

Norman County Commercial Tobacco Policy

1.0 Purpose

Norman County is committed to providing safe and healthy environments. The health hazards of commercial tobacco use are well known. Tobacco use is a major cause of preventable disease and death. Smoking, commercial tobacco use, and exposure to second-hand smoke have been found to cause heart disease, cancer, asthma, bronchitis, and other respiratory problems. Electronic delivery devices, more commonly referred to as electronic cigarettes, e-cigarettes, or vapes, closely resemble and purposefully mimic the act of smoking. These devices produce a vapor of undetermined and potentially harmful substances and typically contain nicotine derived from tobacco, which is a highly addictive substance. Their use in locations where smoking is prohibited creates concern and confusion and makes policy enforcement more difficult.

2.0 Definitions

For purposes of this policy, the following terms have the following meanings:

- **2.01 All Times**
24 hours a day, seven days a week.
- **2.02 Electronic Delivery Device**
Any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. Electronic delivery device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, or under any other product name or descriptor. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device does not include any “drug”, “device”, or “combination product” as defined in the Federal Food, Drug, and Cosmetic Act that has been authorized by the United States Food and Drug Administration for sale as a tobacco cessation product, a tobacco dependence product, or for other medical purposes.
- **2.03 Property**
All facilities, grounds, and property (including vehicles) owned, leased, rented, contracted, used, or controlled by Norman County.
- **2.04 Smoking**
Inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product containing, made or derived from nicotine, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking will also include carrying, in possession of, or using an activated electronic delivery device.
- **2.05 Staff**
Any person employed by Norman County in a full- or part-time capacity, or any position contracted for or otherwise employed, with direct or indirect monetary wages or profits paid by Norman County, or any person working on a volunteer basis. The term includes, but is not limited to: elected and appointed officials, personnel, contractors, consultants, and vendors.
- **2.06 Commercial Tobacco Product**
Any product containing, made, or derived from tobacco or nicotine, whether natural or synthetic, that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other

means, or any component, part, or accessory of a tobacco product, including but not limited to: cigarettes, cigars and other smoking tobacco; snuff, fine cut and other chewing tobaccos; and other kinds and forms of tobacco. Commercial tobacco products do not include traditional or ceremonial tobacco plant material used as part of an American Indian cultural practice, or lawfully recognized religious, spiritual, or cultural ceremony or practice, or any nicotine cessation product that has been authorized by the United States Food and Drug Administration to be marketed and for sale as “drugs”, “devices”, or “combination products” as defined in the Federal Food, Drug, and Cosmetic Act

- **2.07 Commercial Tobacco Product Use**

The act of smoking, the use of smokeless commercial tobacco, or the use of any other commercial tobacco product in any form, including the use of electronic delivery devices.

- **2.08 Visitor**

Any person subject to this policy who is not Norman County staff.

3.0 Policy

The use of commercial tobacco products and electronic delivery devices is prohibited within 25 feet of all entrances in, or on all property Norman County has the authority to control regardless of location, with the exception of door #8 at the Norman County Courthouse. This includes carrying, in possession of, or using an activated electronic delivery device in the building. This would not prohibit a person from using tobacco products in their personal vehicles.

Norman County funds may not be used to purchase any tobacco products.

4.0 Applicability

This policy applies to all visitors and staff on Norman County property.

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

Norman County will not solicit or accept any contributions or gifts of money, curricula, materials or equipment from companies that directly manufacture and are identified with tobacco products, devices, or electronic cigarettes.

Norman County will not promote or allow promotion of tobacco products or electronic delivery devices on Norman County property or at Norman County sponsored events.

5.0 Dissemination

Signage will be posted at strategic locations to notify staff and visitors of this policy.

Candidates that apply for employment or volunteer with Norman County will be notified of this policy during their pre-employment process.

6.0 Tobacco Cessation Resources

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

- Quit Partner of Minnesota offer services at 1-800-QUIT-NOW (1-800-784-8669).

- Norman County PEIP BCBS Health Insurance offers support to members 18 years of age or older, including those who use smokeless tobacco products. Details on the plan coverage regarding this can be found at 1-888-662-BLUE (2583).

7.0 Exception

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

8.0 Enforcement

The success of this policy depends on the consideration and cooperation of both tobacco-users and non-users. Enforcement of this policy is a shared responsibility of all staff. Individuals acting in violation of this policy will be reminded and asked to comply. Staff found to have violated this policy may be subject to disciplinary action. Visitors who violate this policy may be asked to leave the property. All employees are encouraged to help enforce the policy by reporting violations to management.

Disciplinary action will follow Norman County personnel policies and procedures.

9.0 Effective Date

This policy will be effective March 21, 2024.