TRAC members attending:
Patrick Aitchison – Oregon Department of Justice; Courtni Dresser – Oregon Medical Association; Kevin Ewanchyna – Coordinated Care Organization Representative (on phone); Amanda Garcia-Snell – Conference of Local Health Officials; Karen Girard – Oregon Health Authority; Robin Hausen – Coordinated Care Organization Representative (on phone); David Hopkins – Centers for Disease Control and Prevention; Jennifer Jordan – Oregon Public Health Association (on phone); Carrie Nyssen – American Lung Association; Luis Rodriguez – American Cancer Society; Jeff Ruscoe – Oregon Health Authority; Chuck Tauman – TOFCO, Inc.; Fred Testa – Oregon State Police; Diane Waldo – Oregon Association of Hospitals and Health Systems

TRAC members absent:
Sarah Higginbotham – American Heart Association; Jeremy Wells – Oregon Department of Education

Observers:
Suhaib Abdul-Sahib -- AllCare Health (on phone); Gwyn Ashcom -- Washington County Public Health; Oregon Health Authority:  Sabrina Freewynn, Luci Longoria, Scott Montegna, Kati Moseley, Shaun Parkman, Michael Tynan, Tara Weston; Ken House – Mosaic Medical (on phone); Jan Johnson – The Lund Report; Kim Tierney – Multnomah County Public Health Department

Welcome and Introductions: TRAC members and meeting observers introduced themselves.

Announcements:
1. To comply with statutory changes from the passage of House Bill 2546 (electronic cigarette law), and to clarify the rules and procedures for implementing and enforcing the Indoor Clean Air Act, a rulemaking process has been underway for the past two months.

A public comment period will begin on October 15 when the proposed final rules are filed with the Secretary of State [http://public.health.oregon.gov/PreventionWellness/TobaccoPrevention/SmokefreeWorkplaceLaw/Pages/thelaw.aspx#statute](http://public.health.oregon.gov/PreventionWellness/TobaccoPrevention/SmokefreeWorkplaceLaw/Pages/thelaw.aspx#statute). This is an opportunity for the public to submit written comments or provide oral testimony. Written testimony can be sent to Brittany.a.sande@state.or.us by December 4, 2015 by 5:00 p.m.

The following dates and locations are scheduled for public hearings:

- **November 30th**
  Location: Mike Maier Building, Community Board Room
  1130 NW Harriman Ave, Suite B, Bend, OR 97703
  Time: 11:00 AM – 1:00 PM

- **December 2nd**
2. The Multnomah County Board of County Commissioners is considering a tobacco retail licensing system to help local businesses comply with local, state and federal laws. The tobacco retail licensing system being discussed would require all Multnomah County retailers of tobacco and nicotine products to pay an annual fee in order to sell these products. The Board plans to hold two public hearings on October 20th, one in Portland at the Multnomah Building first floor board room (501 SE Hawthorne at 10:00 am) and one in East County (David Douglas High School 5pm – 7pm), to gather input.

In addition, comments may be shared by taking the online survey (https://multco.us/clean-air-multnomah/webform/submit-your-opinion-tobacco-retail-licensing) on the Clean Air Multnomah (https://multco.us/clean-air-multnomah) website.

3. The Centers for Disease Control and Prevention’s (CDC’s) Office on Smoking and Health has published a new Best Practices user guide: Health Equity in Tobacco Prevention and Control. This user guide focuses on how comprehensive tobacco control programs can work to achieve health equity in tobacco prevention and control. The online version of the guide is available on CDC’s Smoking & Tobacco Web site at http://www.cdc.gov/tobacco/stateandcommunity/best-practices-health-equity/index.htm.

4. TPEP will be releasing competitive funding opportunities in the future and would like to identify TRAC members interested in participating on proposal review committees. If interested, please notify Tara Weston at tara.e.weston@state.or.us.

TPEP budget and program proposal: TRAC reviewed informational documents that address action items from the previous TRAC meeting. These documents include: Regional Health Equity Coalitions Tobacco-Related Strategies; Event Logistics, Signature Events and Grantee Training; Revised TPEP Budget Proposal; and Federal Budgets Summary. Diane Waldo made the motion to recommend the budget. Kevin Ewanchyna and Carrie Nyssen seconded the motion, and it was agreed to by all TRAC members present.

The committee discussed TRAC membership, the Executive Order and meeting frequency. TRAC members expressed an interest in meeting quarterly and revisiting the Executive Order for possible revisions. TRAC members discussed the need for a co-chair to accompany OHA co-chair Karen Girard. The committee identified Luis Rodriguez from the American Cancer Society- Cancer Action Network as the TRAC co-chair.
Priorities from the recently released State Health Improvement Plan (http://public.health.oregon.gov/About/Documents/ship/oregon-state-health-improvement-plan.pdf) were discussed, as tobacco prevalence is identified as one of Oregon’s seven priority areas.

**TRAC Recommendations and next steps:**
1. TRAC recommends the proposed budget.
2. TRAC recommends Luis Rodriguez as TRAC co-chair.
3. TRAC members would like quarterly meetings.

*Action: Luis Rodriguez and Karen Girard will meet to discuss meeting logistics and will share next steps back with the group.*