

**Oklahoma Tobacco Settlement Endowment Trust Fund Board of Directors**

Regular Board Meeting

November 13, 2014

**LOCATION**

Oklahoma City Museum of Art

415 Couch Drive

Oklahoma City, OK 73102

**Second Floor, Board Room**

\***Contact:** Janet Love (405) 820-6982

**AGENDA**

**Thursday, November 13 10:00am**

1. Open Meeting Act announcement and Call to Order – Jim Gebhart, Chair
2. Approval of minutes of the September 12-13, 2014 Regular Board Meeting and Planning Retreat
3. Update from the Board of Investors – Lisa Murray, Chief Investment Officer, Oklahoma State Treasurer’s Office
4. Chair’s Report – Jim Gebhart
  - a. Report on the FY2014 audit of the Oklahoma Tobacco Settlement Endowment Trust – Nate Atchison, Finley & Cook, Inc.
  - b. Recognition of Casey Killblane, Past-Chair 2012-2014
  - c. Discussion and possible action on board meeting dates for 2015
  - d. Announcement of committee assignments
  - e. Discussion and possible action on resolution in support of smokefree policy
5. Public Information and Outreach Committee, Ken Rowe, Committee Chair
  - a. Recent and upcoming training events
  - b. Conference sponsorships
  - c. TSET history project
  - d. TSET outreach plan
6. Program Implementation Committee Report – Casey Killblane, Committee Chair
  - a. Discussion and possible action on request for carryover in the amount of \$460,162 from the Stephenson Cancer Center
  - b. Discussion and possible action on a contract with Jessie Saul, PhD, for consultation in development of new Oklahoma Tobacco Helpline services model during the transition from TSET to the Oklahoma Tobacco Research Center.
  - c. Discussion and possible action on a contract with Nonprofit Impact, Inc., Shelli Bischoff, for follow-up consultation and facilitation of a planning meeting involving TSET and OSDH Center for the Advancement of Wellness staff.
  - d. Progress report on the grant to the Boathouse Foundation
  - e. Update on health communications – Sjonna Paulson, APR, TSET Director of Health Communication
7. Program Development Committee Report – Lisa Nowlin, DDS, Committee Chair
  - a. Continuation Grant Presentation – *Oklahoma Center for Adult Stem Cell Research (OCASCR)*, Dr. Paul Kincade, OCASCR Scientific Director, Oklahoma Medical Research Foundation (OMRF)

**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 accommodations are needed on the basis of disability, please contact Janet Love at 405-521-4988 or janetl@tset.ok.gov at least 48 hours before the event and we will make arrangements.

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- b. Discussion and possible action on a 5.5 year continuation grant to OMRF to administer the Oklahoma Center for Adult Stem Cell Research
  - c. Discussion and possible action on a 5.5 year continuation grant to Oklahoma Health Care Authority to continue and expand tobacco and obesity prevention programs targeting Oklahoma's populations served by SoonerCare and Insure Oklahoma.
  - d. Update on community-based grant initiative
  - e. Update on school-based health education study
  - f. Discussion and possible action on award of Healthy Districts Incentive Grants
    - i. Maud \$3,000
    - ii. McLoud \$5,000
    - iii. Pawhuska \$3,000
  - g. Discussion and possible action on award of Healthy Communities Incentive Grants
    - i. Seminole \$45,000
8. Proposed Executive Session
- a. Review and discussion of unsolicited proposals, as authorized by the Open Meeting Act-25 O.S. §307(b)(7) and as required to preserve confidentiality under 62 O.S. §2309(c)(4)
9. Consideration and possible action on items from executive session
10. Agency Operations Committee Report – George Foster, O.D. Committee Chair
- a. FY 14 Budget to Actual
    - i. Operating Budget
    - ii. Programs Budget
  - b. First Quarter FY 15 Budget to Actual
    - i. Operating Budget
    - ii. Programs Budget
  - c. Discussion and possible action on FY 15 Budget Revision to address unsolicited proposals, continuation grants, carryover items, and consulting agreements.
  - d. Update on grants management application
  - e. Notification of request for an audit of the Bryan, Marshall, Pushmataha, Choctaw, and McCurtain county health departments as lead agencies for TSET Communities of Excellence grants.
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)]
16. Public Comment
17. Adjournment

*Following the board meeting a quorum of the board will be present at the Oklahoma City Museum of Art for an event to commemorate the kickoff of TSET's 15<sup>th</sup> anniversary year. No business will be conducted at this time.*

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