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**Meeting Minutes**

**October 8, 2013; 3:30 pm; Capital City Bank, Chiefland**

**Agencies and Members in Attendance**

- |  |                   |
|--|-------------------|
| 1. Levy Tobacco Prevention Specialist / Partnership Facilitator  | Kristina Zachry   |
| 2. Levy County Health Department / School Health Nurse           | Jennifer Johnson  |
| 3. Levy SWAT Representative/ TFP Co-Chair                        | Emily Manis       |
| 4. College of Central Florida                                    | Rebecca Busby     |
| 5. SWAT Member   | Sampson Scott     |
| 6. SWAT Member   | Anthony Strong    |
| 7. Community Member / Business Owner                             | Art Konstantino   |
| 8. Community Member  | Cindy Mulvey      |
| 9. College of Central Florida Student / Student Activities Board | Krystina Thompson |
| 10. Suwannee River Area Health Education Center                  | Sarah Catalanotto |
| 11. SWAT Member  | Dakota Woodruff   |

**Welcome, Introductions, Approval of Minutes**

The meeting was brought to order at 3:30pm. Sarah Catalanotto made a motion to accept the minutes from the August 13, 2013 Tobacco Free Partnership meeting with no changes and the motion was seconded by Dakota Woodruff. The minutes were approved with no changes.

The Partnership welcomed a new member, Krystina Thompson, who is a student at the College of Central Florida and the President of the Student Activity Board. The College of Central Florida is working toward passing and implementing a tobacco free campus policy to take effect in fall 2014. There will be a vote in December to decide if they will adopt the tobacco free policy.

**Tobacco Program Updates**

**Flavored Tobacco Resolutions:** Flavored tobacco resolutions to date include the Levy Board of County Commissioners (March 2012), the Town of Bronson (April 2013), the City of Williston (April 2013), the Town of Inglis (May 2013), and the City of Cedar Key (September 2013). The SWAT members are presenting to the City of Otter Creek on October 21<sup>st</sup> to ask them to pass the resolution as well. There may be an opportunity to ask the City of Chiefland for an electronic cigarette/product placement ordinance in lieu of a flavored tobacco resolution.

**Health Fair:** To support the College of Central Florida in their tobacco-free campus initiative, the Tobacco Free Partnership is partnering with them to host a student and employee health fair for the Great American Smoke Out on November 21, 2013.

**TFP Facebook Page:** TFP members are encouraged to “like” the partnership’s Facebook page. There are often updates and current events shared that may be of interest to members.

**TFP Rack Cards:** The TFP now has “rack cards” to share with people in an effort to recruit them to become members of the partnership. The reverse side of the rack card also advertises the three free and easy ways Floridians can access tobacco cessation services.

**SWAT:** There is now a SWAT team with 15 members at the Yankeetown School. The team includes 5<sup>th</sup> grade members.

**Important Dates:** Important upcoming dates, as referenced on the meeting agenda:

- October 12 = Palms Medical Health Fair – Williston
- October 15 = Community Resource Fair – Bronson
- October 19-20 = Cedar Key Seafood Festival
- October 21 = Otter Creek City Council Meeting/Resolution
- October 21-22 = Bureau of Tobacco Free Florida Partnership Training
- October 25 = Chiefland Chamber Meeting
- October 27- November 2 = Red Ribbon Week
- November 7 = Levy County Prevention Coalition Meeting
- November 21 = Great American Smokeout
- November 23-24 = Yankeetown Arts & Seafood Festival
- December 7 = Chiefland Chamber Winter Festival

### **Partnership Self-Assessment Results**

Ms. Zachry shared a PowerPoint presentation with the group that outlined the major findings from the Partnership Self-Assessment that was required by the state to be completed by active partnership members earlier this calendar year. Overall, happiness with the partnership and the work that we are doing is high. There are areas for improvement in leveraging our financial and non-financial resources.

### **Partnership Branding and Community Involvement Discussion**

The partnership needs to recruit some members to represent a few other sectors in Levy County, such as law enforcement, local businesses leaders, and elected officials. We also need to remember that we are required to maintain at least a 25 percent youth membership. Youth membership will include young adults up to age 24. Art Konstantino suggested that a worksheet with the types of members or assets that are needed would be helpful for targeting recruitment efforts. Ms. Zachry encouraged the current members to recruit new members by bringing a friend to meetings. We may also need to review our meeting place and times to see if we might be able to accommodate other sectors of Levy County by adjusting our schedule. The members decided to meet at 4:00 PM for the December meeting to see if that helps increase participation from our Williston SWAT members.

### **Wrap Up and Next Meeting Details**

Ms. Zachry shared a list of meeting dates for the upcoming year with the group. Agenda items for the next meeting will include a partnership group discussion on community involvement and partnership “branding”. Ansley Pentz made a motion to adjourn the meeting and the motion was seconded by Tom Reitz. The meeting adjourned at 5:42pm.

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

Date: **Tuesday, December 10, 2013**

Time: **4:00 p.m.**

Place: **Capital City Bank, Chiefland, FL**