



HEALTH SERVICES DEPARTMENT

PUBLIC HEALTH DIVISION

Healthy People Living in Healthy Communities throughout El Dorado County

Neda West, Director / Olivia C. Kasirye, MD, MS, Public Health Officer
931 Spring Street, Placerville, CA 95667 (530) 621-6156 / Fax (530) 626-4713

January 14, 2010

Tobacco-Related Disease Research Program
University of California Office of the President
300 Lakeside Drive, 6th Floor
Oakland, CA 94612-3550

Dear Program Officer:

The El Dorado County Health Services Department – Public Health Division is pleased to have the opportunity to be considered for participation in this Pilot Community Academic Research Award sponsored by the Tobacco-Related Disease Research Program. Approval of our application by the County's Board of Supervisors is on the agenda for February 2, 2010 and we will promptly follow up with you following that meeting. Our Board's approval is required for our application to be considered binding and to obligate the County to action.

Again, thank you for this opportunity to be considered for participation in the Pilot Community Academic Research project.

Sincerely,

Neda West, Director
El Dorado County Health Services Department



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STATEMENT OF INTENT TO ESTABLISH A CONSORTIUM AGREEMENT

Date: January 11, 2010

Application Title: Reducing Exposure to Second-Hand Smoke in Rural California

Proposed Budget Period: 7/1/10 - 6/30/12

Grantee Institution: University of California, Davis,
Principal Investigator: Diana L. Cassady, DrPH
Consortium Institution: El Dorado County

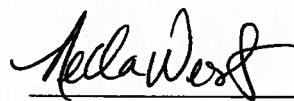
The appropriate programmatic and administrative personnel of El Dorado County and The Regents of the University of California on behalf of its Davis Campus, intend to establish a written inter-institutional agreement that will ensure compliance with pertinent Tobacco Related Disease Research Program (TRDRP), State, and Federal regulations and policies in accordance with the terms and conditions as stipulated by TRDRP.

Approval of the application by the County's Board of Supervisors is on the agenda for February 2, 2010 and we will promptly follow up with you following that meeting. Our Board's approval is required for our application to be considered binding and to obligate the County to action.

The Regents of the University of California
UC Davis
Grantee Institution

El Dorado County
Consortium Institution

Authorized Official



Neda West, Director
Health Services Department



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Reducing Exposure to Second-Hand Smoke in Rural California

Scope of Work

July 1, 2010 to June 30, 2012

The El Dorado County Public Health Division will provide the following services and staff for this collaborative project with UC Davis. Christy Kessler, Supervising Health Education Coordinator, and Olivia Byron-Cooper, Epidemiologist, are expected to be the primary staff members on this project.

- Establish a partnership using community based participatory research approaches, including: participate fully in the CBPR training curriculum; recruit community members to join the project, as appropriate; translate portions of the curriculum for utilization with the coalition; develop a research partnership MOU.
- Contribute to data collection activities, including: identify and contribute to the development of new data collection instruments; modify or create data collection protocols; collect data along with county staff; provide training to volunteers.
- Contribute to the analysis and interpretation of the data collected by conferring on statistical analysis strategy and display of the data in tables and figures.
- Disseminate project results to policy makers and stakeholders in El Dorado County by writing short briefs, news releases, Web updates, mailings, and presentations.