

**Identifying and Eliminating Disparities Related to Tobacco Use in Indiana
Proposed Stakeholders Meeting – June 24, 2004**

Goal – The goal of the stakeholders meeting is to present Indiana’s strategic plan on identifying and eliminating tobacco-related disparities and address how to implement the plan based on the stakeholders in attendance. The goal includes commitment from these stakeholders to operationalize the strategic plan.

Pre Meeting: Send copy of Plan to everybody invited to the meeting. **Participants will have been expected to read the plan or at least the executive summary before the meeting.**

Proposed Meeting Agenda

7:30 Open Registration/ Continental Breakfast

8:30 Welcome

A. Objectives for the day

B. Introduce Facilitator

8:45 CDC Pilot Process – Dr. Bob Robinson,

Assist. Director for Diversity and Disparities, CDC/Office of Smoking and Health

9:15 Indiana’s Plan – Cecilia Williams & Lori Peterson

9:45 Table Exercise

Questions and clarification of the plan

Introduce the commitment form to consider and be filled out later in the day

Dialogue about how the identified disparately affected populations and the five goal areas fit or connect with your organization’s mission and activities

Discuss which of the five categories your organization would be interested in exploring further with the objective of becoming a partner in implementing a piece of the strategic plan.

10:00 Break

10:15 Begin Small Group Breakouts

A. Data

B. Funding

C. Capacity Building

D. Counter Marketing

E. Programs

Instructions: Each group will be asked to list 1. Current resources 2. Potential resources 3. Barriers to achieving Success 4. Role each organization plays or is willing to play on topic 5.

Who's not here that should be ? 6. Who's willing to lead the next 2-3 months discussion on this issue.

11:00 Small Group Breakouts
Repeat Topics

Instructions: Same as above

Noon Working Lunch
Box lunches with facilitators reporting on the Topic area.

1:00 Wrap up (Whole group together)
A. Open Discussion about process

1. Cecilia's organization to set up Conference Call Bridge lines
2. Each group will develop small report that answers 1-5 from breakouts
3. Group leader to submit report to Cecilia by (date to be determined at mtg.)
4. Cecilia and planning committee to synthesis into one Statewide Tobacco Disparities
 - Plan that is focused around the 5 Critical Issues and identifies which organizations are working on specific parts and where there are still gaps.
5. The Planning Committee will distribute this plan to everyone here and broadly by (date to be determined at mtg.).

1:45 Thank you/Adjourn

Post Meeting

1. The small groups may need to meet one or more time to complete the previous process
 - a. Continue to identify individuals and organizations. responsible for each area.
 - b. Each group submits report of their activities