



September 27, 2017 Minutes

Date: September 27, 2017	Chair: Cheryl Mathews	
Start Time: 3:10pm / End Time: 3:45pm	Note-Taker: Cheryl Mathews	
Place: Open Door Health Services		
Attendance: John Disher, Matt Cox, Leanna Cole, Chris Spurgeon, Dr. Ruby Cain, Anita Gaillard, Cheryl Mathews		
1. Moment of Silence <i>Honor those impacted by tobacco/Recommit to the cause/Prepare mind for successful meeting/outcomes</i>		
2. Welcome & Introductions <i>(In the room/ Call in)</i>		
3. Minutes Review Motion by: Matt Cox 2nd John Disher with correction of changing YWCA to YMCA in HCA report		
AGENDA ITEM	DISCUSSION	ACTION STEPS
ISDH/TFC Updates Cheryl	<p>-Cheryl announced that Meridian Services has opted to discontinue being the Coalition's Lead Agency. They will close out the grant on October 27.</p> <p>-Anita explained the process going forward. A new RFA will be released specifically for Delaware County. They will work to get it out quickly. It will be announced to the public and any 501(c)(3) may apply. Coalition members are urged to reach out to appropriate organizations to see if they would be interested. It is anticipated that a new grant would be ready to be executed the first of the year.</p> <p>-It was asked whether the minority sub-contract will also end on October 27, and would a new lead agency prospect need to choose whether or not to include it in its proposal. Anita confirmed that yes, a new lead agency would have to specifically write to have a minority sub-contract, and could choose to re-hire Reach or approach another minority focused organization. The coalition could certainly encourage re-hiring Reach.</p> <p>-It was asked if the lead agency must be in Delaware County. Anita answered that it is strongly preferred, but it may be permissible if the organization serves or has some presence in Delaware County.</p> <p>-Potential new lead agencies were discussed: Open Door HS turned down the grant previously. Leanna will check to see if it was possible to ask again. Cheryl will see about setting up a meeting with Bryan Ayars. John stated that the hospital is unable to take it on due to difficulties incorporating the grant into its accounting</p>	Anita Cheryl All members

	<p>system. Ball State had previously turned down the grant. Cheryl indicated that LRD's board would like to pursue the grant. Staff is looking into whether the agency has the capacity to administer it.</p> <p>-Cheryl and John encouraged the coalition that there is still plenty we can do even in-between lead agencies and coordinators. We will continue to meet and all members are encouraged to continue doing and reporting on what they are doing within their own organizations to promote tobacco control.</p>	
<p>Healthy Community Alliance John</p>	<p>HCA now has 100 partners. The newest ones are Dr. Jason Arnold, DDS, The Jar church and White Spot Laundry. All expressed an interest in addressing tobacco control, and have or will receive tool kits to aid in speaking with their audiences.</p> <p>John has taken down the previous Survey Monkey for ordering tool kits and will create a new one, as he will now be the point person for ordering and distributing the kits.</p> <p>Several HCA partners have embarked in a new program, Cardinal Zumba (a flyer for this was previously emailed to coalition members). Part of the program includes healthy snacks and a time to mingle and learn. It is planned for some tobacco education to be incorporated into this segment.</p>	
<p>REACH Update Cheryl</p>	<p>-Reach and the Boys and Girls Club are partnering and have connected with the Voice website to start implementing youth programs.</p> <p>-The Muncie Housing Authority has been supplied with smoke free materials in all of its residential sites.</p> <p>-Will be scheduling the Smoke free and Healthy U at Gillespie Towers and Walnut Commons.</p> <p>-The Headstart health advisory meeting is next month. Reach will be helping to establish programs, events, newsletter releases and will be conducting surveys.</p> <p>-As mentioned earlier, the minority sub-contract will also end Oct. 27. It is hoped that Reach will be picked up as a sub-contract by the new lead agency.</p>	

Team Reports		
Promotion Matt	Matt reported that there are several 4 th quarter health observances for which op-eds or LTEs from the coalition would be appropriate, including National Health Education Week, Great American Smokeout. He will contact members for their assistance in writing and submitting.	Matt
Recruitment Cheryl	The team has not met. Cheryl reported that the revisions to the recruitment brochure have not yet been made. Tailored Technology will make them quickly and send another proof before printing. The company was advised that the deadline to submit an invoice is October 27.	Cheryl
Advocacy	The Advocacy team has not met, but Chris is continuing to post on social media. He will do posts corresponding with the health observances mentioned by Matt, and continue to gather pertinent info from the CDC. He encouraged members to like and share posts.	Chris
Evaluation	No report	
Meeting Schedule	Next meeting – Wednesday, October 25, 2017, 3:00 pm Open Door Health Services Community Room	

Other Notes: