



**Oklahoma Tobacco Settlement Endowment Trust**

Board of Directors

Regular Meeting

10 a.m., Thursday, March 24, 2022

PHF Conference Center – Kiva Room

655 Research Parkway, Suite 100

Oklahoma City, OK 73104

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes of the January 25 Regular Board Meeting
3. Chair's Report
  - a. Board Governance Committee Update
    - i. Update on Bylaws and Governance Policy work
4. LOFT Report Review Committee Report
  - a. Update on Review committee work
5. Executive Director's Report
  - a. Overview of Executive Director activities
  - b. Update on health data trends, Alexandra Feld, TSET Epidemiologist
  - c. Introduction of new staff, Samantha Robb-Pineiro
6. Agency Operations Committee Report
  - a. Update on six month estimated earnings
  - b. Discussion on Budget Planning for FY23
  - c. Financial Reports
    - i. FY22 Budget to Actual – Operating
    - ii. FY22 Budget to Actual – Programs
    - iii. FY22 Operating Budget Revision
    - iv. FY22 Programs Budget Revision
7. Programs Committee Report
  - a. Discussion and possible action on new funding opportunities for FY23
    - i. Applicant Defined Best Practices to Improve Health Funding Opportunity

*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 LaToshia Broadwater at (405) 882-0544 for assistance.*

- ii. Strategies to Reduce Tobacco Use and Obesity in Seven Southeast Oklahoma Counties Funding Opportunity
  - b. Discussion and possible action on award of TSET Healthy Incentive Grants
    - i. Healthy Schools Incentive Grant Awards

<b>Healthy Incentive Grant Program for Schools</b>		
<b>Organization</b>	<b>County</b>	<b>Recommended Amount</b>
Chamberlain Middle School	Major	\$2,000.00
Central Elementary School	McCurtain	\$7,500.00
Primary South Elementary	McCurtain	\$7,500.00
Tonkawa Elementary School	Kay	\$4,000.00
Zion Public School	Adair	\$7,500.00
Granite Secondary School	Greer	\$2,000.00
Granite Elementary School	Greer	\$2,000.00
Jay Middle School	Delaware	\$3,000.00
<b>Total</b>		<b>\$35,500.00</b>

ii. Healthy Incentive Grants for Districts

<b>Healthy Incentive Grant Program for School Districts</b>		
<b>Organization</b>	<b>County</b>	<b>Recommended Amount</b>
Oklahoma School for the Deaf	Murray	\$3,000.00
North Rock Creek Public Schools	Pottawatomie	\$6,000.00
Clinton Public Schools	Custer	\$15,500.00
Davis Public Schools	Murray	\$15,000.00
Ringling Public School	Jefferson	\$15,000.00
<b>Total</b>		<b>\$54,500.00</b>

- c. Program Progress and Evaluation Presentations
  - i. Summary of Key Informant Readiness Survey to Address Youth Development

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ii. Oklahoma Tobacco Helpline Numbers, Populations, and Innovations – Dr. Jon Hart, Director, Oklahoma Tobacco Helpline and Dr. Laura Beebe, Professor and Chair, Department of Biostatistics and Epidemiology, OUHSC

8. Public Information and Outreach Committee Report

- a. Discussion and possible action on increase to Rescue media contract for Phase 1 TSET Healthy Youth Initiative
- b. Discussion and possible action on increase to VI Marketing and Branding contract for increased marketing of Oklahoma Tobacco Helpline services
- c. Shape Your Future Evaluation Presentation – Dr. Laura Beebe, Professor and Chair, Department of Biostatistics and Epidemiology, OUHSC
- d. Health Communication Adult-Focused Brands
- e. Health Communication Youth-Focused Brands
- f. Public Health Academy of Oklahoma Update
- g. Sponsorships
- h. Upcoming Events and Training
- i. Outreach Update
- j. Legislative Update

9. 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. Executive Director Performance Evaluation
  - ii. Health Communication Brand Manager
  - iii. Program Officer
  - iv. Training Manager
- 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 of any individual salaried public officer or employee.
  - i. Executive Director Performance Evaluation
  - ii. Health Communication Brand Manager
  - iii. Program Officer
  - iv. Training Manager

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. Adjournment

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