

**Oklahoma Tobacco Settlement Endowment Trust Fund Board of Directors**  
Regular Board Meeting and Retreat  
Thursday and Friday, September 6 and 7, 2007

**LOCATION**

Post Oak Lodge – Aspen Room  
5323 West 31st Street North  
Tulsa, OK 74127

Contact: Dorothy Antwine (405) 820-6982

**AGENDA**

10:00 a.m., Thursday, September 6, 2007

1. Open Meeting Act Announcement and Call to Order– Kenneth D. Rowe, Chair
  - a. Announcement of filing of meeting and posting of the agenda in accordance with the Open Meeting Act
2. Approval of Minutes of the May 18, 2007 regular board meeting
3. Board of Investors Update and notification of certified earnings from FY 2007- James Wilbanks, Director of Revenue and Fiscal Policy, State Treasurer’s Office
4. Chair’s Report – Kenneth D. Rowe
  - a. Board Meeting Dates for 2008
  - b. Election of Officers, November 2007 Board Meeting
  - c. Other updates
5. Director’s Report – Tracey Strader
  - a. Grantees Annual Meeting
  - b. Oklahoma Health Care Authority Board Retreat Update
  - c. National Conference on Tobacco or Health
  - d. Agency updates
6. Proposed Executive Session
  - a. Board discussion and funding recommendations for grant renewals for the Addressing Tobacco in Specific Populations grant initiative (RFP #0920000003) and the Comprehensive Community Tobacco Control Programs Wave I grant initiative (RFP #0920000001) as authorized by the Open Meeting Act.-25 O.S. § 307(b)(7) and as authorized by Purchasing Director Authority/Limited Disclosure 580:15-2-7(d); and for funding of grant awards for the Communities of Excellence Wave II Comprehensive

Community Programs grant initiative (RFP # 092-1) as authorized by the Open Meeting Act.-25 O.S. § 307(b)(7) and as authorized by 62 O.S. 2309(C)(4).

b. Board of Directors to discuss the salaries of the executive director and staff – as authorized by 25 O.S. § 307(B)(1).

7. Vote on items from Executive Session

8. Program Committee Report – Susan Walters Bizé, Chair

a. Presentation – “Tobacco Control Media Campaign” – Janet Love, Director of Program Services, Oklahoma State Department of Health, Tobacco Use Prevention Service

b. Presentation – “Tobacco Cessation Systems Updates” – Sally Carter, Director of Planning and Cessation Systems, Oklahoma State Department of Health, Tobacco Use Prevention Service

c. FY 2008 Tobacco Control Program Recommendations

d. Discussion and possible approval of amendments to the Oklahoma Tobacco Helpline RFP/Contract (RFP #0920000002)

9. Agency Operations Committee Report – Casey Killblane, Chair

a. FY 2007 Fourth Quarter Expenditures, Operating and Program Budgets, Budget to Actual

b. Discussion and possible approval of FY 2008 Operating Budget

c. Discussion and possible approval of FY 2008 Program Budget

10. Update on tobacco control legislation and policy – Wes Glinsmann, Chair, Oklahoma Alliance on Health or Tobacco

11. New Business – any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda [25 O.S. § 311 (A)(9)]

12. Public Comment

### **Break**

13. Luncheon Discussion Retreat Goals and TSET Accomplishments from Inception to Date – Tracey Strader, Executive Director and Frank Merrick, Retreat Facilitator

14. Presentation “Tobacco Control Recommendations from Expert Panel” – Doug Matheny, Chief, Oklahoma State Department of Health, Tobacco Use Prevention Service

### **Break**

15. Presentation “Strong and Healthy Oklahoma Initiative” – Mike Crutcher, M.D., Secretary of Health and Commissioner of Health, Oklahoma State Department of Health

16. Discussion of Key Stakeholder Survey Results - Tracey Strader and Frank Merrick

**Break**

17. Preliminary Discussion of Funding Priorities, Goals, and Benchmarks – Frank Merrick

**Recess**

Dinner at Post Oak Lodge

**Reconvene Board Meeting/Retreat at 8:30 a.m., Friday, September 7, 2007**

18. Presentation – “Key Insurance Initiatives and Opportunities in Oklahoma” – Kim Holland,  
Insurance Commissioner, Oklahoma Insurance Department

19. Wrap up of Program Priorities, Goals, and Benchmarks

20. Action Plans and Next Steps

21. Adjournment

NOTE: The Board of Directors may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item on the agenda.