

**Bismarck Tobacco Free Executive Board  
Draft Meeting Minutes  
January 9th, 2024  
Microsoft Teams Meeting**

**Present:** Sue Kahler, Megan Schneider, Amy Heuer, Dr. Vanessa Nelson, Layn Sabot, Kelsey LaBere

**Absent:**

**Recorder: Sue Kahler**

<b>Agenda Items</b>	<b>Discussion</b>	<b>Outcome/Action</b>
<b>Call to order/introductions</b>	Megan Schneider, President called the meeting to order at 5:35 pm	NA
<b>Approval of agenda</b>	Megan Schneider, President asked for a motion to approve the agenda.	Layn Sabot made motion to approve the agenda. Amy Heuer seconded the motion. Motion carried.
<b>Approval of minutes</b>	Megan Schneider, President asked for motion to approve 8/15/2023 minutes as presented.	Layn Sabot made motion to approve the 8/15/2023 minutes Dr. Vanessa Nelson second the motion. Motion carried.
<b>Discussion of Executive Board Member Terms</b>	Kelsey LaBere term ends January 2024 and she agreed to another 2-year term.	Dr. Vanessa Nelson made a motion to nominate Kelsey LaBere for 2 <sup>nd</sup> Executive Board term. Megan Schneider seconded the motion. Motion carried.
<b>Tobacco Free Policy Initiatives</b>	Sue Kahler provided an update on the tobacco free policy initiatives on CDC best practices, protecting the comprehensive smoke free ordinance, educating on tobacco free parks and flavor restriction. Sue Kahler shared information on the educational media ad campaign about the health effects of secondhand smoke. There were discussion and advisement to include secondhand vape and cigar information. Reviewed a previous radio ad on the impact of secondhand smoke and looking at current pulmonologist to do an update version of radio ad. Sue Kahler shared TFND upcoming Legislative Session would be focus on the 3-legged stool policies and evidence based, best practices and promising practice policies. One policy initiative would be enacting tax on vaping products.	Megan Schneider asked Sue Kahler to connect with Jessica Arndt, Clinical Coordinator CHI/U of Mary about a Pulmonologist for the radio ad.
<b>Bismarck Youth Action Summit</b>	Sue Kahler shared about the Oct. 9 <sup>th</sup> Bismarck Youth Action Summit, there were presenters from Truth Initiative and Stanford University focus on impact of tobacco including e-cigarettes on the mental, physical, environmental, and social. It was great success with 120 attendees and Break Free Youth Board Members were leaders during the event. Three of the	N/A

	Break Free Youth members attended the Fargo Youth Action Summit on Oct. 10 <sup>th</sup> and provided the opening speech and ice breakers. They also did interview.	
<b>College Big Tobacco Exposed Project</b>	Sue Kahler provided information on the upcoming College Big Tobacco Project focus on secondhand vape with target audience college age. This is a partnership with area colleges.	N/A
<b>Other business</b>	American Lung Association is seeking a Lung Force Hero to share their story on impact of lung cancer.  Discussion about the next Bismarck Tobacco Free (BTF) Executive Board meeting on March 12 <sup>th</sup> .	Layn Sabot asked Sue Kahler to send the information to BTF Executive Board.  Megan Schneider state the next meeting will be virtually on March 12 <sup>th</sup> .
<b>Adjourn</b>	Megan Schneider, President asked for a motion to adjourn.	Amy Heuer made the motion to adjourn; Layn Sabot seconded the motion. Motion carried. Meeting adjourned at 6:19 pm

Executive Board Meeting will be scheduled for March 12<sup>th</sup> and August 13<sup>th</sup>

Next General Coalition Meeting – Sept. 26th @ 6:30 p.m. in person

Quorum is at least 4 Executive Board Members. If a quorum is not present, the attendees can vote to adjourn the meeting, to take a break or to fix a new time to meet. Any votes taken other than this are null and void without a quorum in attendance, according to Robert's Rules.