

TPCAC EXECUTIVE COMMITTEE MEETING MINUTES

Friday, May 22nd, 2009
9:00 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 9:05 a.m.
Approval of 5/08/09 Minutes	Minutes reviewed and corrected.	Minutes approved as corrected.
Update on Community Forums	Discussion on community forums	At each community forum there has been good discussion and no strong opposition. The final two forums will be held next week. Pat and Kathy at Dickinson and Javayne and Pat at Williston.
Update on committee appointees	Discussion on filling Jeanne's position	Bette Deede, from Fargo, will fill the position formerly held by Jeanne Prom representing the North Dakota Public Health Association.
Update on members with terms expiring	Discussion on terms that will expire 6/30/09.	NDPHA will submit their recommendation to the Governor for the NDPHA position held by Javayne. Kathy will ask Nathan if he is interested in being reappointed to the advisory committee.
Plans for final review and editing of the draft state plan	Discussion on review and editing of the draft state plan.	Kathy has confirmed dates to meet with the advisory committee and Judy Aheam for June 15 & 16 th . Kathy is working on finalizing our contract with Judy.
Local grants	Discussion on local grants	Karalee sent an e-mail to the current CDC funded sites to confirm they will receive CDC funds through March 2010. The CDC will become competitive after that period. The grant guidance was developed and provided to local sites. The executive committee will work to provide a clear definition of collaboration and examples of grant objectives to Karalee. Our recommendation is to provide tools to enhance the chances of successful grant applications. Grant review dates are set for July 9 th & 23 rd .

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Program implementation	Discussion on program implementation	Kathy is working on the budget for each best practice component. Kathy is pursuing opportunities for fiscal agent. A decision will be made based on cost and ability to provide needed services.
Review timeline	Tabled	
Other business	Discussion on next executive committee meeting and a prevention conference	Kathy will reschedule the executive committee meeting from Friday to Thursday next week. We will inquire about the availability of advisory committee members to attend the Cancer Coalition Prevention Conference.
Adjourn		Kathy adjourned the meeting 11:12 a.m.

Javayne Oyloe
Recorder