



**TPCAC EXECUTIVE COMMITTEE MEETING FINAL MINUTES**

1:00 p.m. to 2:00 p.m., Friday, February 4, 2011

Center for Tobacco Prevention and Control Policy – Conference Room, 4023 State Street, Bismarck, ND

**PARTICIPANTS: Executive Committee members:** Ms. Theresa Will – chair, Ms. Javayne Oyloe, Ms. Kathy Mangskau;  
**Center Staff:** Ms. Jeanne Prom, Executive Director.

<u>AGENDA ITEMS</u>	<u>DISCUSSION</u>	<u>OUTCOME/ACTION</u>
Call to order		Chair Ms. Theresa Will called the meeting to order at 1:11 p.m.
Adoption of agenda		Ms. Kathy Mangskau moved to adopt the agenda as presented. Ms. Javayne Oyloe seconded. Motion carried.
Approval of minutes	Review of 1.28.11 draft minutes.	Ms. Oyloe moved to approve the minutes as written. Ms. Mangskau seconded. Motion carried.
Unfinished business		
<i>Public policies – local ordinances</i>		One school became a tobacco-free campus since the last meeting. Center staff is meeting with local grantees to discuss plans.
New business		
<i>Grants/contracts/RFPs Status – health communications, status of other grants/contracts/RFPs</i>	Discussion on ongoing work on grants, contracts and RFPs.	The health communications and desktop services contracts have been signed by all parties.
<i>Fiscal –detailed budget hearing</i>	Discussion on our fiscal bill, House Bill 1025.	Detailed hearing on agency budget held February 3, 2011. Center and Executive Committee will provide information as

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		needed to clarify budget details.
<i>Public policies – update on bills</i>	Discussion on legislative bills.	This week: Ms. Jeanne Prom and Ms. Will testified in opposition of House Bill 1353, which repeals Measure 3. Center monitored House Bill 1004, the health department detailed budget. Ms. Prom, Ms. Will and partners testified in support of House Bill 1025, the agency’s detailed budget. Next week: No bills scheduled requiring testimony, but House Bills 1353 and 1025 may be discussed in committee work sessions. Center and Executive Committee will provide information to legislators as needed. Ms. Will will share information with administrators.
<i>Temporary positions</i>		Ms. Prom will make contacts with people who may be available to draft the evaluation RFP.
<b>Other business</b>		
<i>Next steps</i>		Clarification of current legislative bills, Advisory Committee meeting, grant/contract/RFPs work, temporary position.
<i>Next meeting</i>		The Executive Committee will meet at 1:00 p.m. on Friday, February 11, 2011 in Center conference room.
<i>Future meetings</i>		February 25 meeting changed to 1 p.m., Thursday, February 24 in Center conference room. Advisory Committee is

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		scheduled to meet at 2 p.m. that day. Note: Dakota Conference on Rural and Public Health is March 23-25 in Mandan.
Remuneration		Executive Committee should return completed remuneration forms to Center.
Adjourn		Ms. Mangskau moved to adjourn the meeting. Ms. Oyloe seconded. Ms. Will adjourned meeting at 2:24 p.m.