



Marijuana and Tobacco Free Workplace

Policy Number: 027

Supersedes Policy #HR 013 - 03/04/2001, 8/27/2014

Approved: Date: 7/22/2020

Effective: 8/1/2020 – 6/30/2025

Authorized by: Board of Trustees

Review Date: 4/30/2025

1) Purpose:

To outline Timberland Regional Library (TRL)'s expectation that all locations are designated as marijuana and tobacco-free workplaces for reasons of public health and workplace safety.

2) Scope:

The following policy applies to all TRL employees, volunteers and members of the public.

3) Background:

The Washington State Smoking in Public Places Act (previously known as the Washington Clean Indoor Air Act) and the Washington State Uniform Controlled Substances Act state that it is unlawful to consume tobacco products in the workplace, within 25 feet of the workplace, and open or consume marijuana products in public places. In order to protect the health and welfare of TRL staff and patrons, these products are prohibited in all TRL locations, grounds and facilities.

4) Definitions:

- A. Locations: all TRL branches, buildings and kiosks that are operated by TRL as part of the library system.
- B. Tobacco Products: Consumable products that contain nicotine, an addictive chemical compound present in tobacco plants. Tobacco products include, but are not limited to, cigarettes, cigars, dissolvables, hookah, nicotine gels, pipe tobacco, roll-your-own tobacco, smokeless tobacco products (such as dip, snuff, snus and chewing tobacco), and Electronic Nicotine Delivery Systems (such as vaporizers, vape pens, and e-cigarettes), unless specifically designed or prescribed as a nicotine-replacement therapy.
- C. Marijuana Products: Consumable product derived from the cannabis plant that contains greater than 0.3% tetrahydrocannabinol (THC) or synthetic cannabinoid, unless prescribed to a qualifying patient as defined by RCW 69.51A.010 by a licensed medical professional. Marijuana products include, but are not limited to flower or bud (consumed using a pipe, cigarette-like paper wrap, cigar, water pipe, or vaporizer), edible (including pill form), concentrate, resin or hash.

5) Policy:

- A. In compliance with state and local laws prohibiting smoking in public places, all TRL locations and TRL-owned vehicles are to be marijuana and tobacco free, including spaces within 25 feet of facility entrances, exits, windows that open and

ventilation intakes. As an extension of TRL facilities, public spaces in which TRL programming is occurring are included in this policy.

- B. Consumption of tobacco products shall be permitted within personal vehicles, provided that said vehicle is parked 25 feet from all building entrances and 25 feet from windows and/or ventilation intakes.
- C. 'No Smoking' signs shall be conspicuously posted at the entrance to all buildings, and throughout TRL facilities as deemed necessary by TRL Administration.
- D. Employees found to be in violation of this policy will be subject to disciplinary action.
- E. Members of the public found in violation of this policy will be considered disruptive and subject to the TRL Disruptive Patron Behavior Procedure.

6) References:

- A. TRL Disruptive Patron Behavior Procedures Manual.

7) Citations:

- A. *RCW 70.160.030*
- B. *RCW 69.50.445*
- C. *RCW 69.51A.010*

By the enactment of this policy the Board of Trustees of Timberland Regional Library is concurrently rescinding any prior policy or procedure within TRL that is either in conflict with or expansive of the matters addressed in this policy.

