

Tobacco Free Committee Meeting Minutes

July 10, 2006

12 noon - 1 p.m.

AO 103

In attendance: Kristin Ryker, Karen Whitney, Leo Rafail, Deb Wezensky, Emily Wren, Debi Hudson, Maggie Stimming, Stephen Jay, Bob True, Bill Abston, Carol Pferrer, Rich Strong, David Bivin, Marilyn Bedford, David Koerner, Becky Porter, Scott Evenbeck, Ellen Poffenberger, Mark Volpatti, Diane Brown, Holly Holliday-Jones, Steve Wintermeyer

- I. Updates from Karen
 - a. Chancellor has funded the amount needed to implement the new tobacco free policy (approximately \$34,000). We hope to receive monies from the ITPC grant we applied for, if we don't the Chancellor will support the implementation costs.
 - b. FAQ's are posted on the website, SLD office has been fielding questions that have been submitted. We would like to use the FAQ to guide the community on the new policy. If you have any FAQ's to be added to the site, send them to Holly, hhollida@iupui.edu
 - c. Also, if further questions do come up, send the question to the listserv so that all committee members may see it and respond/discuss the best approach.
- II. Grant Information
 - a. ITPC grant was submitted, and we hope to hear the status soon. We are also looking to pursue some other grants (Robert Wood Johnson Foundation and Legacy grant) to possibly hire a graduate student and also look into providing cessation classes to employees and students free or at a reduced cost. The biggest cost for people trying to quit smoking is the use of nicotine replacement patches and drugs, so we may want to consider help financially for those trying to quit. If anyone has ideas about cessation classes, send info to Holly.
 - b. Could we offer a reward or incentive to those who complete the class, and stop smoking? This could potentially be written into the grant application as well.
 - c. Leo discussed the ITPC grant and how the process works.
- III. Engagement/Enforcement Sub-Committee Report
 - a. Engagement committee has worked through the FAQ's and provided answers to many of the questions. The city sidewalk issue has been addressed in the FAQ's.
 - b. Dr. Jay raised the concern that the Wilson Street garage southside entrance has become a congregating place for smokers. Anyone who is coming to and from the hospital, including sick individuals, must walk through the smoker.

- c. This area is one of those that falls into the city properties, and currently the city doesn't want to propose a city ordinance until the smoke free policy has been in effect for one year (March 2007).
- d. Could we place a sign up asking smokers to be courteous and not smoke in this area due to the fact that sick children have to pass through this area? We may want to use some unique signage in this area.
- e. Is there a plan in place to address smokers in parking lots, garages and open spaces? Parking services will be responsible for parking areas, and building near open spaces/hot spots should address these areas in their implementation plans. Unfortunately, patterns of smokers will shift as the implementation begins, so it will be extremely difficult to know which areas will be "hot spots". We will address the hot spots as they change, and reassess at that time.
- f. Union/Management meeting for the Local has been scheduled by HR for the morning of July 24. Emily will be meeting with this group. If there is anything we can do to help the unionized employees to deal with the new policy, including cessation classes, an incentive for quitting, etc., please include this in the grant so we can help these employees to feel supported on the job.

IV. Awareness Sub-Committee Report

- a. Printed marketing materials will arrive Friday. We have table tents, postcards, easels which can be used for large events, and other giveaway items to promote the new policy.
- b. Parking lot signs have been ordered and will be placed on entrances to garages.
- c. Decals for the building entrance doors have been ordered and will be affixed as soon as they arrive. Goal is to have all signs up before implementation policy date.
- d. All tickets for parking garages will now have info about the tobacco free policy printed on them.
- e. If you see any exterior sign issues or problems on campus regarding tobacco free signage, please don't hesitate to contact Emily Wren.
- f. All IUPUI job applicants will see an announcement on the website regarding the tobacco free policy.

V. Training Sub-Committee Report

- a. Dates/times/locations of training workshops- Beginning July 14 through August 11th. 12 trainings will occur. Info about registering is online on the tobacco free site, as well as on the HRA site.
- b. The sessions are 1 hour long, and will talk about the policy, rationale, case scenarios, information resources, and will address questions.
- c. Deans, Directors, Building coordinators will receive emails about upcoming trainings and offer to help people craft their implementation plans.

VI. Other concerns, questions, details?

- a. Reminder, Sept. 8th is De Butt-ify Campus Day- please try to attend.

- b. Could a dept. that has the resources fund an employee who wants to attend a cessation class? Ellen will check into this.

Reminder of upcoming meeting dates:

Each meeting is from 12 noon – 1 p.m., in AO 103

Feel free to bring your lunch.

August 14 (date new policy goes into effect)

September 11

October 10 (NOTE: This is a Tuesday, rather than a Monday; an exception to the usual schedule.)