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**Meeting Minutes
October 10, 2017; 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. Suwannee River AHEC / Tobacco & Health Program Coordinator | Jodian Blake |
| 3. College of Central Florida Levy Center / Staff Assistant | Martha Chadburn |
| 4. Levy County Prevention Coalition | Rose Wilder |
| 5. FL. Dept. of Health Levy County / Healthy Families Program | Jasmine Jordan |
| 6. Chiefland Middle High School SWAT Advisor / TFP Vice-Chair | Mary Russi |
| 7. FL. Dept. of Health Levy County / TFP Co-Chair | Kyle Roberts |
| 8. Former SWAT Member / Young Adult Community Member | Kelli Nerau |
| 9. Former SWAT Member / Young Adult Community Member | Samantha Nerau |
| 10. Chiefland Citizen Newspaper | Gina MacKenzie |
| 11. Chiefland Community Member | Andy Russi |
| 12. FL. Dept. of Health Levy County / School Nurse | Emily Locke |
| 13. Future SWAT Member | R. Locke |
| 14. Future SWAT Member | A. Locke |
| 15. Levy County Prevention Coalition / Youth Development Council | Cheryl Davis |

Welcome, Introductions, Approval of Minutes, Agency Announcements

The meeting was brought to order. Kyle Roberts made a motion to accept the minutes from the August 8, 2017 Tobacco Free Partnership meeting with no changes. The motion was seconded by Jasmine Jordan. The minutes were approved unanimously by a voice vote from members in attendance.

Kyle Roberts from the Florida Department of Health updated the group that they have received a Heart Health Plus Grant, and they are working in several area churches, including the Forward Church in Chiefland, Holy Family Catholic Church, and Unity Church in Williston. They are soon going to be expanding their outreach to other churches and plan to add a tobacco prevention component to the program. Kyle also updated the group that there is a Community Health Improvement Plan meeting on October 25th at 10am at the IFAS office in Bronson. The meeting will focus on the findings from the Community Health Survey, which are related to access to care and chronic disease statistics.

Jodian Blake from Suwannee River AHEC updated the group that they have some new Quit Your Way resources including brochures, posters, palm cards, smokeless tobacco facts, and a tobacco free business packet. Jodian also let the group know that there are upcoming Quit Your Way classes at the Williston hospital and on October 19, 2017 at the Tri County Resource Center. She brought a stack of rack cards with the upcoming dates on it to share with the group.

Rose Wilder from the Levy County Prevention Coalition updated the group that they are partnering with the Levy County Sheriff's Office to have a Prescription Drug Drop Off event in Chiefland, Williston, Bronson, Inglis, and Cedar Key on October 21, 2017. She mentioned that the last time there was a Prescription Drug Drop Off event that over 175 pounds of pills were collected.

Gina MacKenzie from the Chiefland Citizen Newspaper updated the group that there is an Another Way Candlelight Vigil to raise awareness about domestic violence taking place at the First United Methodist Church in Chiefland on October 14, 2017 at 6pm. She encouraged everyone to attend and to wear purple.

Tobacco Prevention Program Updates

The Tobacco Prevention Program is currently recruiting new Students Working Against Tobacco (SWAT) advisors for Yankeetown School and Williston Middle High School. The Cedar Key SWAT team participated in the Coastal Clean Up event on September 16, 2017, and approximately 1,715 cigarette butts were collected by SWAT members and volunteers.

The Tobacco Free Partnership participated in the Tri County Baby Shower on September 21, 2017, and there were 23 mothers in attendance (14 of them were pregnant), 22 family members/friends, and 50 exhibitors, for a total of 95-100 people who received information about tobacco prevention and the dangers of exposure to secondhand smoke.

The Region 2 SWAT meeting is on October 21, 2017, and two Levy County SWAT members will be attending along with the two Levy SWAT members who represent Region 2 on the Statewide Youth Advocacy Board (YAB).

The Cedar Key Seafood Festival is on October 21 and 22nd, 2017 and we will need a volunteer from the Tobacco Free Partnership to work the booth and chaperone the SWAT youth for October 21st, as it conflicts with the Region 2 SWAT meeting.

Partnership Summary Worksheet Discussion

The partnership members in attendance worked together to provide information to include on the new Partnership Summary Worksheet provided by the Bureau of Tobacco Free Florida. This worksheet will be used to recruit new partnership members and to provide information about the partnership's mission, successes, and goals to decision makers and other community stakeholders. The members in attendance felt that it is important to include the majority of information that is already contained in the partnership bylaws and charter documents as well as include as a goal education and awareness about Electronic Nicotine Delivery Systems (ENDS).

Community Recognition Discussion

The partnership members held a discussion about recognizing community organizations that have recently passed tobacco free policies, as a way to thank them for putting community health first. It was decided to discuss this in more detail at the February TFP meeting, and the TFP will recognize the selected partners at the April meeting with plaques. Invitations will need to be sent out to the College of Central Florida, the Tri County Community Resource Center, the Cedar Key Arts Festival, and the Levy County Fair. Additionally, the members in attendance discussed future purchases that they would like the Tobacco Prevention Program to make for them, including pens, keychains, polo shirts, information rack cards, and reusable name tents for TFP meetings.

Partnership Advocacy

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Wrap Up and Next Meeting Details

Kristina Zachry informed the partnership members that she is hosting a meeting to learn more about a task assigned by the Bureau of Tobacco Free Florida to assess twelve tobacco retail stores for their compliance with Assurance of Voluntary Compliance (AVC) agreements with the state. The partnership members in attendance voted unanimously to host the AVC assessment meeting in lieu of the regularly scheduled December partnership meeting, since several members will be involved with the assessment activity.

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



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

Date: **Tuesday, February 13, 2018**

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

Place: **TBA; Chiefland, FL**