

Tobacco Free Baltimore County Community Coalition

MINUTES JANUARY 18, 2012

2:00 P.M. – 4:00 P.M.

DRUMCASTLE GOVERNMENT CENTER

DRAFT

MEETING CALLED BY	Christine Schutzman, and Patricia Pickett Tobacco-Free Coalition - Leadership Co-Chair
TYPE OF MEETING	Tobacco Free Baltimore County Community Coalition Meeting
FACILITATOR	Christine Schutzman
NOTE TAKER	Marlene Spruiel
ATTENDEES	Denise Albright (DHMH), Mickey Arora (UMBC) Rev. Candace Gray (St. Stephens A.M.E. O.M.T. Health Ministry), April Meise (Johns Hopkins-Bay View), Mark Metzger (BCPD), Patricia Pickett (Independent), Mike Pierce (Independent), Karen R. Polite-Lamma (Franklin Square Hospital), Judy Rosenberg (Bais Yaakov School), Nancy Salabes-Brown (GlaxoSmithKline), Sister Marie Seton Walsh (Northwest Hospital Center), Christine Schutzman (St. Joseph Medical Center- The Cancer Institute), Rita Turner (U of MD-School Of Law), Cassandra Umoh (MOTA-B.C.), BCDH staff: Joy Weddington, Mike Dark , Jessica Gibson , Dave Goldman , Marlene Spruiel

2:05 **WELCOME AND INTRODUCTIONS** CHRISTINE SCHUTZMAN

DISCUSSION	<p><i>Christine Schutzman</i> opened the meeting with welcome and introductions. Meeting Minutes were viewed and approved with a motion: Motion was made to change the request for the meeting minutes to be sent out to coalition members within ten business days following the meeting to – sending out the meeting minutes (TWICE) three weeks following the meeting and including a second copy of the minutes with the meeting reminder email. The motion was seconded and approved.</p> <p>Included in report (1) No Smoking in any of the County Vehicles, (Public Works, Fire Dept., Police Dept.).</p>
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2:20 **SHIP FRAMEWORK OBJECTIVES** DAVE GOLDMAN

DISCUSSION	<p>The (SHIP) State Health Improvement Plan was introduced by the State as an Initiative to develop a local health plan. The priorities chosen by the group are to (1) Reduce infant deaths, (2) Reduce the proportion of children and adolescents who are considered obese, (3) Reduce the proportion of adults who are current smokers/ and youth who use any kind of tobacco products. Dave stated that he currently serves as the Liaison on the committee, but they would like to have a Tobacco Coalition representative to serve as well. The local health initiative includes doctors, health department members etc. Dave stated that the (SHIP) initiative lines up with Dr. Branch's vision for Baltimore County prevention efforts: (FTD) Food, Tobacco, and Drug prevention. They meet the 3rd Monday of each month, from 3:00 P.M. to 5:00 P.M.</p>
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CONCLUSION	Dave wants to know if there is someone from the Tobacco Coalition available to be the representative for the SHIP committee.
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2:35 **REVISION TO BYLAWS** CHRISTINE SCHUTZMAN

DISCUSSION	<p>There are two revisions to the bylaws: (1) Under article VI-Members section A. Composition: delete the word (and) in front of faith-based organizations; insert the words... and youth, after faith-based organizations. (2) Under article VI-Members section E. Attendance: coalition want the words "without just cause" eliminated, but it was stated that in order to change a complete statement to the by-laws, it has to be done in writing. Sister Seton agreed to write the addendum to this section. MOTION: To delete the words "without just cause" from VI- part E and write an addendum. The motion was seconded and approved by all.</p>
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COCLUSION	Sister Marie Seton will write the addendum to the by-laws in section IV –E.
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	ACTION ITEM	PERSON RESPONSIBLE	DEADLINE
W - A	Delete the word (and) then insert the words (and youth) after (Faith-based organizations) in the by-laws in Article VI - Section A.	Leadership Committee	Next Meeting
W	Write addendum to by-laws in Article VI - Section E.	Sister Marie Seton	ASAP Sister Seton handed in the written statement at the end of the meeting.

2:50 **COALITION EXPANSION/DIVERSITY - SADD/PAL STUDENT PARTICIPATION** (MOTA) CHRISTINE SCHUTZMAN

DISCUSSION	<p>At the last Leadership Team meeting we discussed the lost of membership/diversity, and the reasons previous members no longer want to participate. The Coalition started in 1994, and over the years we have lost a lot of members. Joy stated that the coalition is strongly encouraged to represent the diversity of the community in its membership. Need to identify persons from various minority and ethnic populations who are genuinely interested in</p>
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tobacco issues to join the Coalition. We also need to have youth(s) as members of the coalition. Shared that students could earn community service hours for their participation on the coalition. What are some of the reasons for the loss? Christine stated that some of the reason that were brought to her attention from previous members were:

- Limited say over what happens
- Things don't happen, or don't happen as they should
- County meeting location and funding process
- Certain things can not be done by County employees
- The coalition's priority doesn't necessarily have to be the same as the County's
- When it comes to issues such as youth participation, the coalition can push the issue where the County can't
- A statement was made that this coalition in past/recent years have done a lot of good things to educate and to push tobacco prevention for youth and adults in Baltimore County. The current laws and policies that are in place now, are because of the efforts of this coalition.

Joy mentioned that there are tools that coalition groups can use to evaluate their work, membership, etc. as a community coalition. Using such tools might help the coalition identify concerns and needs that are not always articulated in the meetings. The tools provide an anonymous opportunity for all former and current coalition members to provide feedback. The coalition may want to consider this as a way of getting information they can use to rebuild and/or stabilize the coalition.

Youth Participation/Diversity

Coalition needs to reach out to SADD/PAL groups to increase youth participation on the coalition. It was stated that the coalition should send invites to these groups to send a representative to one of our meetings. It was said that the SADD Coordinators position has been vacant for about 3 or 3 1/2 years now. So, we will need to reach out to the individual schools that have a SADD group in place. Pine Grove Middle School has a SADD group, we can start by contacting them. **MOTA:** Stated that would help recruit representation from the Hispanic and Asian communities. Christine volunteered to contact Dr. Yen who used to be a prior member. An institutional coalition member that was present stated that she was Asian.

COCLUSION	Members were asked to reach out to those groups pertaining to youth.	
	ACTION ITEM	PERSON RESPONSIBLE
	Contact Beahta Davis (PAL)	Mark Metzger
	Contact SADD Representatives	Christine Schutzman
	Contact Dr. Yen	Christine Schutzman
	Reach out to prior members	ALL
		DEADLINE
		By Next Meeting
		ASAP
		By next meeting
		On Going

3:15

LITTLE CIGARS/CANDY TOBACCO

DHMH

The State Legislation Media Campaign preventing the sale of cigars (flavored/single) to youth. There is a website that is a tool for those who work with youth to use, for the main point of educating individuals about the dangers of cigars (single/flavored).

Legislation Update: They are proposing a ...

- 66% tax increase for cigars (the Maryland taxes haven't increased in years)
- Smoke-Free Housing-Post Article (Preventing smoke from drifting into neighboring apartments)
- Smoke-Free Cars (No smoking in cars transporting kids)
- Cigar Bars Inspections (Targeting the Havana Club in Baltimore City)
anyone being served in a cigar bar should be 21 years of age and over
- At this time there is nothing targeting packaging
- There is legislation pending that needs a sponsor regarding "candy flavored" tobacco products

DISCUSSION

- JOINS Group** - To date have written 25 citations; these were referrals from schools and officers on patrols
- 17 Counties are not allowed to do compliance checks using youth, including Baltimore County
 - However, Ed Creed continues to write Civil Citations to businesses who don't comply with the laws surrounding selling tobacco products to youth.
 - If a youth is purchasing tobacco products in the course of work or volunteering, they must have written permission from parents.
 - Community service hours can be used to engage youth in compliance checks
 - Any monies generated from citations gets placed into the general fund
 - Howard County uses youth to conduct stings with a waiver from parents.

Joy stated that Baltimore County is willing to accept all 25 youth with citations and other youth involved with tobacco products. We have a program for youth/parents. Refer the youth/parent directly to us or Jessica Gibson.

Dave Goldman - Baltimore County has taken the position that anyone under the age of 18 is not permitted to Conduct stings. The B. C. Police Department is working on getting Cadets to be used for stings, However, they have 17 cadet vacancies.

Mike Pierce - The County might have a policy for not using youth for stings, but that doesn't necessarily have to be the coalition's policy. The coalition's position as a community organization can be different from the County's. As an organization the Coalition can go to the County Executive with this issue.

CONCLUSION

3:30 **RFP PROCESS** Joy Weddington

There are currently no active RFP's on the table, and a copy of the RFP Process and Grant process was given out to the membership. After the last RFP, it was stated that there is too much "red tape" in the process. It was proposed that the coalition needs to go through the process step-by-step to see where the breakdown lies. It was then stated that the Coalition could go back to the County and have them simplify the process to assure that the funds get out in enough time to be effectively utilized.

Joy Weddington: Stated that there is a difference between RFP's and Grants. The RFP process (generally used for cessation services) requires the vendor to have insurance which could limit the number of applicants that are qualified to apply. The Grant process (generally used for community organizations) gets processed through the County Council, which does require documentation of insurance, etc and may allow more applicants to qualify and apply. The RFP process for this fiscal year is completed. Awards have been made. New problem is that B.C.P.S. decided not to accept the \$57,000 school based funds because they felt they wouldn't have enough time to properly spend and execute the required performance measures. Now we have a dilemma, what can we do with the \$57,000 allocated for school-based programs **AND** satisfy the relevant performance measures? How can we utilize these funds? DHMH has been made aware of the problem and asked for consultation on how to best resolve this issue. A meeting is planned for the near future. Joy reminded everyone of Dave's comments earlier in the meeting when he explained that the funding processes used are the same throughout the County and generally occur without problems. It's not so much the County's processes but rather that we receive the funds late in the fiscal year and don't have as much time as needed to award the funds and implement the programs. The issue is how to get the funds approved earlier in the year.

DISCUSSION

Question: Why can't the coalition tweak the process to make it more user friendly, to meet our needs as a coalition? The primary function must be fixed to allow the funds to get out in a timely fashion to allow adequate time to be used.

Recommendation: Can we use the money for **"World No-Tobacco Day"** scheduled in the month of May? We can use individual schools.

Question: Last year didn't the coalition vote and agree to go back to the grant process? A statement was made that the agreement from the coalition was to use whatever process was fastest and inclusive of more applicants. Mike Dark will check the old meeting minutes to find that recommendation.

Discussion-RFP Steps: There was a discussion surrounding the steps of the RFP process. It was stated that the RFP is prepared before the process is complete, and the County doesn't allow any monies to be distributed before the monies are received from the State. Mike Pierce asked that the coalition go through the RFP process steps to identify what steps are holding up the release of the funds.

Question: Who has to sign off before the funds are released? **Answer:** The Purchasing Office and the Grant Review Committee.

NOTE: Our next meeting should be held off-site at Lansdowne High School at 3:00 p.m. The Principal should be contacted. Once we get the principals approval, we should touch base with the SGA advisor.

CONCLUSION The coalition should form a sub-committee to work on the RFP Process for the next fiscal year.

ACTION	RESPONSIBLE PERSON	DEADLINE
Check last year minutes for the coalition's recommendation to switch to the grant process.	Mike Dark	Next Meeting
Contact the principal and the SGA advisor for Lansdowne H.S. Mr. Brandon Nicklas.	Pat Pickett	ASAP

NEXT MEETING DATE: Wednesday, March 21, 2012 TIME: 2:30 – 4:30 P.M. (Tentative)

LOCATION: Lansdowne High School (Tentative)

Meeting was adjourned 4:05 p.m.