review the students' selected ordinance or policy with the city official and identify the appropriate measures for the students to follow.
- ❖ To identify dates and times of meetings for the students to attend and to present their proposal.

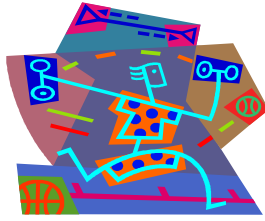
Materials:

Tobacco Facts (Appendix C)
Copies of the ordinance or policy to be considered
Example Press Release (Appendix L)

Estimated Meeting Time: 2 hours



Support Staff, Students, and City Official: Implementing Goals Activities:



Welcome everyone

Meeting objectives

State the meeting objectives:

- To review the students' selected ordinance or policy with the city official and identify the appropriate measures for the students to follow.
- To identify dates and times of meetings for the students to attend and to present their proposal.

Proposed ordinance

Ask the student, who was selected at the last meeting, to orally present facts on tobacco and give a copy of the Tobacco Facts to the city official.

- These facts will be presented at the city government meeting when the students present their proposal.
- Students will explain to the city official the importance of the policy change that they are recommending. Give a copy of the ordinance/policy to the city official.

City official

Ask the city official to :

- Comment on the proposed ordinance.
- Comment on the wording of the ordinance
- Provide assistance to get on the appropriate agenda,
- Provide the names of the appropriate officials who need to be contacted (city council, school, board, park board, etc.)
- Give advice on the expected process.

Assign someone to follow through and make sure you get on the agenda.

Name of student or support person

telephone number

Give the city official the opportunity to leave the meeting.

- Thank the official for his/her valuable time.

YEP!

Support Staff, Students, and City Official: Implementing Goals

Anticipate any possible questions or arguments against your proposal.

Give examples of arguments:

- Smokers have rights

Response: Non-smokers have rights too. Smoking is a health issue.

- This will hurt revenue for the city.

Response: Give examples where businesses have not been affected (i.e., revenues of restaurants in California that have gone smoke free have actually gone up). Give facts on the cost of health care for smokers and the impact it has on all of us (i.e., in the U.S. in 1993, medical costs related to smoking reached \$53,367,470,000, of that amount, \$812,030,000 were spent in Alabama).

- Have the students think of other potential arguments and come up with responses to them.
- Roll play these arguments and responses.

Preparation for the public meeting

Decide which students will speak .

- Roll play :

Assign several people (students and/or support staff) to be the city board members. Have selected students state their name, address, school and grade before giving facts about tobacco and a precise summary of the proposed ordinance to the board.

Media

Decide who will contact the media.

- Ask them to come to the meeting where the proposed ordinance will be presented
- Plan to get to the meeting early for media interviews
- Remember TV will only use a few seconds

Roll play being interviewed by different media (radio, TV, newspaper).

- Each student needs to be prepared to state a few facts about tobacco use and the proposal.
- Students who may be interviewed need to write their name on a piece of paper to give to the media so they spell it correctly.

Support Staff, Students, and City Official: Implementing Goals

Discuss the purpose of a press release (Appendix L).

- To capture the media's attention
- To let the public know your relevant information: who, what, when, where, why
- Decide who will prepare a press release to distribute at the meeting.

Give Appendix N to each student

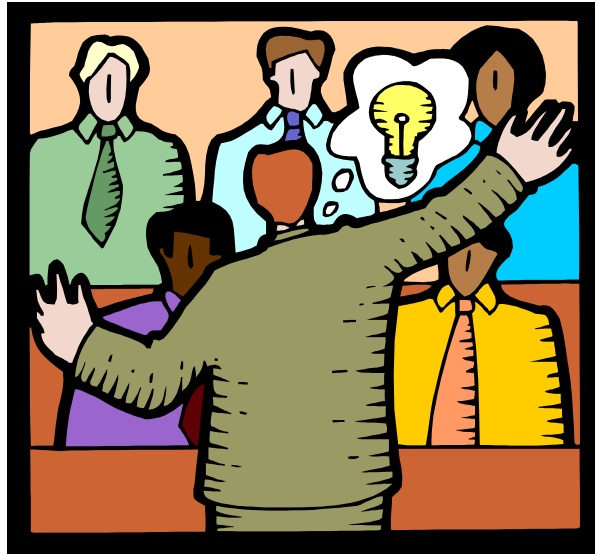
Review the Guidelines For Ordinance/Policy Presentation

- Read each point with the group.
- Answer any questions about the presentation

Decide how to invite parents, siblings, friends, relatives, and local anti-tobacco supporters to attend the public meeting.

Session 6

Public Meeting: Presenting Students' Proposal



Action Plan

Public Meeting: Presenting Students' Proposal

Date	
Time	
Place	

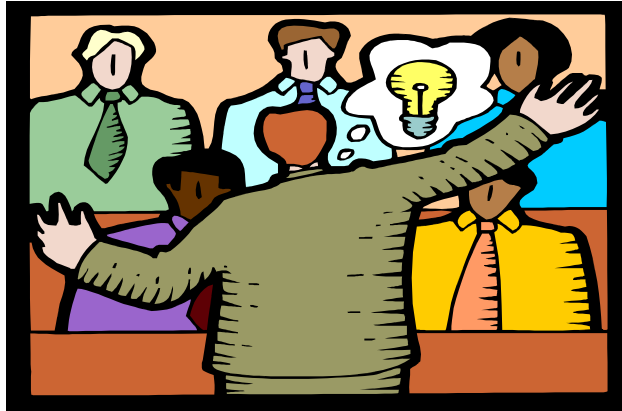


TO DO LIST:

- Get materials:** Facts on tobacco, proposed ordinance or policy
Press Release
- Make copies of:** the proposed ordinance or policy for each person on the council or board
- Make reminder calls**

NOTES FOR THE MEETING

Public Meeting: Presenting Students' Proposal



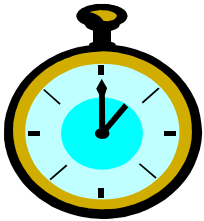
Objective:

- ❖ To present the proposal to an official body and have media coverage.

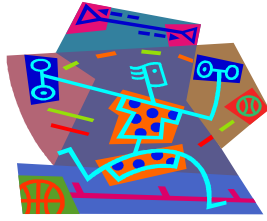
Materials:

- Tobacco Facts (Appendix C)
- Copies of the proposed ordinance or policy for each person on the council or board
- Press Release

Estimated Meeting Time: 1 hour



Public Meeting: Presenting Students' Proposal Activities:



Arrive early at the city council or board meeting.

Greet the students and support staff.

- Have copies of Appendix N, Guidelines for Ordinance/Policy Presentation, to each student..
- Have extra copies of the proposed ordinance or policy for each person on the council or board
- Be prepared to talk to the media

Session 7

Support Staff and Students: Evaluating the Project



Action Plan

Support Staff and Students: Evaluating the Project

Date	
Time	
Place	



TO DO LIST

Get materials

Make copies

Make reminder calls

Notes for the meeting:

Support Staff and Students: Evaluating the Project



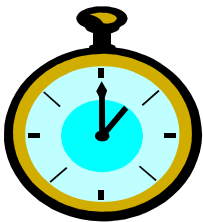
Objectives:

- ❖ To analyze the process and outcome of the project.
- ❖ To discuss future projects

Materials:

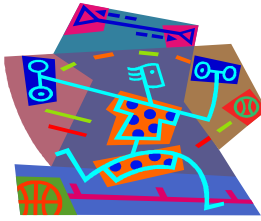
All media coverage of the event (newspaper articles, television news tapes)
Example ordinances, policies, and projects (Appendices I & J)
Flip chart and markers

Estimated Meeting Time: 1½ hours



Support Staff and Students: Evaluating the Project

Activities:



Welcome everyone

Meeting objectives

State the meeting objectives:

- To analyze the process and outcome of the project.
- To discuss future projects

Review the project's success

Stimulate brainstorming

- Ask the group to rate the success of the project on a scale of 0 - 10

0 1 2 3 4 5 6 7 8 9 10
unsuccessful very successful

- Ask the group what made them decide on the number.

For example, if the group chooses the number 8, ask what good things about the project kept them from choosing a lower number. Use the flip chart to write the responses.

Then ask what kept the number from being higher?
Use the flip chart to write the responses.

- Points to discuss would be: team building strategies, understanding city government, implementing the goals of the project, presenting the project and media coverage

Ask the students to list topics of future projects.

Ask them to be prepared to begin setting goals for the new project at the next meeting.

- Schedule the next meeting.

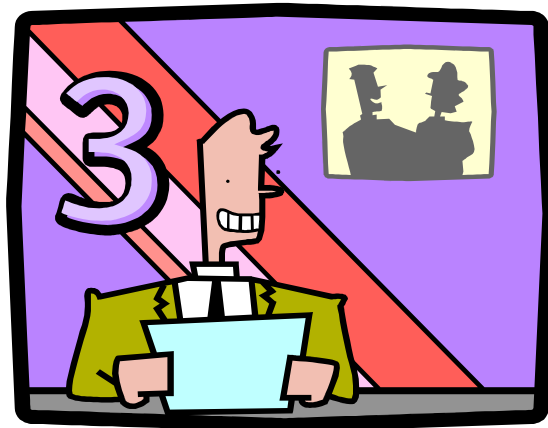
Congratulate the Students on Becoming Empowered Anti-tobacco Advocates



YEP!

BONUS SESSION

Public Awareness



Action Plan

Public Awareness

Date	
Time	
Place	



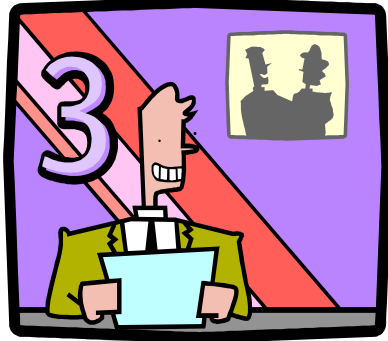
TO DO LIST:

- Get materials:** Flip chart
Marker
- Find out the names of other youth tobacco prevention programs in your area.
- Invite several support staff members and youth from local prevention programs to this meeting.

Notes for the meeting:

Blank area for taking notes during the meeting.

Public Awareness



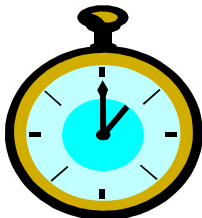
Objective:

- ❖ To provide a list of area tobacco/ alcohol/ drug programs offered to youth
- ❖ To provide suggestions for projects to increase public awareness of tobacco/ alcohol/ drug programs offered to youth

Materials:

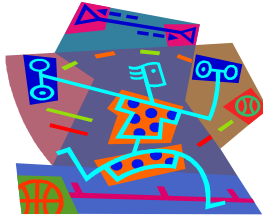
Flip chart
Markers

Estimated Meeting Time: 1½ hours



Public Awareness

Activities:



Welcome everyone

Meeting objectives

State the meeting objectives:

- To provide a list of area tobacco/ alcohol/ drug programs offered to youth
- To provide suggestions for projects to increase public awareness of tobacco/ alcohol/ drug programs offered to youth

Put a check mark in the box to the left of the programs offered in your school district.

- List additional programs.

- L.S.T.** (Life Skills Training)
- N.O.T.** (Not on Tobacco)
- Project Alert**
- Project Northland**
- T.A.T.U.** (Teens Against Tobacco Use)
- T.N.T.** (Teens kNOw Tobacco)
- YEP!** (Youth Empowerment Program)
- Other programs** _____
- _____
- _____
- _____
- _____

Public Awareness

Examples of projects

Discuss projects that could be implemented to increase public awareness about these programs.

- The community may not be aware of the anti-drug/tobacco programs that are offered to youth.
- Increasing community awareness through the media can lay an infrastructure for future projects.

Example 1:

- Have a contest for students in each program to design a poster describing the multiple programs.
- The design of the winning poster could be used on a local billboard.
- A media blitz could be announced the day the billboard is unveiled.
- Invite local TV, radio and newspaper reporters to interview students in each program.

Example 2:

- Coordinate a “Youth Fights Tobacco Day” in your community.
- On that day in all local school assemblies, have the principals in each school read a proclamation.
- Have a representative of the city council speak about youth tobacco concerns.
- Ask a local radio station to interview students about their interest in the programs.

Additional projects

Brainstorm additional projects.

- Decide how, when, and where the projects will be accomplished.

Appendix A

History of Drug Prevention in the City of Hoover

- 1988 Barbara McCollum elected to Hoover City Council, McCollum asks Mayor to implement a drug prevention program
- 1989 Mayor appoints a City Task Force to study prevention programs:
Barbara McCollum, Chairman
- Anne Hartline named as Safe and Drug Free School Coordinator for Hoover School System
- City Task Force recommends DARE program
- First DARE officer hired
- Hoover Police Department produces video, "Tomorrow is Not Promised" about fatal car wreck involving high school students
- 1990 City Task Force prints and distributes book markers on DARE, "Eight Ways to Say No"
- City Task Force mails newsletter to Hoover citizens with results of 1988 Drug Use Survey on Grades 7, 9, and 11
- City Task Force trained in ACTIVE PARENTING
- Hoover counselors trained in ACTIVE PARENTING
- 1991 Safe and Drug Free Schools committee appointed:
Anne Hartline, Chairman; Barbara McCollum, Goals Chairman
- Teens Need Teens (TNT) and Peer Helpers begin at high school

- 1992 Drug Free zone signs placed at all schools
- First PRIDE Survey administered to grades 5, 7, 9, and 11
- DARE Community rally at Liberty Church: high school choir, TNT, Gwin Elementary Choir, parents, etc. (1,000 people attended)
- Hoover became first school district in Alabama to have Peer Helper programs in all schools
- Hoover prevention program recognized as "Shining Star Program" by the Southeast Regional Center (SERC)
- 1993 Forty parents attended parenting workshop for three nights at Berry High School
- DREAM Team begins at Hoover High School
- Contracts To Be Drug, Alcohol and Tobacco Free provided to athletes participating in Hoover Parks and Recreation run activities
- First School Resource Officer at high school
- 1994 Second Pride Survey grades 5,7,9 and 11
- 1995 Hoover organizes and hosts the First Annual CAP Conference focusing on the role of athletics in drug and violence
- First budget for Hoover Teen Board for drug free activities
- Reid King, seventh grade student at Simmons Middle School, wins state contest for smoke-free class of 2000

1996

Smoking policy survey of Hoover businesses conducted through the Chamber of Commerce

Hoover sends 25 representatives to the second Annual CAP Conference focusing on the role of athletics leadership

Hoover sends 27 adults to first Annual Alabama Peer Helpers Association Training

First dances sponsored by Teen Board and TNT/DREAM Team

TNT/DREAM Team delivers health education during Red Ribbon Week: tobacco at Simmons Middle School and drugs/alcohol at Berry Middle School

SAFE PLACE program implemented

Comprehensive School Health training and planning begins

Berry and Simmons Middle Schools participate in Great American Smoke Out anti-tobacco campaign

1997

Hoover sends 30 adults to the Second Annual Alabama Peer Helpers Association Training

Cigarette Vending Machine Ordinance passed; prepared and presented by TNT/DREAM Team

TNT/DREAM Team holds press conference in front of Misty cigarette billboard on Hwy 150 for the Second Annual Kick Butts Day

First meeting for 8th grade athletes focusing on substance abuse and expectations

Hoover sends 25 representatives to the Third Annual CAP Conference focusing on role modeling of athletes

- 1998 SEARCH Institute survey grades 6-12
- 1999 Hoover Police Department performs tobacco compliance checks using minors
- Tobacco Survey at High School
- Hoover High School students meet with high school students from Homewood, Mountain Brook, Vestavia and Tarrant to share experience about passing the city ordinance banning cigarette vending machines
- Mountain Brook City Council passed ordinance banning cigarette vending machines; presented by high school students
- Tarrant City Council passed ordinance banning cigarette vending machines; presented by high school students
- 2000 DARE Officers and School Resource Officers trained in NOT (Not On Tobacco) Program
- High School adopts policy for tobacco education for minors caught in possession of tobacco
- City of Hoover adopts ordinance requiring minors in possession of tobacco to attend tobacco education classes; prepared and presented by TNT/DREAM Team
- Hoover, Homewood and Mountain Brook High School students survey restaurants for a smoke-free dining guide.
- Hoover School Board adopts policy of drug testing athletes including tobacco

Appendix B

Sample Letter to School Personnel

Dear _____:

We have an exciting opportunity to work with our young people and teach them about healthy behaviors, civic government, responsibility to their community, and to give them an opportunity to develop self-esteem.

The University of Alabama at Birmingham (UAB) and the Alabama Department of Public Health are partners in a project to empower youth to become anti-tobacco advocates and change the attitudes of their communities toward tobacco use. Encouraging and training youth to become active participants in the public health decisions regarding tobacco can have a powerful and multiplying effect. Such activities reinforce abstinence from tobacco use among youth volunteers and their peers. Understanding civic government and learning how to have an impact on one's community foster leaders.

I am setting up a meeting with school personnel from your school to tell them about the Youth Empowerment Program. We need volunteers who know how to recruit youth who would be interested in becoming anti-tobacco advocates to attend the meeting. The Youth Empowerment Program has been successful in other communities and we hope you will decide to learn more by attending this first meeting or sending someone from your school.

I will contact you in the next week. If you have any questions, please do not hesitate to contact me at _____.

Thank you for your consideration.

Sincerely,

Alabama Department of Public Health
Tobacco Control Coordinator

Appendix C

Tobacco Facts

- Tobacco is responsible for nearly one in every five deaths in the United States.
- Cigarette smoking/tobacco use is the single most preventable cause of death in the United States.
- More than 400,000 people die every year from smoking-related diseases. That's more than all of the deaths from alcohol, drugs, murders, suicides, car accidents and AIDS, combined.

Youth and Tobacco Use

- Every day in the United States, approximately 4,000 youth between the ages of 12 and 17 years smoke their first cigarette, and an estimated 1,140 young people become daily smokers.
- 40% of teenagers who smoke daily have tried to quit and have failed.
- Smoking is a "pediatric disease." 90% of all people who ever try a cigarette, try by age 18. Of people who have ever smoked daily, 71% were smoking daily by age 18. Virtually no one starts smoking during adulthood.
- 90% of new smokers are children and teens. These "new" and "replacement" smokers take the place of the smokers who quit or die prematurely from smoking-related diseases. Youth are encouraged to start smoking by family and friends who smoke and by the easy availability of tobacco. They are also targeted by the tobacco industry with advertising and marketing tactics.
- More than 80% of young people who smoke one pack or more of cigarettes a day report that they "need" or are dependent on cigarettes.
- 42% of young people who smoke as few as 3 cigarettes go on to become regular smokers.
- 70% of adolescent smokers say they would not have started if they could choose again.
- Youth in the United States consume 800 million packs of cigarettes each year (roughly \$2.0 billion per year in sales revenue).

Alabama and Youth Tobacco Use

- 22.1% of Alabama High School students smoke (smoked a cigarette in the previous 30 days).
- 10.9% of male High School students in Alabama use smokeless tobacco.
- 54.2% of High School smokers in Alabama want to quit smoking cigarettes
- Each year 12,400 youth in Alabama become daily smokers
- 174,000 youth in Alabama who are currently under the age of 18 will ultimately die prematurely from smoking.
- 289,000 children in Alabama are exposed to secondhand smoke at home.
- Youth in Alabama purchase or smoke 14 million packs of cigarettes each year.

U.S. Department of Health and Human Services. Preventing Tobacco Use Among Young People: A Report of the Surgeon General. Atlanta, Georgia: US DHHS, PHS, CDC, NCCDPHP, OSH, 1999

Substance Abuse and Mental Health Services Administration. (2005). Results from the 2005 National Survey on Drug Use and Health. (PDF-1.41MB) (Office of Applied Studies, NSDUH Series H-27, DHHS Publication No. SMA 05-4061) [cited 2006 Dec 5]. Rockville, MD. Available from: <http://oas.samsha.gov/nsduh/2k5nsduh/2k5results.pdf>.

U.S. Environmental Protection Agency. Respiratory Health Effects of Passive Smoking: Lung Cancer and Other Disorders. Washington (DC): U.S. Environmental Protection Agency, Office of Health and Environmental Assessment, Office of Research and Development. EPA/600/6-90/006F. December 1992 [cited 2006 Sept 23]. Available from: <http://www.epa.gov/smokefree/pubs/etsfs.html>.

2008 Alabama Youth Tobacco Survey administered by the Alabama Department of Public Health, Tobacco Prevention and Control Branch.

Campaign for Tobacco Free-Kids, 2005.

The Harmful Effects of Tobacco

Harmful Effects of Tobacco on **Females**

- X Earlier Menopause
- X Higher rates of osteoporosis
- X Increased risk of stroke
- X Reduced fertility
- X Bleeding during pregnancy
- X Preterm delivery
- X Increased risk of having a miscarriage
- X Increased risk of having a baby with low birth weight

Harmful Effects of Tobacco on **Males**

Tobacco use can be bad news for male sexual function because:

- X Tobacco can damage the tiny blood vessels in the penis.
- X Damaged blood vessels cannot enlarge to allow enough blood flow to create an erection.
- X Smokers have a 50% higher rate of impotence. The risk increases markedly as you get older.
- X In general, long-term smokers tend to be physiologically about eight years older than their actual chronological age.

The Chemicals in Tobacco

There are over 4,000 chemicals contained in each cigarette. About forty of the 4,000 chemicals are carcinogenic and cause cancer. Match the following chemicals that are found in tobacco with their common uses.

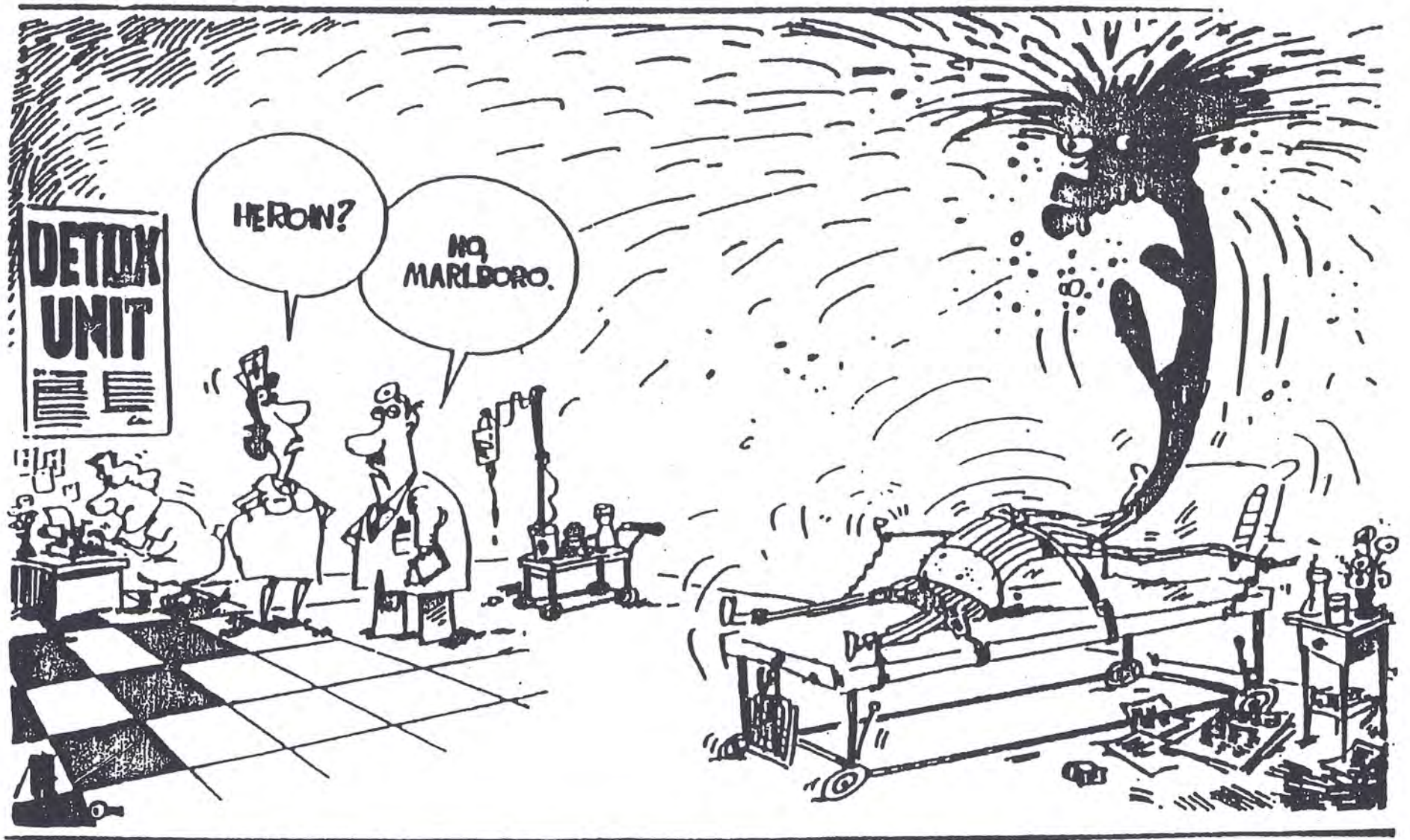
Chemicals in Tobacco

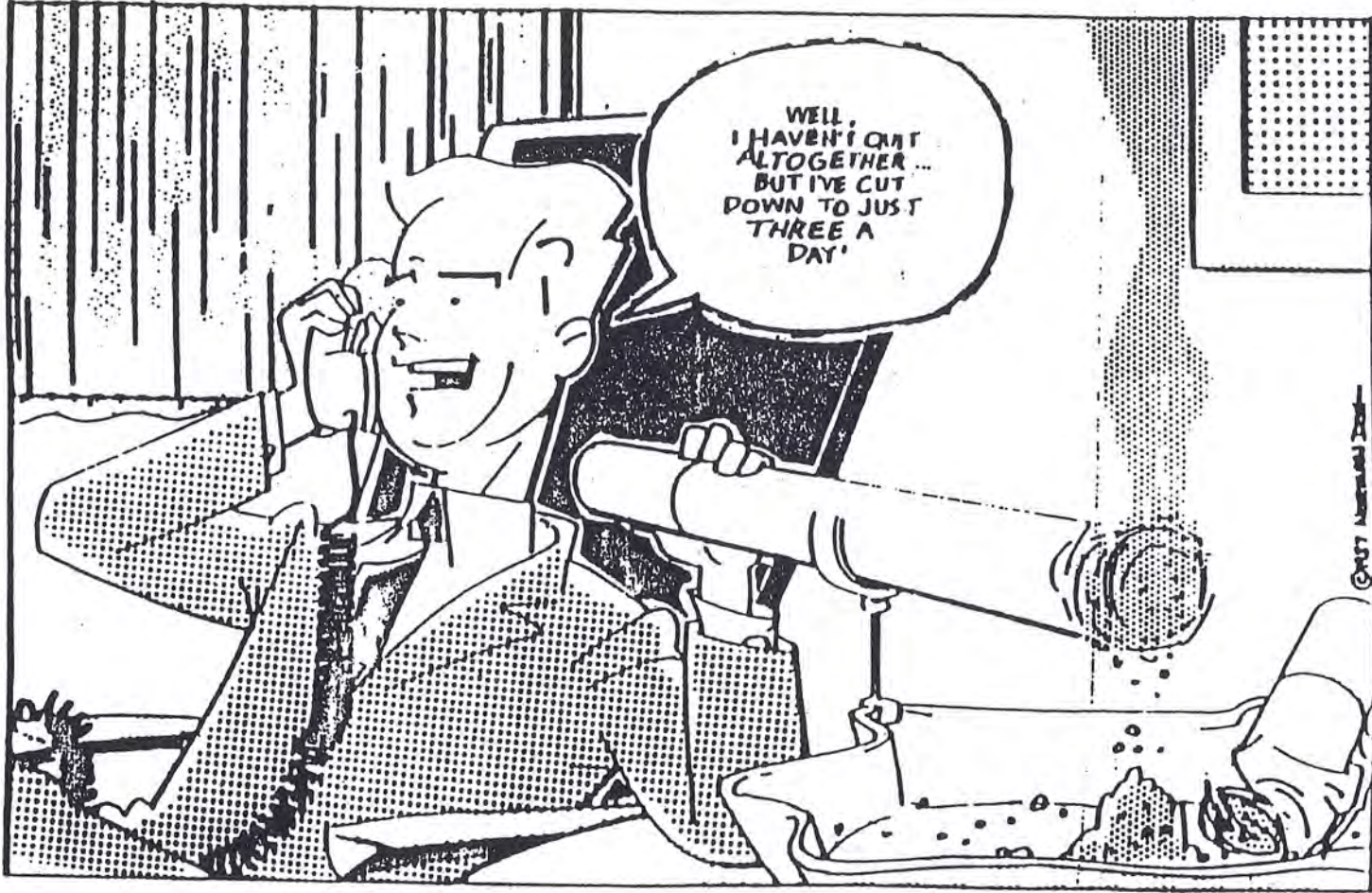
Common Uses

- | | |
|------------------------|-----------------------------------------|
| ___ 1. Acetone | A. Used in the gas chamber |
| ___ 2. Nicotine | B. Used in nail polish remover |
| ___ 3. Ammonia | C. Used to clean windows and bathrooms |
| ___ 4. Formaldehyde | D. Used as an insecticide |
| ___ 5. Carbon Monoxide | E. Used to preserve human/animal tissue |
| ___ 6. Cyanide | F. Found in car exhaust |

Answer Key: 1-B, 2-D, 3-C, 4-E, 5-F, 6-A

Appendix D





FOR BETTER OR FOR WORSE

GASP! ...My last Cigarette! Do I smoke it, or do I have the courage and the strength to throw it out?

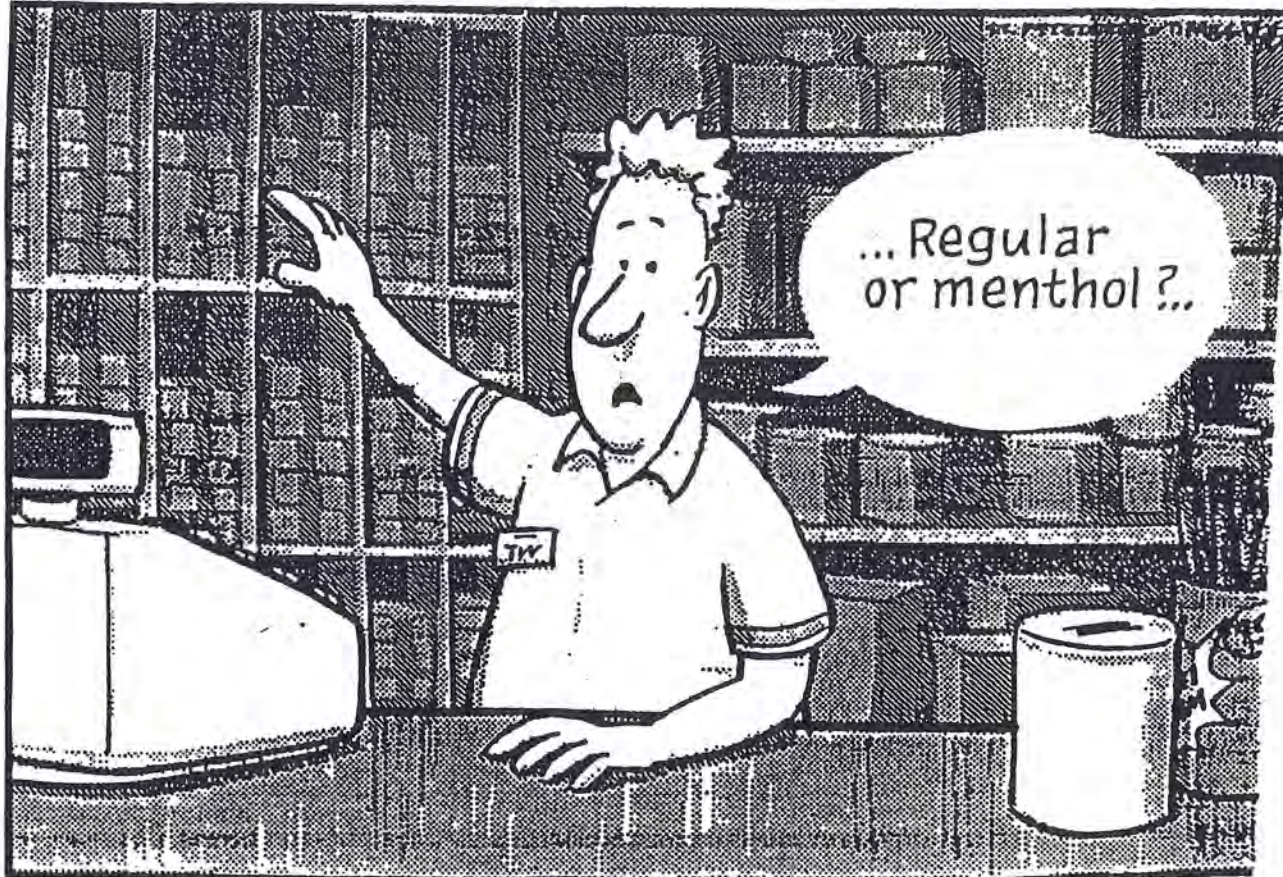


The Spirit was willing - but the Flush was weak!

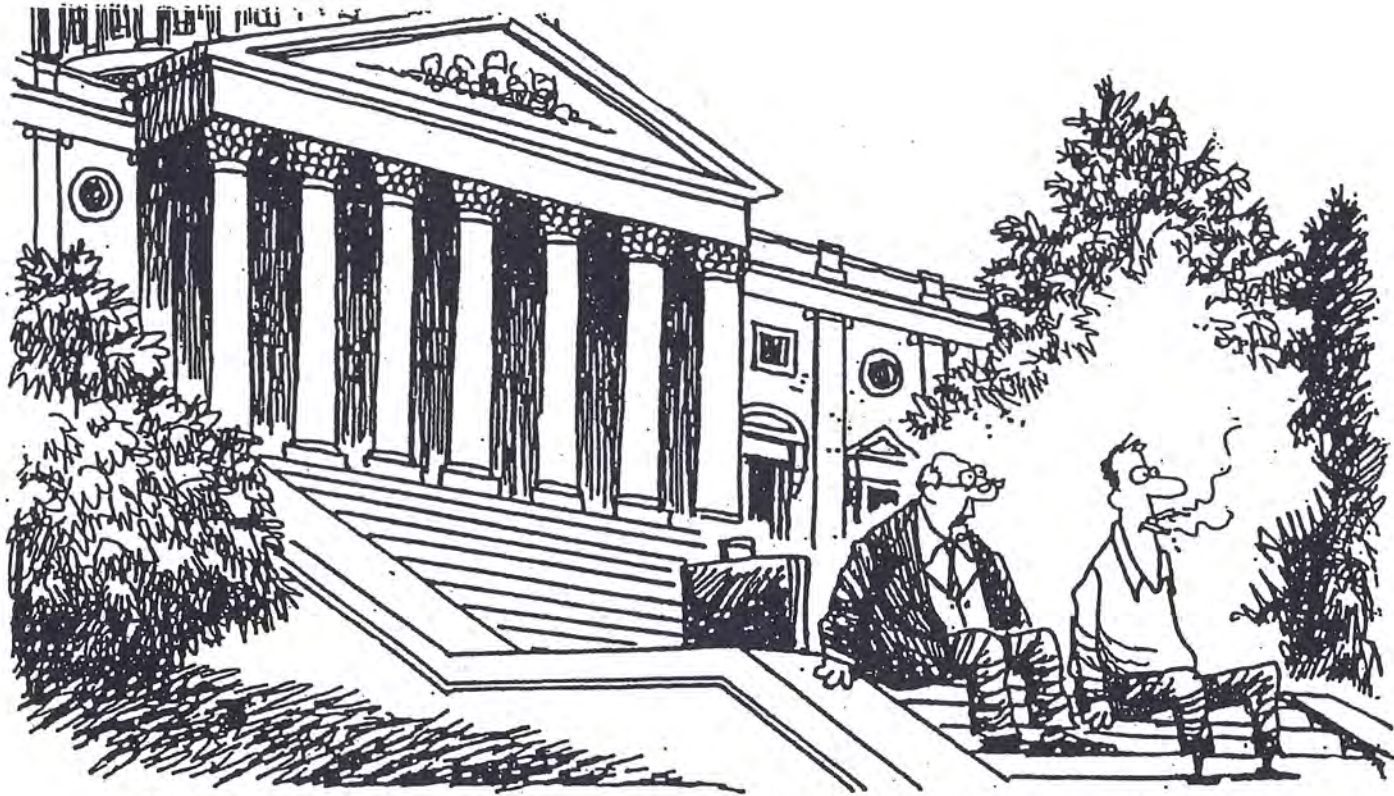


500 *ANN*

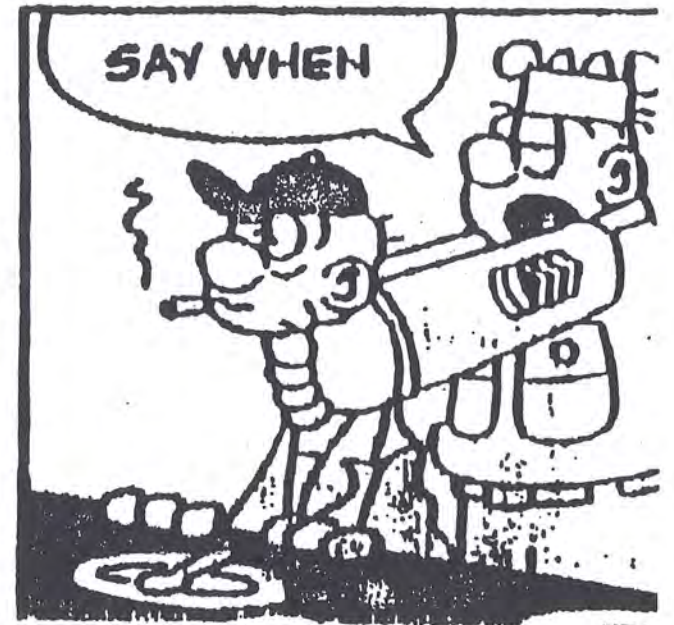
■ Clay Bennett



Assisted Suicide



"You think smoking is a hard habit to break? I'm trying to quit taking money from the tobacco lobby!"





IT'S CALLED TOBACCO.

WHAT IS IT FOR?

YOU ROLL IT UP, STICK IT IN YOUR FACE AND SET FIRE TO IT, THEREBY DERIVING GREAT PLEASURE.

Appendix E

The Circle of Leadership

The Circle of Leadership program was created in 1995 from a wide variety of resources and learning programs. This program will allow you to discover your personal leadership style, understand it and learn to combine your style with others for the greatest effectiveness as a leader. The best leaders are those that know when to be supporters.

The Square

Squares tend to be: Goal directed, charging forward, do things in fast time, blow away walls or barriers, straight forward and up front, good planners (though not detailed), think on their feet, just do it

May appear to be/do: Impatient, pushy, have tunnel vision, get busy when under stress

When asked a question: Yes, but we need to do it this way; yes, but we need to do it my way

Positive characteristics: Independent, strong-willed, practical, efficient, decisive

Negative characteristics: Harsh, pushy, severe, tough, dominating

Theme: "The doer"

Specializes in: Positions of command or authority

Perfect job: The boss

Growth Action: Practice listening

The Triangle

Triangles tend to be: The place that looks inward, they "pick the ripest berries," slow to deliver, careful and deliberate, introspective and analytical, thinks things through, detail oriented, quality is the most important

May appear to be/do: "Analysis paralysis," difficulty in decision making, aloof and reserved, always slow down to think and plan

When asked a question: Yes, but then ask about the details

Positive characteristics: Industrious, persistent, logical, orderly, serious

Negative characteristics: Critical, picky, indecisive, moralistic, stuffy

Theme: "The thinker"

Specializes in: Accuracy and achievement

Perfect jobs: Accountant, detective

Growth Action: Declare feelings and don't put off decision making

The Squiggly Line

Squiggly Lines tend to be: The type to soar high and far, visionary, push the parameters or limits, jack of all trades, do things in fast time, mind is always working, "if you can dream it, you can do it"

May appear to be/do: Scattered, confused, overwhelmed

When asked a question: Yes, and then they will have seven more ideas

Positive characteristics: Ambitious, dramatic, creative, friendly, enthusiastic

Negative characteristics: Manipulative, reacting, excitable, egotistical, undisciplined

Theme: "The intuitor"

Specializes in: Creativity and excitement

Perfect jobs: Advertising, sales

Growth Action: Practice checking a situation thoroughly before reacting

The Circle

Circles tend to be: Centered, love and harmony, now is important, live to break down walls or barriers, tune into the emotional needs of others, honest, caring, nurturing, diplomats

May appear to be/do: Hyper-sensitive, unable to say no, so kind they are weak, trying to satisfy everyone

When asked a question: Yes, and how do you feel about that

Positive characteristics: Supportive, dependable, respectful, agreeable, willing

Negative characteristics: Conforming, dependent, unsure, awkward, pliable

Theme: "The amiable ones"

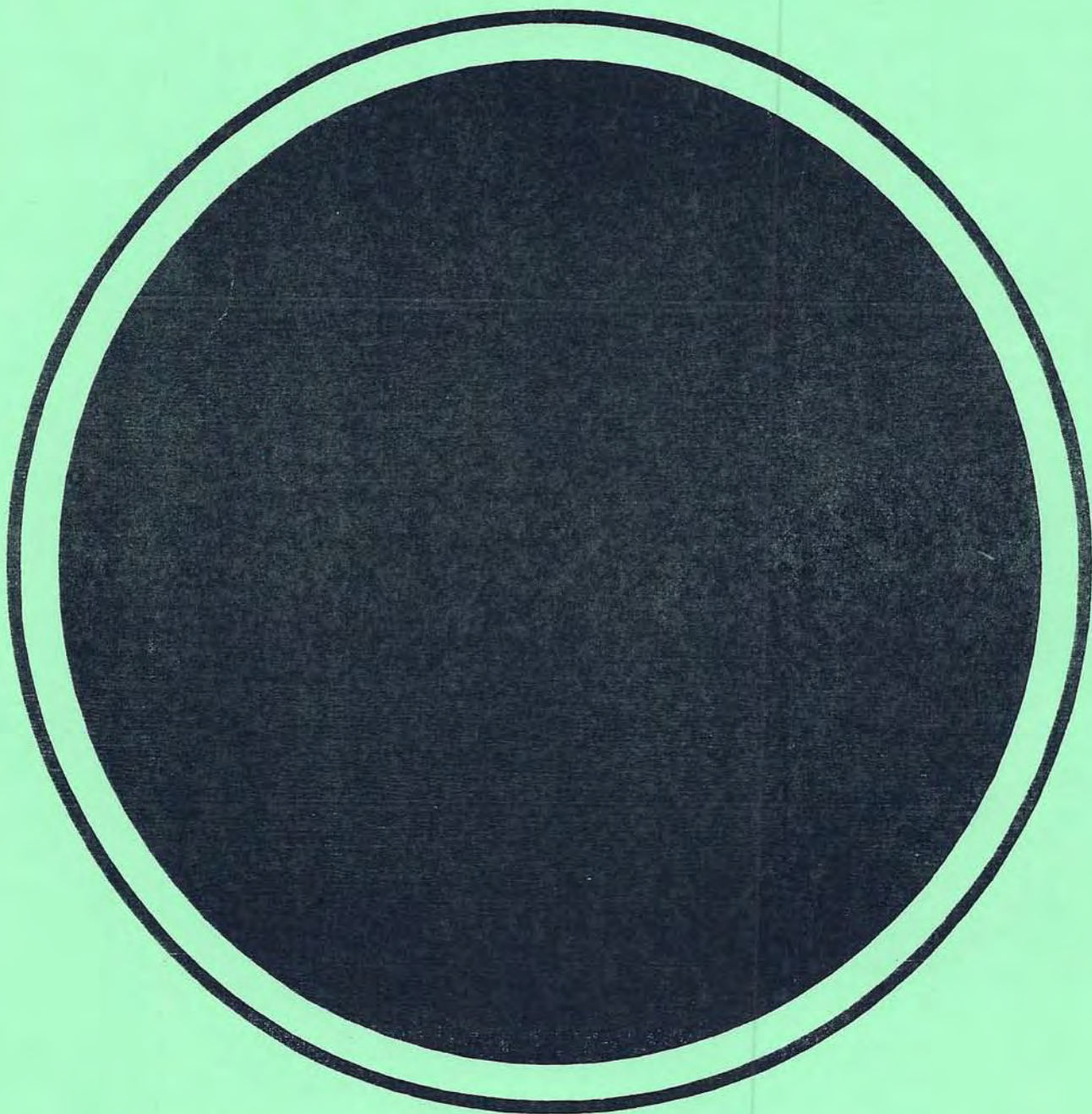
Specializes in: Support and cooperation

Perfect job: Counselor

Growth Action: Try to initiate actions, don't depend on others to make decisions

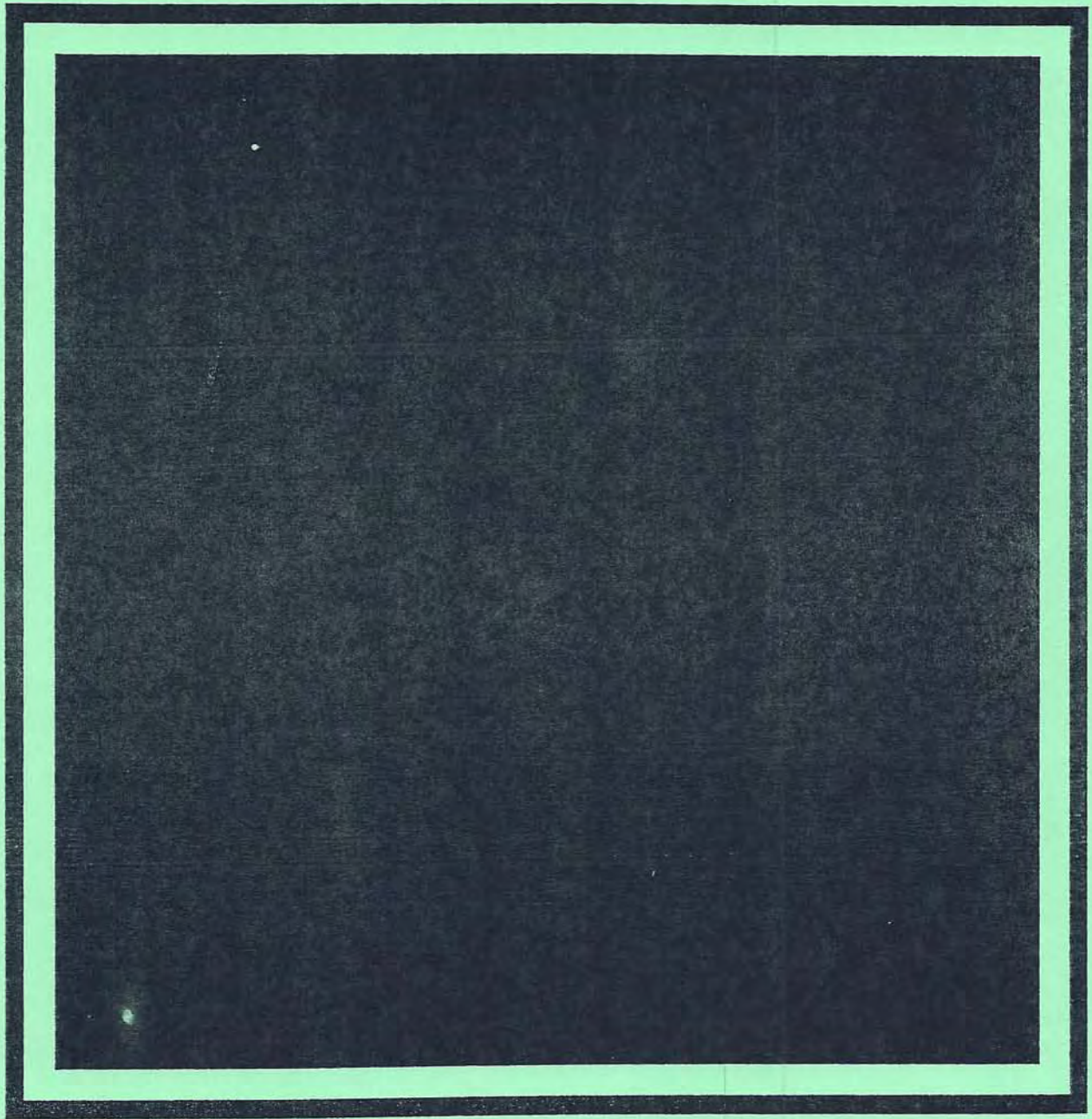
Developed by:

Michael P. McNeil, MS
Education Coordinator
American College Health Association
P.O. Box 28837
Baltimore, MD 21240-8937
(410) 859-1500 x 261









Appendix F

Personal Contract

Alabama State Law

prohibits the sale of tobacco
to persons under the age of 19.

1. I support this law.
2. I have decided not to use tobacco because

3. I will encourage my family and friends to stay away from tobacco.

Signature

Date

Appendix G

City Government Questionnaire: Know Your City Government

Fill in the following information.

	Name	Phone Numbers	
Mayor	_____	(w) _____	(h) _____
City Council Members	_____	(w) _____	(h) _____
	_____	(w) _____	(h) _____
	_____	(w) _____	(h) _____
	_____	(w) _____	(h) _____
	_____	(w) _____	(h) _____
	_____	(w) _____	(h) _____
	_____	(w) _____	(h) _____
City Manager	_____	(w) _____	(h) _____
City Clerk	_____	(w) _____	(h) _____
School Superintendent	_____	(w) _____	(h) _____
Parks and Recreation Director	_____	(w) _____	(h) _____
City Council Meeting Times	_____		

Appendix H

City Ordinances and Policies on Tobacco Checklist

City: _____

Does an ordinance or policy exist for:	Yes	No
Government Buildings and Property (SOURCE: City Clerk)		
Buildings 100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Government Owned Vehicles Tobacco Free		
Restaurants (SOURCE: City Clerk)		
100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Shopping Malls (SOURCE: City Clerk)		
100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Grocery Stores (SOURCE: City Clerk)		
100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Retail Stores (SOURCE: City Clerk)		
100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Child Care Facilities (SOURCE: City Clerk)		
100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		

Does an ordinance or policy exist for:	Yes	No
Work Sites (SOURCE: City Clerk)		
100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Public Places (SOURCE: City Clerk)		
100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Youth Access Ordinances (SOURCE: City Clerk)		
Cigarette Vending Machines Banned		
Cigarette Vending Machines Limited		
Cigarette Displays Banned		
Single Cigarette Sales Banned		
License Required for Merchants to Sell Tobacco		
Compliance Checks for Merchants Selling tobacco		
Self Service Displays Prohibited		
Law Against Minors in Possession of Tobacco		
Advertising Restrictions		
Parks and Recreation Policies (SOURCE: Director of Parks and Recreation)		
Buildings 100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Parks - 100% Smoke Free		
Parks - Designated Smoking Area(s)		
Board of Education Policies (SOURCE: Superintendent)		
Buildings 100 % Smoke Free		
Designated Smoking Area(s) Inside		
Smoking Permitted Outside		
Designated Area(s)		
Anywhere		
Tobacco Use on Field Trips		
by School Staff		
by Students		
by Other Adults		
Tobacco Use at Athletic Events		
by School Staff		
by Students		
by Other Adults		

Appendix I

Example Ordinances

The following are ordinances and the minutes from the city council meetings in which they were presented.

1. An ordinance banning tobacco vending machines in the city of Hoover, Alabama
2. An ordinance to require a nicotine dependency program in lieu of payment of a fine for minors in possession of tobacco.

ORDINANCE NO. 97-1548

AN ORDINANCE BANNING TOBACCO VENDING MACHINES IN THE CITY OF HOOVER, ALABAMA.

BE IT ORDAINED by the City Council of the City of Hoover as follows:

Section 1. **PURPOSE**

WHEREAS, the United States Surgeon General has long warned smokers that smoking tobacco, or any other weed or plant is hazardous to their health; and

WHEREAS, the National Center for Disease Control has concluded that more than 400,000 United States citizens die each year from tobacco-caused or related diseases and tobacco related illness cost businesses and individuals in the United States billions of dollars per year; and

WHEREAS, local news reports say that over 50 million Americans smoke and at least twenty-five percent (25%) of Alabama's population smokes; and

WHEREAS, the National Institute on Drug Abuse has found that nicotine in tobacco products is a powerful addictive drug and identifies nicotine addiction as the most widespread example of drug dependence in the United States; and

WHEREAS, ninety percent (90%) of adults who now smoke started smoking between the ages of nine and eighteen years; and

WHEREAS, in the 1994 PRIDE survey, forty-six percent (46%) of Hoover High School ninth and eleventh grade students reported smoking cigarettes within the past year. This was eight percent (8%) higher than the national average; and

WHEREAS, three million children smoke daily in the United States, and over seventy-five percent (75%) buy their own cigarettes. Children currently have ready access to cigarettes and other tobacco products as a result of the availability of cigarette vending machines. Scientific studies have shown that minors are successful in buying tobacco products from cigarette vending machines in areas such as bars or cocktail lounges, where minors are not legally permitted to be present, are also readily utilized by minors to obtain tobacco products; and

WHEREAS, the United States Surgeon General has consistently favored the elimination of cigarette vending machines for public health reasons; and

WHEREAS, the American Cancer Society, American Lung Association, American Heart Association, American Medical Association, and Alabama Medical Association, representing the

overwhelming view of recognized professional medical associations, support the elimination of cigarette vending machines for public health reasons; and

WHEREAS, no other dangerous product or drug, cancer-causing product or drug, or addictive product or drug is sold through vending machines. No other product or drug which minors are prohibited from purchasing is sold through vending machines.

NOW, THEREFORE, the compelling purpose and intent of this ordinance is to better serve public health, safety and welfare; to significantly reduce the ability of minors to illegally obtain tobacco products by banning tobacco and tobacco accessory vending machines, and to generally promote the health and welfare of all people in the community against health hazards and harmful effects of using addictive tobacco products.

Section 2. DEFINITIONS.

For the purposes of this Ordinance the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- (1) "City" means the City of Hoover, Alabama
- (2) "Employee" means any person who is employed by an employer in the consideration for direct or indirect monetary wages or profit, and any person who volunteers his or her services for a non-profit entity.
- (3) "Employer" means any person which employs one (1) or more persons.
- (4) "Minor" means an individual who is less than 19 years of age.
- (5) "Owner" shall mean and include the lessee, sublessee, assignee, part owner, joint owner, tenant in common, joint tenant, tenant by the entirety, managing agent, officers of the corporation or other person having the right of ownership or possession or the right to sell, rent or lease any real property.
- (6) "Person" means any person, firm, partnership, association, corporation, company or organization of any kind.
- (7) "Tobacco Accessories" means any cigarette papers or wrappers, pipes, holders of smoking materials of all types, cigarette rolling machines, and any other items designed primarily for the smoking or ingestion of tobacco products.

- (8) "Tobacco Products" means any substance containing tobacco leaf, including but not limited to cigarettes, cigars, smoking tobacco, and smokeless tobacco.
- (9) "Tobacco vending machines" includes any machine or device designated for or used for the vending of cigarettes, cigars, tobacco, or tobacco products upon the insertion of coins, paper bills, trade checks, slugs or credit cards.

Section 3. ENFORCEMENT.

The provisions of this ordinance are enforceable by any duly authorized municipal code enforcement officer, [revenue examiner] police officer ~~or fire department official~~ or as otherwise allowed by law.

Section 4. SALE OF CIGARETTES AND OTHER TOBACCO PRODUCTS FROM VENDING MACHINES PROHIBITED.

(a) No person shall locate, install, keep, maintain or use, or permit the location, installation, keeping, maintenance or use on his, her or its premises of any tobacco vending machine used or intended to be used for the purpose of selling or disposing of any tobacco products or tobacco accessories therefrom.

(b) Any tobacco vending machine in use on the effective date of this ordinance shall be removed before December 31, 1997 (end of the business license year).

Section 5. VIOLATIVE TOBACCO VENDING MACHINES

Any tobacco vending machine not removed from the premises or converted to a permissible use within the time limit set forth by Section 4(b) shall be deemed to be a public nuisance, and may be abated by the City in a civil action or other appropriate legal proceedings.

Section 6. VIOLATION; PENALTY.

Any person, firm, or corporation violating any provisions of this Ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be punished as stated below. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.

First Offense.....	\$250.00
Second Offense.....	\$500.00
Third Offense.....	\$500.00

In addition to the fines set out above, for the third and any subsequent violations of this ordinance, the City Council shall conduct a public hearing wherein the violating party shall be examined as to the fitness of the violator continuing to do business within the City of Hoover. At

the conclusion of said public hearing, the City Council may revoke the business license of the violator to conduct business in the City.

Repeated violations may be the basis for a review of and revocation of presently outstanding business licenses issued by the City.

Section 7. MISCELLANEOUS

(a) *Construction with Other Laws.* Nothing in this ordinance excuses noncompliance with any state, federal or local law or any rule or regulation which prohibits tobacco vending machines.

(b) *Validity or Constitutionality.* If any portion of this ordinance shall be held unconstitutional, invalid, or unenforceable, such holdings shall not affect the remaining portions nor render the remaining portions invalid, and to that end the provisions hereof are declared to be severable.

Section 8. ORDINANCES REPEALED.

All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 9. EFFECTIVE DATE

That this ordinance shall become effective at 12:01 a.m. on December 31, 1997, or its otherwise becoming a law.

ADOPTED this the 7th day of April, 1997.

President of the Council

APPROVED:

Mayor

ATTEST:

City Clerk

The city attorney had the 2nd reading of Ordinance No. 97-1547. This would annex a single family residence located at 412 Oak Glen Lane, owned by Michael and Patricia Stovall.

Mr. Skelton made a motion to approve Ordinance No. 97-1547. This motion was seconded by Mrs. Hutto. On voice vote the motion carried unanimously.

12. 2ND ORDINANCE NO. 97-1548 - CIGARETTE VENDING MACHINES

The city attorney had the 2nd reading of Ordinance No. 97-1548 dealing with the banning of cigarette vending machines.

Mrs. McCollum stated this ordinance was presented to the Council by a group of Hoover High School students. She stated she was very proud of this group of young people. The group is made up of the TNT group, Dream Team, and Peer Helpers. They have been setting examples as role models for young people who have pledged to be tobacco, alcohol and drug free. They have devoted much time since the fall researching the issue of smoking. This proposed ordinance is very similar to the one adopted by the City of Homewood. In addition to preventing access of young people to cigarettes, it sets an example and provides a norm and a value for the City.

Mrs. McCollum recognized those who were present in support of this ordinance. She stated Ann Hartline and Ann Hastings are counselors at the high school and have worked with this group in preparing this ordinance. She recognized Dr. David Reynolds, Chairman of the Coalition for Tobacco Free Alabama.

Mrs. McCollum then made a motion to approve Ordinance No. 97-1548. This motion was seconded by Mr. Skelton.

Mr. Bradley welcomed comments from the Council and the audience at this time.

Mr. Brent Wall, a student of Hoover High School, spoke on behalf of Hoover High School, TNT, Dream Team, and Peer Helpers in thanking the Council for their consideration in the adoption of this ordinance. He stated this ordinance not only protects the children of the City of Hoover, but also sends a message that under age use of cigarettes is not acceptable in Hoover.

Dr. David Reynolds, Chairman of the Coalition for Tobacco Free Alabama, stated this ordinance is a small, yet extraordinarily important step for teen smoking. He was both delighted and thankful to see this group of young people involved in this effort.

ORDINANCE NO. 00-1754

AN ORDINANCE TO AMEND CHAPTER 11, ARTICLE XII, SECTION 11-222 OF THE MUNICIPAL CODE OF THE CITY OF HOOVER, ALABAMA, ENTITLED FINES FOR UNLAWFUL POSSESSION OF CONTRABAND, TO PROVIDE AS AN ALTERNATIVE PENALTY THE ATTENDANCE AT A COURT SANCTIONED NICOTINE DEPENDENCY PROGRAM.

Be it ordained by the Council of the City of Hoover, Alabama, as follows:

Chapter 11, Article XII, Section 11-222 of the Municipal Code of the City of Hoover is hereby amended as follows:

Sec. 11-222. Fines for unlawful possession of contraband. Any tobacco or tobacco product found in possession of a minor is contraband and subject to seizure by law enforcement. Any minor violating Section 11-221 shall be issued a citation and shall be fined Fifty Dollars (\$50.00) for each violation. At the discretion of the Municipal Judge, in lieu of payment of a fine, the minor may be required to attend a nicotine dependency program sanctioned by the court as may be permitted by law. The minor shall not be required to pay any other court costs or fees. Violations shall not be considered criminal offenses and will be administratively adjudicated by the municipal court.

This ordinance shall become effective immediately upon its adoption, approval and publication according to law.

APPROVED AND ADOPTED this the _____ day of _____, 2000.

Johanna Hutto
President of Council

APPROVED BY:

Brian K. Skelton, Mayor

ATTESTED BY:

Linda Crump, City Clerk

minutes as presented and to dispense with their reading. This motion was seconded by Mr. Bradley.

Ms. McCollum asked if there was any discussion. There being none, on voice vote the motion carried unanimously.

2. **REPORTS**

Ms. McCollum recognized the city attorney. At this time he read two proclamations. The first recognized the week of April 2-8, 2000 as **National Records and Information Management Week** in the City of Hoover.

The next proclamation designated March 20-24, 2000, as **Berry Pride Week** in the City of Hoover.

Ms. McCollum stated this is an annual event that is celebrated at Berry Middle School.

Mayor Skelton stated he had filled out his **Census form** and returned it. He encouraged everyone to do the same.

Mayor Skelton reported on the **F1 tornado** which struck areas of Hoover and Vestavia on Friday, March 17th. He stated the Public Works crews were out that night providing cleanup to many of these areas. The residents have been very appreciative for the efforts of Public Works, Police and Fire.

Mayor Skelton stated he had received a letter signed by Gov. Siegelman and Mr. Richard Scrusby, Chairman and CEO of Healthsouth, asking him to announce the **MBA Moms Hoopla for Seniors**. This is scheduled for April 8, 2000 from 4:30 to 6:30 at Hoover High School. He noted that celebrities such as Charles Barkley and Alex English would be present at this event. He stated the mothers of NBA stars would actually play a basketball game. He encouraged everyone to participate.

Mr. Jack Wright, Public Works Committee Chairman, recognized city employees, Tommy Daniel, Allen Pate, Chief Bradley and Chief Berry. He reiterated the great job done by these employees, and those that work with them, during the storm cleanup. He felt that the city should be proud of the job they did and continue to do.

Ms. McCollum at this time recognized several students from Hoover High School. They are members of the **TNT Dream Team**. They have a presentation they would like to make to the council for their consideration.

At this time Jennifer Reed, Catherine Nevins, and Pam McTeer addressed the council. They stated they are representing TNT Dream Team, peer helpers for Hoover High School. They asked the council to consider an ordinance that would amend Chapter 11 of the Municipal Code of the City of Hoover. There is currently an ordinance which makes it unlawful for any minor to purchase, possess, use or transport tobacco or tobacco products. The ordinance currently addresses a fine for those convicted under this section.

They are asking that the fine portion be deleted and substituted to make the teen be required to attend a **nicotine dependency program** sanctioned by the court. The minor would not be required to pay any other court cost. They feel this would help to make teens give up the habit of smoking through the help of this program rather than pay a one-time fine and start back smoking. They thanked the council for their consideration of this proposal.

Ms. McCollum thanked these girls for their presentation. She also recognized Ms. Ann Hartline and Anne Hastings. They are the counselors that work with the TNT Dream Team.

Ms. McCollum stated there is a program available now through the American Lung Association called "Not on Tobacco". Several of our officers attended training to teach young people in this program. She noted that two of our DARE officers and one SRO officer attended. SRO officer Neil Byrd attended and was very well received by those at the training.

Ms. McCollum stated the high school has started requiring that students caught with tobacco can go to a stop smoking program rather than detention. This program will be taught by Officer Byrd. The students are asking that the city do the same thing with our ordinance. Rather than have a dollar amount fine, in lieu of the fine, get the students help to make them nicotine free. Ms. McCollum stated the two DARE officers, James Hale and Joe Jones, have been trained and could be the officers to teach the program after school. She stated she has talked with Tina Kitchens, Director, Parks and Recreation Department, about holding the class at the Recreation Center once a week in the afternoon.

Hoover Police Officer, Mo Canady, stated he supervises the School Services Unit. He applauded the work of the teens, Ms. Hartline and Ms. Hastings on this matter. He stated this provides a good opportunity to get kids into a tobacco cessation program. He asked for clarification as to how many offenses would be allowed before a fine came into play.

Ms. McCollum thanked the Police Department for their support. She felt the Council might want to leave the \$50.00 fine in the ordinance as an option and let the judge make the decision. She stated the proposed ordinance needed to be reviewed by the City Attorney and go through the proper procedure. She stated the students are aware that an ordinance requires two readings and they would like to come back when this matter is on the agenda for consideration.

Mr. Bradley asked Ms. McCollum to assign this matter to the appropriate committee. Mrs. McCollum stated this should go to Mrs. Hutto as liaison to the Municipal Court and Police Department.

Mr. Billingsley addressed Ms. McCollum as Co-Chairperson of this committee. He felt the outline of procedure was fine. He asked the Mayor to request the City Attorney to review it and work with the Court, particularly the Judge, to be sure he is comfortable

with it. He stated he would like to have the first reading of the ordinance at the first meeting in April, if possible.

Ms. McCollum stated she hoped to have it done before the seniors graduate, and this schedule should accomplish that goal.

The City Attorney stated he did not see any reason why it could not be done in April.

Ms. McCollum stated the next item in the report section is a reappointment to the Medical Clinic Board.

Mr. Bradley made a motion to **reappoint Polly Cox to the Medical Clinic Board**. This motion was seconded by Mr. Billingsley.

Mr. Billingsley stated Ms. Cox has served the City in a stand by capacity for a number of years and he was pleased she was able to accept the reappointment. He stated he understood Mr. Wilder had asked to be excused from this Board. He asked that the Mayor's Secretary follow up in getting a certificate for Mr. Wilder for his service.

There being no further discussion, Ms. McCollum called for a vote of the Council. On voice vote the motion carried unanimously.

Ms. Beth Stewart, Executive Director of the **Cahaba River Society**, addressed the Council. Ms. Stewart stated she was at the meeting to present two awards from the Cahaba River Society to Hoover and its staff. While at the podium she wanted to note that the Cahaba River Society had developed a special relationship with the Hoover High School students and teachers of the Environmental Science Department of the school. The students have formed the first student chapter of the Cahaba River Society and they are planning a Cahaba River Festival for the entire community to be held on May 6, 2000 from 10:00 a.m. to 6:00 p.m. at the high school.

Ms. Stewart stated the Cahaba River Society each year presents awards to the people and organizations in local government they feel have done the most in the past year, and sometimes for quite some time, to advance the mission to save the Cahaba River. This year it was exciting to have two awards to present to Hoover in recognition of some groundbreaking work. First, the **Cahaba Vision Award** is given to people or organizations that put forward a new vision for how to save the Cahaba River. They have given this award for the past year's work to the Hoover on the Cahaba strategic planning effort that the Hoover's Development Department has undertaken. The award is to the City of Hoover for their support for that project and to the planning team that has undertaken that project. She thanked the Mayor, Council, and Virginia Williams for their support in this project. She felt this sets a new model for how to do planning in the Cahaba corridor to work toward balancing growth and community economic goals with the goals for protection of the river. She presented the Cahaba Vision Award to Mayor Skelton at this time. The next award is the **Cahaba Conservationist of the Year Award** which is given to the person who has done the most in the previous year to save the Cahaba. The award this year is given to **Virginia Williams**. not only for this project but

Mr. Bradley reported on the status of this project as of this morning. The construction project is currently on schedule and both parking lots are to be completed by June 1st. The south lot has been cleared, drainage installed, and 90% of the fill has been completed. The south lot is due to be slated this week subject to weather conditions. The clearing on the north lot has begun and trees have been flagged in an effort to save as many as possible on the north lot. He complimented the Mayor and Staff on the quick action taken on this matter in an effort to coincide with the beginning of the sports schedule at the park. He stated timing is very important and the Council appreciated everyone's efforts in moving this along as expeditiously as possible.

There being no further discussion, on voice vote the motion carried unanimously.

6. **RESOLUTION NO. 2291-00 – AUTHORIZE ELECTRICAL SERVICE**

The City Attorney read at length Resolution No. 2291-00. This would authorize Mayor Skelton to execute a request with the Alabama Power Company for electrical service for the new traffic signal to be located at the intersection of Valleydale Road at the entrance to the new high school at Spain Park.

Mr. Wright made a motion to approve Resolution No. 2291-00. This motion was seconded by Ms. McCollum. On voice vote the motion carried unanimously.

7. **1ST READING ORDINANCE NO. 00-1754 – AMEND CODE REGARDING TOBACCO**

The City Attorney had the first reading of Ordinance No. 00-1754. This would amend the existing tobacco ordinance to provide and allow for the Judge of the Municipal Court to, in lieu of payment of the administrative fees currently in existence, request that the minors be required to attend nicotine dependency programs sanctioned by the court and carried out by the Hoover Police Department. This is the result of the presentation made by the Hoover High School TNT students at the last Council meeting.

Ms. McCollum stated some of these students have returned this evening to comment on this matter. She noted the original idea was to require that the minors attend nicotine dependency programs in lieu of payment of fines. After consulting with the City Attorney, the proposed ordinance has been amended that it be at the discretion of the judge whether to impose a fine or attend the program.

Ms. Lori Blanton, American Cancer Society, addressed the Council. She reported that everyday 6,000 adolescents try a cigarette and 3,000 of those become addicted to this substance. She stated part of their goal is to educate the youth on how to not only be productive and successful, but also how to be healthy. She stated studies have shown that teenagers find it very difficult to quit smoking. She felt that imposing a fine was not enough, as they need help with the addiction. The cessation program recognizes the problem while offering a solution. She urged the City Council to approve this ordinance and make a difference in these youths lives.

The City Attorney asked Ms. Blanton's if she was aware of any efforts going on at the State level to amend the State Law that might give the Council more authority or leeway to deal with this. Ms. Blanton stated Alabama is fortunate where other states are not in that we can make stronger local laws. She noted that people all of over the state look to Hoover for guidance and she encouraged the Council to continue that leadership.

Mr. Billingsley asked Ms. Blanton if she was supportive of the ordinance as read tonight. Ms. Blanton answered yes.

Ms. Janet Wendell, American Lung Association, concurred with Ms. Blanton's comments. She talked about the tremendous pressure the students receive from their peers. She stated they are finding that in Alabama children as young as seven years old are smoking. They have developed a program called "Not on Tobacco" which Ms. McCollum and several others have been trained in. This program addresses all the different needs of these kids. In Florida, where the program was implemented in seventy of their schools, 23% of these students quit smoking and 76% drastically reduced their use of tobacco products. She stated this program is making an impact.

Two Hoover High School students who presented the proposed ordinance at the last Council meeting were present tonight to express their support of this ordinance. They felt it could help teenagers grow up to be healthy adults and lead more productive lives.

Ms. McCollum stated forty students from Alabama would be participating in a youth summit to be held this summer regarding tobacco and the impact it has on our young people. She will be talking to some of the students at Hoover High School about the summit.

Mr. Billingsley addressed the Mayor. He felt the City should do what it can to move the program along. He expressed his astonishment in the report that a 40% number of merchants are not enforcing the rules. He felt this was tragic and the City should move ahead on the program and let the merchants know that it is the intent of the City to enforce that and support them when they turn people down. He asked the Mayor to continue his leadership role with the police effort and the courts to attack the problem outlined by the speakers tonight on the supply side of the problem.

Mayor Skelton stated they would certainly continue in that effort. He stated the program the City was under did not have any criminal sanctions to it. The FDA simply wrote a letter of non-compliance. He stated for the City to continue it we would want to look at some enforcement provisions, but at the same time be mindful of the juveniles and their public appearances in court. He and Chief Berry will continue to pursue that.

Mr. Billingsley asked if there was any reason to continue deliberations to the next meeting or would a motion to suspend the rules tonight be in order.

The City Attorney stated he and Rip Britton, City Prosecutor, are satisfied that this is the best ordinance they can give. The City Prosecutor will be working with the Police

Department and the Judge in the mechanics and logistics of how that referral will be done.

Mr. Billingsley asked that Mrs. Hutto canvass the young people to see if they were in favor of the Council acting on the ordinance tonight. The young people stated they were in favor.

Mr. Billingsley made a motion that all rules governing the council which might, unless suspended, prevent the passage and adoption of the ordinance at this meeting be and the same are hereby suspended for the purpose of permitting the said ordinance to be finally adopted at this meeting. This motion was seconded by Ms. McCollum. On voice vote the votes of the Council were as follows: Mr. Billingsley, "Yea", Mr. Bradley, "Yea", Mrs. Hutto, "Yea", Ms. McCollum, "Yea", and Mr. Wright, "Yea". The motion carried unanimously.

The City Attorney had the second reading of the Ordinance No. 00:1754.

Ms. McCollum made a motion to approve Ordinance No. 00-1754. This motion was seconded by Mr. Wright. On voice vote the motion carried unanimously.

Mr. Bradley commented that it is always interesting to have a unanimous approach to a position, which makes government move very effectively. He thanked the speakers for their input and encouragement, together with the legal staff working diligently to provide a way to make it happen.

Mrs. Hutto recognized Ann Hartline who was present with the high school students. She thanked Ms. Hartline for coming and supporting this effort and for her hard work in helping sponsor the various youth organizations within the schools.

8. **2ND READING ORDINANCE NO. 00-1749 & RESOLUTION NO. 2289-00 –
DECLARE PROPERTY SURPLUS & AMEND FUNDING AGREEMENT –
SPAIN PARK**

Mr. Billingsley stated there were a few small points to be worked out with the School Board and Dr. Farr on the joint venture at Spain Park. In light of that, he made a motion to continue the second reading of Ordinance No. 00-1749 and Resolution No. 2289-00 to the April 17, 2000 City Council meeting. This motion was seconded by Mrs. McCollum. On voice vote the motion carried unanimously.

9. **FINAL MAP – SUMMER RIDGE PHASE III – MICHAEL INMAN**

Mrs. Hutto stated Mr. Michael R. Inman is requesting final map approval of Summer Ridge Phase III, a proposed 17-lot subdivision. This property is located on Clearview Road and is zoned PR-1.

Ms. McCollum stated this was discussed at work session. She asked Bob House to comment on this matter.

Appendix J

Example Projects

1. Survey businesses in the community to find out their smoking policies and recognize those that are smoke-free with certificates and/or publicity.
2. Survey restaurants in the community to find out their smoking policies and develop a smoke-free dining guide for you community.
3. Implement compliance checks of businesses the community that sell tobacco products to find out if they are selling tobacco to minors.
4. Collaborate with parks and recreation board and have students who are enrolling in sports programs to sign a contract to be tobacco free.

SMOKING POLICY SURVEY

NAME OF BUSINESS: _____

TYPE OF BUSINESS: _____

PHONE NUMBER: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

NUMBER OF EMPLOYEES: __0-49 __50-59 __60-99 __100-249 __250-499 __500+

1. Does your business have a policy restricting smoking? Yes ___ No ___

If so, date approved: _____ Date implemented: _____

2. Does the policy ban smoking inside buildings? Yes ___ No ___

3. Does the policy allow smoking in designated areas inside buildings? Yes ___ No ___

4. Does the policy allow smoking outside on the premises? Yes ___ No ___

5. Does the policy allow smoking in business vehicles? Yes ___ No ___

6. Does your worksite have a cigarette vending machine on the premises? Yes ___ No ___

7. Do minors have access to vending machines on the premises? Yes ___ No ___

If your business does not have a smoking policy:

1. Are you interested in developing a policy restricting smoking? Yes ___ No ___

2. Would you like assistance in developing a smoking policy? Yes ___ No ___

Please complete and return by May 1, 1996 to the Hoover Chamber of Commerce,
P. O. Box 36005, Hoover, Alabama 35236. Thank you for your participation in this survey.

Smoke-Free Business

On this day, October 30, 1996, the American Cancer Society and the North Shelby Chamber of Commerce give special recognition to this smoke-free place of business for providing a healthy environment for employees and the community.



Nancy Plesnarski
Executive Director
American Cancer Society

Karen Ream
Executive Director
North Shelby Chamber of Commerce

Barbara McCollum
Hoover City Council Member

Dr. William Bailey, M.D.
UAB Lung Health Center

AMERICAN CANCER SOCIETY RESTAURANT SURVEY

The American Cancer Society is conducting a brief survey regarding smoke-free policies in restaurants in your community. This is being done to recognize and thank restaurants that are currently smoke-free and encourage other restaurants to adopt smoke-free policies. Thank you for your participation.

Restaurant Name: _____ Manager/Contact: _____

Restaurant Address: _____ County: _____

State: _____ Zip Code: _____ Phone Number: _____

Hours of Operation: _____

Number of Employees: ___ 0-49 ___ 50-59 ___ 60-99 ___ 100-249 ___ 250-499 ___ 500 +

Restaurants With Smoke-Free Policies

1. Our restaurant is smoke-free inside the building and outside on the premises. Yes ___ No ___
2. Our restaurant is smoke-free inside only. Yes ___ No ___
3. Our restaurant has a designated smoking area outside. Yes ___ No ___
4. Our restaurant has a designated non-smoking area inside. Yes ___ No ___
5. Do you have a designated area for employees?
If yes, where is it located _____ Yes ___ No ___
6. Does your restaurant display any plaques, signs or window decals announcing your restaurant is smoke-free? Yes ___ No ___
If no, would you like the American Cancer Society to send smoke-free environment window decals to you? Yes ___ No ___
If yes, number of decals needed: _____

Please include our restaurant in the Smoke-Free Dining Guide. Yes ___ No ___

Restaurants Without Smoke-Free Policies

1. Does your restaurant have plans to become smoke-free? Yes ___ No ___
2. Would you like information on implementing a smoke-free environment? Yes ___ No ___
3. Would you like information on smoking cessation programs? Yes ___ No ___

Date Completed _____ By _____ Phone number _____

Please return all surveys by October 1, 1999



YOUTH TOBACCO PREVENTION PROGRAM COMPLIANCE CHECK DATA REPORTING

Note: To be completed immediately after each check. Answer all questions completely.

BUSINESS NAME	UBI NUMBER	
ADDRESS	CITY	ZIP
DATE OF CHECK (MONTH/DAY/YEAR)	TIME OF CHECK	(Check One Box) <input type="checkbox"/> AM (1) <input type="checkbox"/> PM (2)

Type of Business:

<input type="checkbox"/> Convenience Store (1)	<input type="checkbox"/> Grocery Store (6)
<input type="checkbox"/> Convenience/Gas Station (2)	<input type="checkbox"/> Pharmacy/Drug Store (7)
<input type="checkbox"/> Gas Station Only (3)	<input type="checkbox"/> Department Store (8)
<input type="checkbox"/> Restaurant (4)	<input type="checkbox"/> Other - specify (9) _____
<input type="checkbox"/> Bar/Lounge (5)	

Is there a school within one mile of this location? Yes (1) No (2) Don't Know (3)

Were you asked your age? Yes (1) No (2)

Were you asked for identification? Yes (1) No (2)

Was yellow warning sign posted at the point of purchase? Yes (1) No (2)

How was the tobacco for sale? Self-serve/picked up tobacco without asking (1)
 Vending Machine (2) Over-the-counter/had to ask clerk (3)

Type of tobacco purchased/attempted to purchase. Cigarettes (1) Smokeless/spit (2)

Was the clerk: Female (1) Male (2)

How old was the clerk? Under 18 (1) 18-29 (2) 30-49 (3) 50 or older (4)

Was a sale made? (If yes, complete Section II below) Yes (1) No (2)

Did youth use ID? Yes (1) No (2)

Did escort check ID? Yes (1) No (2)

Thank you.

YOUTH'S INITIALS	YOUTH'S GENDER <input type="checkbox"/> Female (1) <input type="checkbox"/> Male (2)	YOUTH'S AGE	RETURN COMPLETED FORM TO: Youth Tobacco Prevention Program P O Box 47835 Olympia, WA 98504-7835
NAME OF ADULT ESCORT		TELEPHONE	

Complete the following only if a sale was made and you want violations issued by the Liquor Control Board. If necessary, the adult escort may wish to go back into the store to discretely collect this information.

CLERK'S NAME	FIRST	MIDDLE INITIAL	LAST	CLERK'S TELEPHONE ()
CLERK'S ADDRESS			CITY	ZIP
DATE OF BIRTH	DRIVERS LICENSE #	SOCIAL SECURITY #		SEX <input type="checkbox"/> Female <input type="checkbox"/> Male
RACE	HAIR COLOR	EYE COLOR	HEIGHT	WEIGHT
OTHER DISTINGUISHING CHARACTERISTICS (DESCRIBED)				

DISTRIBUTION: White - Department of Health Yellow - Local Health Dept./District Pink - Liquor Control Board (optional)

Report of 28-11 (Sale of Tobacco Products Regulated by the ABC Board) Violation

Name of Store: _____

Street Address: _____

City: _____ **State:** AL **Zip Code:** _____

- Complaint:**
- "Loosies" (individual cigarettes) were sold or for sale at this location
 - Tobacco Products (e.g., cigarettes, chewing/dipping tobacco, cigars) were sold to a Minor (under the age of 19) without asking for an ID

Complaint Date: _____ **Time:** _____ AM or PM

Complaint Reported Through: Health Department Personnel Community Person
 Personnel of an Agency/Organization - Specify _____

Action Taken By Authorized Enforcement Personnel:

- Conducted a compliance check at that store
- Inspected the store for the sale of "loosies"
- If not in compliance, enforced (e.g., warning, fining) the law
- Other - Specify:

Date of Action: _____ **Enforcement Officer:** _____

I WILL CONTRACT

My Contract To Be Free of Tobacco, Alcohol and Illegal Drugs

1. I will not use tobacco, alcohol or illegal drugs.
2. I will leave any situation where students are using tobacco, alcohol or illegal drugs.
3. I will ride only in cars with drivers who are drug and alcohol free.
4. I will encourage my friends to stay away from tobacco, alcohol and illegal drugs.
5. I will seek positive, healthy and legal ways to have fun.



Student Signature

Parent/Guardian Witness Signature

Date

Sponsored by HOOVER DARE TASK FORCE

Appendix K

METRO/STATE**Students seek cigarette machine ban**

Some Hoover High School students plan to present a proposed ordinance to the City Council today to ban cigarette machines.

"It makes all the sense in the world," said Dr. David Reynolds, chairman of the Coalition for a Tobacco-Free Alabama.

Reynolds, City Councilwoman Barbara McCollum and Hoover High School counselor Anne Hartline helped the students draft the proposal.

The students plan to ask the council in a 5 p.m. work session to put the proposal on the agenda for the council's meeting at 7:30 p.m. Monday.

Homewood is the only city in Alabama that has banned tobacco vending machines, Mrs. McCollum said. The ordinance Hoover's students are proposing is based on Homewood's ordinance.

Carole Lawes

Hoover group targets cigarette vending

A group of Hoover High School students persuaded their city council on Thursday to consider outlawing cigarette machines.

"The majority of young smokers obtain their cigarettes from vending machines," senior Andrea Padgett told the Hoover City Council. "This will limit access for underage smokers."

The students — members of Teens Need Teens, the DREAM Team and Peer Helpers — drafted a proposed ordinance that would prohibit tobacco vending machines in the city. It is similar to an ordinance Homewood's City Council adopted at the request of students.

The proposed ordinance includes fines of \$250 for a first offense, \$500 for a second offense and \$750 for a third offense. It would also allow the City Council to jerk a business' license after three violations.

Council members agreed to students' request to put the proposal on the agenda for their Monday meeting, but some council members said they didn't know if they would be ready to vote on it in April after the required second reading of the proposed ordinance.

Council President David Bradley asked Councilwoman Johanna Hutto to chair a committee to track the proposal. He said he considered it a public safety issue, and she chairs the council's Public Safety Committee.

In a 1994 survey, 46 percent of ninth-graders and 11th-graders at Hoover High School admitted to smoking cigarettes. That's almost 9 percent higher than the national average.

Carol Lawes

SOUTH

NEIGHBORHOODS/SPORTS

Thursday, April 10, 1997

Community and prep sports, Pages 1-3

Hoover

Cigarettes crushed

The Hoover City Council voted 5-0 this week to ban cigarette machines in an effort to crush out teenage smoking.

A group of Hoover High School students — Teens Need Teens, the DREAM Team and Peer Helpers — drafted the ordinance, based on a similar law in Homewood.

The ban takes effect Jan. 1. First-time violators face fines of \$250. The fines go up \$250 with subsequent violations, and the ordinance allows officials to jerk a third-time violator's business license.

Hoover Councilwoman Barbara McCollum, who helped students prepare the ordinance, said the ban works with a federal law that makes it harder for young smokers to buy tobacco. The law requires anyone who sells tobacco to see identification on buyers younger than age 28.

Carole Lawes

Teens see evidence that tobacco advertised to lure youths

By Betsy Butgereit
News staff writer

The latest Barney video on a counter next to a display of cigarettes. A huge red-and-white banner at a child's eye level featuring the word "NAKED." Attractive women putting on makeup or managing an office, all with a cigarette in their hands.

Those were just a few of the images the TNT Dream Team, a group of Hoover High School teenagers, found when it began looking at how tobacco is marketed and

whether ads are designed to appeal to children.

The teens' conclusion is that cigarette ads and displays are deliberately planned to attract children and teenagers to their colors, images and advertising-world promise of hipness and control.

The teens displayed their evidence Thursday in a press conference at Hoover High School to mark Child Health Month, which this year has an anti-tobacco theme.

Most lifetime smokers begin smoking in their teens, said Dr. David Reynolds, a Vestavia Hills pediatrician

and child health activist who has been working with the teens as a representative of the Alabama chapter of the American Academy of Pediatricians.

"There's three major reasons that teens smoke and those three reasons are advertising, advertising, advertising," Reynolds said. "We have to do something about that, and I think these folks have done a dramatic job of that."

Without advertising designed to convince teens that smoking is fun and cool, far fewer teenagers and pre-teens will light up, Reynolds said.

The TNT Dream Team is the group that persuaded Hoover to ban cigarette vending machines. The teens pointed to an in-store display and an outdoor sign as the most offensive marketing they found.

At one store, they found a display of Barney videos bumped against a display of cigarettes. There was plenty of room to separate them, said senior Alana Stephenson, 17.

"It's just like telling the kids it's OK to smoke because Barney is right next to it," Miss Stephenson said. "It's just like selling to the kids."

At another store, the teens found

displays of children's novelty drinking straws hung on the metal strips dividing a huge display of cigarettes. It was obviously designed to make children look at the cigarettes, said Beth Dennis, 17, a senior.

The teens hated most a huge red-and-white banner announcing one brand no longer had additives and did so by pronouncing the brand "NAKED." The sign was hung at the waist level of an adult, which would be eye level to children, said 17-year-old Cacey Gann, a senior.

"It was so obvious that they ended up taking it down soon after they put

it up," Miss Gann said.

The same image of cool and control are imbedded in women's cigarette ads, the teens said.

One showed a young woman putting on lipstick, "something many young women would consider essential and use every day to enhance appearance," said Julie Stores, a 17-year-old senior. "This links cigarettes to that."

The teens said that their friends didn't hassle them about their interest in anti-smoking issues, but many of their friends didn't understand their devotion.

METRO-STATE

D

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HOOVER

Students tough on smoking

Ordinance would require minors to attend program

By WILLIAM C. SINGLETON III
BIRMINGHAM POST-HERALD

Hoover High School students Catherine Evans, Pam McTeer and Jennifer Reid realize it's going to take more than a \$50 fine to stop youths from smoking cigarettes.

Minors are prohibited from smoking cigarettes in Hoover and must pay a \$50 fine if caught.

But the Hoover High students, along with their

school advisers, want the city ordinance changed so that youths who violate the law will be sentenced to a tobacco cessation program. State law prohibits the sale of tobacco

products to anyone under 19.

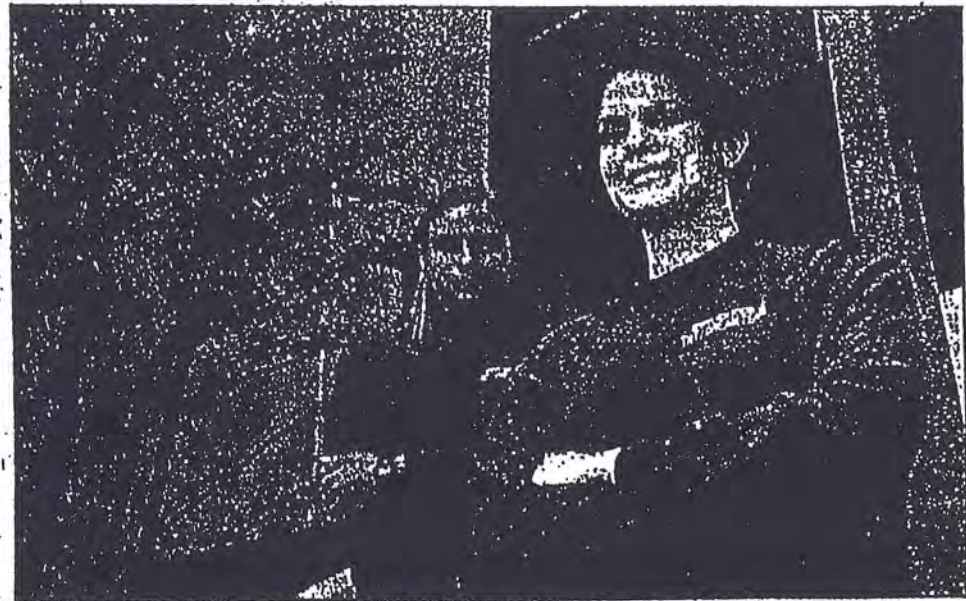
"Since it would affect people our age and since we're coming forward saying we want this done for people our age, we believe they'll (City Council members) listen to us," said Evans, 18.

The students will return before the council tonight to lobby for a change in the ordinance. The three appeared at a council meeting two weeks ago and were successful in getting their request placed on the agenda.

There was some discussion among council members at a Thursday night work session

'I believe nicotine is an addictive drug, and anything we can do to help teens with this problem we ought to do.'

— Barbara McCollum, Hoover councilwoman



Hoover High School students Catherine Evans, left, and Jennifer Reid introduced an ordinance to the Hoover City Council that would require youths who are caught smoking to attend a tobacco cessation program.

Christine Jacobs/
Post-Herald

whether to back a smoking cessation program without making it law.

But one of the students' advisers said making the program mandatory would be more effective. "For it to be ongoing, it has to be an ordinance," said Anne Hartline, Safe and Drug Free specialist for Hoover city schools.

A tobacco cessation program already has been implemented at Hoover High for students caught smoking. The program, which began in March, is an alternative to suspension, Hartline said. "Instead of getting suspended, they can choose to meet with us for

four consecutive Tuesday mornings at 7:30," she said.

The tobacco cessation program is conducted by the school resource officer and Hartline.

Hartline said she, councilwoman Barbara McCollum, two Drug and
Please turn to SMOKE, page D2

Smoke

From page D1

Alcohol Resistance Education officers and the school resource officer attended an American Lung Association training session on the cessation program. The program's goal is to inform youth about health dangers and addiction caused by cigarette smoking.

"Once they get hooked, it's very, very difficult to quit," Hartline said.

McCollum said the program is a "novel idea" and should be given a try. However, the council may decide to allow the city judge to have the option of fining or sentencing a student to the program, McCollum said.

"I believe nicotine is an addictive drug, and anything we can do to help teens with this problem we ought to do," she said.

The concept of a tobacco cessation program came through the Teens Need Teens-Dream Team peer helpers group at Hoover High. A group of students from that organization had as its project tobacco prevention.

Hartline and another adviser, Ann Hasting, suggested the Hoover teens look into requesting the City Council amend its ordinance concerning the use of tobacco involving minors. They wanted students who didn't attend Hoover High to be able to get involved in a tobacco cessation program.

"We're trying to create a community norm in Hoover that smok-

ing is not cool," Hartline said. "We know norms shape behavior."

Reid, 16, said she also believes sentencing teens to a tobacco cessation program would be better than a fine.

"We'd rather help them so that they can stop smoking because we've seen what it does to people who have been on tobacco for a long time," she said.

Reid said some youths still think it's cool to smoke, although most of her friends don't puff cigarettes. A state Health Department study found that about one-third of teens have tried smoking.

If a tobacco cessation program is

mandated by ordinance, the program would be conducted in the afternoon by the DARE officers, Hartline said. It would possibly be held at the Hoover Parks and Recreation building, Hartline added.

The students have a short history of success on their side. About three years ago, students advocated the removal of all cigarette vending machines in the city of Hoover, Hartline said.

The City Council passed an ordinance to that effect.

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Officials: Test Hoover students for drugs, tobacco

By JON ANDERSON
News staff writer

Hoover school officials aren't blowing smoke: They want to test students who participate in extracurricular activities for alcohol and drug use — including tobacco.

The school system's Safe and Drug-Free Schools Advisory Team this week recommended the Board of Education start random and selective testing of student athletes in the seventh through 12th grades. The system does not now test students.

The school board still must approve the policy.

Members of sports teams, cheerleading squads, marching bands, dance teams and technical theater classes all would be tested, according to the proposal.

Dan Washburn, executive director of the Alabama High School Athletic Association, said he knows of no other school in the state that tests for tobacco.

Anne Hartline, Hoover's safe and drug-free schools specialist, said tobacco's inclusion is important. "It's a gateway drug. It's a health problem, . . . so we're going to do something about it," she said.

Ron Swann, Hoover High School athletic director, said the

drug-testing proposal originated with the school's head coaches.

"They understand that drugs are an issue with kids, and they want to use this as a deterrent," Swann said. "The biggest struggle we had was whether or not to test for tobacco."

After a first tobacco violation, school officials would notify parents and place students on a regular drug-screening schedule. After a second offense, students would be enrolled in a tobacco education program.

After a third, students would be suspended from competitive events for at least 25 percent of the remaining contests in the sport or activity in which they are participating.

Students testing positive for alcohol or other drugs would face stiffer penalties: First-time violators would be suspended from at least 25 percent of the remaining contests in the current sport or activity and second-time offenders would be

suspended from participating in any sports or activity for the rest of the school year.

Before athletes could be reinstated, they would have to have a clean test and get counseling. Violators would be subject to unannounced testing for at least a year.

Tyler Grubbs, one of four Hoover High seniors who served on the committee that drafted the policy, said it would be a "good deterrent."

"No matter what you do, we will have some complaints on this, but I think for the large part, people will be supportive of it," she said.

School board president Alex Farris III said Friday evening he needed more time to review the policy before commenting.

Hoover High students have a history of battling tobacco use.

Just Monday, several students persuaded the Hoover City Council to allow its municipal judge to sentence minors caught smoking to a tobacco cessation program. Students said they wanted the alternative sentencing because a fine doesn't help teens stop smoking.

Several years ago, Hoover High students won an ordinance banning tobacco vending machines in the city.

Appendix L

The War Against Tobacco Use Continues

Hoover—

PRESS RELEASE

From the desk of...

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Thursday, November 16, 10:00 a.m., at Hoover High School, Ron Persall, Executive Director of the American Lung Association of Alabama, will present the Alabama Comprehensive Tobacco Use Prevention and Control Plan to Governor Don Sigelman.

A 60-member task force developed the plan. Dr. David Reynolds, President of the Alabama Chapter of the American Pediatric Society, and Dr. Jack Hataway, Medical Director of the Chronic Disease Prevention Division of the Alabama Department of Public Health, were co-chairmen of the task force. The project was funded by a grant to the American Lung Association of Alabama from the Robert Woods Johnson Foundation.

Representatives from the American Cancer Society and the American heart Association will attend the presentation. The implementation of the plan will be a joint endeavor of these agencies with the American Lung Association of Alabama. Other expected to be present are Hoover Mayor Barbara McCollum, Janet Windle, Assistant Executive Director, American Lung Association of Alabama, and about 25 TNT Peer Helpers from Hoover High School who have been involved in tobacco prevention projects.