Article I: Name
The name of this organization is the San Luis Obispo County Tobacco Control Coalition, hereafter referred to as the Coalition.

Article II: Mission Statement and Goals
Section 1. Mission Statement: To educate, advocate and develop policy to achieve a tobacco-free community that enhances the health of the County of San Luis Obispo.

Section 2. Goals:
   a. Coordinate, implement, and promote community education
   b. Implement and support policy and legislation that prevents tobacco use, especially targeting populations with a high prevalence of tobacco use
   c. Protect the health of non-smokers
   d. Promote tobacco-free lifestyles
   e. Collaborate to implement mission and goals

Article III: Role and Functions
Section 1. Role:
   a. The Coalition provides consultation to the Tobacco Control Program in developing, coordinating, and implementing tobacco control prevention and education efforts in the county.
   b. Members utilize community involvement and media to develop and influence policy.

Section 2. Functions:
   a. Identify local populations at risk and in need of services
   b. Increase community awareness about tobacco issues
   c. Provide expertise in planning tobacco control projects
   d. Advocate for tobacco control policies
   e. Keep tobacco issues in the public arena

Article IV: Organizational Structure and Leadership
Section 1. Organizational Structure:
San Luis Obispo County Public Health Department

Tobacco Control Program
(local lead agency)

Tobacco Control Coalition
(advisory capacity)

Ad Hoc Committees
(as needed)

Section 2. Leadership:

a. Ideal Coalition leadership shall be Chair, Chair-Elect and Immediate Past-Chair.
   i. Chair
      1) Work in direct partnership with local lead agency
      2) Lead Coalition meetings
   ii. Vice Chair/Chair-Elect
      1) Serve in absence of the Chair
      2) Succeed the Chair after serving one term
      3) Perform duties as requested by the Chair
   iii. Immediate Past-Chair
      1) Serve in an advisory capacity to the Coalition and Chair
      2) Serve in absence of the Chair and Vice Chair
      3) Perform duties as requested by the Chair
   iv. Terms shall be, at minimum, one year.
   v. Annual election of Chair
      1) Nominees must have attended at least four Coalition meeting in the past year.
      2) Nominees are selected at the February meeting and an election is held at the February or April meeting.
      3) The nominee(s) with the majority vote of Coalition members present is elected as the new Chair-Elect and/or Chair.

Article V: Meetings

Section 1. Frequency:

a. Coalition meetings are currently held at 4 p.m. the second Wednesday of even months (February, April, June, August, October, December).
   b. Special and/or ad hoc meetings may be held.
Section 2. Procedural Format:
   a. Decisions are made by consensus, unless a recorded vote is called for.

Article VI: Membership

Section 1. Organization Membership:
   a. Recruitment for Coalition members is on a continuous basis and is focused in the following categories:
      • Education
      • Voluntary health organizations
      • Health care professionals
      • Worksite/employer organizations
      • Media outlets
      • Government organizations
      • Law enforcement
      • Youth organizations
   
   b. The Coalition is made up from organizations such as:
      • American Cancer Society
      • American Heart Association
      • American Lung Association
      • California Polytechnic State University
      • CAPSLO
      • CenCal Health
      • Central Coast Dental Society
      • Central Coast Medical Association
      • Community Health Centers of the Central Coast
      • Cuesta College
      • ECOSLO
      • First 5 San Luis Obispo County
      • Friday Night Live
      • Keely & Company Marketing
      • MINDBODY, Inc.
      • San Luis Obispo County Health Agency
      • San Luis Obispo County Health Commission
      • San Luis Obispo County Office of Education
      • San Luis Obispo County Sheriff's Department
      • San Luis Obispo Unified Coastal School District
      • United Way of San Luis Obispo

   c. Organizations select a representative (and alternate, if they wish) to attend meetings and act collectively with other members.

Section 2. Community At Large Membership:
   a. An individual committed to Coalition goals may join as a member.
Section 3. New Membership:
   a. Membership is declared by filling out a membership form.
   b. Orientation for new members is offered through:
      • Personal briefing
      • New member orientation packet that includes operating procedures
      • Membership directory
      • Minutes from previous meetings
      • Summary of current and previous Coalition activities

Section 4. Expectations:
   a. A member is expected to attend regularly scheduled meetings.
   b. Member agrees to make a good-faith effort to advance the goals, objectives, and activities of the Coalition.
   c. Member agrees to make a good-faith effort to avoid duplicating the efforts of other members and to share opportunities with other members.

Article VII: Satisfaction Assessment
Section 1. Assessment of Coalition:
   a. Member satisfaction will be assessed through a coalition member satisfaction survey, administered annually by Tobacco Control Program staff.
   b. Results will be presented to Coalition members following the data collection.