

MUSKEGON COUNTY SMOKING POLICY

The Muskegon County Smoking Policy, adopted August 27, 1992, shall be replaced with the following:

Statement of Policy

To protect and enhance indoor air quality and contribute to the health and well-being of all Muskegon County employees and clients, contractors, and visitors, all enclosed facilities, and vehicles, owned or leased by the County, shall be smoke free, except in officially posted designated areas, as set forth below, effective January 1, 2006.

Smoking shall be strictly prohibited within all work areas and public spaces of all enclosed County facilities, including conference rooms, reception areas, restrooms, stairwells, hallways, lobbies, entryways and workstations and within all County vehicles, owned or leased by the County, subject to exceptions hereinafter noted.

Furthermore, except in officially posted designated areas as determined by the Administrator, smoking shall be strictly prohibited on all outdoor County property of the County facilities listed in Attachment A.

This policy applies to all employees, clients, visitors or persons otherwise on County property.

Copies of this policy will be distributed to new employees by the Human Resources Department at the time of hire and to all existing employees by their Supervisor or Department Head. Prominent signs displaying the following statement will be posted at all entrances and throughout each County facility:

**MUSKEGON COUNTY ORDINANCE PROHIBITS SMOKING ON ALL COUNTY
PROPERTY EXCEPT IN OFFICIALLY POSTED DESIGNATED AREAS.**

Assistance to Smokers

Those employees who smoke and would like to take this opportunity to quit smoking are invited to participate in smoking cessation programs offered by Muskegon County.

Enforcement of Policy

The success of this policy will depend upon the thoughtfulness, consideration and cooperation of smokers and nonsmokers. All employees, clients, contractors and visitors share in the responsibility for adhering to an enforcing the policy.

Complaints

Persons observing a violation of this policy should bring it to the attention of the Sheriff or his deputies at 724-6236.

Investigation

The Sheriff or his deputies receiving a complaint will investigate and take action to resolve the issue as soon as possible.

Violators

Persons found to have violated this policy shall be subject to the violations and penalties section of the Muskegon County Smoking Pollution Control Ordinance.

Attachment A

Muskegon County Smoking Policy

Airport	99 Sinclair Drive	Muskegon, MI	49441
Brookhaven	1890 Apple Avenue	Muskegon, MI	49442
Central Services	141 Apple Avenue	Muskegon, MI	49442
(Acct., Purchasing, IT, Office Services)			
Convention & Visitors Bureau	610 W. Western	Muskegon, MI	49442
Facilities Management	199 E. Apple	Muskegon, MI	49442
HealthWest/Club Interactions	1470 Peck Street	Muskegon, MI	49442
HealthWest /Halmond Center	376 E. Apple	Muskegon, MI	49442
HealthWest/ Kenneth L. Brinks	1890 Apple	Muskegon, MI	49442
John A. Scott	209 E. Apple	Muskegon, MI	49442
(Public Health, MSU Extension)			
Johnny O. Harris/Training	97 E. Apple	Muskegon, MI	49442
Juvenile Transition Center	205 E. Apple	Muskegon, MI	49442
Louis McMurray/Transit	2624 Sixth Street	Muskegon Hts.	49444
Hall of Justice	990 Terrace	Muskegon, MI	49442
Muskegon County Jail	25 W. Walton	Muskegon, MI	49442
Oak Avenue Facility	1611 Oak	Muskegon, MI	49442
(Emergency Services, Detective Bureau)			
Ottawa Street Facility/C-Station	635 Ottawa	Muskegon, MI	49442
Solid Waste System	9366 Apple	Ravenna, MI	49451
Starks Hall/Public Works	131 E. Apple	Muskegon, MI	49442
Terrace Plaza	316 Morris	Muskegon, MI	49440
(Human Resource, Risk Management, EEO)			
Former Training Center	133 E. Apple	Muskegon, MI	49442
Treasurer/Equalization/RofD	173 E. Apple	Muskegon, MI	49442
Animal Control/Pound Buddies	1300 Keating	Muskegon, MI	49442
Veterans Center/Public Defender	165 E. Apple	Muskegon, MI	49442
Wastewater Mgmt Center	698 N. Maple Island	Muskegon, MI	49442