



**General Meeting Minutes**  
**December 17th, 2013**  
**12:00pm-1:30pm**

Topic	Discussion	Action
<b>Attendance</b>	Candace Pope, Tobacco Prevention Specialist Rosalind Brown, Okeechobee County Health Department Courtney Moyett, Workforce Solutions Sharon Vinson, Shared Services Network Paula Smith, Okeechobee County Health Department Shirleen Graham, Martha's House Melvin Cordova, Martha's House Lacy Waldron, Healthy Start Carly Enfinger, SWAT Anna Corrine Warren, SWAT Anna Warren, The Pentecostals of Okeechobee	
<b>Welcome &amp; Introductions</b>	Candace Pope, the Tobacco Prevention Specialist for Okeechobee County, facilitated the meeting and asked everyone to state their name and organization.	Minutes from the September TFP meeting were reviewed and approved.
<b>Approval of Minutes</b>		
<b>Program Update</b>	Candace Pope, Tobacco Prevention Specialist, gave an update of the programs activities for quarter one focusing on each policy area. Paula Smith gave an overview of the School Health Advisory Committee and its role in the partnership and in particular the K-12 school policy. The SHAC committee meets every month and the TPS attends each meeting. The SHAC has played an important role in influencing the school administration to implement a tobacco free policy for Okeechobee County Schools.	
<b>Introduction of New TPS</b>	The new Tobacco Prevention Specialist for Okeechobee County, Courtney Moyett was introduced and gave a brief bio of herself. Candace Pope explained she would be starting as the new TPS December 23 <sup>rd</sup> , 2013.	