

Tobacco Education and Use Prevention Advisory Council  
 Conference Call  
 Meeting Minutes  
 November 17, 2014  
 10:30 a.m. - 12:00 p.m.

**Advisory Council Members present**

Andree Aubrey (for Les Beitsch)	David Drobos	William Long	Celeste Philip (for Dr. Armstrong)
Kimberly Berfield	Kahreem Golden	Philip Marty	Sherrie Raulerson
Marshall Deason	Michael Good	Kevin O'Flaherty	
Ralph DeVitto	James Howell		

**Advisory Council Members absent**

Janet Conners	Ali Moradi	Penny Taylor	
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Dr. Celeste Philip, chairing the meeting on behalf of Dr. John Armstrong, called the meeting to order at 10:34 a.m. and welcomed all to the call. Gregg Smith did the roll call, meeting attendance is noted above.

Kahreem Golden had one minor change for the August 18, 2014 meeting minutes. Jim Howell made a motion to approve the minutes and Kimberly Berfield seconded the motion. The August 18, 2014 meeting minutes were approved with one correction.

***Cessation Overview***

***Jane Parker***

Jane Parker provided an overview of the cessation component of the Tobacco Free Florida program including enrollment numbers by Fiscal Year, cessation goals as reflected in CDC's Best Practices, systems change in healthcare and special projects with non-traditional partners.

Jim Howell and Ralph DeVitto engaged in a conversation about addressing e-cigarettes through cessation efforts in Florida. Mr. DeVitto also encouraged the Bureau to target disparate populations (e.g. mental health populations, low socioeconomic populations) through cessation efforts to continue to see good results.

***Electronic Cigarettes / CDC Office on Smoking and Health***

***Dr. Philip***

CDC's Office on Smoking and Health sent a letter to the Bureau of Tobacco Free Florida (BTFF) to provide program guidance including new directions for addressing e-cigarettes. This letter and accompanying documents will be shared with DOH General Counsel to revisit BTFF addressing e-cigarettes in workplan activities.

Disposition:

- The letter was shared with TAC members on 11/25/2014 via email.
- Documentation from the General Counsel's office about challenges, legal barriers, and/or interpretations in addressing e-cigarettes will be developed and distributed.

***Community-Based Tobacco Prevention Interventions RFA Update***

***Sam Samlal***

Sam Samlal provided an overview of the RFA developed by BTFF for Community-Based Tobacco Prevention Interventions. He provided a timeline of events for the process, discussed

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new policy areas for the upcoming grant cycle, the review and evaluation of applications by Oak Ridge Associated Universities (ORAU), and what the TAC's role will be in awarding of grants. ORAU will be present at the January TAC meeting to discuss their evaluation of the applications.

***Strategic Plan Update***

***Gregg Smith***

Gregg Smith provided an update of the BTFF strategic planning process. A draft of the plan will be distributed to the Council in the coming weeks for review. There will be time allotted at the January face-to-face meeting for discussion of and suggestions for the 2015-2020 Strategic Plan. There will be an annual action plan developed to complement the Strategic Plan.

Disposition:

- Distribute draft of Strategic Plan for Council review.

***Statewide Coalition Updates***

***Meredith Hennon***

Meredith Hennon provided a final update on the coalition building activities that took place over the last six months with the University of South Florida (USF). USF provided recommendations which are being examined and implemented by staff in BTFF. BTFF will continue to explore the development of a statewide coalition. A discussion of next steps for BTFF, as well as Advisory Council members, in convening the entire state on specific issues took place.

The next face-to-face TAC meeting is scheduled for January 26, 2015.

Disposition:

- A Doodle Poll to determine the dates for the 2015 meetings will be sent to the Council.
- Meredith Hennon will send calendar invites for 2015 meetings.

The meeting was adjourned at 11:43 a.m.