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# Resource Guide For A Drug Free Workplace



Developed By  
The Drug Free Workplace/Business Community Committee



ORANGE COUNTY GOVERNMENT



RICHARD T. CROTTY  
CHAIRMAN

Dear Business Leader:

As you know, I along with the Orange County, Board of County Commissioners have been concerned about the substance abuse problem in Orange County. We have established a strategy through the Orange County Coalition for A Drug Free Community that attempts to attack this problem from all sides. Without a doubt, one of the more critical aspects of solving the problem is through the business community. We know that nationally 70% of all persons over the age of eighteen who use illicit drugs are employed. The affects of substance abuse on that drug using person often carry over to their place of employment, and to the customers or other employees.

We know that many businesses are jeopardizing themselves by not taking advantage of the opportunity to be a drug free workplace, as drug use by employees can cost so much in terms of dollars and other related ways. Absenteeism, theft, and safety are just a few of the areas a drug free workplace can counteract. In addition the Florida Workman's Compensation Office will give a 5 percent reduction on insurance premiums for any business that does become a drug free workplace, under F.S.S. 440.102. I might note that we are hoping that steps will be taken to increase that incentive to a higher percentage in the next legislative session.

That is why I am so pleased that you and your business are willing to consider becoming a drug free workplace. This demonstration of commitment to helping our community become a drug free community is so important and I strongly encourage you to do what is necessary to make it a reality.

I hope that you find this "resource guide" helpful in identifying resources and information on the local level that will assist you in this endeavor. This manual was created by professionals volunteering from the business community, the Chamber of Commerce, the education community, service provider sector, and representation from my office. Many of these same people are willing to meet with you or your representative for a briefing session for about one-hour to review matters relative to becoming a drug free workplace. Incidentally, they are also available to speak to community or business groups as well.

If you have any questions relative to content or other related matters, or would like to schedule someone to speak to you or a group please don't hesitate to contact the Orange County Office for a Drug Free Community at 407-836-7335 or by writing them at 109 East Church Street Suite 210, Orlando, Florida 32801.

Thank you again for your contribution in making Orange County a drug free community.

Sincerely,

A handwritten signature in black ink that reads "Richard T. Crotty". The signature is written in a cursive, flowing style.

Richard T. Crotty  
Chairman

## Testimonies Of A Drug Free Workplace

**Alan Villaverde**, Vice President, *The Peabody Orlando*

“...The Peabody Orlando became a drug free workplace in September 1991. They felt that it was in the best interest of their guest and wanted to take advantage of workers comp savings. Marty Bells, president of Peabody Orlando, is truly concerned of the well being of his associates and by adopting this program, indirectly is creating a healthy work environment for all of his employees. They also felt it was their obligation to put their money where their mouth was on the fight against substance abuse.

Some concerns were voiced about how becoming a drug free workplace might limit their pool of potential employees and the potential impression of an invasion of privacy on their existing employees. Both of these fears proved unfounded.”

*(Excerpts from the presentation to the Orange County Coalition for a Drug Free Community Board members on August 18, 2000)*

**Harry Brown**, Business Manager, *Int'l Brotherhood of Electrical Workers Local Union 606*

“...Becoming a Drug Free Workplace has allowed our employees to be more productive on their job sites and is a sense of pride for our members. I feel that all workers deserve a safe and healthy workplace free from the perils that are associated with chemical abuse. Our members understand the importance of this policy on substance abuse in their industry. It simply cannot be tolerated.

A Drug Free Workplace attitude makes a difference in the development of their present workforce and the future workforce of the community.”

*(Excerpts from the presentation to the Orange County Coalition for a Drug Free Community Board members on August 18, 2000)*

**Ted Adams, Sr.** Vice President, *Centex Rooney Construction Co.*

“...We see the critical need for a drug and alcohol free workplace in order that our customers, employees, and subcontractors can enjoy a safe and healthy work environment - free from injuries and accidents - as well as to protect community and company property, and to ensure efficient operations. These objectives cannot be realized if individuals, impaired by alcohol or drugs, are allowed to be present on our jobsites. This does not even take into consideration the devastation caused by alcohol and drug abuse on family life for both spouse and children. We believe that no employee will be a productive employee without a happy family life...”

**Jean Voetberg**, Account Manager, *Next Generation Network*

“...By having a drug free environment, we are acting with integrity under all circumstances and are building an environment of individual trust and respect, enabling all employees to realize their full potential and decision making ability.”

**Michele E. Cook**, General Manager, *Miller's School Supplies*

“...Being a Drug Free Workplace has enabled us to screen prospective employees in a more thorough manner. Thus, the people applying for jobs with us are usually satisfactory. The current employees, also, gain much assurance knowing that the environment in which they work is safe.”

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## Drug Free Workplace/Business Community Committee Speakers Bureau

At your request the Drug Free Workplace/Business Committee will provide a free, one-hour, briefing session on developing a Drug Free Workplace.

Committee members are also available to speak to area business groups and service organizations. These individuals are volunteer members of the Orange County Drug Free Workplace/Business Committee. All are recognized professionals in developing Drug Free Workplace entities including establishing Drug Testing, Medical Review and Employee Assistance Programs.

Please call the Orange County Office for a Drug Free Community at 407-836-7335 and an appointment will be scheduled for you.

*Utilizing the guiding principles in the Orange County drug strategy, this committee has developed strategies that substantially enhance the business community, as major players, in addressing the problem. This committee is also assisting in increasing the development of additional drug free workplaces.*

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**Goal 1: Protect Orange County citizens from substance abuse**

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*Objective*

Support drug free schools and environments that promote zero-tolerance for substance abuse, where Orange County citizens can be free from the risks of drugs, alcohol and tobacco.

*Objective*

Work with the media, community structures, sports organizations, business and faith groups to encourage young people to reject substance abuse.

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**Goal 2: Reduce the demand for drugs in Orange County**

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*Objective*

Expand drug free workplace programs that emphasize drug prevention education, testing, and intervention.

*Objective*

Support community efforts that take a stand against drug abuse.

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**Goal 3: Reduce the supply of drugs in Orange County**

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*Objective*

Support federal, state and local law enforcement efforts toward the common objectives of decreasing the supply of illegal drugs and dismantling drug trafficking organizations.

*Objective*

Support law enforcement efforts to disrupt criminal money laundering operations, seize, and forfeit criminal assets.

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**Suggested strategies/activities/focus:**

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- Develop meaningful recognition of drug free workplaces.
- Develop additional incentives for becoming a drug-free workplace.
- Educate the community on the value of a drug free workplace.
- Create opportunities for businesses to do other activities to support the Coalition's goals.
- Provide opportunities for training on how to become a drug free workplace.

## Florida's Workers' Compensation Drug Free Workplace Program

Florida's Workers' Compensation Law allows employers who adopt the Law's drug free workplace program to receive numerous benefits. For example, employers who adopt such a program may be eligible to receive a discount on their workers' compensation premiums and may improve their experience modification factor. Additionally, employees who test positive for drugs or alcohol at the time of the accident may lose workers' compensation medical and indemnity benefits. Employees who test positive may also be disciplined and discharged for cause.

To obtain these benefits, an employer's drug free workplace program must comply with the program's requirements. One time, prior to testing, an employer must give all employees and job applicants a written policy statement regarding the drug free workplace program. An employer that does not have a drug-testing program must ensure that at least 60 days elapse between the notice and beginning of actual drug testing. An employer must include notice of drug testing on vacancy announcements for positions for which drug testing is required. A notice of the employer's drug testing policy must also be posted in an appropriate and conspicuous location on the employers premises, and copies of the policy must be made available for inspection by the employees or job applicants. The drug testing policy or procedure must be applied equally to all employee classifications where the employee is subject to workers' compensation coverage,

An employer who adopts a drug free workplace program must conduct four types of drug tests. **First**, an employer must require job applicants to submit to a drug test and may use a refusal to submit to a drug test or a positive confirmed drug test as a basis for refusing to hire a job applicant. For a public employer, a job applicant means only a person who has applied for a special-risk or safety-sensitive position. **Second**, an employer must require an employee to submit to reasonable-suspicion drug testing. **Third**, an employer must require an employee to submit to a drug test if the test is conducted as part of a routinely scheduled fitness-for-duty examination. **Fourth**, if the employee in the course of employment enters an employee assistance program for drug-related problems, or a drug rehabilitation program, the employer must require the employee to submit to a drug test as a follow-up to such a program, unless the employee voluntarily entered the program.

Within five working days after receipt of a positive confirmed test result, an employer must inform the employee or job applicant in writing of the positive test result. Within five working days after receiving notice of a positive confirmed test result, the employee or job applicant may submit information to the employer explaining or contesting the test result, and explaining why the test result does not constitute a violation of the employer's policy. If the employee's or job applicant's explanation or challenge of the positive test result is unsatisfactory to the employer, a written explanation as to why the explanation is unsatisfactory, along with the report of the positive result, must be provided to the employee or job applicant. If an initial drug test is negative, the employer may in its sole discretion seek a confirmation test.

# Guidelines for Implementing A Drug Free Workplace Policy

## Step 1

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Develop policy, including making sure a list of counselors/rehabilitation programs are available in Human Resources Department for employee referral, **identify drugs to be tested for**, determine how company will handle positive drug-test results on current employees, and determine how company will handle employees who self-identify.

## Step 2

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Identify drug-testing laboratory and medical review officer.

## Step 3

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Have policy reviewed by attorney and by workers' compensation carrier to determine compliance with Florida Drug Free Workplace Act to receive 5% discount on workers' compensation premiums.

## Step 4

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Distribute and explain policy to supervisors before distributing to employees.

## Step 5

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Distribute policy to employees (60-days' notice before effective date) and hold meetings to educate employees.

## Step 6

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Ensure Drug Free Workplace Policy designation is indicated in all job advertisements and is posted where applicants apply for jobs.

## Step 7

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Ensure policy is distributed to job applicants prior to pre-employment drug screening.

## Step 8

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Ensure policy statement is included in employee handbook (referring to formal policy distributed separately).

## Step 9

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After 60 days, ensure policy is distributed to employees prior to any subsequent drug test.



# Sample Form 09-1, Application for Drug Free Workplace Premium Credit Program

## FORM 09-1 APPLICATION FOR DRUG-FREE WORKPLACE PREMIUM CREDIT PROGRAM

Name of Employer: \_\_\_\_\_

Date Program Implemented: \_\_\_\_\_

### Testing:

Procedures for drug testing have been established and/or drug testing has been conducted in the following areas:

- |   |  |
|---|--|
| <input type="checkbox"/> Job applicant        | <input type="checkbox"/> Routine fitness for duty                          |
| <input type="checkbox"/> Reasonable suspicion | <input type="checkbox"/> Follow-up testing to Employee Assistance Programs |

### Notice of Employer's Drug Testing Policy:

- |  |  |
|--|--|
| <input type="checkbox"/> Copy to all employees prior to testing        | <input type="checkbox"/> Show notice of drug testing on vacancy announcements  |
| <input type="checkbox"/> Posted on employer's premises                 | <input type="checkbox"/> Copies available in personnel office or other suitable locations                                  |
| <input type="checkbox"/> Copy to job applicants prior to testing       | <input type="checkbox"/> No notice required because the employer had a drug testing program in place prior to July 1, 1990 |
| <input type="checkbox"/> General notice given 60 days prior to testing |  |

### Education:

- Resource file on providers
- Employee Assistance Program
- Education

Name of Medical Review Officer: \_\_\_\_\_

- A. Name of approved Agency for Health Care Administration Lab or United States Department of Health and Human Services Certified Laboratory: \_\_\_\_\_
- B. Phone #: (     ) \_\_\_\_\_
- C. Address: \_\_\_\_\_

**ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION, IS GUILTY OF A FELONY OF THE THIRD DEGREE.**

_____ Employer Name	_____ Officer/Owner Signature *
_____ Date	_____ Title

\* Application must be signed by an officer or owner.

**THE ABOVE SIGNED CERTIFIES THAT THIS INFORMATION IS A TRUE AND FACTUAL DEPICTION OF THEIR CURRENT PROGRAM.**

_____ Notary Public's Signature	_____ Date	_____ Exp. of Commission
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Form 09-1 Revised 02/97

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NC3010 (TB00002)

APPLICATION FOR A FLORIDA DRUG FREE WORKPLACE PREMIUM CREDIT PROGRAM

# Glossary of Drug Testing Terms

## **Chain of custody**

Refers to the methodology of tracking specified materials or substances for the purpose of maintaining control and accountability from initial collection to final disposition for all such materials or substances and providing for accountability at each stage in handling, testing, and storing specimens and reporting test results.

## **Confirmation test, confirmed test, or confirmed drug test**

A second analytical procedure used to identify the presence of a specific drug or metabolite in a specimen, which test must be different in scientific principle from that of the initial test procedure and must be capable of providing requisite specificity, sensitivity, and quantitative accuracy.

## **Drug**

Alcohol, including a distilled spirit, wine, a malt beverage, or an intoxicating liquor; an amphetamine; a cannabinoid; cocaine; phencyclidine (PCP); a hallucinogen; methaqualone; an opiate; a barbiturate; a benzodiazepine; a synthetic narcotic; a designer drug; or a metabolite of any of the substances listed in this paragraph. An employer may test an individual for any or all of such drugs.

## **Drug rehabilitation program**

A service provider, established pursuant to s. 397.311(28), that provides confidential, timely, and expert identification, assessment, and resolution of employee drug abuse.

## **Drug test or test**

Any chemical, biological, or physical instrumental analysis administered, by a laboratory certified by the United States Department of Health and Human Services or licensed by the Agency for Health Care Administration, for the purpose of determining the presence or absence of a drug or its metabolites.

## **Employee**

Any person who works for salary, wages, or other remuneration for an employer.

## **Employee assistance program**

An established program capable of providing expert assessment of employee personal concerns; confidential and timely identification services with regard to employee drug abuse; referrals of employees for appropriate diagnosis, treatment, and assistance; and follow-up services for employees who participate in the program or require monitoring after returning to work. If, in addition to the above activities, an employee assistance program provides diagnostic and treatment services, these services shall in all cases be provided by service providers pursuant to s. 397.311(28).

## **Employer**

A person or entity that employs a person and that is covered by the Workers' Compensation Law.

## **Initial drug test**

A sensitive, rapid, and reliable procedure to identify negative and presumptive positive specimens,

using an immunoassay procedure or an equivalent, or a more accurate scientifically accepted method approved by the United States Food and Drug Administration or the Agency for Health Care Administration as such more accurate technology becomes available in a cost-effective form.

**Job applicant**

A person who has applied for a position with an employer and has been offered employment conditioned upon successfully passing a drug test, and may have begun work pending the results of the drug test. For a public employer, “job applicant” means only a person who has applied for a special-risk or safety-sensitive position.

**Medical Review Officer or MRO**

A licensed physician, employed with or contracted with an employer, who has knowledge of substance abuse disorders, laboratory testing procedures, and chain of custody collection procedures; who verifies positive, confirmed test results; and who has the necessary medical training to interpret and evaluate an employee’s positive test result in relation to the employee’s medical history or any other relevant biomedical information.

**Prescription or nonprescription medication**

A drug or medication obtained pursuant to a prescription as defined by s. 893.02 or a medication that is authorized pursuant to federal or state law for general distribution and use without a prescription in the treatment of human diseases, ailments, or injuries.

**Public employer**

Any agency within state, county, or municipal government that employs individuals for a salary wages, or other remuneration.

**Reasonable-suspicion drug testing**

Drug testing based on a belief that an employee is using or has used drugs in violation of the employer’s policy drawn from specific objective and articulable facts and reasonable inferences drawn from those facts in light of experience. Among other things, such facts and inferences may be based upon:

1. Observable phenomena while at work, such as direct observation of drug use or of the physical symptoms or manifestations of being under the influence of a drug.
2. Abnormal conduct or erratic behavior while at work or a significant deterioration in work performance
3. A report of drug use, provided by a reliable and credible source.
4. Evidence that an individual has tampered with a drug test during his employment with the current employer.

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5. Information that an employee has caused, contributed to, or been involved in an accident while at work.
  6. Evidence that an employee has used, possessed, sold, solicited, or transferred drugs while working or while on the employer's premises or while operating the employer's vehicle, machinery, or equipment.

### **Safety-sensitive position**

With respect to a public employer, a position in which a drug impairment constitutes an immediate and direct threat to public health or safety, such as a position that requires the employee to carry a firearm, perform life-threatening procedures, work with confidential information or documents pertaining to criminal investigations, or work with controlled substances; a position subject to s. 110.1127; or a position in which a momentary lapse in attention could result in injury or death to another person.

### **Special-risk position**

With respect to a public employer, a position that is required to be filled by a person who is certified under chapter 633 or chapter 943.

### **Specimen**

Tissue, hair, or a product of the human body capable of revealing the presence of drugs or their metabolites, as approved by the United States Food and Drug Administration or the Agency for Health Care Administration.

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## Third Party Administrators (TPA) and Occupational Health Services (OHS) Serving the Orange County Area

**Third Party Administrators and Occupational Health Services have the ability to provide full-service, for your entire drug testing program.**

### **ADVANTAGECARE**

Bill Brooks  
407-345-8877

### **Centra Care**

Sharon Cook  
407-660-8118 ext. 258

### **DOT STOP**

Cheryl Reabuck  
407-857-5573

### **Family Medical Centers**

David Martens  
407-628-0076

### **Florida Hospital Corporate Testing**

Barb Bauer  
407-916-4540

### **Mobile Drug Testing**

Randy Berkholder  
407-282-0250

### **Charles Moorefield, M.D.**

Cliff Clonan  
407-843-6175

### **ORHS Occupational Health Services**

Ken Michaels, D.O.  
407-841-5212

*Any TPA/OHS missing from the list is unintentional.*

## Medical Review Officers (MRO) Serving the Orange County Area

*Certifying Agency: American Association of Medical Review Officers (AAMRO), 2,000 DIRECTORY,  
www.aamro.com*

MRO Name	Company	Phone Number
Brian Allen, M.D.	Florida Hospital Centra Care	407-699-8400
Walter Black, M.D.	HBI	407-298-2667
Pedro Diaz-Bordon, M.D.	South Orlando Diagnostic Center	407-509-4548
Harry Gordon, M.D.	ADVANTAGECARE	407-345-8877
Virginia Mesa, M.D.	FL. Hosp. Corp. Health & Int'l Health	407-916-4540
Ken Michaels, D.O.	ORHS Occupational Health	407-841-5212
Charles H. Moorefield, M.D.	Charles H. Moorefield, M.D; HDMRO	407-843-6175
Arlene Palazzola, M.D.	Family Medical Centers	407-348-0990
Scott Sanford, M.D.	Pine Castle Walk In Clinic	407-850-0056
Jock Sneddon, M.D.	ADVANTAGECARE Florida Hospital Centra Care	407-345-8877 407-363-9927
Din-On Sun, D.O.	Osteopathic Medical Center	407-281-6843
Allen Taylor, M.D.	Orlando Clinic	407-843-1180
Gary Young, M.D.	Orlando Clinic	407-843-1180

*Certifying Agency: Medical Review Officer Certification Council (MROCC), 2,000 DIRECTORY,  
www.mrocc.com*

MRO Name	Company	Phone Number
Dan Gerstenblitt, M.D.	Orlando Clinic	407-843-1180
Nitin Hate, M.D.	Occupational Medical Clinic	407-852-8520

*This directory includes only Orange County based MRO's who agreed to be listed. Other listing may be found in your local telephone directory. Any missing from the list is unintentional.*

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Agency for Health Care Administration (AHCA)  
Certified Drug Testing Laboratories

**American Medical Laboratories, Inc.**

14225 Newbrook Dr.  
Chantilly, VA 20151

703-802-6900

**LabOne, Inc.**

10101 Renner Blvd.  
Lenexa, KS 66219

800-728-4064

**Laboratory Corporation of America**

1904 Alexandra Dr.  
Research Triangle Park, NC 27709

800-833-3984

**Medtox Laboratories, Inc.**

354 W. County Road D  
St. Paul, MN 55112

877-725-7240

651-636-8284

**Quest Diagnostics Incorporated**

3175 Presidents Dr.  
Atlanta, GA 30340

770-452-1590

**Toxicology Testing, Inc.**

5426 N.W. 79th Ave  
Miami, FL 33166

305-593-2260

*It is not intended to be all inclusive, any omissions were unintentional.*

# Employee Assistance Program (EAP) Flow Chart

## EMPLOYEE in need of ASSISTANCE

Self (voluntary) Referral	Supervisor Referral	or	Mandatory Referral
<p><b>Confidential Assistance:</b></p> <ol style="list-style-type: none"> <li>1. Screen and assess problem</li> <li>2. Provide short-term counseling</li> <li>3. Determine need for appropriate referral and provide linkage to resource.</li> <li>4. Follow-up for problem resolution.</li> </ol> <p><b>Community Referral for:</b></p> <ul style="list-style-type: none"> <li>• Legal</li> <li>• Financial</li> <li>• Marital</li> <li>• Drugs/alcohol</li> <li>• Emotional</li> <li>• Children/family</li> </ul>	<p><b>Performance problem:</b></p> <ol style="list-style-type: none"> <li>1. Documentation</li> <li>2. Intervention</li> <li>3. Referral</li> <li>4. Monitoring</li> </ol> <p>Referrals relate to employees whose work performance has been impacted to such a point that the supervisor needs to take corrective action.</p>		<p><b>Positive Drug Screen:</b></p> <p>resulting from for-cause (i.e. accident, erratic behavior) or as a result of random testing or annual physical.</p>

Voluntary referrals are employees who self-identify their need for assistance whose work performance has not been directly or indirectly impacted.



# Glossary of EAP Terms

## **Affiliate Model EAP**

An EAP in which a vendor subcontracts with local professionals rather than using salaried staff.

## **Alcohol Abuse**

Consumption of alcohol in a manner and degree that impairs functioning and harms or endangers the health, safety and well-being of the user or those with whom the user comes in contact.

## **Assessment Diagnosis**

An evaluation in which professional expertise and skills are exercised to collect and analyze data in order to understand and describe the nature of service needs of an individual, family, or group. Assessment, as in needs assessment, is also used to determine priorities of program planning and service development for the organization as a whole.

## **Assessment and Referral EAP Model**

An EAP which has as its primary focus employee education, supervisory training, crisis intervention, the assessment of presenting problems of the employee and/or dependent(s), the referral of individuals who have problems to appropriate resources and systematic follow up.

## **Brief Treatment**

A form of therapy which focuses on the essential issue for a short period of time that is worked on with the counselor and the client in a goal directed plan

## **Certified Employee Assistance Professional (CEAP)**

Established by EAPA in 1986, the CEAP provides a means to ensure that practitioners, regardless of background, poses a standard level of knowledge necessary for employee assistance programming. The program grants certified status to practitioners who pass a written examination. In order to qualify to take the examination, a practitioner depending upon educational level must possess two to three years experience in EAP programming, including a minimum of 2,000 to 3,000 hours devoted to employee assistance programming.

## **Chemical Dependency**

Physiological and psychological dependence on a chemical, such as alcohol, tobacco, and narcotics, which results in increased tolerance and in withdrawal symptoms when the chemical is removed.

## **Critical Incident Stress Debriefing (CISD)**

A method of EAP intervention that is implemented after a crisis to handle individual and group reactions to the initial shock and trauma. May be included as part of a comprehensive, integrative, multi-component crisis intervention system and applied to a wide variety of community and occupational settings.

## **Detoxification**

The process by which drugs or other harmful substances are removed from a person's body for a time period sufficient to restore adequate physiological and psychosocial functioning.

## **Drug Abuse**

Misusing a chemical substance in a manner that is detrimental to an individual's physical or mental well-being and or safety and well-being of others.

**Drug Addiction**

A state of physiological dependence that results from the abuse of chemical substances. In the absence of the substance, an individual experiences systems of withdrawal.

**Drug Testing Policies**

Company procedure outlined for the collection of urine specimen and the laboratory analysis of such and the reporting to appropriate designated medical personnel before informing the employee.

**EAP - Employee Assistance Plan/Program**

Assessment, information, referral, short-term counseling, and other employment-related services provided under a contract or arrangement with an employer, union, or organization.

**Employee Education**

Regular scheduled programs by the EAP providing information on a variety of subjects.

**Impairment**

A loss of abnormality in physiological, psychological, or mental structure or functioning, such as paralysis of a limb, mental retardation, or blindness.

**In-house Program**

An EAP in which all staff members are employed by the company the program serves.

**Internal Program**

Any employee assistance program whose EAP counselors or employee assistance clinicians are employed by the sponsoring organization.

**Out-of-house EAP**

An EAP in which a firm is contracted to provide the EAP staff and services.

**Return To Work Agreement**

Formal document signed by an employee that delineates specific conditions for being able to return to work as drug testing, and as attendance at an EAP.

**SAP**

Substance Abuse Professional designated in the Department of Transportation regulation with specific responsibilities.

**Short-term Counseling EAP Model**

An EAP that in addition to the requirements for the Assessment and Referral Model provides short-term solution focused counseling sessions to the majority of the EAP contracts. These programs must offer no less than three or no more than twelve counseling sessions to qualify for this designation. To qualify at one session, the session length should be a minimum of 45 minutes.

**Supervisory Training**

An essential ingredient of an EAP that educates managers as to what is an EAP, how to refer and consultation availability.

## **Definition - Employee Assistance Program (EAP):**

The Employee Assistance Professionals Association (EAPA) defines an EAP as a worksite-based program designed to assist (1) work organizations in addressing productivity issues and (2) employee clients in identifying and resolving personal concerns (including, but not limited to, health, marital, family financial, alcohol, drug, legal, emotional, stress, or other personal issues) which may affect job performance.

## **A few statistics (according to 1996 EAPA survey of member EA professionals):**

- Approximately 80% of Fortune 500 companies have EAPs in place.
- Problems seen most frequently include family crisis (25%); stress (23%); depression (21%); alcoholism (14%); workplace/job-conflict (9%); substance abuse (2%).

Employee Assistance Program Services or EAP services are designed to address work organization productivity issues and employee client problems affecting job performance and ability to perform on the job. These services may include, but are not limited to, the following:

1. Consultation with, training of, and assistance to work organization leadership (managers, supervisors, an union stewards) seeking to manage the troubled employee, enhance the work environment, and improve employee job performances, and outreach to and education of employees and their family members about availability of EAP services;
2. Confidential and timely problem identification/assessment services for employee clients with personal concerns that may affect job performance;
3. Use of constructive confrontation, motivation, and short-term intervention with employee clients to address problems that affect job performance.
4. Referral of employee clients for diagnosis, treatment, and assistance, plus case monitoring and follow up services;
5. Consultation to work organizations in establishing and maintaining effective relations with treatment and other service providers, and in managing provider contracts;
6. Consultation to work organizations to encourage availability of, and employee access to health benefits covering medical and behavioral problems, including, but not limited to, alcoholism, drug abuse, and mental and emotional disorders; and
7. Identification of the effects of EAP services on the work organization and individual job performance.

## **Costs of worksite Behavioral Health Problems:**

1. Reduced productivity as high as \$100 billion (Drug Abuse in the Workplace: Consensus Summary, National institute on Drug Abuse, 1986).
2. 40% of industrial fatalities and 47% of industrial injuries are linked to alcohol consumption and alcoholism (Occupational Medicine, Vol. 4, No. 2, 1989).
3. 36% of all employee thefts in a study of 102 companies were directly related to drug problems of abusing employees (Hoffman-LaRoche, Inc., October 1989).
4. Drug reliant employees incur 300% higher medical costs and benefits compared to healthy co-workers (U.S. Chamber of Commerce survey found in Workers at Risk: Drugs and Alcohol on the Job. U.S. Department of Labor, 1990).

5. Nearly 25% of a drug dependent employee's salary is lost through increased use of medical benefits, poor attendance, low productivity ("Managerial Responses to drug abuse in the Workplace," Journal of Small Business Management, April 1989).
6. Approximately 25% of working parents worry about their children during the day (Balancing Job and Homelife Study: Summary of Findings, Boston University School of Social Work, 1986).
7. Stress disability cases rose from 6% in 1982 to 13% in 1990.
8. Using \$50 as the baseline for monthly costs of healthcare by the normal citizen, a report prepared for the Commission on Model State Drug Laws found these startling healthcare usage statistics:
  - The early alcoholic - ten years before his or her crisis state - is spending double that amount.
  - By the time the alcoholic reached crisis, that cost is 10 to 12 times as high.
  - Alcoholics are susceptible to a variety of illnesses and occupy 25 to 40 percent of hospital beds.
  - Physicians generally do not identify the underlying problem and instead treat the presenting problem.
  - Currently 15% of the healthcare budget is consumed by these mostly "secondary effects" costs. When "collateral cost offsets" (family) are added to that amount, healthcare costs are no longer contained.

#### **Findings in Support of EAPs:**

1. For every dollar invested in a Drug Free Workplace program with an EAP as an integral part, employers generally save anywhere from \$5 to \$15.
2. Use of EAPs have been shown to result in:
  - 66% decline in absenteeism after alcohol abusers have been identified and treated (Hazelden Foundation, 1988).
  - 33% decline utilization of sickness benefits; 65% decline in work-related accidents; 30% decline in workers' compensation claims (American Management Magazine, November, 1985).
  - A McDonnell Douglas Corporation independent study in 1989 found a 35% reduction of overall healthcare costs.
  - 28% savings on mental health benefits (Journal of Health Care Benefits, January/February 1992).
3. A study prepared for the Model State Drug Laws shows:
  - Addiction treatment represents just one percent of total healthcare costs in the U.S. compared to 15% when untreated.
  - Identification, treatment and follow-up can bring the alcoholic to near normal healthcare usage (\$50 baseline) within one to two years - and that low level endures for at least seven years.
  - Five years after treatment, healthcare costs for the family of the alcoholic can fall below the baseline.
4. Specific success stories include:
  - General Motors corporation drug free workplace program saves the company \$3,700 for each employee enrolled in the program.
  - Philadelphia Police Department employees undergoing treatment reduced their number of sick days by an average of 38% and their injuries by 62%.
  - Oldsmobile's Lansing, Michigan plant saw healthcare costs decrease by 29% and disciplinary problems decreased by 63%.

## EAP Vendors Serving the Orange County Area

Company: **The Allen Group (TAG)**

Address: **2965 West State Road 434, Suite 100**  
**Longwood, Florida 32779**

Contact: **Jeanne Blaisdell**

Phone: **407-788-8822**

Fax: **407-862-1477**

Website: **theallengroup.com**

**Executive Summary:** Founded in 1979, TAG is the largest EAP provider in the state of the Florida and the only provider that has received certification from Children & Family Services. TAG's goal is to assist troubled employees, their families and managers in dealing with difficult problems with creative, effective and financially responsible solutions. TAG has 13 Central Florida locations and offers a national provider network allowing access to over 10,000 providers. In addition, telephonic counselors are available 24 hours per day, 7 days per week, throughout Florida, the Southeast and United States. TAG is proud to be the EAP provider for many municipalities, including Orange County Government.

### Services Provided:

- Assessment, Short Term Counseling
- Referral
- Employee Orientation
- Supervisor Training
- Critical Incident Stress Management
- Fitness For Duty Evaluations
- Substance Abuse Professional (SAP)
- Lunch N' Learn Seminars
- On-Going Supervisor Consultation
- Other: Benefit Design Consultation, Case Management, Corporate Training, Drug Free Workplace Compliance and Policy Development, Data management and Reporting, Quality Assurance, Legal/Financial Services, Childcare/Eldercare Consultation, Corporate Wellness Programs, On-line Services

## EAP Vendors Serving the Orange County Area

Company: **Florida Hospital Employee Assistance Program**

Address: **2301 N. Orange Avenue, Orlando, Florida 32803**

Contact: **Barbara Bauer**

Phone no: **407-660-8118**

Fax no: **407-660-0006**

email: **Barbara\_Bauer@mail.fhmis.net**

**Executive Summary:** The success of any business depends in large part on its employees' productivity. Just as personal well-being and positive emotional health enables employees to achieve high levels of productivity, personal problems such as alcohol and drug abuse may impair an employee's performance on the job. Florida Hospital offers an Employee Assistance Program with licensed mental health counselors trained in offering confidential assessment, counseling and referral to employees and their family members needing help with problems such as substance abuse, marital, legal, or family difficulties. As an employer's EAP partner, it is our goal to help employees deal with issues so that they may return to optimal productivity as quickly as possible.

### Services Provided:

- Assessment, Short-term Counseling
- Referral
- Employee Orientation
- Employee Educational Materials
- Supervisor Training
- Other: Policy Development
- Critical Incident Stress Management
- Fitness for Duty evaluations
- Substance Abuse Professional (SAP)
- Lunch n' Learns/Seminars
- On-going supervisor consultation

## EAP Vendors Serving the Orange County Area

Company: **EAP GROUP, INC.**

Address: **2256 Winter Woods Blvd., Winter Park, FL 32792**

Contact: **Gerard P. Kinzler, LCSW, CEAP**

Phone no: **407-740-7105**

Fax no: **407-740-0372**

e-mail: **gpkeap@aol.com**

Executive Summary: We believe that employees are the most value resource of any business. A well-managed Employee Assistance Program helps improve the quality of life for the employees, thus contributing to a healthy, productive and safe work environment. EAP GROUP, INC. provides the highest quality confidential professional services for employees and their dependents. It is truly a risk management program for the employer and an employee benefit for the employee.

### Services Provided:

- Assessment, Short-term Counseling
- Referral
- Employee Orientation
- Employee Educational Materials
- Supervisor Training
- Other: Policy/Procedure implementation
- Critical Incident Stress Management
- Fitness for Duty evaluations
- Substance Abuse Professional (SAP)
- Lunch n' Learns/Seminars
- On-going supervisor consultation

## EAP Vendors Serving the Orange County Area

Company: **Lakeside Alternatives, Inc.**

Address: **434 W. Kennedy Boulevard**

Contact: **Michele Saunders, LCSW**

Phone no: **407-875-3700 X2488**

Fax no: **407-875-2626**

Website: **[www.lakesidealternatives.com](http://www.lakesidealternatives.com)**

Executive Summary: Lakeside Alternatives has a 17-year history in the Orlando community and is one of the leading behavioral health care organizations in Central Florida. Lakeside's mission is to provide high quality, cost effective behavioral health care to the citizens of Central Florida. As a private, non-profit organization, Lakeside provides comprehensive employee education and counseling services for personal problems (that can impact on employee job performance), management consultation and supervisory training. In addition, Lakeside offers a full range of Work/Family service. Lakeside is open 24 hours a day, seven days a week with clinical staff to provide crisis and non-crisis assessments as well as linkage and referrals for services.

### Services Provided:

- Assessment, Short-term Counseling
- Referral
- Employee Orientation
- Employee Educational Materials
- Supervisor Training
- Other: Workplace policy, drug screening, work family services
- Critical Incident Stress Management
- Fitness for Duty evaluations
- Substance Abuse Professional (SAP)
- Lunch n' Learns/Seminars
- On-going supervisor consultation

*Any providers missing from the list is unintentional.*



## Appendix: Florida Drug Free Workplace Small Business Project

This project is a private initiative sponsored by the Small Business Administration to assist Florida small Businesses in implementing corporate programs to discourage drug abuse in the workplace.

Two vendors are contracted with under the grant to conduct workshops for small business. It offers benefits to companies that elect to participate in the program.

### Drug Free Workplaces, Inc.

Drug Free Workplaces, Inc. provides a workshop with a \$250 voucher.

A \$250 voucher may be used to offset the cost of the following services:

- Drug Testing
- Employee Assistance Programs
- Supervisor Training
- Parent education on how to keep their kids drug free.

Many of the services offered are at no cost. Other service may be offset by \$250 grant.

Contact:	Drug Free Workplaces, Inc 27 West Romana Street Pensacola, Florida 32501	Carol Law, Ph.D. (850) 434-3782 or 1-800-430-3782 Web-site: drugfreeworkplaces.com
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### Florida Drug Screening, Inc

Florida Drug Screening, Inc (FDS) a statewide provider of Drug Free Workplace Programs is available to provide financial and technical assistance to Orange County businesses.

With this grant funding, eligible small businesses can receive financial and technical assistance in setting up a complete turnkey Drug Free Workplace Program. This complete program consists of a Drug Free Workplace Policy, Drug Testing, Employee Education, Supervisor Training, and access to Employee Assistance Programs. **There is no cost to the businesses participating in this program.**

The complete turnkey Drug Free Workplace can also be accessed at no cost at our web-site which is *drugfreekit.com*.

FDS also utilizes this grant funding to provide to the business community educational seminars on establishing a Drug Free Workplace (DFW), managing a DFW, employee education for a DFW, and Supervisor Training for a DFW. These workshops are offered at no cost.

Statewide services available:	Florida Drug Screening, Inc Contact: Todd Shoulberg 2191 Julian Ave # 2 Palm Bay, Florida 32905 1-888-441-4599, fax 321 953 6545 www.floridadrugscreening.com
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# Orange County's Substance Abuse Problem

## Drug Babies

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- Every month 12 to 15 babies exposed/addicted to drugs are born in Orange County.

## Middle School Students

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- In Orange County Schools, of the 4,347 students surveyed, representing 31,809 middle schools students, they indicated use of at least one of the following substances, to at least some degree, within the past 3 months.

Wine/wine coolers	30%	Hard Liquor (whiskey)	10%
Beer	20%	Marijuana	10%
Cigarettes	16.5%	Liquid Paper/Inhalant	10%

- 60% responded that they had many/most friends who used alcohol or other drugs.
- 19% reported that they had friends that who sold drugs.
- 25% felt pressured to use drugs.
- 5% reported that they had sold drugs or helped someone sell drugs.
- 3% reported use of heroin, cocaine, LSD, ecstasy, uppers, and downers.

## High School Students

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- In Orange County High Schools, of the 2,882 students surveyed, representing 38,774 high school students, they indicated use of at least one of the following substances, to at least some degree, within the past 3 months.

Wine/wine coolers	44%	Hard Liquor (whiskey)	30%
Beer	34%	Marijuana	28%
Cigarettes	25.5%	Liquid Paper/Inhalant	9%

- 82% responded they had many/most friends who used alcohol or other drugs.
- 48.3% reported they had friends that sold drugs.
- 31% felt pressured to use alcohol and other drugs.
- 15.4% reported they had sold drugs or helped someone sell drugs.
- 5% reported use of heroin, cocaine, LSD, ecstasy, uppers, and downers.

## Juvenile Justice

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- Of the 6,020 youths referred for juvenile delinquency in 1998-99, 4,697 were screened for substance abuse. Of that number, 2, 489 were determined to be involved in substance abuse and in need of services.
- 677 youths were arrested for drug related charges in 1998-99.

## Adult Arrests

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- 21% or 11,442 of the 54,927 arrests booked through Orange County Corrections in 1999, were drug charges.
- There has been a 46% increase in drug charges from 1994 to 1999. There has only been a 6% in total arrest/bookings from 1994 to 1999.
- There has been a 59% increase of females charged with drug offenses from 1994 to 1999, while only a 44% increase in same time period for males.
- 70% of the Orange County jail population, assessed for substance abuse, are in need of treatment.

## Workplace

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- 70% of all illicit drug users, over 18 years, of age are employed.
- Of the 7,864 businesses in Orange County, only 359 were registered with the Workers' Compensation Office as a Drug Free Workplace.

## Overdoses

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- In 1999, there were 39 fatal overdoses, due to heroin.

The average age of the victim was 31.

The ethnic/gender make up was as follows:

White Male	23	White Female	6
Hispanic Male	9	Hispanic Female	1

Age groupings:

Under 20	5	21-30	16	31-40	11
41-50	7	51-60	0	61-over	0

- In 1999, there were 36 fatal overdoses, due to other drugs (not heroin specified).

The average age of the victim was 39.

The ethnic/gender make up was as follows:

White Male	19	White Female	9
African American Male	4	African American Female	4

Age groupings:

Under 20	2	21-30	8	31-40	11
41-50	8	51-60	5	61-over	2

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## Orange County's Response to the Substance Abuse Problem

- **Established the Orange County Office for a Drug Free Community.**

Hired Coordinator on October 1, 1999.

Opened Office for a Drug Free Community on October 1, 1999.

Hired Administrative Specialist (clerical person) on November 15, 1999.

- **Establish the Orange County Coalition for a Drug Free Community.**

Key leaders invited to be members of the Coalition Board.

Working committees established to assist in implementing strategies and activities to achieve goals pending approval of Coalition Board.

- **Enlist all of Orange County residents to be members of the Coalition at large.**

Develop membership process and tracking

Coordinate, enlist, and involve members.

# Orange County's Drug Strategy Goals, Objectives, Performance Measures, and Guiding Principles

## Orange County Coalition for a Drug Free Community

*Mission: To utilize all resources within Orange County to effectively provide for the prevention of substance abuse when at all possible and to provide effective intervention and/or treatment when appropriate that results in a drug free community.*

### Strategic Goals

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*Goal 1: Protect Orange County citizens from substance abuse.*

*Goal 2: Reduce the demand for drugs in Orange County.*

*Goal 3: Reduce the supply of drugs in Orange County.*

### Objective

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*Goal 1: Protect Orange County citizens from substance abuse.*

**Objective 1:** Educate children, parents, and other youth mentors, to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

**Objective 2:** Provide Orange County youth with research based substance abuse programs.

**Objective 3:** Encourage and assist the development of community /neighborhood groups in preventing substance abuse.

**Objective 4:** Support drug free schools and environments that promote zero-tolerance for substance abuse, where Orange County citizens can be free from the risks of drugs, alcohol and tobacco.

**Objective 5:** Work with the media, community structures, sports organizations, business and faith groups, to encourage young people to reject substance abuse.

*Goal 2: Reduce the demand for drugs in Orange County.*

**Objective 1:** Educate the Orange County citizens as to the dangers of illegal drugs.

**Objective 2:** Make available effective treatment to Orange County citizens that need it.

**Objective 3:** Provide research based substance abuse prevention programs.

**Objective 4:** Expand drug free workplace programs that emphasize drug prevention education, testing, and intervention.

**Objective 5:** Support community efforts that take a stand against drug abuse.

*Goal 3: Reduce the supply of drugs in Orange County.*

**Objective 1:** Support law enforcement with resources, training, and coordination, across jurisdictional boundaries and throughout the criminal justice system, to stop the trafficking of drugs.

**Objective 2:** Support federal, state and local law enforcement efforts toward the common

objectives of decreasing the supply of illegal drugs and dismantling drug trafficking organizations.

**Objective 3:** Improve and expand information systems that provide law enforcement officials with the tools to effectively counter drug trafficking.

**Objective 4:** Support law enforcement efforts to disrupt criminal money laundering operations and seize and forfeit criminal assets.

### Performance Measures

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1. Reduce drug abuse in Orange County by 2005 to 4% or less.
2. Reduce drug abuse by Orange County youth, ages 12-17 (defined as “current use” or use within the past 30 days) by 2005 to less than 4%.
3. Increase the average age of first time drug use to 17 years or older by 2005.
4. Decrease drug abuse in the work place by 50% by 2005.
5. Reduce the number of chronic drug users in Orange County by 50 % by 2005.
6. Arrest the upward trends of heroin and cocaine related deaths and bring them down by 50% by 2005.
7. Increase the number of drug free workplaces to 1000 by 2005.

### Guiding Principles

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The 1999 Florida Drug Summit defined the principles that were to guide the formulation and implementation of the Florida Strategy. Orange County citizens determine that Orange County’s Drug Control Strategy must also:

- Principle 1:** Be comprehensive, integrated and balanced in the areas of enforcement, prevention, and treatment.
- Principle 2:** Focus on the vital role of families, friends, businesses, faith, and communities as they pertain to the problem and solution.
- Principle 3:** Maximize strong prevention approaches, including the involvement of your people.
- Principle 4:** Be researched based, measurable and accountable for performance
- Principle 5:** Be built upon strong sustained leadership and be long term in nature.
- Principle 6:** Utilize the power of the media.
- Principle 7:** Utilize the community leaders as examples.
- Principle 8:** Focus on positive and healthy lifestyles.
- Principle 9:** Ensure all citizens see themselves as part of the solution.

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## Coalition Working Committees

Below is a list of operating committees. The goals and objectives listed under each committee on the following pages only refers to the goals and objectives listed on pages 28 and 29 that pertain to that committee.

Media

Education

Law Enforcement/Courts/Corrections

Drug Free Workplace/Business Community

Youth

Faith Community

Treatment, Intervention and Recovery

Family/Neighborhoods

Prevention

## Media

Utilizing the guiding principles in the Orange County drug strategy, this committee is working on all aspects of the media to get coverage and distribute Public Service Announcements on issues relative to creating a Drug Free Community.

### *Goal 1: Protect Orange County citizens from substance abuse*

**Objective 1:** Educate children, parents, and other youth mentors to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

**Objective 5:** Work with the media, community structures, sports organization business and faith groups to encourage young people to reject substance abuse.

### *Goal 2: Reduce the demand for drugs in Orange County*

**Objective 1:** Educate the Orange County citizens as to the dangers of illegal drugs.

**Objective 5:** Support community efforts that take a stand against drug abuse.

### **Suggested strategies/activities/focus:**

---

Invite media to dedicate time or space, to assist in the Coalitions' efforts. Public Service Announcements, billboards, articles, in print media, audio video productions.



## Education

Utilizing the guiding principles in the Orange County drug strategy, this committee is developing public presentations, trained speaker's bureau, (professional types, and non-profit agencies), teach parents how to talk to kids, create community-wide awareness of Coalitions' efforts, challenge community involvement, and utilize "effective" programming/content.

### *Goal 1: Protect Orange County Citizens from substance abuse*

**Objective 1:** Educate children, parents, and other youth mentors to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

**Objective 3:** Encourage and assist the development of community /neighborhood groups in preventing substance abuse.

**Objective 5:** Work with the media, community structures, sports organizations, business and faith groups to encourage young people to reject substance abuse.

### *Goal 2: Reduce the demand for drugs in Orange County*

**Objective 1:** Educate the Orange County citizens as to the dangers of illegal drugs.

**Objective 5:** Support community efforts that take a stand against drug abuse.

### **Suggested strategies/activities/focus:**

---

Public presentations, speaker's bureau, professional types, and non-profit agencies, developing content for media committee, assisting faith and family/neighborhoods committees.

## Law Enforcement/Courts/Corrections

Utilizing the guiding principles in the Orange County drug strategy, this committee includes representatives from Law Enforcement, Courts, and Corrections to allow them to make sure their issues are presented and coordinated appropriately to the board. They would also look at what else can be done to avoid gaps in dealing with drug abusers. This committee assists in ensuring consistency and effectiveness in handling substance abusers. They also assist in enhancing the assessment and treatment options, where they do not exist.

### *Goal 1: Protect Orange County Citizens from substance abuse*

**Objective 1:** Educate children, parents, and other youth mentors to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

**Objective 3:** Encourage and assist the development of community /neighborhood groups in preventing substance abuse.

**Objective 4:** Support drug free schools and environments that promote zero-tolerance for substance abuse, where Orange County citizens can be free from the risks of drugs, alcohol and tobacco.

### *Goal 2: Reduce the demand for drugs in Orange County*

**Objective 1:** Educate the Orange County citizens as to the dangers of illegal drugs.

**Objective 5:** Support community efforts that take a stand against drug abuse.

### *Goal 3: Reduce the supply of drugs in Orange County*

**Objective 1:** Support law enforcement with resources, training, and coordination, across jurisdictional boundaries and throughout the criminal justice system, to stop the trafficking of drugs.

**Objective 4:** Support law enforcement efforts to disrupt criminal money laundering operations, seize, and forfeit criminal assets.

### **Suggested strategies/activities/focus:**

---

Legislative issues, consistent and effective disposition of drug cases, enforcement of codes, zoning rules and nuisance abatement.

## Drug Free Workplace/Business Community

Utilizing the guiding principles in the Orange County drug strategy, this committee is developing strategies that substantially enhance the business community, as major players, in addressing the problem. This committee is assisting in increasing the development of additional drug free workplaces.

### *Goal 1: Protect Orange County Citizens from substance abuse*

**Objective 4:** Support drug free schools and environments that promote zero-tolerance for substance abuse, where Orange County citizens can be free from the risks of drugs, alcohol and tobacco

**Objective 5:** Work with the media, community structures, sports organization business and faith groups to encourage young people to reject substance abuse.

### *Goal 2: Reduce the demand for drugs in Orange County*

**Objective 4:** Expand drug free workplace programs that emphasize drug prevention education, testing, and intervention.

**Objective 5:** Support community efforts that take a stand against drug abuse.

### *Goal 3: Reduce the supply of drugs in Orange County*

**Objective 2:** Support federal, state and local law enforcement efforts toward the common objectives of decreasing the supply of illegal drugs and dismantling drug trafficking organizations.

**Objective 4:** Support law enforcement efforts to disrupt criminal money laundering operations, seize, and forfeit criminal assets.

### **Suggested strategies/activities/focus:**

---

Implement the Small Business Administration Grant, develop meaningful recognition of drug free workplaces, develop additional incentives for becoming a drug-free workplace, and educate the community on the value of a drug free workplace. Create opportunities for businesses to do other activities to support the Coalition's goals.

## Youth

Utilizing the guiding principles in the Orange County drug strategy, this committee is a vehicle for youth to have a voice through community meetings and forums. It utilizes youths from various groups and programs to evaluate the efforts of the Coalition and the committees. This committee is developing strategies on how to involve more youth in meaningful ways, in addressing substance abuse.

### ***Goal 1: Protect Orange County Citizens from substance abuse***

**Objective 1:** Educate children, parents, and other youth mentors to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

**Objective 4:** Support drug free schools and environments that promote zero-tolerance for substance abuse, where Orange County citizens can be free from the risks of drugs, alcohol and tobacco.

### ***Goal 2: Reduce the demand for drugs in Orange County***

**Objective 1:** Educate the Orange County citizens as to the dangers of illegal drugs.

**Objective 5:** Support community efforts that take a stand against drug abuse..

### **Suggested strategies/activities/focus:**

---

Youth critiques of awareness and education activities by the Coalition. Youth influence to reach other kids and promote benefits of a positive healthy lifestyle. Utilize youth as speakers.

## Faith Community

Utilizing the guiding principles in the Orange County drug strategy, this committee is developing strategies for reaching, teaching and utilizing the strength of the faith community.

### *Goal 1: Protect Orange County Citizens from substance abuse*

**Objective 1:** Educate children, parents, and other youth mentors to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

**Objective 3:** Encourage and assist the development of community /neighborhood groups in preventing substance abuse.

**Objective 5:** Work with the media, community structures, sports organization business and faith groups to encourage young people to reject substance abuse..

### *Goal 2: Reduce the demand for drugs in Orange County*

**Objective 1:** Educate the Orange County citizens as to the dangers of illegal drugs.

**Objective 5:** Support community efforts that take a stand against drug abuse.

### **Suggested strategies/activities/focus:**

---

Promote healthy lifestyles, community service and volunteer opportunities, recognize ability to effect change and promote collaboration with neighbors and neighborhoods.

## Treatment, Intervention and Recovery

Utilizing the guiding principles in the Orange County drug strategy, this committee is developing strategies to look at what treatment programs we have, do not have and what is working and what is not. They are addressing the issues of accessibility, both culturally, financially and availability.

### *Goal 1: Protect Orange County Citizens from substance abuse*

**Objective 2:** Provide Orange County youth with research based substance abuse programs.

### *Goal 2: Reduce the demand for drugs in Orange County*

**Objective 2:** Make available effective treatment to Orange County citizens that need it.

**Objective 3:** Provide research based substance abuse prevention programs.

**Objective 4:** Expand drug free workplace programs that emphasize drug prevention education, testing, and intervention.

**Objective 5:** Support community efforts that take a stand against drug abuse.

### **Suggested strategies/activities/focus:**

---

Conduct provider/service inventory accessibility of available services. Develop research-based treatment protocols.

## Family/Neighborhoods

Utilizing the guiding principles in the Orange County drug strategy, this committee is developing strategies on how to reach, how to train and involve both families and neighborhoods in solving the problem.

### ***Goal 1: Protect Orange County Citizens from substance abuse***

**Objective 1:** Educate children, parents, and other youth mentors to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

**Objective 3:** Encourage and assist the development of community /neighborhood groups in preventing substance abuse.

**Objective 4:** Support drug free schools and environments that promote zero-tolerance for substance abuse, where Orange County citizens can be free from the risks of drugs, alcohol and tobacco

**Objective 5:** Work with the media, community structures, sports organization business and faith groups to encourage young people to reject substance abuse.

### ***Goal 2: Reduce the demand for drugs in Orange County***

**Objective 5:** Support community efforts that take a stand against drug abuse..

### ***Goal 3: Reduce the supply of drugs in Orange County***

**Objective 2:** Support federal, state and local law enforcement efforts toward the common objectives of decreasing the supply of illegal drugs and dismantling drug trafficking organizations.

**Objective 4:** Support law enforcement efforts to disrupt criminal money laundering operations, seize, and forfeit criminal assets.

### **Suggested strategies/activities/focus:**

---

Community meetings; neighborhood drug watch; parent support groups; presentations; neighborhood events.

## Prevention

Utilizing the guiding principles in the Orange County drug strategy, this committee is developing strategies that look at all aspects of prevention, from attitude to service programs. It is also developing new programs when needed and focus on “effectiveness and awareness of various approaches to prevention”.

### ***Goal 1: Protect Orange County Citizens from substance abuse***

**Objective 1:** Educate children, parents, and other youth mentors to help Orange County young people reject illegal drugs and underage alcohol and tobacco use.

### ***Goal 2: Reduce the demand for drugs in Orange County***

**Objective 3:** Encourage and assist the development of community /neighborhood groups in preventing substance abuse. .

**Objective 4:** Support drug free schools and environments that promote zero-tolerance for substance abuse, where Orange County citizens can be free from the risks of drugs, alcohol and tobacco

**Objective 5:** Work with the media, community structures, sports organization business and faith groups to encourage young people to reject substance abuse.

### ***Goal 3: Reduce the supply of drugs in Orange County***

**Objective 1:** Educate the Orange County citizens as to the dangers of illegal drugs.

**Objective 3:** Provide research based substance abuse prevention programs.

### **Suggested strategies/activities/focus:**

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Service/provider inventory; provider networking, improve access to research - based methods, i.e. make more “user friendly.”



## Coalition for a Drug Free Community Board Members Profile

### **Sheriff Kevin Beary, Orange County Sheriff's Office**

Sheriff Beary commands one of the largest law enforcement agencies in the Southeastern United States with an annual budget of \$102 million and over 2,000 employees. As Sheriff, he is responsible for the safety of 860,000 residents and more than forty million tourists who visit the Orange County area annually. Sheriff Beary will illustrate the trends in drug arrests and profile drug offenders as the board addresses drug related issues that effect our community.

### **Ron Blocker, Superintendent of the Orange County Public Schools**

Superintendent Blocker was appointed to this position in the year 2000 by the Orange County School Board. He has served Orange County schools for a number of years and in various other positions working with young people in the school system. Mr. Blocker is dedicated not only to the academic welfare of young people but also to provide a safe and drug free environment in which they can learn and live.

### **U.S. Attorney Donna A. Bucella, U.S. Attorney's Office for the Middle District of Florida**

Donna A. Bucella was appointed by the President in September 1999 to be the U.S. Attorney for the Middle District of Florida. As Chief Law Enforcement Officer, she is responsible for the prosecution of federal, criminal and civil offenses and the defense of civil actions against the United States in 35 counties, with jurisdiction spanning from Naples to Orlando to Jacksonville, Florida. She supervises a total staff of approximately 240, which includes 107 attorneys. She was the United States Army Judge Advocate General's Corp. from 1984 to 1987. She received the Attorney Generals' Exceptional Service Award, which is the highest award given by the Attorney General, to one or two recipients, annually, out of over 100,000 employees, in 1997.

### **Chief Judge Ted Coleman, Ninth Judicial Circuit of Florida**

Chief Judge Coleman has served the citizens of Orange and Osceola Counties for the last 26 years and oversees an annual budget of \$8.3 million. As Chief Judge, the court system has been actively involved in substance abuse cases and associating the trends of drug related issues and how they impact the court system. He has published the Florida Summary Claims Handbook and been an instructor for Statewide Seminars on Creditors Rights and Summary Claims. He serves on the Orange County Bar Association and is involved in several local community organizations.

### **Richard T. Crotty, Orange County Chairman**

Chairman Crotty was appointed to the position of Orange County Chairman in early 2001. He brings a history of work in the community as Property Appraiser and prior to that he spent of a number of years in Florida State Legislature. He has a keen interest in the substance abuse problem and is committed to making a difference.

**Dewey DeLoach, Orange County Health Department Administrator**

Dewey DeLoach has over 30 years of experience in providing and promoting the public health of the citizens and visitors of Central Florida. As the Administrator of the Orange County Health Department, he continues to promote public health in our community and strives to make the Orange County Health Department one of the best in the United States. Mr. DeLoach shares his knowledge and experience by chairing and serving on several Orange County committees.

**Chief Jerry Demings, Orlando Chief of Police**

Chief Jerry Demings has been on the police force for over 20 years and is serving his second year as the Chief of Police for the City of Orlando. He is responsible for a \$62 million budget and has worked many assignments throughout his career, which will bring a special insight to issues affecting the Coalition. Chief Demings is also an active member of the grass roots efforts and neighborhood associations in the community.

**Dr. Jerry Fuelner, CEO of The Center for Drug Free Living**

Dr. Fuelner has thirty years of experience in the substance abuse field and operates a \$25 million organization, which provides prevention, treatment, and juvenile justice services to the Central Florida community. His commitment to prevention and treatment of substance abusers is evident through his continued work and involvement in the community.

**Dr. Shashi B. Gore, Chief Medical Examiner**

Dr. Gore has over 19 years of experience in the Florida State Medical Examiners' System and has been the Chief Medical Examiner for Orange, Osceola and Seminole counties since 1996. He serves on several National and State Medical Boards and is actively involved in community organizations that deal with intervention and the safety of children.

**Dr. John Hitt, President of the University of Central Florida**

Dr. Hitt became the fourth president of the University of Central Florida in 1992, after nineteen years of administrative experience and a distinguished academic career. He is committed to providing the best undergraduate education in Florida and achieving international prominence in key programs of graduate study and research. Dr. Hitt has served on many boards and continues to play an integral part in exceeding educational standards and providing a better quality of life for our community.

**Mayor Glenda E. Hood, City of Orlando**

Mayor Hood had dedicated her adult to life to making her community a better place to live, work and raise a family. Her administration as the City's 31st Mayor reflects a vision for Orlando that has been shaped by her years as a businesswoman and her involvement in volunteer community work and by holding leadership positions with a host of community advisory boards. Mayor Hood, a founding member of Orlando Fights Back, lists a safe city, livable neighborhoods, drug free community and a strong local economy as the priorities of her administration.

**Lawson Lamar, State Attorney for the Ninth Judicial Circuit of Florida**

In 1988, Lawson Lamar was elected as the State Attorney for the Ninth Judicial Circuit of Florida, which encompasses Orange and Osceola Counties and is one of the fastest growing areas in the nation. Mr. Lamar is credited for creating the nationally recognized Metropolitan Bureau of Investigation as well as being appointed to several Governors' Advisory Groups. His expertise and investigative knowledge is recognized nationally through his writings and teachings at the University of Central Florida, Valencia Community College and the University of Louisville.

**Raymond Larsen, Executive Director of Healthy Community Initiative of Greater Orlando**

As Executive Director of Healthy Community Initiative, Ray brings together committed and determined people from all walks of life to examine issues, define problems and create lasting solutions to make Central Florida a safe, healthy and rewarding place in which to live. He has also been integrally involved in a variety of community committees and organizations and is committed to improving the quality of life for families and neighborhoods.

**Rod Love, District Manager Department of Juvenile Justice, District 7**

Rod Love has 10 years of experience in the criminal justice field and has been with the Department of Juvenile Justice, District 7 since 1995. He is an active member of the Juvenile Justice Council and has served on several boards that address the safety of our community and its youth.

**Betty Lowery, Executive Director of the National Conference for Community & Justice**

Betty Lowery has more than 20 years of experience in public and media relations and has been the Executive Director of the National Conference for Community & Justice since 1995. She has worked for many years on diversity, child advocacy and family issues, and has been a presenter and facilitator at the local, state and national level in these areas. Betty is also very active in many community organizations and has received many outstanding achievement awards. Her involvement with the interfaith council lends a local connection to the faith community.

**Bill Lutz, Director of the Metropolitan Bureau of Investigation**

Bill Lutz is the Director of the Metropolitan Bureau of Investigation, a multi-agency local, state and federal task force assigned to narcotics, vice and organized crime enforcement in Orange and Osceola counties. Director Lutz has 32 years of law enforcement experience and is actively involved in the Weed & Seed efforts funded by the federal government, to rid neighborhoods of drugs and dealers. His role as Director of the Metropolitan Bureau of Investigation allows him to bring comprehensive law enforcement capabilities to the Coalition.

**Judge Cynthia Mackinnon, Ninth Judicial Circuit of Florida, Juvenile Court**

Judge Cynthia Mackinnon was appointed to the bench by Governor Chiles in 1993. She has served in felony court and is now the Administrative Judge in juvenile court. Since moving back to Orlando after college, she served on many volunteer agencies Boards of Directors, usually those, which were child and family, centered. From 1979-82, she was Executive Director of Hospice of Central Florida and served as a Board Member and President-Elect of the State Board of Directors of the Florida Hospice Organization. While she was practicing law, Judge Mackinnon acted as a Guardian Ad Litem for many sexually abused or neglected children and was recognized as an outstanding volunteer by the Legal Aid society in 1990.

**Robert Morin, District 7 Administrator Department of Children and Families**

Judge Kathleen Kearney, Secretary of the Department of Children and Families appointed Robert Morin, Jr. as District Administrator for District 7, which includes Orange, Seminole, Osceola and Brevard counties. District 7, has nearly 1,600 employees, with a total budget of more than \$412 million. His is actively involved in the community and continues to demonstrate his commitment in providing the highest quality of services for the people served by the Department of Children and Families.

**Captain Mike Muzelak, Administrator of the Florida National Guard Demand Reduction Program**

As Administrator of the Drug Demand Reduction Program, Capt. Mike Muzelak brings the resources of the National Guard plus years of experience working toward programs and activities that have an impact on the desire for drugs in the community. His office has also been instrumental in co-sponsoring with K-Mart, the Race Against Drugs Program, which encourages youth to stay off drugs.

**Dawn Steward, President of the Orange County Council of PTA's**

Dawn has children in the Orange County School system and has worked in PTA for a number of years with some special emphasis in legislative issues. She has a commitment to eliminating the drug problem in Orange County and brings to the committee the strength of PTA's throughout the Orange County Schools systems.

**Jacob Stuart, President of the Orlando Regional Chamber of Commerce**

As the Chamber's President, since 1984, Stuart has affected monumental change by educating the tri-county area's business community to look beyond day-to-day operations and embrace the long-range concept of Building Community. Mr. Stuart has been instrumental in promoting change in the strategic areas of transportation, education and the development of entrepreneurship. His initiatives stem from a fundamental belief of incorporating the human side into the commerce and growth equation. The Chamber's involvement with Drug Free Workplace initiatives will enhance the Coalitions efforts.



ORANGE COUNTY COALITION FOR A DRUG FREE COMMUNITY

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