

Tobacco Prevention and Control Advisory Committee Minutes
Thursday, January 14, 2010, 1:00 P.M. – 3:45 P.M.
Center for Tobacco Prevention and Control Policy Conference Room
4023 State Street
Bismarck, ND

Members Present: Ms. Jeanne Prom, Ms. Kathy Mangskau (arrived at 1:30 p.m.), Dr. Dale Klein, Dr. Kermit Lidstrom, Mr. Nathan Marion, Ms. Pat McGeary, with Ms. Javayne Oyloe, Mr. Jay Taylor, and Ms. Bette Deede via IVN.

Members Absent: Ms. Lorraine Jacobson

Guests: Ms. Karalee Harper, Ms. Kara Dodd, Ms. Candace Muggerud of KAT Productions, Mr. Mike Casey of NDDA and Ms. Chelsey Matter via IVN.

Quorum Established.

Agenda Items	Discussion	Outcome/Action
Call to Order	Ms. Oyloe called the meeting to order at 1:05 P.M.	
Adoption of the Agenda	Presentation of NDPHA Award omitted due to recipient not available.	Dr. Klein moved to adopt agenda as amended. Mr. Taylor seconded. Agenda adopted.
Approval of Minutes	Minutes reviewed.	Dr. Klein moved to approve as distributed. Mr. Taylor seconded. Motion carried.
Budget Status Update	Ms. Oyloe reported 94 percent of the funds remain to be spent as of 11/30/09.	Dr. Klein moved to approve the budget report. Mr. Taylor seconded. Motion carried.
Executive Director Report	<ul style="list-style-type: none">• Center office set-up proceeding.• Administrative Assistant hired. Cami Bauman will start on February 8th.• Communications Coordinator position posted, to close February 5.• All but one public health unit has submitted report on implementation of the Public Health Service Guidelines on Treating Tobacco Use and Dependence.• Special Initiative Grants for Policy Development released;	

	<p>Ms. Prom will provide technical assistance.</p> <ul style="list-style-type: none"> • Coalitions in Grand Forks, Devils Lake, Minot and Jamestown may be applying for the grants. • Center awarded \$33K to Public Education Task Force on Tobacco. • MOA with ND Department of Health is under review by the the Center's Assistant Attorney General. • Center will give budget report to Budget Section in March. • State Aid distributed to be distributed to all but two local public health units. • Eight local grants still have restrictions and will be reviewed with outreach coordinators. • Coalition Building training for tobacco sites scheduled for January 21. 	
Update of Program Implementation – Kathy Mangskau	<ul style="list-style-type: none"> • Congratulations to Lake Region State College on Tobacco-Free Campus Policy • Discussion about late reports from grantees; consensus was penalties should remain in effect. • Budget Reprogramming Request form developed for grantees to monitor spending and expedite changes to budgets. 	
Executive Director Orientation	Executive Director and chair met in an orientation session with the Auditor's Office and will also plan and meet with Legislative Council in next few weeks.	Ongoing
Presentations	<p><u>KAT Productions – Candace Muggerud:</u> Change Through Social Marketing – Good Health TV <u>NDDA- Mike Casey:</u> Newspaper media marketing through network of North Dakota's 90 newspapers</p>	
Old Business		Advisory Committee reviewed Progress on State Plan Year One Work Plan and updated.
Next Meeting		March 11, 2010.

Remuneration	Mileage change of \$.50/mile noted.	Remuneration forms distributed.
Adjourn		Dr. Lidstrom moved to adjourn. Ms. McGeary seconded. Meeting adjourned at 3:50 P.M.
Bette Deede - Recorder		