



Oklahoma Tobacco Settlement Endowment Trust

Board of Directors
Regular Board Meeting and Retreat
August 31 and September 1, 2022

LOCATION

Hotel Indigo
121 South Elgin Avenue, Tulsa Oklahoma
Avery Room
Facility Contact Number: (918) 779-4445

AGENDA

10 a.m. Board of Directors Regular Board Meeting

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes of the May 5, 2022, Regular Board Meeting
3. Chair's Report – *Michelle Stephens*
 - a. Discussion and possible action to extend FY20-23 strategic plan
4. Update from OCASCR steering committee, *Bruce Benjamin*
5. Executive Director's Report – *Julie Bisbee*
 - a. Update on strategic planning process
 - b. Update on staffing
 - c. Data presentation
 - i. Oklahoma Youth Tobacco Survey Data, *Dr. Laura Beebe, Chair and Professor, OU Hudson College of Public Health*
 - d. Update on Board LOFT Committee Recommendations and Timeline, Lance Thomas
 - e. Overview of Activities
6. Board Governance Committee Update
 - a. Discussion and possible action on governance manual
 - b. Discussion and possible action on board meeting dates for 2023-2024
7. Agency Operations Committee Report – *Marshall Snipes/Bruce Benjamin*
 - a. Financial Reports
 - i. FY22 Budget to Actual – Operating

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If accommodation is needed on the basis of ability, please contact Samantha Robb Piñeiro at (405) 623-8060 for assistance.

- ii. FY22 Budget to Actual – Programs
 - b. Budget Revision Reports
 - i. FY23 Operating Budget
 - ii. FY23 Programs Budget
 - c. Discussion and possible action on contract with The Persimmon Group for technology infrastructure plan
 - d. Preliminary Certification of Earnings
 - e. Update and Analysis of Reserves and Three-Year Rolling Average
 - f. Balance Sheet
- 8. Programs Committee Report – *Susanna Gattoni/Jack Allen*
 - a. Discussion and possible action on award of TSET grant funds
 - i. Strategies to Reduce Tobacco Use and Obesity in Seven Southeast Counties
 - b. Discussion and possible action on Discovery Grants applicants advancing to full proposal
 - c. Update on open TSET Successful Futures funding opportunity
 - d. Update and discussion of program eligible for renewal of multi-year funding agreement in FY23
 - i. TSET Health Promotion Research Center (HPRC)
 - e. Program Progress and Evaluation Presentations
 - i. Update on OSU Medical Residency Program, *Dr. Lesley VanVolkinburg, Executive Director of Graduate Medical Education, OSU*
 - ii. Update on Health Education Implementation, *Shana Classen, Director of Health and Physical Education, Oklahoma State Department of Education*
 - iii. Oklahoma Tobacco Helpline Quarterly Update/Innovations, *Dr. Jon Hart, Assistant Professor, Stephenson Cancer Center & Dr. Laura Beebe, Chair and Professor, OU Hudson College of Public Health*
 - f. Update on TSET Healthy Youth Initiative
 - i. YAHL Update, *Jeff Jordan, President, Executive Creative Director, Rescue*
 - ii. YAHL Youth, *Lillith Breazeale, Student, Adair High School*
- 9. Public Information and Outreach Committee Report – *Runako Whittaker/Ken Rowe*
 - a. Outreach Update
 - b. Legislative Update
 - c. Discussion and possible action adopt policy resolutions
 - i. Vapor Retailer Licensure
 - ii. Youth Purchase and Possession of Tobacco
 - iii. Supporting recent actions to reduce access to tobacco products
 - d. Evaluation of Youth-Focused Brands, *Jeff Jordan, Rescue*
 - i. Year 2 Youth Tobacco
 - ii. Year 2 Youth Nutrition Survey
 - iii. Update Quit the Hit Performance
 - e. Evaluation of Tobacco Stops With Me, *Dr. Laura Beebe, Chair and Professor, OU Hudson College of Public Health*

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- f. Health Communication Adult-Focused Brands
- g. Health Communication Youth-Focused Brands
- h. Public Health Academy of Oklahoma Update
- i. Sponsorships
- j. Upcoming Events and Trainings

10. Personnel Actions

- a. Consideration of a motion and vote to enter into Executive Session pursuant to 25 O.S. § 307 (B)(1) for the discussion of employment of any individual salaried public officer or employee.
 - i. Accountant
 - ii. Program Officer
 - iii. Outreach Coordinator
 - iv. A/V Storyteller
- b. Consideration of a motion and vote to return to Open Session
- c. Discussion and possible action on a motion and vote related to the employment and compensation of any salaried public officer or employee.

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)]

Planning Retreat.

- 1. Update on FY22 TSET Innovations and Accomplishments
- 2. Presentation and Overview of Awareness of TSET Programs
- 3. Overview of stakeholder engagement and listening sessions, *Ed Long, Chief Impact Officer, Metafund*
- 4. Discussion and possible action on strategic funding policy, *Don Millican, Former Chair, TSET Board of Directors*

Recess

(A quorum of board members may be present. No business will be conducted.)

6:00 p.m. Tour of The Church Studio
7:30 p.m. Dinner

Thursday, Sept. 1, 2022

8:30 a.m. Presentations

- 5. Presentation from Greenwood District, *Phil Armstrong, Interim Director of Greenwood Rising*
- 6. Presentation on Health Disparities in local area of Tulsa by zip code – *Monica Rogers, Ph.D, Division Chief of Data & Technology, Tulsa Health Department*
- 7. Presentation on Statewide Hotspots for health outcomes – *Fahad Khan, MPH, Director of Community Analysis & Linkages, Oklahoma State Department of Health*

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8. Next steps/wrap-up
9. Adjournment

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