**May 30, 2023, Meeting Minutes**

**Meeting Time: 1100-1200 Alaska/1200-1300 PT/1300-1400 MT/1400-1500 CT/1500-1600 ET**

(\*Reminder: please check-in in the chat box during the meeting for your attendance)

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| **Name / Email** | **Title** | **Duty Station** | **Role** | **Attendance** |
| CAPT Megan Wohr  Megan.Wohr@ihs.gov | Chief of Pharmacy | PIMC | Senior Advisor | Excused |
| CAPT David Lau  David.Lau1@fda.hhs.gov | Supervisory CSO | FDA | Senior Advisor | Excused |
| Ms. Alberta Becenti  Alberta.Becenti@ihs.gov | National Consultant, Health Promotion/Disease Prevention | Indian Health Service, Rockville MD | IHS/Tribal Liaison | Present |
| CAPT Michael Verdugo  Michael.Verdugo@fda.hhs.gov | Lead, Commissioned Corps Management Group | FDA | Subject Matter Expert | Present |
| CAPT Jing Li  jing.li3@fda.hhs.gov | Branch Chief, Resource Management | FDA / CTP / OCE | NCSAW Chair | Present |
| CDR Gayle Tuckett  GTuckett@hrsa.gov | Public Health Analyst/Program Specialist | HRSA | NCSAW Co-Chair | Present |
| LCDR Kristin Allmaras  Kristin.allmaras@ihs.gov | Clinical Pharmacist | Red Lake Hospital | Executive Secretary | Present |
| LCDR Sarah Hillestad  sarah.m.hillestad@ice.dhs.gov | Lead Pharmacist | Elizabeth Detention Center (ICE) | Asst. Executive Secretary | Present |
| LCDR Stacey Nelson  stacey.nelson@ihs.gov | Pharmacist | Cass Lake Service Unit | CommunicationsLead | Present |
| CDR Linzi Allen  linzi-allen@cherokee.org | Pharmacist | Cherokee Nation Outpatient Health Center | Communications Co-Lead | Present |
| CDR Niki Haney  nshaney@cnhsa.com | Lead Clinical Applications Coordinator | Choctaw Nation | Documentation and Informatics Lead | Present |
| LT Felisha Begay  Falisha.Begay@fda.hhs.gov | Consumer Safety Officer | FDA | Documentation and Informatics Co-Lead | Absent |
| VACANT: Co-Lead CDR Ashley Burns  ashley.burns@fda.hhs.gov | Consumer Safety Officer - Pharmacist | FDA | ACTING Funding Resources Co-Lead | Excused |
| LCDR Diane Richardson  Diane.Richardson@fda.hhs.gov | ------- | FDA | ACTING Funding Resources Co-Lead | Excused |
| CAPT Amit Patel  amit.patel@ihs.gov | Pharmacist | PIMC | Metrics and Outcomes Lead | Present |
| LCDR Monica Orsborn  Monica.orsborn@ihs.gov | Pharmacy Clinical Services Coordinator | Fort Belknap Service Unit | Metrics and Outcomes  Co-Lead | Present |
| LCDR Jennifer Weekes  jennifer.d.weekes@ice.dhs.gov | Supervisory Behavioral Health Provider - HSO | ICE Service Corps | Prevention Resources Lead/PACE Liaison Lead | Excused |
| LCDR Elise Ngameni  elise.ngameni@ice.dhs.gov | Supervisory Nurse Practitioner | ICE Service Corps | Prevention Resources Co-Lead | Excused |
| CDR Misti Houck  Misti.Houck@ihs.gov | Chief Pharmacist | Nashville Area IHS - Catawba Service Unit | Provider Resources Lead | Present |
| CDR Tana Triepke  tana.triepke@ihs.gov | Pharmacy Clinical Coordinator | IHS Spirit Lake Health Center | Provider Resources Co-Lead | Excused |
| LCDR Christine Corser  Christine.corser@fda.hhs.gov | Science Policy Analyst | FDA | Training Resources Lead | Present |
| LCDR David Foss  david.foss@fda.hhs.gov | Regulatory Review Office | FDA | Training Resources Co-Lead (acting) | Excused |

**CALL TO ORDER** by CAPT Li at 1502 ET

**REVIEW AND APPROVAL OF LAST MEETING’S MINUTES**:

CAPT Li opened the floor from corrections, none.

CAPT Li motioned to approve minutes as submitted.

CDR Allen, second.

Motion carried, all in favor, no opposition.

**STANDING ITEMS**

1. Subgroup Activity Reports
   1. Communications (LCDR Nelson, CDR Allen)
      1. Captain Li and Captain Verdugo submitted article selections for next TERT newsletter which was disseminated to subgroup, minimal response.
      2. Due date for draft is 6/5 for initial review and edits with tentative release end of June
      3. Goal to 2 ‘extra’ TERTs finalized to release as needed given competing demands
   2. Documentation/Informatics (CDR Haney, LT Begay)
      1. Finalized tobacco card: contact CDR Haney if any updates are needed



* + 1. Finalized Tobacco Billing Document



* + 1. Please share these resources broadly and if leads have thoughts on dissemination, please contact CDR Haney
    2. It will be hosted on the IHS prevention website upon final ‘approval’ from NCSAW; CDR Haney to re-connect with Ms. Becenti
    3. CDR Allen identified the lack of tobacco cessation resources on the NPC Max.gov site
       1. CDR Haney to submit documents to CDR Allen for hosting
  1. Funding Resources (LCDR Burns, LCDR Richardson)
     1. No update
  2. Metrics/Outcomes (CAPT Patel, LCDR Orsborn)
     1. IHS Wide Tobacco GPRA Supplemental Data: LCDR Ashley Adams developed a presentation which is being review by Leadership.
        1. REQUEST: extended time (20 minutes) during June meeting to present on the GPRA Supplemental Data Report
        2. Unable to share presentation / data externally but can share internally in hope expand impacts (training, educational docs, other resources etc…) across external stakeholders
     2. Nicotine Cessation Clinic Database: LCDR Francisco Antigua Lead and LT Falisha Begay Co-lead working on releasing it this summer
     3. Development of instructions manual/video: LCDR Orsborn working on the new manual/video for release this summer
  3. Prevention Resources (LCDR Weekes, LCDR Ngameni)
     1. No articles or resources submitted as ongoing efforts are focusing on current resource organization and identification of gaps in order to focus future resources
  4. Provider Resources (CDR Houck, CDR Triepke)
     1. Brief presentation: Vaping Toolkit – quick one-stop show for clinicians supporting patients who are attempting to quit vaping



* + 1. Next steps: where and how do we distribute this to the field?
    2. Future step: create a working calculator to complete the estimations for clinicians
       1. CAPT Patel to connect with LT Begay to discuss possibilities for creation; LT Begay has experience working with various databases
    3. Consideration: disseminate with a vaping-focused TERT newsletter
  1. Training Resources (LCDR Corser, LCDR Foss)
     1. TRS and NCSAW officers presented a poster on tobacco cessation at the 2023 USPHS Scientific & Training Symposium. Thank you and congrats to CDR Velliyah Craig, LCDR David Foss, LCDR Kristin Allmaras, CDR Anna Zimmerman, and LT Saleena Brownell!
        1. Poster shared via Zoom – great job!
        2. REQUEST: Clarification on process for submission
     2. Obtained letter of support for PHS Pharmacists to support future planned Train the Trainer trainings at all pharmacy schools across the country (Dr. Hudmon and Dr. Corelli submitted grant to NIH in May 2023, pending review)
     3. Continuing our presentations on the USPHS Rx for Change Tobacco Cessation Training Program to PACs; confirmed to present to Dental PAC on 6/30/23 and Physician PAC on 12/13/23
     4. TRS Leads met 1:1 with all Committee and Initiative Leads over the past 2 months to discuss progress on 2023 goals, share ideas for future projects, and identify any support needs
     5. Exploring new collaboration opportunity that would provide 5 A’s training to pharmacy staff at local health system

1. Leadership Update (CAPT Verdugo, CAPT Lau, CAPT Wohr, Ms. Becenti, CAPT Li)
   1. Senior Advisor(s) Updates – CAPTs Lau and Wohr
      1. Submitted IHS Director’s Team Award – Kudos to LCDR Allamaras’ effort on leading this task and for initiating the write up!
   2. Charter Status Update – CAPT Li
      1. Obtained noticed from Office of Surgeon General – charter is APPROVED!! Great job everyone!
         1. Appointment letters are forthcoming for 3 year terms which started Jan 1, 2023
         2. \*NEW\* name – Smoking and Tobacco Use Advisory Committee!
            1. Will be taking over the smoking cessation website – any interest in supporting the web development, please connect with CAPT Li and CDR Tuckett
   3. Upcoming Conferences – CDR Tuckett
      1. National Pharmaceutical Association 2023 Convention: New Orleans, July 28 – 31
         1. Seeking volunteers to serve as evaluators – connect with CDR Tuckett
      2. Joint Federal Pharmacist Seminar: Dallas, Oct 29 – 31
         1. Possible contributions for 3 different areas of interest – connect with CDR Tuckett
         2. Identity speakers by July 30th
   4. SME Update(s) – CAPT Verdugo
      1. American Public Health Association: Atlanta, Nov 12 – 15
         1. Opportunity for a short film (theme: Creating the Healthiest National Overcoming social and Ethical Challenges) – connect with CAPT Verdugo
         2. Consideration for next year too!
      2. Submitted link for TERT consideration:
         1. <https://www.sciencedirect.com/science/article/pii/S0828282X23003689> Varenicline in former smokers/those that vape
         2. <https://pubmed.ncbi.nlm.nih.gov/36339933/#full-view-affiliation-1> Meta-analysis of E-Cigs vs NRT for smoking cessation
   5. IHS/Tribal Liaison Update(s) – Ms. Becenti
      1. HHS launched an expert advisory committee to evaluate how HHS and other agencies could accelerate the cessation of commercial tobacco products and support the White House Cancer Moonshot initiative
         1. Evaluation to be presented to White House on June 1st, will keep NCSAW apprised to requests as they arise.
         2. Goal is for HHS to develop an acceleration tobacco cessation plan with tentative release fall / winter 2023
         3. REQUEST: Is there a POC for this workgroup? Yes, Ms. Becenti to connect Captain Li with a POC to be further disseminated to the group
      2. Work continues to identify opportunities to train teachers on tobacco cessation and vaping education employed with the BIE
2. PACE Update(s) (LCDR Weekes) – no update

**OLD BUSINESS**

1. 2023 Presentations –
   1. Continue to check professional conference list on Max.gov and submit ideas for new presentations/public health initiatives
2. Continue to submit any useful announcements/trainings to the Communications Subgroup to be distributed via the [TNC@LISTSERV.IHS.GOV](mailto:TNC@LISTSERV.IHS.GOV) listserv. Email LCDR Stacy Nelson or CDR Linzi Allen (Communications Subgroup Lead/Co-Lead)