

# Ingham County Board of Commissioners

CHAIRPERSON  
JOHN CZARNECKI  
DISTRICT 7

CHAIRPERSON PRO TEM  
VICTOR CELENTINO  
DISTRICT 1

VICE-CHAIRPERSON PRO TEM  
THOMAS MINTER  
DISTRICT 11



INGHAM COUNTY COURTHOUSE  
P.O. BOX 319  
MASON, MICHIGAN 48854-0319

TELEPHONE: (517) 676-7200  
FAX: (517) 676-7264  
web site: [www.ingham.org](http://www.ingham.org)

BECKY BENNETT  
BOARD COORDINATOR

DEBBIE DE LEON  
DISTRICT 2  
May 8, 2002

MICHAEL SEVERINO  
DISTRICT 3  
Dear Ingham County Employer:

MARY R. STID  
DISTRICT 4

RANDY SCHAFER  
DISTRICT 5

CURTIS HERTEL, JR.  
DISTRICT 6

MARK GREBNER  
DISTRICT 8

AMY KRAUSE  
DISTRICT 9

LISA DEDDEN  
DISTRICT 10

CHRIS SWOPE  
DISTRICT 12

CALVIN LYNCH  
DISTRICT 13

On February 12, 2002, the Ingham County Board of Commissioners passed the Ingham County Clean Air Regulation, which requires all Ingham County public and private worksites to create and implement a smoke-free policy prohibiting smoking in all enclosed areas, **except** for the following:

restaurants; bars; private residences, except when used as a family or group day care home for children during hours of operation; health care facility or health care office; hotel and motel rooms rented to guests; tobacco specialty stores; enclosed hotel and motel meeting rooms or assembly halls used for private functions; worksite used by a single business owner which does not ordinarily have public or employee interactions at the site; public places where bingo games are held.

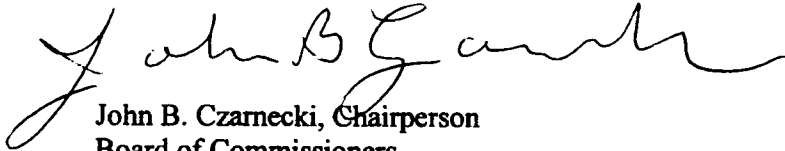
The Regulation becomes effective on May 13, 2002 and allows all public and private worksites to which this regulation applies 90 days, or until August 11, 2002, to implement their non-smoking policy. In order to comply with this time line, there are two important steps for businesses to follow. These include developing a clear no-smoking worksite policy and communicating this policy to all employees three weeks prior to implementation. This regulation allows employers to designate a separately ventilated smoking room if an equivalent, non-smoking room is also provided.

The regulation was adopted in response to the U.S. Surgeon General and U.S. Environmental Protection Agency's reports on the known human health risks associated with secondhand tobacco smoke, including lung cancer and heart disease. These illnesses have undoubtedly contributed to the rising healthcare costs most employers are facing this year. The smoke-free regulation is intended to improve health, which will in turn, aid in reducing health insurance costs.

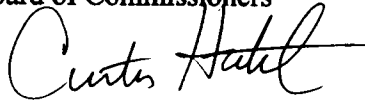
In order to assist your business in becoming a smoke-free workplace, we have enclosed a fact sheet outlining the Ingham County Clean Air Regulation and a comprehensive guide outlining available resources for policy development, employee relations, and cessation programs for employees. In addition to these resources, please contact the Ingham

County Health Department at (517) 887-4315 or visit [www.cacvoices.org](http://www.cacvoices.org) to view sample policies, obtain a full copy of the Ingham County Clean Air Regulation, or to order no-smoking signs. Please feel free to call the Ingham County Health Department if you have any questions or problems regarding this regulation.

Sincerely,

A handwritten signature in black ink that reads "John B. Czarniecki". The signature is fluid and cursive, with the first letter of each name being significantly larger and more stylized.

John B. Czarniecki, Chairperson  
Board of Commissioners

A handwritten signature in black ink that reads "Curtis Hertel". The signature is cursive and somewhat compact.

Curtis Hertel, Jr., Chairperson  
Human Services Committee

A handwritten signature in black ink that reads "George T. Rowan, Ph.D.". The signature is cursive and includes the title "Ph.D." at the end.

George Rowan, Ph.D. Chairperson  
Board of Health