

Oklahoma Tobacco Settlement Endowment Trust Fund Board of Directors

Regular Board Meeting

February 20, 2013

10:00 a.m.

Samis Education Center, East Boardroom on Level 1

1200 Children's Avenue, OKC., OK 73104

Contact: Dorothy Antwine (405) 820-6982

AGENDA

1. Open Meeting Act announcement and call to order – Casey Killblane, Chair
2. Approval of Minutes
 - a. November 14 and 15, 2012 regular board meeting and retreat
3. Chair's Report – Casey Killblane, Chair
 - a. Recognition of W.R. "Bill" Lissau, former TSET Board Member
 - b. Recognition of Kenneth Rowe, immediate past TSET Board Chair
 - c. Update from the Board of Investors
 - d. Board retreat follow-up items
 - i. Discussion and possible action on the updated strategic plan
 - ii. Update on meetings with board member appointing authorities
 - e. Review of upcoming board meeting dates for 2013
 - f. Upcoming Ethics Commission reporting
 - g. Discussion and possible action on establishing an ad hoc policy committee
4. Director's Report – Tracey Strader, Executive Director
 - a. Update on Training and Events
 - b. Update on upcoming legislative performance review
5. Public Information and Outreach Updates – Julie Bisbee, Public Information and Outreach Officer
 - a. FY 2013 Conference Sponsorships
 - b. Policy and legislation of interest
6. Presentation – "*Potential Effects of the Non-Participating Manufacturer Adjustment Arbitration on MSA Payments to Oklahoma*", Mark Greenwold, Director, Regulatory Affairs, Campaign for Tobacco-Free Kids
7. Program Development Committee Report – Lisa Nowlin, DDS Committee Chair
 - a. Update on implementation of Healthy Communities and Healthy Schools Incentive Grants programs
 - b. Update on health education study group
8. Program Implementation Committee Report – Jim Gebhart, Committee Chair
 - a. Discussion and possible action on an amendment to the Communities of Excellence grants in Tobacco Control and Nutrition and Fitness (RFPs# 092-1, 092-2, 092-4, 092-5) to change the contract periods from Grant Years (October 1 to September 30) to Fiscal Years (July 1 to June 30)
 - b. Discussion and possible action on a no-cost extension for the Oklahoma After School Network grant, moving the project term ending December 31, 2013 to June 30, 2014.
 - c. Discussion and possible action on funding levels for FY 14 Communities of Excellence grants

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.

*If accommodation is needed on the basis of disability, please contact Dorothy Antwine at 405-521-3887 or dorothy@tset.ok.gov at least 48 hours before the event.

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d. *FY 2013 Health Communications Updates* – Sjonna Paulson, TSET Director of Health Communications

9. Agency Operations Committee – George Foster, Committee Chair
 - a. FY 2013 Second Quarter Budget to Actual
 - i. Operating Budget
 - ii. Programs Budget
 - b. Update on status of grants management software implementation
10. 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)]
11. Public Comment
12. Adjournment

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