

Board of Health for Madison and Dane County

Resolution #2018 – 08

Authorization to Enter into Memorandum of Understanding for 2018 Wisconsin WINS Tobacco Compliance Checks

Public Health-Madison and Dane County (PHMDC) received grant funding for Tobacco Prevention and Control Compliance (WI WINS) through the 2018 Consolidated Contract from the Division of Public Health of the Wisconsin Department of Health Services. As a recipient of this grant, PHMDC is responsible for conducting compliance checks in Dane County and Columbia County.

This year, PHMDC proposes entering into a Memorandum of Understanding (MOU) to subcontract tobacco compliance checks to community partners. Under the MOU, the community partner will be responsible for:

- conducting compliance checks in coordination with PHMDC;
- recruiting and training youth participants based on WI Wins protocol; and
- performing all tasks in compliance with the WI WINS Scope of Work and follow the WI WINS Protocol.

In Columbia County, PHMDC proposes entering into an MOU with the School District of Lodi Wisconsin for 53 compliance checks in 2018 and pay \$45 per compliance check up to a maximum of \$2,385. The \$45 per check includes cost for mileage, the cost to purchase tobacco products during a sale, printing costs, work supplies such as binders/pens, phone data costs, youth compensation, data entry and management, and any additional technology/equipment or administration costs. The School District of Lodi was selected for this work because they have the resources needed to start and complete the checks in a timely manner and they were recommended by the Lodi Community Action Team, a community partner.

In Dane County, PHMDC will enter into an MOU with Augustine Tatus for 298 compliance checks in 2018 and pay \$50 per compliance check up to a maximum of \$14,900. The \$50 per check includes the same costs as outlined in the above paragraph and the difference in reimbursement rates for Columbia and Dane County takes into consideration the higher number of checks needed in Dane County and associated time to conduct the checks. As part of the selection process, PHMDC emailed nine community partners requesting letters of intent to contract for this work. PHMDC selected Augustine Tatus because his education, experience, and relationships give him the skills to effectively conduct our compliance check program, including supervising youth and managing hundreds of checks throughout the community.

These MOUs shall cover the term of January 1, 2018 through December 31, 2018 and may be renewed for subsequent 1-year terms upon mutual written agreement of both parties, contingent upon available funding through the WI WINS program.

NOW THEREFORE BE IT RESOLVED that the Board of Health for Madison and Dane County authorizes the Director of Public Health-Madison and Dane County to sign a Memorandum of Understanding with the School District of Lodi for purposes of tobacco compliance checks in Columbia County, and with Augustine Tatus for purposes of tobacco compliance checks in Dane County, as described above.

Drafted by: Kate Austin

Introduced: 5/10/2018

Action: