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**Meeting Minutes  
August 14, 2018; 3:30 pm; Capital City Bank, Chiefland**

**Agencies and Members in Attendance**

- |   |                         |
|---|-------------------------|
| 1. Levy Tobacco Prevention Specialist / Partnership Facilitator     | Kristina Zachry         |
| 2. Chiefland SWAT Member / FL Youth Advocacy Board / Co-Chair       | Emma Ronchetti          |
| 3. FL. Dept. of Health Levy County / TFP Co-Chair                   | Kyle Roberts            |
| 4. FL. Dept. of Health Levy County / Healthy Families Program       | Kenna Sullivan          |
| 5. FL. Dept. of Health Levy County / Healthy Families Program       | Tammy Bloom             |
| 6. FL. Dept. of Health Levy County / Healthy Families Program       | Jennifer Johnson        |
| 7. Levy County Prevention Coalition / Youth Development Coordinator | Cheryl Davis            |
| 8. Levy County Prevention Coalition                                 | Rose Wilder             |
| 9. Levy County Prevention Coalition                                 | Lauren Bautista         |
| 10. Suwannee River Area Health Education Center                     | Jodian Blake            |
| 11. Community Member / Former SWAT Member / Young Adult             | Samantha Nerau          |
| 12. Community Member / Former SWAT Member / Young Adult             | Kelli Nerau             |
| 13. Community Member / Former SWAT Member / Young Adult             | Laycee Hallman          |
| 14. SWAT Parent / Community Member                                  | Jennifer Ronchetti      |
| 15. Chiefland Citizen Newspaper                                     | Gina MacKenzie          |
| 16. The Hanley Foundation   | Lorrie van Voorthuijsen |
| 17. Meridian Behavioral Healthcare, Inc. / Prevention Specialist    | Robert Wells            |

**Welcome, Introductions, Approval of Minutes, Agency Announcements**

The meeting was brought to order. The first item of business was to review and approve the minutes from the April 10, 2018 meeting. Gina MacKenzie made a motion to accept the minutes from the April 10, 2018 Tobacco Free Partnership meeting with no changes. The motion was seconded by Jodian Blake. The minutes were approved unanimously by a voice vote from members in attendance.

Jodian Blake from Suwannee River AHEC shared a flier with the upcoming Levy Quit Your Way class schedule through December with the group. Levy County has five upcoming Tools to Quit cessation classes at the Regional General Hospital in Williston (August 25, September 22, October 27, November 17, and December 15) and two classes at the Capital City Bank in Chiefland (August 18 & September 15). Jodian also updated the group about the AHEC Summit that took place in White Springs in May – she said they will be hosting the event again in the Spring and they will be offering Continuing Education credits again.

Lorrie van Voorthuijsen from the Hanley Foundation updated the group that she is looking for youth volunteers to help at Tri County's World's Greatest Baby Shower event on September 25<sup>th</sup> from 4pm-7pm at Trenton Elementary. Contact Lorrie to sign up.

Robert Wells from the Meridian Behavioral Healthcare updated the group about the Summer Camp that they hosted for 4 weeks. The camp was free all day at Williston Elementary School and there were 50-55 kids in attendance every day. They did various activities the entire time with the students including educational presentations, trips to the springs, movies, etc. Additionally, Robert updated everyone that Meridian is hosting a series of youth and adult mental health first aid trainings in the community, with one coming up at Capital City Bank this week.

### **Tobacco Prevention Program Updates**

The Tobacco Prevention Program is currently recruiting new Students Working Against Tobacco (SWAT) advisors for Chiefland Middle High School, Yankeetown School and Williston Middle High School.

Emma Ronchetti, a Students Working Against Tobacco member from Chiefland and a statewide SWAT Youth Advocacy Board (YAB) member, updated the group about the new youth Electronic Nicotine Delivery System (ENDS) awareness campaign: Not a Lab Rat. The members in attendance were also briefly educated about JUUL devices, which are recently becoming very popular among teens in Levy County. Emma will be attending a statewide YAB member meeting August 26-28<sup>th</sup> to work with her peers to plan a regional meeting on October 13<sup>th</sup> and a statewide meeting scheduled for June 2019.

The QuitDoc North Florida Tobacco Prevention Summit is taking place on September 21, 2018 at the Best Western Gateway Grand Hotel in Gainesville from 8:30am-3:30pm. Six continuing education (CE) credits will be available to health professionals who attend. The cost of attendance is \$35 and the registration link is: <http://qdsummitgainesville.eventbrite.com>

### **TFP Membership Forms, Bylaws and Charter Documents**

The partnership members in attendance completed updated membership forms and held a discussion about the bylaws and charter documents. These documents were updated with this fiscal year's dates, the current policy goal areas for Levy County, and the updated names of the partnership Advisory Board members. There were no changes proposed by the partners in attendance for the Bylaws and a motion was made by Kyle Roberts to approve the bylaws as written. The motion was seconded by Laycee Hallman. Similarly, there were no changes proposed by members for the Charter document and a motion was made by Robert Wells to approve the Charter document as written. The motion was seconded by Jodian Blake. Both the Bylaws and Charter documents were approved unanimously by a voice vote of partnership members in attendance.

### **Point of Sale Subcommittee Meeting**

Kristina Zachry announced to the general membership that immediately following the partnership meeting a Point of Sale Subcommittee Meeting will take place and all members are invited to attend. There will be a short discussion about the Assurance of Voluntary Compliance (AVC) agreements and a review of the point of sale strategy plan developed by the partnership advisory board members.

### **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 Kyle Roberts. A short break was taken before the Point of Sale Subcommittee reconvened.

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

Date: **Tuesday, October 9, 2018**

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

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