



**TPC ADVISORY COMMITTEE MEETING MINUTES**

2:00 p.m., Tuesday, July 26, 2011

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

**PARTICIPANTS:**

**Advisory Committee members present:** Dr. Beth Hughes - Chair, Dr. Kermit Lidstrom, Ms. Pat McGeary, Ms. Holly Scott, Mr. Nathan Marion

**Advisory Committee members participating via teleconference:** Ms. Javayne Oyloe, Ms. Theresa Will, Dr. Steve Mattson, Dr. Jon Rice

**Center Staff present:** Ms. Jeanne Prom, Executive Director; Ms. Cami Bauman, Administrative Assistant; Ms. Kelli Ulberg, Community Intervention Coordinator; Ms. Donna Thronson, Health Communications Coordinator

**Guests present:** Ms. Michelle Walker, ND Dept of Health

<u>AGENDA ITEMS</u>	<u>DISCUSSION</u>	<u>OUTCOME/ACTION</u>
<b>Call to Order, Introduction of New Members, Status of Nominations</b>	Introduction of new members: Ms. Holly Scott and Dr. Jon Rice.	Dr. Hughes called the meeting to order at 2:05 p.m.
<b>Roll Call, Determination of Quorum</b>		Ms. Bauman called roll. A quorum of members was established.
<b>Adoption of Agenda</b>	Amendment to delete approval of 5/19/11 minutes from agenda was proposed.	Dr. Lidstrom moved to adopt the agenda as amended. Mr. Marion seconded. Motion carried.
<b>Approval of Minutes</b>	Draft minutes from 3/24/11, 4/7/11 and 5/31/11 were reviewed and corrections noted.	Dr. Lidstrom moved to approve the 3/24/11 minutes as corrected. Ms. Will seconded. Motion carried. Dr. Lidstrom moved to approve the 4/7/11 minutes as corrected. Ms. Oyloe seconded. Motion carried. Ms. Will moved to approve the 5/31/11

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		minutes as presented. Mr. Marion seconded. Motion carried.
<b>Old Business</b>		
<b>Status of NDNA Nominations</b>	Ms. Prom relayed that it is her understanding that the ND Nurses' Association has submitted 3 nominees to the Governor's office.	The Governor will appoint a new Advisory Committee member to replace Ms. McGeary, whose term on the committee will end when the Governor names a new representative from the ND Nurses' Association.
<b>New Business</b>		
<b>Year 3 Work Plan</b>	Ms. Prom reviewed comments and revisions to the Year 3 Work Plan draft. There was explanation and discussion regarding changes. Additional revisions were noted.	Ms. Will made a motion to approve all of goal area 1 with revisions as presented. Dr. Lidstrom seconded. Motion carried. Ms. Scott made a motion to approve all of goal area 2 with the presented and discussed revisions. Dr. Rice seconded. Motion carried. Dr. Rice made a motion to approve all of goal area 4 with presented and discussed changes including the addition of Americans for Non Smokers' Rights and Campaign for Tobacco Free Kids to the list of all partners at the end of the document. Dr. Lidstrom seconded. Motion carried. Ms. McGeary moved to approve all of goal area 3 with presented and discussed revisions including the addition of a list of

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		<p>ND Tobacco Quit Line Consortium members to the end of the document for clarification. Dr. Rice seconded. Motion carried.</p> <p>Ms. Walker agreed to email a list of ND Tobacco Quit Line Consortium members for inclusion as discussed.</p>
<p><b>Budget Status Reports: December 2010 through May 2011</b></p>	<p>Ms. Prom provided an update on the percentage of appropriation spent for the 2009-11 biennium and explained that any unspent appropriation is returned to the trust fund and not carried forward to spend in the next biennium.</p>	<p>Dr. Lidstrom moved to accept budget status reports for December 2010 through May 2011. Dr. Rice seconded. Motion carried.</p>
<p><b>Center Update – Budget Section Testimony – June 21, 2011</b></p>	<p>Ms. Prom reviewed pertinent information from the <i>State of North Dakota Legislative Appropriations 2011-2013 Biennium</i>.</p>	<p>The committee opted to review the Center’s Budget Section Report from 6/21/11 on their own.</p>
<p><b>Fiscal - Remuneration</b></p>	<p>Ms. Prom reviewed the portion of the Measure 3 law regarding Advisory Committee compensation. Ms. Prom also provided a review of legislative action on legislative compensation. The 2011 Legislature raised their compensation rate from \$148 to \$152 per day for fiscal year 2012 and from \$152 to \$157 per day for fiscal year 2013. There was</p>	<p>Dr. Lidstrom made a motion to increase Advisory Committee remuneration rate to \$152.00 per day for fiscal year 2012 and to \$157.00 per day for fiscal year 2013. After discussion, Dr. Lidstrom withdrew the motion. Mr. Marion moved to increase the Advisory Committee remuneration rate to \$145.00 per day for fiscal year 2012. Ms. McGeary seconded. Roll call vote: Dr. Hughes - aye, Dr. Lidstrom - nay, Dr. Mattson -</p>

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	discussion regarding what rate the committee should adopt and for what period of time.	nay, Dr. Rice - aye, Ms. McGeary - aye, Ms. Scott – abstained, Mr. Marion - aye, Ms. Oyloe – aye. Ms. Will was absent and not voting. Motion carried with 5 aye votes. A rate was not set for fiscal year 2013 and the issue may be revisited.
<b>Executive Committee Report</b>	Ms. Oyloe reported on recent Executive Committee activities including: Center staff to be hired, contract with Minot State University for technical assistance to local public health units working toward smoke-free policies, resolution templates to be made available and shared with organizations, the addition of secondhand smoke exposure to the AAR materials, and working toward at least 50% of the state population being covered by comprehensive smoke-free laws.	
<b>Other Business</b>		
<b>Next Meetings</b>	Discussion regarding changing the dates and times for the remaining 2011 meetings.	Advisory Committee will meet on the following dates in 2011 at 12:00 p.m. in the Center conference room: September 9 (rescheduled from Sept 8) November 18 (rescheduled from Nov 10)
<b>Remuneration</b>		Forms provided to committee members to complete and return to the Center.

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Adjourn		Mr. Marion moved to adjourn the meeting. Ms. McGeary seconded. Motion carried. Dr. Hughes adjourned the meeting at 3:55 p.m.