



**Oklahoma Tobacco Settlement Endowment Trust
Board of Directors
Regular Meeting
Tuesday, January 28, 2020
10:00 a.m.**

Location:
Department of Agriculture
2800 N Lincoln Blvd., Room 301
Oklahoma City, OK 73105

*Contact: Kathie Darr (405) 521-3888 or (405) 820-6982

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Election of Officers
3. Approval of Minutes of the November 19, 2019, Regular Board Meeting
4. Chair's Report – *Bruce Benjamin*
 - a. TSET strategic plan
5. Executive Director's Report – *Julie Bisbee*
 - a. Operations
 - i. Staffing updates
 - b. Overview of Executive Director activities
 - c. Legislative update
6. Tobacco Stops With Me Evaluation Results
Laura A. Beebe, PhD, University of Oklahoma Health Sciences Center
7. Oklahoma Tobacco Research Center: Research Update
Michael S. Businelle, PhD, Oklahoma Tobacco Research Center
Darla E. Kendzor, PhD, Oklahoma Tobacco Research Center

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

If accommodation is needed on the basis of ability, please contact Kathie Darr at (405) 521-3888 or (405) 820-6982 for assistance.

8. Agency Operations Committee Report – *Marshall Snipes*
 - a. Expenditure reports
 - i. FY 2019 Budget to Actual – Operating FINAL
 - ii. FY 2019 Budget to Actual – Programs FINAL
 - iii. FY 2020 Budget to Actual – Operating
 - iv. FY 2020 Budget to Actual – Programs
 - b. Budget reports
 - i. FY 2020 Operating Budget
 - ii. FY 2020 Programs Budget
 - c. Analysis of reserves
 - d. Current commitments
 - e. Discussion and possible action on amendment to contract amount for Heather Wooten for technical services and development of grantee training tools

9. Programs Committee Report – *Curtis Knoles*
 - a. Discussion and possible action on Healthy Communities Incentive Grant award omission
 - i. Town of Boley \$20,000
 - b. Update on incentive grants
 - c. Update on youth engagement initiatives
 - d. Discussion and possible action on youth service organizations that accept tobacco funds

10. Public Information and Outreach Committee Report – *Casey Killblane*
 - a. Health communications update
 - b. Outreach activities update
 - c. Sponsorship and training grants
 - d. Upcoming events

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 – Limited to items listed on the agenda

13. Adjournment

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