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**Meeting Minutes
August 9, 2016; 3:30 pm; Capital City Bank, Chiefland**

Agencies and Members in Attendance

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|---|-----------------|
| 1. Levy Tobacco Prevention Specialist / Partnership Facilitator | Kristina Zachry |
| 2. Levy County Prevention Coalition | Rose Wilder |
| 3. Suwannee River AHEC Tobacco & Health Program Coordinator | Jodian Blake |
| 4. Chiefland Middle High School SWAT Advisor / Vice-Chair | Mary Phillips |
| 5. Chiefland Middle High School SWAT Member | Kelli Nerau |
| 6. FL Dept. of Health Levy, Dixie, Gilchrist | Kyle Roberts |

Welcome, Introductions, Approval of Minutes, Agency Announcements

The meeting was brought to order. Mary Phillips made a motion to accept the minutes from the April 20, 2016 Tobacco Free Partnership meeting with no changes. The motion was seconded by Kelli Nerau. The minutes were approved unanimously by a voice vote from members in attendance.

Jodian Blake from Suwannee River Area Health Education Center announced upcoming Tools to Quit tobacco cessation classes in Levy County and shared flyers with attendees. The class will take place on August 27th at the Regional General Hospital in Williston. These classes offer free nicotine replacement gum and patches to participants.

Rose Wilder from the Levy County Prevention Coalition updated the group that they are planning to host another Friday Night Done Right event and are currently working to set a date and location. Additionally, the Levy County Prevention Coalition is planning a Mental Health and Substance Abuse Summit at the Tri-County Suwannee River Livestock Pavilion on September 15th from 11am-1pm.

Kyle Roberts from the Florida Department of Health Levy, Dixie, Gilchrist Counties updated the group that they are hosting another "Fall into Fitness" event for Levy County to coincide with the Peanut Festival on October 1st. There will be a 5 mile run and they invited the Tobacco Free Partnership to provide information for the goodie bags that they plan to hand out to participants.

Partnership Bylaws and Charter Review and Approval

Partnership members reviewed and discussed the draft bylaws and charter documents and determined that no changes needed to be made. The draft document included new fiscal year dates and an updated list of the policy change goals for the county fiscal year 2016-2017 work plan. Kyle Roberts made a motion to approve the bylaw and charter documents with no changes and the motion was seconded by Jodian Blake. The bylaw and charter documents were approved unanimously via a voice vote of the members in attendance and signed by the partnership advisory board members. An announcement was made that it's time to nominate partnership individuals to serve on the Advisory Board in officer positions. Nominations will be collected between this meeting and the meeting on October 18th, where we will hold a formal vote for the Chair, Vice-Chair, and Secretary.

Point of Sale Subcommittee Recruitment

Kristina Zachry updated the group that a policy subcommittee needs to be established for the Point of Sale goal area to help inform policy change efforts and advocate with decision makers. Several members in attendance indicated their interest in participating and decided to hold their first subcommittee meeting immediately following the partnership meeting.

Partnership Advocacy

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Wrap Up and Next Meeting Details

Kristina Zachry made a motion to adjourn the meeting and the motion was seconded by Mary Phillips.

*****Next Tobacco Free Partnership of Levy County Meeting*****

Date: **Tuesday, October 18, 2016**

Time: **3:30p.m.**

Place: **To Be Announced; Chiefland, FL**