



GENERAL MEETING MINUTES

September 11, 2012

3:00 – 5:00

Quit Doc Research & Education Foundation Office
945 SW Martin Downs Blvd, Palm City 34997



Attendance	Jim Vojsik, Robyn Vanover, Mike Sancho, Tracy Henkes, Jill Sheppel, Kim Waser, Maureen Ryan, Valerie Graham, Barry Hummel, Maureen Ryan, Sarah Gosney, Dulce Angulo, Bruce Hansbrough	
Topic	Discussion	Action
<p>Welcome</p> <p>Items for Approval</p>	<p>Self Introductions- Kim Waser, the Tobacco Prevention Specialist for Martin County, facilitated the meeting and asked everyone to state their name, organization, and briefly state what they can contribute, or have to gain from, being on the Tobacco Free Partnership (TFP). Valerie asked for a moment of silence to remember those who died in the twin towers on 9-11.</p> <p>Overview of May 2011 Annual Meeting Minutes: Motion to approve meeting minutes with correction to Mike Sancho’s job position made by Jim, Seconded by Jill. Motion passed.</p> <p>Budget Report- Barry Hummel, Treasure for the Quit Doc organization gave an overview of the TFP discretionary budget, which is \$6,000 for this funding year. Discussion on how to designate these monies resulted in the Advisory Council deciding to separate the funds into categories. Motion to designate the funds with \$1,500 towards tobacco free signage; \$3,500 towards event participation and community involvement; \$1,000 towards tobacco free policy support made by Robyn, Seconded by Maureen. Motion passed.</p> <p>Bylaws & 2012-13 Bylaw Charter- Kim reviewed the TFP Bylaws and 2012-13 Bylaw Charter. Motion to approve both documents, with corrections/additions to Advisory Council, made by Mike, seconded by Jim. Motion passed.</p>	<p>Kim Waser</p> <p>Approved Unanimously</p> <p>Approved Unanimously</p> <p>Approved Unanimously</p>
Tobacco Prevention Quarter Update	<p>Update on goal areas for Tobacco Prevention Grant:</p> <ul style="list-style-type: none"> Candy Flavored Tobacco Ordinance- Barry reported that the wording for a county ordinance to restrict the sale of candy flavored tobacco products not covered by FDA regulations to adult only stores, like liquor and tobacco retailers, has been submitted to the County Attorneys. The Chairperson of the County Commissioners is championing this ordinance and has the support of other Commission members. This ordinance should be on a County Commission meeting agenda in either September or October 2012. Martin County Government Employee Cessation & Smoke-Free Policy- Kim has been meeting with the Administrative and Human Resource staff of Martin County Government to assist them with language for a comprehensive tobacco free policy for all buildings and properties. This policy will also incorporate how they will provide cessation referral and support for employees. The Government Administration staff want to actually pass an ordinance to make all 	<p>Kim Waser, Valerie Graham, Barry Hummel</p> <p>Kim will send and invitation to partnership members to attend the County Commission meeting when this ordinance is presented.</p> <p>Kim will continue to monitor this activity and provide assistance as necessary. Kim will send an invitation to partnership members to attend the</p>

	<p>county owned buildings and properties (including parks and beaches) completely smoke-free. When this is passed, then employees will need to clock and leave county property out when on smoking breaks; volunteers and visitors would not be allowed to smoke anywhere on county-owned properties. One of the County Commissioners requested that the TFP of MC match funds to provide signage in heavily traffic areas to inform employees and visitors of this policy/ordinance. The partnership voted to approve \$350.00 of their discretionary signage funds towards this project.</p> <ul style="list-style-type: none"> • Employee Cessation Surveys- The United Way of Martin County has agreed to survey all of their business partners and all of their funded agencies regarding smoke-free policies in the workplace. The intent of this survey is to identify any businesses/organizations that have comprehensive smoke free work place policies that promote employee cessation in order to bring awareness to these businesses/organizations. The survey is also intended to identify any business/organization that is interested in enhancing their existing tobacco policy and/or offer employee cessation resources and referral. • K-12 School Policy- Martin County has a new Superintendent of Schools who takes office on November 20th. The new Superintendent has been briefed on the status of the K-12 tobacco policy and is very interested in further conversations on how to enhance it to be more comprehensive. Tobacco prevention staff have already reached out to the new Superintendents administrative staff to set up a meeting with them as soon as they begin accepting appointments. <p>Students Working Against Tobacco (SWAT) Updates:</p> <ul style="list-style-type: none"> • Giovanni Sancho, one of the TFP SWAT Advisory Council members, spoke at a public meeting before the Children’s Services Council to emphasize the importance of continued funding for Boys & Girls Clubs and spoke specifically about his involvement in the Students Working Against Tobacco Club that is located in all of the clubs. • Dana Ford will be the new Boys and Girls Club SWAT Liaison. Robyn Vanover will continue to be the SWAT Liaison for the School District. <p>Items from the Floor:</p> <ul style="list-style-type: none"> • There were no items presented from the floor <p>Open House:</p> <ul style="list-style-type: none"> • Community members were invited to stop by after 4:30 to attend an open house for the new Quit Doc/Tobacco Free Partnership office facility and learn about what the programs will focus on this year. Displays were set up in common areas and offices with information and brochures for each goal area. <p>Meeting and Open House adjourned at 5:30 p.m.</p>	<p>County Commission meeting when this ordinance is presented. Kim will continue to work with the County Commissioner and their staff regarding purchasing these signs.</p> <p>The draft of the survey has been approved and Kim will finalize the opening letter with input from the UW Director. The surveys will be conducted using Survey Monkey and Kim will compile the results for future follow-up.</p> <p>Robyn will keep Kim updated regarding when the Superintendent is ready to make an appointment.</p> <p>Next meeting to be announced</p>
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