



Meeting Minutes



Meeting Title:	Tobacco Control Advisory Council Meeting	
Meeting Location:	Zoom	
Meeting Date:	Tuesday, November 18, 2025	
Time:	9:00 am - 10:30 am	
Council Attendees:	Gena Vail Sep. Sam Creekmoore Louis King Robert Lock Dr. C. Latoya Mason	
Non-Council Attendees:	Sharonda Banks Felicia Kent Ashley McKenzie Brenda McGloster Darrius Moore Diamond Nixon	



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	AGENDA TOPIC	NOTES
I	Introductory Remarks	The MS TCAC Meeting was called to order at 9:00 a.m. and was presided over by Sharonda Banks. Mrs. Felicia Kent, Director of the Office of Tobacco Control, introduced herself to council and provided some Tobacco Control updates. Mrs. Kent informed the council about the recent transition of the office director, and deputy office director, personnel vacancies, and FY'26 contracts. Mrs. Kent noted that tobacco control projects are moving through procurement, and Dr. Edney will be approving the new organizational structure soon. Sharonda Banks updated the council on the one active contract in Community Programs with the Community Educational Support Systems of Mississippi (CESSM). CESSM's coverage area includes Clarke, Wayne, and Jasper Counties. The Project Director assigned to CESSM, serving as the Mississippi Tobacco-Free Coalition Project Director, is Pamela Lang-Prestage. Pamela is responsible for conducting community-level programmatic efforts, which include educating businesses, municipalities, schools, faith-based organizations, and multi-unit housing facilities. She also collaborates with various organizations—such as rural health associations and healthcare clinics—to promote tobacco cessation resources and support the development of tobacco-free environments. To encourage greater participation in our council meetings, Mrs. Kent suggested that we consider adjusting the date and time of our meetings to better accommodate everyone's schedules. A poll will be distributed soon to gather input on a new day and time for quarterly meetings. Additionally, the Office of Tobacco Control will reconvene with the council in December to work towards wrapping up council business for the year.
II	Legislative Updates Advocacy Partners	N/A
III	Data Update	N/A
V	Business (Old)	No Quorum
VI	Business (New)	No Quorum
VII	Closing Remarks/Comments/Feedback	Closing remarks were made, and the evaluation link was provided via a QR code to participants during the meeting for completion.



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VIII	Adjourn	All agenda items were addressed, and the meeting adjourned at 9:20 a.m.

ACTION ITEMS

#	Step	Person (s) Responsible	Due Date
1	Send a meeting poll to the council to vote on a potential new date and time for quarterly meetings.	Sharonda Banks	11/21/2025
2	Send a meeting poll to the council to vote on a meeting date to reconvene in December.	Sharonda Banks	11/21/2025
3	Email meeting minutes to council members.	Sharonda Banks	11/26/2025



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Instructions for Form 1075, Meeting Notes

Revision Date, 1/22/18

Purpose: The MSDH Meeting Minutes are optional and not mandated for use; however, it is strongly recommended to meet adequate documentation standards as a PHAB accredited agency. The form serves as strong documentation that a meeting took place and what was discussed. This documentation is particularly important for continuing accreditation.

Instructions: Prior to the meeting, prepare the agenda with topics to be discussed and times for discussion. Meeting Title, Location, Date and Time should match what is listed on the Meeting Agenda (Form 1074). Agenda topics should also be listed in the table provided, and corresponding discussion and/or decisions made should be entered into the notes section of the table. The Action Items table should be completed to list actions to be taken after the meeting, as well as who is responsible for their completion and any relevant deadlines associated. There is space in the footer for the name of the person who compiled the minutes and submitted them to the group for review and approval.

Office Mechanics and Filing: To be determined by meeting purpose and topics discussed.

Retention Period: To be determined by meeting purpose and topics discussed.