

**Work Plan for Beale Enforcing Underage Drinking Laws (EUDL)  
Marysville, Yuba City/County, and Beale AFB – California**

**#1 Beale/Marysville Enforcing Underage Drinking Laws Coalition (B/M EUDL-C) Development Work Plan**

**Definition of the Problem:** The Beale Enforcing Underage Drinking Laws Alcohol Use Survey (Beale Survey) was administered in April, 2007 to 177 enlisted personnel between 18 and 26 years of age. In the Beale Survey responses to the question of where underage personnel obtain alcohol, “Private Parties” ranked the highest at 40% in the list of sources. Additionally, in responding to questions about “how” alcohol is obtained by minors, the highest identified choice by Beale Survey respondents was “friend over 21” (17%). The 2004 – 2006 Yuba/Sutter Assessment of Alcohol and Other Drugs Survey (Y/S Survey) found that “youth state that drugs, alcohol, and tobacco are easy to obtain and that most student users get substances from house parties, friends, or their home.” Both studies identified that a lack of awareness persists in both military and civilian adult communities about the dangers of providing alcohol to minors.

**Goal #1:** Identify additional Beale/Marysville Enforcing Underage Drinking Laws Coalition (B/M EUDL-C) members to broaden the base of understanding the problem; members will be used strategically throughout this project to create greater community/base understanding and awareness of the problem of underage drinking—and the environmental approach to preventing this problem.

**Objective 1.1:** Increase membership of B/M EUDL-C to ensure appropriate representation of the community/base.

| <i>ACTIVITY/ACTION STEPS</i>  | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>  | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i>  |
|---|--|----------------------|--|-----------------------------|---|
| <b><u>Objective 1.1:</u></b> Increase membership of B/M EUDL-C to ensure appropriate representation of the community/base.          |  |                      |  |                             |   |
| 1.1.1. Identify and recruit additional B/M EUDL-C members, particularly military personnel under age 21; and civilian counterparts. | B/M EUDL-C; FNL <sup>1</sup> ; Local Coordinator (LC); Beale EUDL POC <sup>2</sup> | None                 | Informational sheets to use with presentations to professional groups. | 10/06 – 08/07               | Agendas, sign-in sheets, and minutes of presentations and meetings. |
| 1.1.2. Train the B/M EUDL-C in environmental strategies. The  | B/M EUDL-C; FNL; LC  | None                 | Existing training  | 10/06 – 08/07               | Training Materials; agendas, sign-in                                |

<sup>1</sup> FNL: Friday Night Live

<sup>2</sup> POC: Point of Contact

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| <i>ACTIVITY/ACTION STEPS</i>  | <i>RESPONSIBLE PARTY</i>                       | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>                  | <i>TIME FRAME START/END</i>  | <i>TRACKING MEASURES</i>                                |
|---|--|----------------------|--|------------------------------|---|
| training will include strategies from the best and most promising practices list.   |  |                      | materials                                |                              | sheets; & minutes.                                      |
| 1.1.3. Train the B/M EUDL-C in media advocacy.  | B/M EUDL-C; FNL; LC; PIRE                      | None                 | Handout materials collected & developed. | 10/06 – 08/07                | Training Materials; agendas, sign-in sheets; & minutes. |
| 1.1.4. Send press release on consensus results according to media protocol.   | Local Coordinator; Beale EUDL POC <sup>3</sup> | Yes                  | None                                     | Following consensus          | Copy of media coverage.                                 |
| 1.1.5. Program Administration: ensure communication between all parts of the B/M EUDL-C; coordinate meetings – both regularly scheduled and as-needed; submit reports as required to State EUDL Coordinator for Grant reporting and to NIAAA <sup>4</sup> for program evaluation. | Local Coordinator                              | None                 | None                                     | Throughout the grant period. | Records of meetings; reports submitted.                 |

<sup>3</sup> POC: Point of Contact

<sup>4</sup> NIAAA: National Institute of Alcohol Abuse and Alcoholism

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**#2 Other Environmental Strategies: Base Policy Change Work Plan**

**Definition of the Problem:** The Beale Enforcing Underage Drinking Laws Alcohol Use Survey (Beale Survey) was administered in April, 2007 to 177 enlisted personnel between 18 and 26 years of age. Of the sources where underage personnel obtain alcohol, “Private Parties” ranked the highest at 40%. Also, in responding to “how” alcohol is obtained alcohol by minors, the highest identified choice was “friend over 21” (17%).

**Goal #2:** Limit social access of alcohol to underage active duty military personnel (i.e. access to alcohol from friends and from private parties).

**Objective 2.1:** By June 2007 the B/M EUDL-C<sup>5</sup> will have gathered more information about 21+ age personnel providing alcohol for minors through focus groups and BAAD<sup>6</sup> questionnaires; and on a continuing basis, using the ABC<sup>7</sup> TRACE<sup>8</sup> model with alcohol parties, problems, accidents, and alcohol related misconduct (ARM)<sup>9</sup> to add to information.

**Objective 2.2:** Review and identify best strategic, environmental Beale policy to change.

**Objective 2.3:** Create enhancements to regulations affecting active duty military personnel providing alcohol and parties to minors.

**Objective 2.4:** Create collateral material to support training & awareness of new policy.

| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i> | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i> | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i> |
|--|--------------------------|----------------------|-------------------------|-----------------------------|--------------------------|
| <b><u>Objective 2.1:</u></b> By June 2007 the B/M EUDL-C <sup>10</sup> will have gathered more information about 21+ age personnel providing alcohol for minors through focus groups and BAAD <sup>11</sup> questionnaires; and on a continuing basis, using the ABC <sup>12</sup> TRACE <sup>13</sup> model with alcohol parties, problems, accidents, and ARM to add to information. |                          |                      |                         |                             |                          |

<sup>5</sup> B/M EUDL-C: Beale/Marysville Enforcing Underage Drinking Laws Coalition

<sup>6</sup> BAADD: Beale Airmen Against Drunk Driving

<sup>7</sup> ABC: CA Department of Alcoholic Beverage Control

<sup>8</sup> TRACE: Target Responsibility for Alcohol Connected Emergencies

<sup>9</sup> ARM: Alcohol Related Misconduct, including data from the following: 1) DWI or DUI, 2) Underage Drinking, 3) Domestic Violence or Other Crimes Against People or Pets/Family Maltreatment, 4) Drunk and disorderly, 5) Duty-related Incident, 6) Injury, 7) Public Intoxication, 8) Crimes against Property, 9) Contributing to the Delinquency, and 10) Open Container.

<sup>10</sup> B/M EUDL-C: Beale/Marysville Enforcing Underage Drinking Laws Coalition

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|---|--|----------------------|--|---|--|
| 2.1.1. Use ABC TRACE model with alcohol parties, problems, crashes, and ARM data to add to information base.                              | B/M EUDL-C; FNL <sup>14</sup> ; LC <sup>15</sup> ; ABC. Working in conjunction with Beale CoRC <sup>16</sup> , BAADD, 0013 <sup>17</sup> | None                 | Promotional letters and material         | 6/07 – 9/07; ongoing in subsequent years. | Records of investigations and outcomes. Promotional letters and materials. |
| 2.1.2. Incorporate additional information into Work Plan updates, corrections, and modifications.   | B/M EUDL-C; FNL; LC. ABC.  | None                 | None                                     | 6/07 – 9/07; ongoing in subsequent years. | Work Plan updates.   |
| 2.1.3. Disseminate updates to CoRC, BAADD, & 0013.  | B/M EUDL-C; FNL; LC. ABC.  | None                 | Letters & emails; presentation material. | 6/07 – 9/07; ongoing in subsequent years. | Letters & emails. Presentation materials.                                  |
| 2.1.4. Send press release on consensus results according to media protocol.   | Local Coordinator and Base POC <sup>18</sup>   | Yes                  | None                                     | Following consensus                       | Copy of media coverage.  |
| <b><u>Objective 2.2:</u></b> Review and identify best strategic, environmental Beale policy to change.                                    |  |                      |  |   |  |
| 2.2.1. Review existing regulations, look for appropriate areas for enhancement/changes to discourage 21 year old plus Air Force personnel | B/M EUDL-C; FNL; LC; Beale EUDL POC <sup>19</sup>  | None                 | None                                     | 6/07 – 9/07                               | Meeting/Training Minutes that document the selected ordinance.             |

<sup>11</sup> BAADD: Beale Airmen Against Drunk Driving

<sup>12</sup> ABC: CA Department of Alcoholic Beverage Control

<sup>13</sup> TRACE: Target Responsibility for Alcohol Connected Emergencies

<sup>14</sup> FNL: Friday Night Live

<sup>15</sup> LC: Local Coordinator

<sup>16</sup> CoRC: Culture of Responsible Choices Committee

<sup>17</sup> 0013: Air Force program emphasizing zero tolerance for underage drinking, zero tolerance for driving while intoxicated, no more than one drink per hour, and no more than three drinks per evening.

<sup>18</sup> POC: Point of Contact

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| <i>ACTIVITY/ACTION STEPS</i>  | <i>RESPONSIBLE PARTY</i>            | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>        | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i>                  |
|---|-------------------------------------|----------------------|--------------------------------|-----------------------------|---|
| from purchasing or providing alcohol for minors.  |                                     |                      |                                |                             |   |
| 2.2.2. Meet with Mission Support Group and Wing Command Staff to ensure their input and support of initial review of existing regulations.  | B/M EUDL-C; FNL; LC; Beale EUDL POC | None                 | None                           | 6/07 – 9/07                 | Meeting Agenda/Minutes.                   |
| 2.2.3. Present findings to First Sergeants Association (SNCOs <sup>19</sup> in charge of specific groups of enlisted personnel); CoRC; Mission Support Group, and Wing Commander for input and consensus; and develop joint news release according to media protocol. | B/M EUDL-C; FNL; LC                 | None                 | Handout packet; press release. | 6/07 – 9/07                 | Copies of handout material; news release. |
| 2.2.4. Send press release on consensus results according to media protocol.   | Local Coordinator; Beale EUDL POC   | Yes                  | None                           | Following consensus         | Copy of media coverage.                   |
| <b>Objective 2.3:</b> Create enhancements to regulations affecting active duty military personnel providing alcohol and parties to minors.  |                                     |                      |                                |                             |   |
| 2.3.1. Draft changes to selected regulation.  | B/M EUDL-C; FNL; LC; Beale EUDL POC | None                 | None.                          | 10/07 – 12/07               | Draft Regulation                          |
| 2.3.2. Solicit input/consensus for draft regulation from First Sergeants Association; CoRC; Mission Support Group and Wing Commander.   | B/M EUDL-C; FNL; LC; Beale EUDL POC | None                 | None                           | 10/07 – 12/07               | Meeting attendees; updated regulation     |
| 2.3.3. Finalize regulation which discourages 21 year old plus Air   | B/M EUDL-C; FNL; LC; Beale EUDL     | None                 | Time to update regulation.     | 10/07 – 12/07               | Meeting attendees; updated regulation     |

<sup>19</sup> SNCOs: Senior Non-Commissioned Officers (Enlisted force)

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|--|---|----------------------|--------------------------------------|--|---|
| Force personnel purchasing or providing alcohol for minors.  | POC   |                      |                                      |  |   |
| 2.3.4. Present Draft Regulation to JAG <sup>20</sup> , Mission Support Group, and Wing Commander for review and approval.                                | B/M EUDL-C; FNL; LC; Beale EUDL POC                                       | None                 | None additional.                     | 12/07 – 3/08                           | Final regulation                                    |
| 2.3.5. Provide copy of final base regulation change to NIAAA <sup>21</sup> .   | LC  | None                 | None additional                      | Completion of final review by military | Final regulation                                    |
| <b>Objective 2.4:</b> Create collateral material to support training & awareness of new policy.  |   |                      |                                      |  |   |
| 2.4.1. Coordinate development of collateral/training materials with Beale personnel to ensure appropriateness of material.                               | B/M EUDL-C; FNL; LC; Beale EUDL POC                                       | None                 | Time to update and collect materials | 1/08 – 3/08                            | Copies of training Materials used; meeting minutes. |
| 2.4.2. Utilize training material to create/change awareness of issue of 21 year old plus Air Force personnel purchasing or providing alcohol for minors. | B/M EUDL-C; FNL; LC: working in conjunction with Beale CoRC, BAADD, 0013. | None                 | Developing news releases.            | 3/08 – Ongoing                         | Meeting minutes.                                    |
| 2.4.3. Send press release on planned training activity according to media protocol.  | Local Coordinator; Beale EUDL POC   | Yes                  | None                                 | Start of Training.                     | Copy of media coverage.                             |

<sup>20</sup> JAG: Judge Advocate General

<sup>21</sup> NIAAA: National Institute of Alcohol Abuse and Alcoholism

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**#3 Community Policy Change Work Plan**

**Definition of the Problem:** In 2004 – 2006 the Strategic Prevention Framework for Yuba and Sutter Counties (Yuba/Sutter-SPF) conducted an assessment of alcohol (and other drug use) among minors. The findings revealed the following: 1) alcohol is easy to obtain; 2) the sources are friends, families, and parents; 3) there is a need for more awareness with parents and youth regarding the extent/seriousness of the problem (e.g., Forums; Media); and 4) Yuba/Sutter-SPF states a key goal/objective is to “Create a Social Host Ordinance in our counties in collaboration with ABC<sup>22</sup> and Law Enforcement.”

**Goal #3:** Collaborate with Yuba/Sutter-SPF to pass a bi-county Social Host law to limit social access to alcohol for underage active duty military personnel and underage civilians. The Social Host law increases penalties for all adults in the community—civilian and/or military—who provide alcohol to youth at private parties.

**Objective 3.1:** Review and collaborate with Yuba/Sutter-SPF work on Social Host efforts to prevent duplication of effort.

**Objective 3.2:** Provide training to educate Beale/Marysville Enforcing Underage Drinking Laws Coalition (B/M EUDL-C) and or Yuba/Sutter-SPF on a process (Process) to pass an ordinance—including proposed timeline.

**Objective 3.3:** Implement Process and Pass Social Host Law.

**Objective 3.4:** Create collateral material to support training & awareness of new policy.

| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>                       | <i>TIME FRAME START/END</i>                  | <i>TRACKING MEASURES</i>                    |
|--|--|----------------------|---|--|---|
| <b><u>Objective 3.1:</u></b> Review and collaborate with Yuba/Sutter-SPF work on Social Host efforts to prevent duplication of effort. |  |                      |   |  |   |
| 3.1.1. Review all work done by Yuba/Sutter-SPF on their plan to reduce underage drinking.  | B/M EUDL-C <sup>23</sup> ;<br>FNL <sup>24</sup> ;<br>LC <sup>25</sup> ; ABC. | None                 | Copy of Yuba/Sutter-SPF on their plan/report. | 6/07 – 9/07;<br>ongoing in subsequent years. | Agenda; meeting minutes and sign-in sheets. |

<sup>22</sup> ABC: CA Department of Alcoholic Beverage Control

<sup>23</sup> B/M EUDL-C: Beale/Marysville Enforcing Underage Drinking Laws-Coalition

<sup>24</sup> FNL: Friday Night Live

<sup>25</sup> LC: Local Coordinator

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| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>                     | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>                  | <i>TIME FRAME START/END</i>               | <i>TRACKING MEASURES</i>  |
|--|--|----------------------|--|---|---|
| 3.1.2. Identify and meet with appropriate Yuba/Sutter-SPF to share B/M EUDL-C information.   | B/M EUDL-C; FNL; LC; ABC.                    | None                 | Developing meeting handouts and agendas. | 6/07 – 9/07; ongoing in subsequent years. | Agendas; meeting minutes and sign-in sheets.                      |
| 3.1.3. Come to consensus on best way to collaborate with Yuba/Sutter-SPF & implement plan.   | B/M EUDL-C ; FNL; LC; ABC.                   | None                 | None                                     | 9/07 – 12/07                              | Agendas; meeting minutes; attendance rosters; and press releases. |
| 3.1.4. Share findings with appropriate informational material to Beale Air Force Base (BAFB) CoRC <sup>26</sup> , BAADD <sup>27</sup> , and 0013 <sup>28</sup> .   | B/M EUDL-C; FNL; LC; ABC.                    | None                 | Develop agenda and handouts for meeting. | 9/07 – 12/07                              | Agendas; meeting minutes; and attendance rosters.                 |
| 3.1.5. Send press release on consensus results according to media protocol.  | Local Coordinator and Base POC <sup>29</sup> | Yes                  | None                                     | Following consensus                       | Copy of media coverage.   |
| <b>Objective 3.2:</b> Provide training to educate Beale/Marysville Enforcing Underage Drinking Laws Coalition (B/M EUDL-C) and or Yuba/Sutter-SPF on a process (Process) to pass an ordinance—including proposed timeline. |  |                      |  |   |   |
| 3.2.1. Review training resources (PIRE <sup>30</sup> ; YLI <sup>31</sup> ; www.socialhost.org).  | B/M EUDL-C; FNL; LC; ABC.                    | None                 | None                                     | 6/07 – 9/07                               | Meeting minutes   |
| 3.2.2. Select appropriate resource.  | B/M EUDL-C; FNL; LC; ABC.                    | None                 | None                                     | 10/07 – 11/07                             | Meeting minutes   |
| 3.2.3. Provide Training on Process and outcome.  | B/M EUDL-C; FNL; LC; ABC.                    | None                 | None                                     | By Dec 2007                               | Training packet; sign-in sheet                                    |

<sup>26</sup> CoRC: Culture of Responsible Choices Committee

<sup>27</sup> BAADD: : Beale Airmen Against Drunk Driving

<sup>28</sup> 0013: Air Force program emphasizing zero tolerance for underage drinking, zero tolerance for driving while intoxicated, no more than one drink per hour, and no more than three drinks per evening.

<sup>29</sup> POC: Point of Contact

<sup>30</sup> PIRE: Pacific Institute for Research and Evaluation

<sup>31</sup> YLI: Youth Leadership Institute

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| <i>ACTIVITY/ACTION STEPS</i>  | <i>RESPONSIBLE PARTY</i>  | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>                                    | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i>                               |
|---|---|----------------------|--|-----------------------------|--|
| 3.2.4. Send press release on consensus results according to media protocol.   | Local Coordinator and Base POC  | Yes                  | None   | Following consensus         | Copy of media coverage.                                |
| <b>Objective 3.3:</b> Implement Process and Pass Social Host Law.   |   |                      |  |                             |  |
| 3.3.1. Review existing regulations and draft ordinance.   | B/M EUDL-C (Volunteer Committee Chair); FNL; LC (provide objective education); ABC.   | None                 | Copies of existing regulations.                            | Jan – Mar 2008              | Meeting/ Minutes that document the selected ordinance. |
| 3.3.2. Identify and educate a County Supervisor on the issues of social availability of alcohol to underage airmen and other underage youth in the community.   | B/M EUDL-C, FNL, and ABC volunteers; LC provides objective education re issues of social availability of alcohol to those under 21. | Yes                  | None.  | Mar – May 2008              | Meeting minutes  |
| 3.3.3. Issue press release according to media protocol on the issues of social availability of alcohol to underage airmen and other underage youth in the community, and raise awareness about the proposed social host ordinance that will be heard by local government. | B/M EUDL-C, FNL, and ABC volunteers   | Yes                  | None   | Following recruitment.      | Copy of media coverage.                                |
| 3.3.4. Testify at local government hearings/meetings.   | Coalition, enforcement, and community volunteers including youth to provide personal perspectives on the issue of social            | Yes                  | Handout material; copies of proposed social host ordinance | According to Process        | Copies of handout and proposed social host ordinance   |

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| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>  | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>                     | <i>TIME FRAME START/END</i>     | <i>TRACKING MEASURES</i>                                  |
|--|---|----------------------|---|---------------------------------|---|
|  | availability of alcohol to underage youth and personal viewpoint of the proposed social host ordinance. |                      |   |                                 |   |
| 3.3.5. Successful passage of Social Host County Ordinance (Ordinance).   | B/M EUDL-C, FNL, and ABC volunteers   | Yes                  | Time  | By June 2008                    | Copy of Ordinance   |
| 3.3.6. Send press release on passage of Ordinance according to media protocol.   | Local Coordinator and Base POC <sup>32</sup>  | Yes                  | None  | Following passage of Ordinance. | Copy of media coverage.                                   |
| 3.3.7. Report policy change to the project evaluator.  | B/M EUDL-C Chair; Local Coordinator   | No                   | Copy of Ordinance.                          | Following passage of Ordinance. | Copy of Ordinance and any media coverage.                 |
| <b>Objective 4:</b> Create collateral material to support training & awareness of new policy.  |   |                      |   |                                 |   |
| 3.4.1. Coordinate development of collateral/training materials with Yuba/Sutter-SPF.   | B/M EUDL-C; FNL; LC. ABC.   | None                 | Time for development of training materials. | 1/08 – 3/08                     | Copy of collateral/training materials; record of meeting. |
| 3.4.2. Utilize training materials to create/change awareness of the issue of 21 year old and older people purchasing/providing alcohol for minors. | B/M EUDL-C; FNL; LC; ABC; and Base POC  | Yes                  | Time for developing press releases.         | 3/08 – Ongoing                  | Training meeting minutes.                                 |

<sup>32</sup> POC: Point of Contact

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**#4 Compliance Check Work Plan**

**Definition of the Problem:** In the Beale Enforcing Underage Drinking Laws Alcohol Use Survey (Beale Survey), 50% of the under 21 respondents said it was “easy” or “very easy” to obtain alcohol. Additionally, alcohol purchases by minors “without fake ID” were most often in grocery stores, mini-marts, and/or liquor stores. The sale of alcohol to active military minors occurs because of retailers’ lack of training or lax monitoring of employees. Further, in the 2004 – 2006 Yuba/Sutter Assessment of Alcohol and Other Drugs Survey (Y/S Survey), 64% of respondents who were under 21 said it was “easy” or “very easy” to obtain alcohol.

**Goal #4:** Limit underage active duty military personnel (and civilian youth) access to alcohol from retailers through appropriate enforcement operations.

**Objective 4.1:** Conduct decoy operations at least twice a year in key, identified alcohol retailers in Yuba County.

| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>  | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i> | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i>        |
|--|---|----------------------|-------------------------|-----------------------------|---------------------------------|
| 4.1.1. Meet with Alcoholic Beverage Control (ABC) Agent from Marysville ABC. Initiate planning for the compliance check operations.  | Capt. Ron Johnson, YCSD <sup>33</sup> & other LE <sup>34</sup> personnel per MOU <sup>35</sup> ; David Raymond, ABC | None                 | None                    | April 2007; March 2009      | Sample reports provided by ABC. |
| 4.1.2. Conduct follow-up conversations and final planning with ABC regarding compliance check operations. Determine and create a list of alcohol retail establishments in the County and equipment needed to conduct | Capt. Ron Johnson, YCSD & other LE personnel per MOU; David Raymond, ABC  | None                 | None                    | April 2007; March 2009      | Meeting notes.                  |

<sup>33</sup> YCSD: Yuba County Sheriff’s Department

<sup>34</sup> LE: Law Enforcement

<sup>35</sup> MOU: Memorandum of Understanding

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|---|--|--|---|--|---|
| operations.   |  |  |   |  |   |
| 4.1.3. Provide training for enforcement officers (as needed) on conducting compliance check operations.   | Capt. Ron Johnson, YCSD & other LE personnel per MOU; David Raymond, ABC               | None                                       | None  | April 2007   | Tracking Spread Sheets  |
| 4.1.4. Determine number of youth decoys needed. If needed, conduct minor decoy training sessions; select youth from Marysville Explorers (or outside the community if needed).                                    | Capt. Ron Johnson, YCSD & other LE personnel per MOU; David Raymond, ABC               | None                                       | None  | April 2007   | Tracking Spread Sheets  |
| 4.1.5. Mail letters to businesses informing them of the planned decoy operations; and giving information about the EUDL program in Beale/Marysville.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU; John Nicoletti, LC <sup>36</sup> | Direct mail                                | Form letter; targeted licensee data provided by ABC.  | April 2007; also dates prior to other scheduled compliance checks that are currently TBD <sup>37</sup> | Notes in B/M EUDL-C meetings.   |
| 4.1.6. Yuba County Sheriff's Department, along with ABC, to conduct Compliance checks at both "ON" and "OFF" Sale businesses in Marysville and other areas as identified—using trained officers and minor decoys. | Capt. Ron Johnson, YCSD & other LE personnel per MOU; David Raymond, ABC               | Both local Marysville and Yuba City papers | YCSD Officer<br>ABC Agent<br>ABC Decoy<br>"Buy" money | Operations to occur at least two times per year from 8/07 – 12/07; and 1/08 – 3/09                     | #of Compliance checks conducted – Data & citations issued. ABC form #341 Compliance check results |

<sup>36</sup> LC: Local Coordinator

<sup>37</sup> TBD: To Be Determined

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| <i>ACTIVITY/ACTION STEPS</i>  | <i>RESPONSIBLE PARTY</i>  | <i>MEDIA SUPPORT</i> | <i>RESOURCES NEEDED</i>              | <i>TIME FRAME START/END</i>                                   | <i>TRACKING MEASURES</i>   |
|---|---|----------------------|--------------------------------------|---|--|
| 4.1.7. Provide LEAD <sup>38</sup> or RBSS <sup>39</sup> training for all On/Off sale licensees.   | Capt. Ron Johnson, YCSD & other LE personnel per MOU; David Raymond, ABC; LC.                       | Yes                  | Press Release                        | After operations are complete and results are analyzed        | Copy of Press Release  |
| 4.1.8. Present regular reports to B/M EUDL-C to integrate LE operations with other EUDL activities.   | Capt. Ron Johnson, YCSD; John Nicoletti, LC; B/M EUDL-C members                                     | None                 | Report on Law Enforcement Operations | One month after the completion of compliance check operations | Minutes from B/M EUDL-C Meetings                                   |
| 4.1.9. Review data from compliance checks (including compliance rates) and prepare a presentation for Beale Media outlets and a standard press release according to media protocol. | Capt. Ron Johnson, YCSD & other LE personnel per MOU; John Nicoletti, LC and Base POC <sup>40</sup> | Yes                  | None                                 | Completion of Operation                                       | YCSD Incident <sup>41</sup> or Case Number. Copy of press release. |
| 4.1.10. Send press release on operation results according to media protocol.  | Local Coordinator and Beale POC   | Yes                  | None                                 | Completion of Operation                                       | Copy of media coverage.  |
| 4.1.11. Report operations results to project evaluator.   | B/M EUDL-C Chair; Local Coordinator   | No                   | Copy of results                      | Following completion of first year's two operations.          | Copy of results  |

<sup>38</sup> LEAD: Licensee Education on Alcohol

<sup>39</sup> RBS: Responsible Beverage Sales and Service

<sup>40</sup> POC: Point of Contact

<sup>41</sup> "Incident" refers to YCSD definition, as opposed to "alcohol related misconduct" or ARM

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**#5 Driving While Intoxicated Work Plan**

**Definition of Problem:** In the Beale Enforcing Underage Drinking Laws Alcohol Use Survey (Beale Survey), as high as 37% stated they had drunk in situations that involved travel away from the base (e.g., private parties, bars, restaurants, outdoors, driving in a motor vehicle). Respondents to the questionnaire “Your Community’s Alcohol Personality” identified the amphitheater and other events with beer gardens as problematic for underage drinking. Additionally, Focus Groups with young people revealed a consensus about the high prevalence of young people drinking and driving. Finally, Focus Group results revealed ways of avoiding detection when drinking and returning to base by calling ahead to see who was on guard duty at the gate. On the civilian side, the 2004 – 2006 Yuba/Sutter Assessment of Alcohol and Other Drugs Survey (Y/S Survey) revealed that an average of 38% of 9<sup>th</sup> & 11<sup>th</sup> graders surveyed admitted to riding with a driver who had been drinking.

**Goal #5:** Limit underage drinking and driving by increasing consistent enforcement operations.

**Objective 5.1:** Conduct a minimum of two (2) DUI roving patrols per year targeted at youth alcohol parties and subsequent driving in and around Beale and its surrounding area/communities.

| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i>     | <i>RESOURCE NEEDED</i>   | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i> |
|--|--|--------------------------|--|-----------------------------|--------------------------|
| 5.1.1. Identify upcoming events to be held in the areas surrounding Beale where alcohol will be available. | Capt. Ron Johnson, YCSD <sup>42</sup> & other LE <sup>43</sup> personnel per MOU <sup>44</sup> ; Military Personnel; John Nicoletti, LC <sup>45</sup> ; B/M EUDL-C | Media Plan by B/M EUDL-C | Chamber <sup>46</sup> Calendars for Chico, Yuba City, Marysville | Mid August                  | Chamber Calendars        |

<sup>42</sup> YCSD: Yuba County Sheriff’s Department

<sup>43</sup> LE: Law Enforcement

<sup>44</sup> MOU: Memorandum of Understanding

<sup>45</sup> LC: Local Coordinator

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| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i>  | <i>TIME FRAME START/END</i>  | <i>TRACKING MEASURES</i>  |
|--|--|----------------------|---|------------------------------|---|
| 5.1.2. Identify and plan target locations and establish 'roving patrol' goals.   | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; B/M EUDL-C | None                 | LE data showing areas of past youth activity with alcohol violations. | Early July 07                | List of identified targets  |
| 5.1.3. Review calendars, choose dates and develop roving patrol sign-up sheet for 1 – 2 man units.                       | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; B/M EUDL-C | None                 | Chamber of Commerce Calendar  | Mid August 07                | City of Marysville, Yuba City, Chico, Chamber of Commerce calendar of activities. |
| 5.1.4. Finalize logistics and training as needed. Post sign-up sheet for Officers.                                       | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel                                 | None                 | Sign-up sheet.  | Mid August 07                | Copy of sign-up sheet.  |
| 5.1.5. Send press release on planned operations according to media protocol—to raise awareness of B/M EUDL-C activities. | Local Coordinator and Base POC <sup>47</sup>   | Yes                  | None  | Prior to Operations          | Copy of media coverage.   |
| 5.1.6. Inform judicial system about the impaired driving program so they may prepare for potential in                    | Capt. Ron Johnson, YCSD & other LE personnel   | None                 | None  | Prior to start of operations | Copy of schedules of operations   |

<sup>46</sup> Chamber: Chamber of Commerce

<sup>47</sup> POC: Point of Contact

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| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i>                                  | <i>TIME FRAME START/END</i>  | <i>TRACKING MEASURES</i>  |
|--|--|----------------------|---|--|---|
| increased case loads.  | per MOU  |                      |   |  |   |
| 5.1.7. Conduct at least two (2) Roving Patrols with a focus on youth impaired driving. Also, provide a higher Officer presence around outlets located in and around Marysville/Yuba City, and Wheatland. | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel | Yes                  | Two (2) Officers needed per patrol. One (1) patrol car. | Operations to occur at least two times per year from 8/07 – 12/07; and 1/08 – 3/09 | Copies of any YCSD Incident <sup>48</sup> or Case numbers generated. Roving Patrol sign-up sheets. Number of Beale personnel stopped by roving patrol. Number of citations and/or arrests made (categorized by under/over 21) |
| 5.1.8. Send press release on operation results according to media protocol.  | Local Coordinator and Base POC   | Yes                  | None  | Completion of Operation  | Copy of media coverage.   |
| 5.1.9. Identify underage active duty personnel involved in illegal alcohol related activities to Beale Security Forces.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel | None                 | None  | Mid August 07 to September 07  | Number of referrals made  |
| 5.1.10. Review Roving Patrol results.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel | None                 | None  | September 07   | Copies of records generated. Notes re improving DUI Operations. Roving Patrol program. Statistical data on  |

<sup>48</sup> “Incident” refers to YCSD definition, as opposed to “alcohol related misconduct” or ARM

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| <i>ACTIVITY/ACTION STEPS</i>  | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i> | <i>TIME FRAME START/END</i>                          | <i>TRACKING MEASURES</i>         |
|---|--|----------------------|------------------------|--|----------------------------------|
|   |  |                      |                        |  | the DUI operations.              |
| 5.1.11. Present regular reports to B/M EUDL-C to integrate LE operations with other Beale EUDL activities, e.g., CoRC <sup>49</sup> ; First Sergeants Association (SNCOs in charge of specific groups of enlisted personnel). | Capt. Ron Johnson, YCSD; Military Personnel; John Nicoletti, LC; B/M EUDL-Coalition. | None                 | None                   | Quarterly  | Minutes from B/M EUDL-C Meetings |
| 5.1.12. Send press release on operation results according to media protocol.  | Local Coordinator and Base POC   | Yes                  | None                   | Completion of Operation                              | Copy of media coverage.          |
| 5.1.13. Report operations results to project evaluator.   | B/M EUDL-C Chair; Local Coordinator  | No                   | Copy of results        | Following completion of first year's two operations. | Copy of results                  |

<sup>49</sup> CoRC: Culture of Responsible Choices Committee

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**#6 Reductions in Social Availability: Shoulder Tap Operations Work Plan**

**Definition of Problem:** Based on data compiled from the 2007 Beale Enforcing Underage Drinking Laws Alcohol Use Survey (Beale Survey), a certain amount of alcohol is purchased through use of on-site solicitation of an adult to purchase alcohol for a minor. This source was also identified in the 2004 – 2006 Yuba/Sutter Assessment of Alcohol and Other Drugs Survey (Y/S Survey). Although this wasn't the highest source in either survey, two factors came to play in considering this problem: 1) key informants identified this as one source, i.e., underage people approaching an adult (often street person) near a liquor outlet and asking him/her to purchase alcohol; and 2) key informant belief in the minimizing and understating that occurred in the Beale Alcohol Use Survey, which caused a tempering of results.

**Goal #6:** Reduce social availability of alcohol to youth.

**Objective 6.1:** The Yuba County Sheriff's Department will conduct a minimum of one (1) shoulder-tap operation in three locations per year.

| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i> | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i> |
|--|--|----------------------|------------------------|-----------------------------|--------------------------|
| 6.1.1. Meet with Agent from ABC <sup>50</sup> to discuss shoulder-tap plans. | Capt. Ron Johnson, YCSD <sup>51</sup> & other LE <sup>52</sup> personnel per MOU <sup>53</sup> ; Military Personnel; John Nicoletti, LC <sup>54</sup> ; B/M EUDL-C <sup>55</sup> | None                 | None                   | Early July 07               | Meeting notes.           |

<sup>50</sup> ABC: CA Department of Alcoholic Beverage Control

<sup>51</sup> YCSD: Yuba County Sheriff's Department

<sup>52</sup> LE: Law Enforcement

<sup>53</sup> MOU: Memorandum of Understanding

<sup>54</sup> LC: Local Coordinator

<sup>55</sup> B/M EUDL-C: Beale/Marysville Enforcing Underage Drinking Laws Coalition

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| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i>   | <i>TIME FRAME START/END</i>                                    | <i>TRACKING MEASURES</i>  |
|--|--|----------------------|--|--|---|
| 6.1.2. Meet with ABC and discuss best locations and times to conduct the shoulder-tap operations.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; B/M EUDL-C | None                 | None   | Early July 07  | Documents/Sample Reports from past operations. List of problem areas within YC. |
| 6.1.3. Identify needed equipment and if the items seized need to be booked into evidence; or if photo and documentation are sufficient (e.g., sealed cans of beer)—note: procedures vary between jurisdictions of LE involved. | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; B/M EUDL-C | None                 | 2 cameras; PAS devices   | August 07 – Sept 07  | Meeting notes   |
| 6.1.4. If decoy training is needed, arrange dates, identify trainer and conduct the training.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel;                                | None                 | Training materials and appropriate space                                 | Prior to Ops. and as part of the briefing on the night of Ops. | Noted in Investigation Officer's Report   |
| 6.1.5. Identify community and base events; and host an information table about shoulder-tap operations.  | FNL; LE personnel per MOU; Military Personnel  | yes                  | Printed informational material, including OJJDP <sup>56</sup> materials. | Ongoing as available.  | Number of informational materials distributed                                   |
| 6.1.6. Inform the judicial system about the shoulder tap program so they may prepare for a potential in  | Capt. Ron Johnson, YCSD & other LE personnel   | None                 | None   | Prior to start of operations                                   | Copy of schedules of operations   |

<sup>56</sup> OJJDP: Office of Juvenile Justice and Delinquency Prevention

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| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>  | <i>MEDIA SUPPORT</i>      | <i>RESOURCE NEEDED</i>                              | <i>TIME FRAME START/END</i>  | <i>TRACKING MEASURES</i>                        |
|--|---|---------------------------|---|--|---|
| increased case loads.  | per MOU   |                           |   |  |   |
| 6.1.7. Send press release on informational tables according to media protocol.   | Local Coordinator and Base POC <sup>57</sup>  | Yes                       | None  | Time of events   | Copy of media coverage.                         |
| 6.1.8. YCSD, along with ABC, to conduct shoulder-taps at predetermined locations.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; ABC Agent | Press Release after event | Decoy(s) "Buy \$"<br>Digital Camera<br>Evidence Bag | Operations to occur at least two times per year from 8/07 – 12/07; and 1/08 – 3/09; a minimum of three locations will be monitored | YCSD Case number. Photos and ABC documentation. |
| 6.1.9. Review shoulder-tap operation results and prepare reports and press release according to media protocol.                                  | Capt. Ron Johnson, YCSD; Military Pers.; John Nicoletti, B/M EUDL-C                 | None                      | None  | Beginning Oct 07   | Copies of reports and list of those involved.   |
| 6.1.10. Present regular reports to B/M EUDL-C; CoRC; and First Sergeants Association (SNCOs in charge of specific groups of enlisted personnel). | Capt. Ron Johnson, YCSD or his designate  | None                      | None  | Ongoing  | Minutes from B/M EUDL-C Meetings                |
| 6.1.11. Send press release on operation results according to media protocol.   | Local Coordinator and Base POC  | Yes                       | None  | Completion of Operation  | Copy of media coverage.                         |

<sup>57</sup> POC: Point of Contact

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| <i>ACTIVITY/ACTION STEPS</i>                            | <i>RESPONSIBLE PARTY</i>            | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i> | <i>TIME FRAME START/END</i>                          | <i>TRACKING MEASURES</i> |
|---|-------------------------------------|----------------------|------------------------|--|--------------------------|
| 6.1.12. Report operations results to project evaluator. | B/M EUDL-C Chair; Local Coordinator | No                   | Copy of results        | Following completion of first year's two operations. | Copy of results          |

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**#7 Reduction in Social Availability: Controlled Party Dispersal Work Plan**

**Definition of the Problem:** The Beale Enforcing Underage Drinking Laws Alcohol Use Survey (Beale Survey) was administered in April, 2007 to 177 enlisted personnel between 18 and 26 years of age. Of the sources where underage personnel obtain/use alcohol, “Private Parties” ranked the highest at 40%. Furthermore, the 2004 – 2006 Yuba/Sutter Assessment of Alcohol and Other Drugs Survey (Y/S Survey) found that “youth state that drugs, alcohol, and tobacco are easy to obtain” and that most student users get substances from “house parties, friends, or their home.”

**Goal #7:** Reduce social availability of alcohol to youth at parties through controlled party dispersal operations.

**Objective 7.1:** The Yuba County Sheriff’s Department (YCSD)—and other Law Enforcement (LE) Personnel per Memorandum of Understanding (MOU) will conduct a minimum of two (2) controlled party dispersal operations per year as they occur—in homes or outdoor locations.

| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i>   | <i>RESOURCE NEEDED</i> | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i>                         |
|--|--|--|------------------------|-----------------------------|--|
| 7.1.1. Meet with an agent from ABC <sup>58</sup> to discuss controlled party dispersal plans.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC <sup>59</sup> ; ABC | Add to initial licensees’ letter re: other operations (e.g., Compliance Checks). | None                   | Ongoing; response to call   | Reports of events.                               |
| 7.1.2. Provide training to staff and dispatchers re: procedures, planning, response, surveillance, monitoring traffic, briefing, deployment, establishment of perimeters, scene security, processing, and appropriate use of | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; ABC                | None   | None                   | Existing currently          | Sheriffs’ regularly scheduled meetings’ records. |

<sup>58</sup> ABC: CA Department of Alcoholic Beverage Control

<sup>59</sup> LC: Local Coordinator

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| <i>ACTIVITY/ACTION STEPS</i>  | <i>RESPONSIBLE PARTY</i>  | <i>MEDIA SUPPORT</i>                                  | <i>RESOURCE NEEDED</i>         | <i>TIME FRAME START/END</i>     | <i>TRACKING MEASURES</i>                 |
|---|---|---|--------------------------------|---------------------------------|--|
| media to maximize impact of results.  |   |   |                                |                                 |  |
| 7.1.3. Identify needed equipment to deal with sobriety checks, items seized, photos, and documentation of evidence.                                       | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; ABC | None  | Per Party Dispersal Operation. | Per Party Dispersal Operation.  | Per Party Dispersal Operation.           |
| 7.1.4. Develop Party Dispersal Plan to be used when Law Enforcement becomes aware of parties.   | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; ABC | Use at big events, i.e., Halloween, St. Patrick's Day | None                           | On calendar of events           | Data collected                           |
| 7.1.5. Inform the judicial system about the planned party dispersal operations so they may prepare for a potential in increased case loads.               | Capt. Ron Johnson, YCSD & other LE personnel per MOU  | None  | None                           | Prior to start of operations    | Copy of schedules of operations          |
| 7.1.6. Provide information to members of the community and base to increase awareness of the intent to enforce existing laws regarding underage drinking. | Capt. Ron Johnson, YCSD & other LE personnel per MOU; Military Personnel; John Nicoletti, LC; ABC | Yes   | None                           | Late July 07                    | Copies of news stories; meeting minutes. |
| 7.1.7. Implement Party Dispersal Plan when party occurs.  | Capt. Ron Johnson, YCSD & other LE personnel  | Post event  | None                           | As they occur with a minimum of | Reports of events; citations issued.     |

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| <i>ACTIVITY/ACTION STEPS</i>   | <i>RESPONSIBLE PARTY</i>   | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i> | <i>TIME FRAME START/END</i>              | <i>TRACKING MEASURES</i>                                 |
|--|--|----------------------|------------------------|--|--|
|  | per MOU;<br>Military Personnel;<br>John Nicoletti, LC;<br>ABC  |                      |                        | two operations being conducted per year. |  |
| 7.1.8. Send press release on operation results according to media protocol.                            | Local Coordinator and Base POC <sup>60</sup>   | Yes                  | None                   | Completion of Operation                  | Copy of media coverage.                                  |
| 7.1.9. Provide follow-up according to Party Dispersal plan.  | Capt. Ron Johnson, YCSD & other LE personnel per MOU;<br>Military Personnel;<br>John Nicoletti, LC;<br>ABC | As needed            | None                   | Per Party Dispersal Operation.           | Updated progress noted on Work Plan and Meeting Minutes. |
| 7.1.10. Document operations for Law Enforcement records; Grant reporting; and use with Media Advocacy. | Capt. Ron Johnson, YCSD & other LE personnel per MOU;<br>Military Personnel;<br>John Nicoletti, LC;<br>ABC | None                 | Documentation          | Following Party Dispersal Operations.    | Documentation in various records and reports.            |
| 7.1.11. Send press release on operation results according to media protocol.                           | Local Coordinator and Base POC   | Yes                  | None                   | Completion of Operation                  | Copy of media coverage.                                  |
| 7.1.12. Report operations results to project evaluator.  | B/M EUDL-C Chair; Local Coordinator  | No                   | Copy of results        | Following completion of first year's two | Copy of results  |

<sup>60</sup> POC: Point of Contact

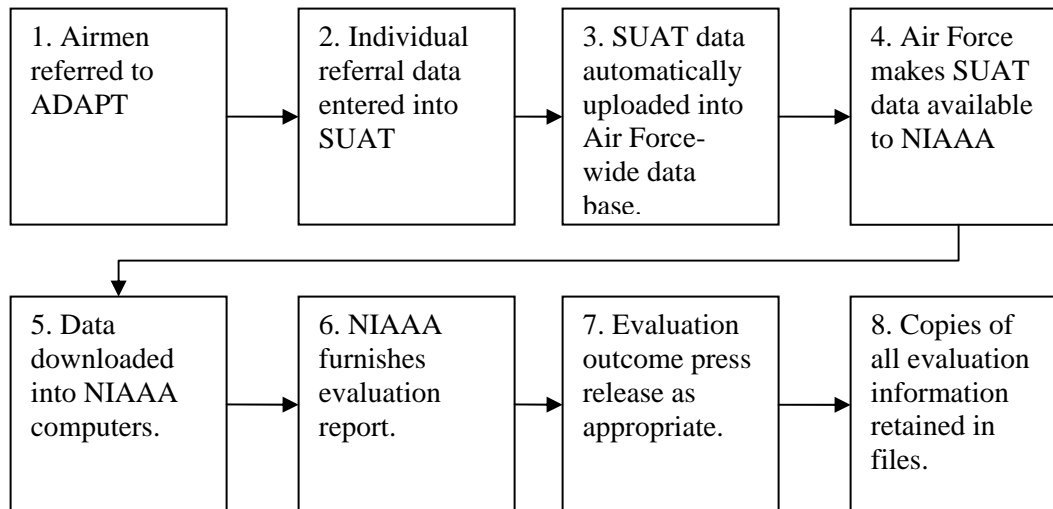
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| <i>ACTIVITY/ACTION STEPS</i> | <i>RESPONSIBLE PARTY</i> | <i>MEDIA SUPPORT</i> | <i>RESOURCE NEEDED</i> | <i>TIME FRAME START/END</i> | <i>TRACKING MEASURES</i> |
|------------------------------|--------------------------|----------------------|------------------------|-----------------------------|--------------------------|
|                              |                          |                      |                        | operations.                 |                          |

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Data Protocol and Flow Chart

- 1) The Local Coordinator, Beale Point of Contact, and other Coalition members (as needed) will be responsible for collecting and providing the data.
- 2) All alcohol related referral data will be entered into the Substance Use Assessment Tool (SUAT) data base.
- 3) SUAT data automatically uploaded into Air Force-wide data base.
- 4) Air Force makes data available to NIAAA computers to allow compilation of information and evaluation of EUDL activities impact.
- 5) NIAAA will furnish evaluation report.
- 6) When possible, evaluation outcomes will shared with media in accordance with Media Protocol.
- 7) Copies of all evaluation information will be filed and retained for reports.



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Media Protocol and Flow Chart

- 8) Coalition will identify Work Plan activities needing media coverage and review timelines to ensure adequate time to prepare and submit media information (i.e., Press Release; media packets for media events).
- 9) A Media Sub Committee will be formed with Friday Night Live taking lead role. Membership will include:
  - a) Beale: Point of Contact for media from Beale Air Force Base, Public Affairs Officer;
  - b) Yuba County Sheriff's Department; and
  - c) Other Coalition members as needed.
- 10) Planned media information will be shared at Coalition meetings to allow input from Coalition members and to keep members informed of media activities.
- 11) Information will be finalized by the Media Sub Committee and provided to media.
- 12) Copies of all media information will be filed and retained for reports.

