

**HACG**   
**SMOKE FREE**

SMOKE FREE

HACG

# 10 MONTHS

APR '16

JUL '16

OCT '16

DEC '16

JAN '17

# A TIMELINE FOR IMPLEMENTATION

## Major milestones



## STEP 1: DESIGNING THE POLICY

What do you want Smoke Free to look like at your agency?

- **What to include: we chose to include ALL types of tobacco**
  - **Lit and inhaled tobacco (including e-cigs) cigarettes, cigars, pipes, hookas**
  - **K2-Spice-Marijuana**
  - **Chewing tobacco, snuff**

[HUD's Prohibited Tobacco Products](#)

The ignition and burning of tobacco leaves, such as cigarettes, cigars, pipes. Also includes waterpipes (hookas).

- **Designated smoking areas: we are entirely smoke/tobacco free**

[HUD gives us options:](#)

1- Restrict smoking to designated areas 25 ft from buildings

OR

2- Be entirely Smoke-Free

**MAY 2016**

## **STEP 2: PRESENTING IT TO THE BOARD**

- **It was presented at the May 2016 Board Meeting**
- **Discussion points:**
  - **The overall goal is to provide healthy housing to ALL residents**
  - **We are not trying to terminate leases due to smoking; we are not discriminating against tenants who smoke**
  - **The policy will include all types of tobacco**
  - **We will educate residents and provide resources to help them quit**

**JULY 2016**

## **STEP 3: PUBLIC COMMENT PERIOD**

**Provide an opportunity for residents to voice their concerns**

**The comment period for Smoke Free housing ended on July 9<sup>th</sup>.**

**There were two comments**

- 1) How are we going to enforce the policy with guests? *The tenant is responsible for their guest.***
- 2) Are we taking away their right to smoke? *There is no constitutional right to smoke.***

**JULY 2016**

## **STEP 3: PUBLIC COMMENT PERIOD**

**Provide an opportunity for residents to voice their concerns**

### HOUSING AUTHORITY OF THE CITY OF GOLDSBORO

June 6, 2016

RE: Notice of Proposed Policy on Tobacco/Smoke-Free Housing

This notice is to inform you that The Housing Authority of the City of Goldsboro (HACG) is proposing a new policy, complete and total Tobacco/Smoke-Free Housing. The policy will prohibit smoking and use of tobacco products on all HACG properties, which includes apartment units, housing development community centers, and the housing development grounds, by tenant(s), guest(s) or invitee(s). The policy will be enforced in the following manner:

- 1<sup>st</sup> Offense – Written warning issued & referral to Wayne County Health Department Smoking Cessation Program
- 2<sup>nd</sup> Offense – Written warning issued & referral to Wayne County Health Department Smoking Cessation Program
- 3<sup>rd</sup> Offense – Final written warning issued; referral to Wayne County Health Department Smoking Cessation Program & \$50.00 fine charged
- 4<sup>th</sup> Offense – Lease termination

### 6 MONTH NOTICE TO RESIDENTS

**HACG gave fair warning and notice to residents about the upcoming change.**



**AUG – SEPT 2016**

## **STEP 3: DEVELOP PARTNERSHIPS**

**DHHS Smoke Free Communities**

**We worked with the Wayne County Health Department to devise a plan for rolling out our policy with the help of Health Educators**

**Things to ask your Health Department**

- 1) Is there funding available to help with signage?**
- 2) Do they offer smoking cessation classes and are they willing to come on site?**





## BOARD OF COMMISSIONERS

They must understand the importance of providing healthy homes for residents.



## LOCAL HEALTH DEPARTMENT

They can provide resources to help you achieve your goals for your housing authority, such as health educators to work with residents.



## CITY LEADERS

If there are questions about who owns the roads and how to enforce your policy on city property, it is good to have the city behind your plans.



## YOUTH AMBASSADORS

The children who are living in public housing can help by advocating for smoke free housing



## PHA EMPLOYEES

Your employees will be the ones who enforce the policy.

**OCT 2016**

## **STEP 4: SMOKE FREE CAMPAIGN**

**Brand your initiative**

- 1) Send out mailings and notices with rent statements**
- 2) Post notices at offices**
- 3) Create FAQs that answer resident objections and explain purpose**
- 4) Post on website**
- 5) Create social media campaign**

# SMOKE FREE MARKETING

Brand your smoke free campaign



**WELCOME TO OUR SMOKE-FREE PROPERTY**



**1-800-QUIT NOW 784-8669**



**BREATHE FREELY**



**SMOKE FREE**

**WHY GO SMOKE FREE?** FAQs for HACG residents and their guests

**Why is the HACG going smoke free?**  
Smoke-free housing protects the health of all HACG residents, saves money, and is strongly supported by the public.

**Does a smokefree policy mean that I cannot live here if I am a smoker?**  
No. A smokefree building does not mean that people who smoke cannot live in the building, or that people who smoke must quit. It simply means that people cannot smoke inside the building or in other areas specified in the policy, such as on balconies and patios.

**How are smoke-free policies enforced?**  
"No Smoking" rules are enforced just as any other lease rule. They are legally self-enforcing. Landlords and property managers need to respond promptly. How are smoke-free policies enforced? Reports of violations, especially when the policy is newly enacted. Violations, should they occur, are handled like any other lease or rule violation such as noise or pets.

**Isn't it discriminatory against smokers to have a smokefree building?**  
No. Smokefree policies are not discriminatory. It is legal to not allow smoking in your buildings. There is no constitutional "right to smoke" and people who smoke are not a protected class.

**Does this include e-cigarettes and other forms of tobacco?**  
Yes. The policy includes all forms of tobacco.

**Does a smokefree policy mean that I cannot live here if I am a smoker?**  
No. A smokefree building does not mean that people who smoke cannot live in the building, or that people who smoke must quit. It simply means that people cannot smoke inside the building or in other areas specified in the policy, such as on balconies and patios.

For more information, please visit: [www.hacg.org/tobaccofree](http://www.hacg.org/tobaccofree)



**BREATHE FREELY**



**SMOKE FREE HOUSING**

Effective January 1, 2016, the Housing Authority of the City of Goldsboro will be smoke free. You have time to QUIT NOW. Call 1-888-QUIT-NOW



Sample postcard for residents (front)



OCT 2016

## STEP 4: SMOKE FREE CAMPAIGN

REMEMBER: It's all about how you present the info:  
**Talk about Benefits!**

**HUD stated Benefits: This rule improves indoor air quality in the housing; benefits the health of public housing residents, visitors, and PHA staff; reduces the risk of catastrophic fires; and lowers overall maintenance costs.**



DEC 2016

## SMOKE FREE CAMPAIGN: YOUTH AMBASSADORS



## STEP 4: LEASE ADDENDUMS

### All residents were required to sign a lease addendum

This policy **prohibits smoking and use of tobacco products** on all HACG properties, which includes apartment units, housing development community centers, and the housing development grounds, by **tenant(s), guest(s) or invitee(s)**.

Tenant(s) understands that smoking or use of tobacco products on HACG property shall be considered a material default under the lease agreement and may be cause for termination of the lease agreement. The **first (1<sup>st</sup>) offense** will result in a written warning and a referral to the Wayne County Health Department Smoking Cessation Program. The **second (2<sup>nd</sup>) offense** will result in a written warning and a referral to the Wayne County Health Department Smoking Cessation Program. **The third (3<sup>rd</sup>) offense** will result in a written warning, a referral to the Wayne County Health Department Smoking Cessation Program, and \$50.00 charge. The **fourth (4<sup>th</sup>) offense** will result in the termination of the lease. Tenant(s) will be responsible for any and all damage(s) caused in violation of this policy.

The HACG reserves the right to terminate of tenancy through eviction and impose a reasonable charge for repairing a unit in instances where damage has occurred from a violation of the Tobacco/Smoke-Free Policy.



## **STEP 5: EMPLOYEE POLICY**

- **Provide cessation support including classes**
- **Multiple announcements and warnings**
- **Employees set an example for the residents and avoid conflicts for enforcement**
- **Breaks:**
  - **No smoking in cars, work vehicles, on-site.**
  - **No extra breaks or extended breaks, but smoking allowed on breaks if off property.**
  - **Important to make sure employees are allowed to leave campus on breaks for this to work.**
- **Signed Personnel Policy (Statement of Understanding)**

**JAN 2017**

## **STEP 5: EMPLOYEE POLICY WARNING SYSTEM**

- **First Offense – Verbal Warning**
- **Second Offense – Verbal Warning**
- **Third Offense – Written Warning placed in file**
- **Fourth Offense – Written Warning placed in file and one day suspension without pay**



## STEP 6: ENFORCEMENT FOR RESIDENTS

Warning Letters \* Property Manager Responsibility \* Maintenance Staff Responsibility \* Administrative Staff Responsibility

- **SCENARIO 1: If a maintenance staff sees a resident/guest smoking, it is not the responsibility of maintenance to confront the resident. They should inform property management and a warning letter will be issued.**
- **SCENARIO 2: Evidence of smoking is present, but no one saw the resident/guest smoking. No lease violation at that time.**

## PROBLEMS AND PUSHBACK



- **No designated smoking area**
- **No phase-out period**
- **The HACG doesn't own the streets**
- **Contractors and other vendors smoking on site**

# PROBLEMS AND PUSHBACK

## Responses from HUD that may help:

- **Although smokers will face new requirements, other residents will generally benefit from an improved quality of life that minimizes the dangers of indoor smoking and SHS exposure...experience improved indoor air quality and reduced interpersonal friction among neighbors exposed to others' smoking.**
- **There is no “right” to smoke in a rental home, and smokers are not a protected subclass under anti-discrimination laws.**
- **HUD is not aware of any medical conditions for which smoking is considered a legitimate, proven treatment. Also, in situations where nicotine treatment is appropriate (*i.e.*, smoking cessation) it can be delivered orally or through dermal applications. Research has shown that smokers with behavioral health conditions (*i.e.*, mental and/or substance abuse disorders) actually benefit from quitting smoking.**