



**Oklahoma Tobacco Settlement Endowment Trust**

Board of Directors

Regular Meeting

655 Research Parkway, Suite 100, KIVA Room

OKC, OK 73104

10:00 a.m., Thursday May 20, 2021

This regular meeting is being held consistent with the amendments to the Open Meeting Act, 25 O.S.2011, § 301 et seq., signed into law on Wednesday, February 10, 2021.

The following board members are scheduled to participate in person:

Bruce Benjamin, Susanna Gattoni, Casey Killblane, Ken Rowe, Marshall Snipes

To Join the Meeting, go to: <https://zoom.us/j/93886139739>

A livestream of the meeting can be accessed at: <https://youtu.be/cW-1tsChKSo>

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes of the March 30, 2021 Regular Board Meeting
3. Chair's Report – *Bruce Benjamin*
  - a. Recognition of Casey Killblane
  - b. Board Governance Framework
    - i. Discussion and possible action on creation of board governance committee
4. Executive Director's Report – *Julie Bisbee*
  - a. TSET Strategic Map
  - b. Introduction of new staff
  - c. Staff Retirement Update – Sharon Neal
  - d. Overview of Executive Director activities
  - e. Update on LOFT Inquiry
  - f. August 2021 Board of Directors Meeting and Retreat – Thursday and Friday, August 26-27, 2021

*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 Anna Lisa Phillips at (405) 623-8060 for assistance.*

5. Agency Operations Committee Report – *Marshall Snipes/Bruce Benjamin*
  - a. Financial Reports
    - i. FY21 Budget to Actual – Operating
    - ii. FY21 Budget to Actual – Programs
  - b. Discussion and possible action on budget revisions
    - i. FY21 Operating Budget Revision
    - ii. FY21 Programs Budget Revision
  - c. Discussion and possible action on FY22 Budget Approval
    - i. FY22 Operating Budget
    - ii. FY22 Programs Budget
  - d. Update on Analysis of Reserves and Three-Year Rolling Average
  
6. Programs Committee Report – *Susanna Gattoni/Jack Allen*
  - a. COVID Impact on Grant Programs
  - b. FY21 Lapse Summary
  - c. Discussion and Possible Action on increase FY21 VI Contract
  - d. Discussion and possible action on no-cost extension for Rescue FY21 Youth Advocacy Agreement
  - e. Discussion and Possible Action on FY21 Healthy Incentive Grant Awards
    - I. Healthy Incentive Grant Program for Schools

Organization	County	Recommended Amount
Bradley Elementary	Creek	\$3,000.00
Coolidge Elementary	Oklahoma	\$6,000.00
	Total	\$9,000.00

II. Healthy Incentive Grant Program for Districts

Organization	County	Recommended Amount
Wister Public School	LeFlore	\$3,000.00
Blanchard Public Schools	McClain	\$15,500.00
	Total	\$18,500.00

III. Healthy Incentive Grant Program for Communities

Organization	County	Recommended Amount
Town of Cedar Valley	Logan	\$10,000.00
	Total	\$10,000.00

- f. Discussion and Possible Action on Request for Oklahoma State Department of Health Funding Continuation, FY22-FY24
- g. Discussion and Possible Action on FY22 Grant and Contract Renewals

Discussion and Possible Action on FY22 Grant & Contract Renewals		FY22 Request
a.	ChangeLab Solutions <i>Technical assistance, training, and product development</i>	\$190,000

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b.	Emory University <i>Public Health Academy of Oklahoma</i>	\$175,758
c.	Oklahoma Department of Mental Health and Substance Abuse Services <i>Wellness Enhancement System Initiative</i>	\$583,774
d.	Oklahoma Health Care Authority <i>SoonerQuit</i>	\$270,231
e.	Oklahoma Health Care Authority <i>Health Communications cost share for SoonerQuit</i>	\$2,000,000
f.	Oklahoma Hospital Association <i>Hospitals Helping Patients Quit (HHPQ) and WorkHealthy Hospitals (WHH) programs</i>	\$593,075
g.	Oklahoma Medical Research Foundation <i>Oklahoma Center for Adult Stem Cell Research</i>	\$3,000,000
h.	Onside Partners <i>Technical assistance, training, and product development</i>	\$120,000
i.	Physician Manpower Training Commission <i>Oklahoma Medical Loan Repayment Program and program administration</i>	\$688,710
j.	Rescue Agency Public Benefit <i>Youth advocacy</i>	\$1,000,000
k.	Rescue Agency Public Benefit <i>Youth media and marketing</i>	\$1,500,000
m.	Tigris LLC <i>Program support and technical assistance</i>	\$50,000
n.	University of Oklahoma Health Sciences Center <i>Program evaluation</i>	\$1,585,000
o.	University of Oklahoma Health Sciences Center <i>TSET Health Promotion Research Center (formerly OTRC)</i>	\$3,800,000
p.	University of Oklahoma Health Sciences Center - Stephenson Cancer Center <i>TSET Cancer Research Program</i>	\$5,500,000
q.	VI Marketing and Branding <i>Tobacco Stops With Me, Shape Your Future, Oklahoma Tobacco Helpline campaigns; state match for federal funds to OHCA</i>	\$12,620,000
r.	TSET Healthy Living Program	

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Atoka County Health Department	\$118,000
Bryan County Health Department	\$128,500
Canadian County Health Department	\$190,000
Cherokee County Health Services Council	\$203,400
Cherokee Nation – Adair County	\$200,111
Comanche County Memorial Hospital	\$260,000
Gateway to Prevention and Recovery – Pottawatomie County	\$220,000
Grand Nation, Inc. – Craig County	\$215,000
Great Plains Youth & Family Services, Inc. – Caddo and Kiowa Counties	\$157,838
KI BOIS Community Action Foundation, Inc. – Haskell County	\$141,000
Kingfisher County Health Department	\$176,788
LeFlore County Youth Services, Inc.	\$198,000
Lincoln County Health Department	\$190,552
Marshall County Health Department	\$118,000
Mayes County HOPE Coalition	\$212,587
McClain-Garvin Co Youth and Family Center, Inc. – Garvin County <i>DBA Frontline Family Solutions</i>	\$183,000
McCurtain County Health Department	\$123,000
Muskogee County Health Department	\$258,781
Norman Regional Health System – Cleveland County	\$246,053
Norman Regional Health System – Grady County	\$260,000
Norman Regional Health System – McClain County	\$172,965
Nowata CAN – Nowata County	\$130,000
Oklahoma City-County Health Department	\$400,000
Oklahoma State University – Creek County	\$260,000
Oklahoma State University – Kay County	\$190,000
Oklahoma State University – Payne County	\$260,000

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	People Inc. – Sequoyah County	\$205,000
	Pittsburg County Health Department	\$125,000
	Pontotoc County Health Department	\$182,060
	Pushmataha County Health Department	\$116,000
	ROCMND Area Youth Services – Delaware County	\$216,074
	Rogers County Volunteers for Youth, Inc.	\$255,277
	Rural Health Projects, Inc. – Garfield County	\$260,000
	Tulsa Health Department	\$400,000
	Wichita Mountains Prevention Network – Carter County	\$147,799

- g. Healthy Incentive Grants-Evaluation Summaries for Communities and Schools
  - h. Physician Manpower Training Commission Program Summary
  - i. External Evaluation Summary of TSET Funded Programs
  - j. Oklahoma Department of Transportation-TSET Program Update
  - k. Rescue Youth Advocacy Update-Branding, Logo, and Policy Landscape
  - l. Healthy Living Program Progress Summary
  - m. Oklahoma Tobacco Helpline Quarterly Report
7. Public Information and Outreach Committee Report – *Casey Killblane/Ken Rowe*
- a. Health Communication Adult-Focused Brands – VI
  - b. Health Communication Youth-Focused Brands – Rescue
  - c. Public Health Academy of Oklahoma Update
  - d. Legislative Update
  - e. Outreach Update
  - f. Sponsorships
  - g. Upcoming Events and Training
8. Appointment of Public Information Specialist
- a. Consideration of a motion and vote to enter into Executive Session pursuant to 25 O.S. § 307 (B)(1) to discuss candidates for Public Information Specialist
  - b. Executive Session pursuant to 25 O.S. § 307 (B)(1) relating to employment, hiring, appointment of any individual salaried public officer or employee, specifically the position of Public Information Specialist
  - c. Consideration of a motion and vote to return to Open Session
  - d. Discussion and possible action on the appointment of Public Information Specialist
9. 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)]
10. Adjournment

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