

TPCAC EXECUTIVE COMMITTEE MEETING MINUTES

Friday, March 27th, 2009
11:00 AM

PARTICIPANTS: Kathy Mangskau, Pat McGeary, and Javayne Oyloe

Guest: Lorraine Jacobson

<u>AGENDA ITEMS</u>	<u>DISCUSSION</u>	<u>OUTCOME/ACTION</u>
Call to Order		Kathy called the meeting to order at 11:11 a.m.
Approval of 3/20/09 Minutes	Kathy provided minor corrections.	Minutes approved as corrected.
Tobacco legislation update	Discussion of 2009 legislative issues and what the advisory committee will need to provide during this session.	This week 1368 passed but there were some major changes to it in the senate. The bill needs to be reviewed by tobacco control experts. Committee work on 2004 & 2063, 2070 was postponed due to flooding in the state and legislators not meeting Thursday and Friday. We expect they will be heard next week. Javayne and Pat will continue to check the legislative calendar daily.
Review of compensation for committee member	Discussion on clarification about compensation for committee members	The Executive Committee members had an affirmative, unanimous roll call vote to clarify and confirm discussion held 1/8/09 about compensating committee members the same rate as legislators and to set travel and other expenses at the state rate.
Update on component committees	Discussion on the ND State Tobacco Prevention and Control Plan	The State/Community group met a number of times and plans to meet a couple more times. The cessation group met for the first time this week and also will need another meeting or two. The Health Communications lead group will have a call today to discuss resources for the ND team. The Health Communication group will then prepare a rough draft for CDC's review. We hope to have a draft of the ND Tobacco Prevention and Control basic plan for Public Health review the first week in May.
Draft outline of public input process	Discussion about public health and community input	Lorraine will draft a plan for public input process for Advisory Committee review. After adoption

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		or adaptation, an agreed upon process will be implemented by the Advisory Committee.
Review of staff competency listing	Tabled	
April 3rd Advisory Committee meeting	Discussion about a need to meet.	The Advisory Committee will meet as needed, especially during component development and plan review. Kathy will regularly update Advisory Committee members via e-mail, phone calls or in-person as needed.
Clarification of CDC grants to locals	Discussion about the CDC grant allocation and how that will affect Advisory Committee grant reviews.	Due to our discussion Kathy will strongly recommend the NDDoH provide local health units with CDC funds as soon as possible. This is very important, so recipients will be identified when grants for Measure #3 funding are being reviewed.
May sites meeting presentation	Discussion about the Advisory Committee's portion of the May presentation to tobacco site coordinators in May.	For the May meeting we will develop a presentation and general direction to ensure critical elements of a comprehensive program are implemented and can be clearly understood.
Other business	Discussion about funding formulas. There was a local request to clarify how we will transition out of practices that are not producing optimal outcomes.	Kathy will research funding formulas for grant dissemination. The Advisory Committee (Kathy) will provide direction during the May sites meeting for optimizing outcomes using best practices.
Adjourn		Kathy adjourned the meeting 1:11 p.m.

Javayne Oyloe
Recorder