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Providing leadership in public health management

June 8, 2004

Dr. Helena Jaczek, Medical Officer of Health
York Region Health Services Department
17250 Yonge Street, Box 147
Newmarket, Ontario
L3Y 6Z1

Dear Dr. Jaczek,

I am pleased to confirm that the Association of Public Health Agencies (alPHA) shall provide **\$65,000** to the York Region Health Services Department to assist with enforcement supports as identified in Schedule A below, as part of the Supporting Smoke-free By-laws project. The York Region Health Services Department shall in turn provide or ensure the provision of the enforcement supports as set out in Schedule A.

The funds will be paid to the York Region Health Services Department as soon as possible after alPHA receives a signed copy of this Letter of Agreement and the funds from the Ministry of Health and Long-Term Care.

The York Region Health Services Department shall keep and maintain all books, records, invoices and other documents relating to the Agreement in a manner consistent with generally accepted accounting principles and shall make such books, records, invoices and other documents available for review by alPHA or the Minister of Health and Long-Term Care upon written request for a period of seven years from the date of the last payment of funds to the health unit.

If the terms of this Letter of Agreement are acceptable to you, please sign and return a duplicate of this letter to Andrew Papadopoulos, Executive Director, Association of Local Public Health Agencies at the above address.

Yours truly,

Andrew Papadopoulos
Executive Director

The undersigned understand and agree to the terms of this Letter of Agreement this day of

_____, 2004 in _____, Ontario

Signed

Print Name

Schedule A

Obligations of Signatory Health Unit

The York Region Health Services Department will complete the following by-law enforcement related activities during the period between June 1, 2004 and March 31st, 2005, as listed in its response to *the Public Health Unit – Enforcement Needs Assessment Questionnaire – May 2004*:

1. Hire new dedicated by-law enforcement staff.
2. Pay overtime for existing health unit tobacco use enforcement staff.

alPHa reserves the right to request submission of activity reports by the York Region Health Services Department related to the terms of this agreement.