

TPCAC EXECUTIVE COMMITTEE MEETING MINUTES

Friday, March 20th, 2009

10:00 AM

PARTICIPANTS: Kathy Mangskau, Pat McGeary, and Javayne Oyloe

<u>AGENDA ITEMS</u>	<u>DISCUSSION</u>	<u>OUTCOME/ACTION</u>
Call to Order		Kathy called the meeting to order at 10:01 a.m.
Approval of 3/06/09 Minutes	Kathy provided minor corrections.	Minutes approved as corrected.
Location of April meetings	Discussion was held about where we could meet and who was checking on future locations.	During the Advisory Committee meeting, Kathy will confirm with Dr. Klein the availability of the Medcenter One facilities for the April meetings.
Follow-up to Conflict Resolution Present	Discussion of a need for Conflict of Interest Statement	Kathy will ask the Advisory Committee about the need for a Conflict of Interest Statement for Members to sign. If there is an interest we will request volunteers for a sub-committee to research models and draft a document.
Tobacco legislation update	Discussion of 2009 legislative issues and what the advisory committee will need to provide during this session.	This week 1368 left committee with a do pass 7/0, 2070 left committee with a do not pass 7/6. Kathy and other Advisory Committee Members will make themselves available for committee work on 2063 & 2004, next week. Javayne and Pat will continue to check the legislative calendar daily.
State Plan Component Development Update	Discussion about component development.	Pat's group, state and community, met again this week. Good progress has been made and a suggestion was made to have the cessation group begin to meet as soon as possible. Javayne will be contacted by CDC about the health communications component, specifically about recommended pre-work.
State Plan for Public Input process	Discussion about how to engage community members in the review of the draft state plan.	Kathy will request a sub-group be formed from Advisory Committee members develop a process for community input.
Grants to local agencies and tribes	Discussion on grant guidance, review committee and CDC grants	We will request a sub-committee be formed to develop the grant guidance and funding

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		formula. We will suggest two teams review the grant applications, with Kathy reviewing all of them. A request will be made for the DOH to release the CDC competitive grants as soon as possible.
Presentation for May Local Sites Meeting	Discussion about whom and how we will present to the tobacco sites meeting in May, in conjunction with the DOH.	Kathy will take the lead working on the content of the presentation and to work with the DOH.
Discussion of competencies for staff positions	Kathy requested we table the competencies discussion, due to lack of time.	We will revisit staff position competencies in an upcoming Executive Meeting.
Other business	Discussion on the University of North Carolina, training Kathy attended in Minnesota. The State Board of Education voted down a universal University tobacco free grounds policy.	Kathy felt the training would be worthwhile for a number of organizations in the state. She will pursue getting the training in ND and to work with partners in funding the training. No action related to the University vote.
Adjourn		Kathy adjourned the meeting 12:02 p.m.

Javayne Oyloe
Recorder