

TOBACCO FREE PARTNERSHIP OF HIGHLANDS COUNTY BYLAWS

Adopted: September 9, 2015

MISSION STATEMENT

The mission of the Highlands County Tobacco Free Partnership is to mobilize community partners to establish long-lasting system and policy changes that promote tobacco free social norms in order to prevent usage of tobacco products by youth/young adults, encourage and support tobacco cessation, eliminate health hazards of secondhand smoke and decrease the number of deaths due to tobacco products.

VISION

To develop and/or sustain core infrastructures of tobacco prevention and control activities, and promote usage of the Florida Quitline in a culturally competent manner; to deliver services that include diverse service providers represented in all goal areas, including county health departments, schools and higher education institutions, businesses, health care systems and providers, law enforcement, local and statewide non-profit agencies, and others as recommended by Centers for Disease Control and Prevention's *2007 Best Practices for Comprehensive Tobacco Control Programs (CDC Best Practices)*

ARTICLE I - NAME

Section 1. Name. The name of this community collaboration shall be the Highlands County Tobacco Free Partnership hereafter in this document referred to as TFP.

ARTICLE II - MEMBERSHIP

Section 1. Youth. Membership applications are available to youth, age 11-17, and/or young adults, age 18-24 who are interested in designing and supporting policies to promote tobacco free social norms in Highlands County. A Youth TFP member may be removed from the TFP upon the recommendation of the SWAT facilitator and/or Advisory Council and/or by approval of a majority of the TFP.

Section 2. Community/Organization. Membership applications are open to any individual person, and/or for-profit or nonprofit organization that works with youth or young adults, provides services to the public, works in a social service and/or health related industry, addresses issues related to substance abuse or addiction, and/or adults and youth interested in designing and supporting policies to promote tobacco free social norms in Highlands County. A TFP member may be removed from the TFP upon the recommendation of the Advisory Council and/or by approval of a majority of the TFP.

Section 3. No dues or fees shall be charged to any member.

ARTICLE III – ADVISORY COUNCIL

The Advisory Council shall serve as the voting body of the Tobacco Free Partnership (TFP) and shall have both Adult and Youth representation.

Section 1. Adult. The Advisory Council includes, but is not limited to, representatives from: county health department, schools and higher education institutions, businesses, health care systems and providers, law enforcement, local and statewide non-profit agencies, youth/young adults and others as recommended by Centers for Disease Control.

Section 2. Youth/Young Adult. 25% of Advisory Council will be youth representation, age 11-17, and/or young adults, age 18-24 as per BTFF contract deliverables.

Section 3: Voting. Each Advisory Council Member, adult and youth, shall have one vote. The TFP facilitator will have one vote ONLY in the event that the Advisory Council vote is tied.

Section 4. Conflict of Interest. Any Advisory Council member is obligated to refuse or abstain from voting for all matters directly impacting them personally and/or professionally.

Section 5. Number of Members. The number of Advisory Council members shall be established at the first meeting of each funding year.

Section 6. Participation in Meeting by Conference Telephone. Advisory Council members may participate in a meeting through use of conference telephone or similar communications equipment, so long as members participating in such meeting can hear one another.

ARTICLE IV- MEETINGS

Section 1. Meetings. The TFP may hold meetings, which include general membership meetings, Advisory Council meetings, Workgroup Committee meetings and emergency meetings. Meetings may be held using electronic communication, such as teleconferencing, computer on-line conferencing, and other electronic means as long as all members are informed and can access said meeting. All meetings will be scheduled and held at a time and location conducive to youth participation whenever possible.

ARTICLE V – COMMITTEES & TASK FORCES

Section 1. Committees/Task Forces. The Advisory Council shall authorize the creation of, prescribe the terms, and define the power and duties of any Committee or Task Force deemed necessary to fulfill the mission of the TFP.

ARTICLE VI AMENDMENTS

Section 1. Amendments. These by-laws may be amended by a majority of those voting members present at a regular meeting of the TFP, or at any special meeting of the Advisory Council, called for such a purpose. Written notice of all proposed amendments shall be given to members of the TFP at least one week prior to the meeting at which such time amendments are being considered for adoption.

ARTICLE VII PROXY VOTES

Section 1. Electronic. Proxy votes are allowed and/or email/on-line votes are accepted as long as the member or organization has a valid email address on file with their membership form.

The TOBACCO FREE PARTNERSHIP OF HIGHLANDS COUNTY on September 9, 2015 adopted these by-laws.

Aisha Mayranda
(Advisory Council Member- Adult)

Amanda Jones
(Tobacco Prevention Specialist- Highlands)

DRUG FREE HIGHLANDS
(Organization)

Quit Doc Foundation
(Organization)

(Upload copy to Box.net under your county file)