

STOP Management Teleconference Call

1-20-09

Minutes prepared by Jill Thomas

Present: Linda Doran, Katie Tone, Gary Skolits, Judy Boser, Joseph Sanders, Tara Light and Jill Thomas

Not Present: Dr. Jo Edwards

Agenda:

- 1) Assessment**
- 2) Meetings**
- 3) Update on summit**
- 4) Mid year reports**

Assessment –

Gary has talked with all county coordinators. There will be two site visits before the grant ends. The first will be in February to meet with the coordinator and the head of the advisory committee to look over the mid year report. The first visit will also prep them for the 2nd site visit, where there will be focus groups and review of all artifacts from the project. These meetings are meant to help each county coordinator to see their progress and make sure they are keeping the core components as major focus.

Pre-survey results have been sent out. Gary will let regional coordinators and State personnel know when and what can be accomplished with these results—more details will be sent next week.

Guidance was provided in a handout with the surveys to help them understand what the survey was saying and to use caution. They felt the survey results “are what they are” – fairly straight forward. Possibly can take that information and use for each county

Dru has not shared with Gary what the results will be used for from the State’s perspective. The data may possibly be used in a larger data base they have on tobacco.

Meetings – Regional

West TN – Feb 12 - main idea will be to look at survey, if what they are doing is addressing the core components.

Middle TN – January 26 – Both counties have already pinpointed which core component needs improvement. An action plan will be developed to make sure all components are sufficiently covered.

East TN will be visiting each county and then will hold a regional meeting soon thereafter. The site visit schedule for Tara is as follows:

Cocke County - last week

Union County – January 21

Campbell County – January 23

Johnson County – January 29

Meetings – in each county with THEC

Tentative Schedule for county visits from Dr. Doran, Dr Rhoda and Katie Tone:

- *Jan. 20th: Wayne County @ 10:30 AM – to be re-scheduled due to school closing
- *Jan. 21st: Meigs County @ 1:00 PM
- *Feb. 2nd: Lake County @ 2:00 PM-Overnight in Jackson or Memphis
- *Feb. 3rd: Hardeman County @ 9:00 AM at HS and 10:00
- *Feb. 4th: Grundy County @ x:xx PM-Overnight in Johnson City or Mountain City
- *Feb. 5th: Johnson County @ 8:30 AM
- *Feb. 5th: Cocke County @ 1:30 PM
- *Katie will try to schedule Union and Campbell Counties for mid-February

Nothing needs to be prepared ahead of time for these meetings, there will be some thought provoking questions: 1) Reporting (what has happened so far, what the county coordinator thinks will happen by the end of the grant) 2) Assessing (barriers, what could be done differently)

Update on summit

Wednesday, June 3

- 1:00 p.m. Participants Arrive
- 3:00 p.m. MTSU Admissions presentation and tour
- 6:00 p.m. Time to dress and prepare for dinner
- 6:30 p.m. Participants arrive at JUB
 - School Leader Institute participants arrive from Nashville
 - Gallery Walk
- 7:00 p.m. Participants start sitting down for dinner – Guests from HOSA (30)
- 7:45 p.m. GU and STOP Welcome
- 8:30 p.m. GEAR UP Skits and Edutainment
- 11:00 p.m. Make way back to dorm(s)
- 12:00 p.m. In rooms
- 12:30 p.m. Lights out

Thursday, June 4

- 7:00 a.m. Breakfast
- 8:30 a.m. Depart MTSU for Nashville
- 9:30 a.m. Arrive in Nashville

- 4:30 p.m. ▪ GU TN staff to draft/determine itinerary
Arrive back at MTSU
- 6:00 p.m. ▪ Rest and refresh for dinner and rec
Dinner
- 8:00 p.m. Depart for MTSU Recreation Center
 - Swimming – lifeguards
 - Ping pong – paddles and balls
 - Basketball – balls
 - Indoor Soccer – balls
 - Rock climbing – instructors and equipment
 - Dance lesson
- 11:00 p.m. Make way back to dorm(s)
- 12:00 p.m. In rooms
- 12:30 p.m. Lights out

Friday, June 5

- 7:00 a.m. Breakfast
- 8:30 a.m. Pack dorm rooms and load buses/cars
- 9:00 a.m. Depart MTSU for pre-arranged campus visit and trip home

Mid year reports

Regional coordinators, please give support to each county coordinator to help the report be completed by January 31, 2009