



North Dakota Tobacco Prevention and Control Advisory Committee Meeting Minutes - FINAL

10:00 a.m., Thursday, May 16th, 2013

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

PARTICIPANTS:

Advisory Committee members present: Mr. Nathan Marion—Chair, Dr. Kermit Lidstrom

Advisory Committee members participating via teleconference: Ms. Renae Byre, Ms. Holly Scott, Mr. Jay Taylor, Ms. Jayne Vetter, Ms. Theresa Will.

Advisory Committee members absent: Dr. Beth Hughes, Dr. Steve Mattson

Center Staff present: Ms. Jeanne Prom, Executive Director; Ms. Donna Thronson, Health Communications Coordinator; Ms. Lexi Hagler, Temporary Administrative Assistant.

Public present: Ms. Karalee Harper, ND Department of Health; Ms. Krista Headland, ND Department of Health; Ms. Erin Hill-Oban, Tobacco Free North Dakota; Ms. Kimberlee Schneider, American Lung Association.

<u>AGENDA ITEMS</u>	<u>DISCUSSION</u>	<u>OUTCOME/ACTION</u>
Call to order		Mr. Nathan Marion called the meeting to order at 10:04 a.m., roll was taken and a quorum was present.
Adoption of agenda		Ms. Theresa Will moved to adopt the agenda as distributed. Dr. Kermit Lidstrom seconded. Motion carried.
Approval of minutes	Draft minutes from 2/28/13 reviewed.	Ms. Will moved to approve the minutes as distributed. Mr. Jay Taylor seconded. Motion carried.
New business		
For the record: Advisory and Executive Committee compensation	Ms. Jeanne Prom reviewed the 3 percent/year increase in compensation rates for advisory	Beginning July 1, 2013 the daily compensation rate increases from \$157 to \$162. Beginning July 1, 2014 the daily

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	and executive committee members.	compensation rate increases from \$162 to \$167. No committee action was needed, as the Advisory Committee approved a policy in July 2012 to automatically adjust committee compensation to equal daily compensation of legislative assembly members.
Budget Status Report— February 2013—Jeanne Prom	Ms. Prom explained the budget status reports for February 2013, which have been approved by the Executive Committee.	Projections indicate the agency will be \$352,100.26 under budget for the biennium, with 7 percent of the biennium and 34 percent of the budget remaining. Dr. Lidstrom moved to accept the budget status report. Mr. Taylor seconded. Motion carried.
Work Plan Progress Report (Year 4, Quarter 3)—Jeanne Prom	Ms. Barbara Andrist was not present so Ms. Prom reported work plan progress.	Mr. Marion congratulated the Center for the progress that Center staff and grantees have made on the work plan.
Executive Committee Report – Jeanne Prom 2013 Legislative Session – Appropriation, Legislation Affecting Measure 3 (2008) and Measure 4 (2012), Other Legislation Other Center Reports – Center Staff	A theme of the appropriations committees seemed to have been the question of the Center spending at CDC best practice level and if that level is adjusted for the current or forecasted population and inflation.	The legislature made a few changes to the new smoke-free law, but these do not seem to have a public health impact. The Center was appropriated an additional \$250,000 to provide signage to those who request it. Mr. Marion stated that the Advisory Committee is a policy committee and must continue to be involved in the work being done to create and implement policies.

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	Ms. Donna Thronson provided a health communications update.	Ms. Thronson described the new theme “Corrupt,” and the second of three messages being used. This quarter the Center through the Public Education Task Force purchased a three-week block of cable TV which will run June 3-16, 2013. Digital media including online advertising and advertisements on mobile phones, is being used and tested. The Center website now features informational slideshows and will be incorporating a quote of the week to reinforce the theme and provide additional education.
Other business		
Next meetings— Evaluation Presentation from RTI— July 25	This is an additional meeting.	Mr. Taylor will be unable to attend. Plans to have a committee picture taken at this meeting.
	Next Advisory Committee meeting scheduled for Friday, October 11.	
Remuneration		Remuneration forms are available on the Advisory Committee area of www.breathend.com . Each committee member should print and complete their form prior to returning it via fax, email, mail or in person.
Adjourn		Mr. Marion adjourned the meeting at 11:16 a.m.