



**Oklahoma Tobacco Settlement Endowment Trust**  
Board of Directors Regular Meeting  
10:00 a.m., Thursday, June 6, 2024  
Stephenson Cancer Center  
800 NE 10<sup>th</sup> Street, Conference Room 5058 (5<sup>th</sup> Floor)  
Oklahoma City, OK 73104

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes
  - a. March 28, 2024, Regular Board Meeting
  - b. May 20, 2024, Special Board Meeting
3. Executive Director's Report, *Julie Bisbee, Executive Director*
  - a. Overview of Executive Director Activities and Agency Updates
  - b. Recognition of New Staff
    - i. Trish Bryant – Director of Finance
    - ii. Krystal George – Grants Manager
    - iii. Joseph Andrews – Human Resources & Operations Manager
  - c. Legislative Update – *Thomas Larson, Director of Public Information and Government Affairs*
  - d. Recognition of Vice Chair Michelle Stephens
4. Agency Operations Committee Report – *Bruce Benjamin, Jennifer Needham*
  - a. Financial Reports
    - i. FY23/FY24 Budget to Actual – Operating
    - ii. FY23/FY24 Budget to Actual – Programs
    - iii. Three-Year Rolling Average
    - iv. Balance Sheet
    - v. Estimated Earnings Report
  - b. FY25 Budget Overview
  - c. Discussion and possible action on FY25 Budget – Operating
  - d. Discussion and possible action on FY25 Budget – Programs
5. Program Committee Report – *Jack Allen, Runako Whittaker*
  - a. Presentation on Health Systems Initiative Success Story, *Eric Finley, Oklahoma Hospital Association*
  - b. Update on the Board of Regents of the University of Oklahoma Health Sciences Center – Oklahoma Tobacco Helpline projects, *Jessica Davis, Director of Engagement & Impact*

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- c. Presentation on OSU-CHS & Great Salt Plains Health Medical Residence Program proposal, *Dr. Lesley VanVolkinburg, Executive Director, Graduate Medical Education, OSU-CHS Osteopathic Medical Education Consortium of Oklahoma*
  - i. Discussion and possible action to approve moving forward with FY25 planning activities for OSU-CHS & Great Salt Plains Health Medical Residency Program (Enid, OK) with funding slated for FY26
- d. Quality and Performance Update, *Tonia Lowrey, Director of Quality & Performance*

6. Consent Agenda

*The agenda items presented on the Consent Agenda are considered as one item for voting purposes. The Consent Agenda includes items that are administrative in nature and done as routine action; have been reviewed through committee; or are statutorily or constitutionally required to be performed by the Oklahoma Tobacco Settlement Endowment Trust Board of Directors. Any member of the Board may request discussion or separate action of any item on the Consent Agenda.*

- a. Discussion and possible action to approve FY24 budget reduction requests

Grantee Organization	Lapse Amount	FY24 Budget Amount	Reduced FY24 Budget Amount
Hunger Free Oklahoma	\$245,000	\$2,387,500	\$2,142,500
Oklahoma Medical Research Foundation (OMRF)	\$120,000	\$3,000,000	\$2,880,000

- b. Discussion and possible action on awarding Healthy Incentive Grants – Community Funding Recommendations

	Organization	County	Intended Use	Amount
i.	City of Chickasha	Grady	Increase opportunities for physical activity throughout the city by updating their Parks Master Plan and implementing some components (e.g. updating splash pad, including additional pavilions at Shannon Springs Park, etc.)	\$60,000
ii.	City of Del City	Oklahoma	Enhance opportunities for physical activity by purchasing playground equipment, lighting, engineering services, and future planning of parks and public spaces.	\$120,000
iii.	Town of Hulbert	Cherokee	Enhance opportunities for physical activity by purchasing wayfinding signage as outlined in the wayfinding plan.	\$10,000
iv.	City of Langley	Mayes	Increase opportunities for physical activity by enhancing Langley City Park's basketball court and surrounding structures to make the park more accessible for all ages and abilities.	\$22,000
v.	City of Prague	Lincoln	Enhance opportunities for physical activity by purchasing and installing a new ADA-accessible swing set at Prague Park.	\$8,000
vi.	City of Purcell	McClain	Increase opportunities for physical activity by rehabilitating the sand volleyball court to include two upgraded sand volleyball courts, lighting, and green space for yard games such as cornhole, horseshoes, etc.	\$40,000

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vii.	City of Tamaha	Haskell	Increase access to healthy affordable foods by updating equipment in the community center kitchen, (e.g., utensils), and installing raised garden beds for the community garden.	\$10,000
viii.	City of Wilburton	Latimer	Increase opportunities for physical activity by purchasing and installing new Disc Golf baskets that adhere to game regulations.	\$10,000

c. Discussion and possible action regarding FY25 Grant and Contract Renewals

	<b>Built Environment &amp; Innovation Grants</b>	<b>FY25 Request</b>
i.	City of Pauls Valley	\$15,000
ii.	City of Seminole (Construction)	\$230,033
iii.	Cushing Public Schools	\$486,736
iv.	Eastern Oklahoma State College	\$55,000
v.	Oklahoma State University (Stormwater Management Plan)	\$58,975
vi.	Riversport Foundation	\$301,198
vii.	Town of Westville	\$500,000
	<b>Communications</b>	
viii.	Oklahoma Health Care Authority <i>Health Communications cost share for SoonerQuit</i>	\$2,000,000
ix.	Rescue Agency Public Benefit, LLC <i>Youth media and marketing</i>	\$2,972,530
x.	Visual Imaging Marketing and Branding (VI) <i>Tobacco Stops With Me, Shape Your Future, Oklahoma Tobacco Helpline campaigns; grantee marketing and promotional support</i>	\$20,648,500
	<b>Discovery Grants</b>	
xi.	Board of Regents of the University of Oklahoma Health Sciences Center – Saving Tiny Sooners	\$191,517
xii.	LIFE Senior Services	\$175,000
xiii.	NewView Oklahoma, Inc.	\$95,863
xiv.	Oklahoma Senior Games	\$200,000
xv.	Oklahoma State University – Health Disparities	\$243,223
xvi.	River Parks Foundation	\$700,000
	<b>TSET Healthy Living Program (year 5 of 5)</b>	
xvii.	Cherokee County Health Services Council	\$209,350
xviii.	Cherokee Nation serving Adair County	\$176,384
xix.	Comanche County Memorial Hospital	\$238,316
xx.	Gateway to Prevention and Recovery serving Pottawatomie County	\$222,516
xxi.	Grand Nation, Inc. serving Craig County	\$166,103
xxii.	Great Plains Youth & Family Services, Inc. serving Caddo and Kiowa counties	\$161,283
xxiii.	KI BOIS Community Action Foundation, Inc. serving Haskell County	\$175,988
xxiv.	Kingfisher County Health Department	\$107,314
xxv.	LeFlore County Youth Services, Inc.	\$155,047
xxvi.	Lincoln County Health Department	\$192,548
xxvii.	Mayer County HOPE Coalition	\$260,000

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xxviii.	McClain-Garvin Co Youth and Family Center, Inc. serving Garvin County <i>DBA Frontline Family Solutions</i>	\$186,847
xxix.	Muskogee County Health Department	\$221,986
xxx.	Norman Regional Health System serving Cleveland County	\$234,913
xxxi.	Norman Regional Health System serving Grady County	\$240,716
xxxii.	Norman Regional Health System serving McClain County	\$214,080
xxxiii.	Nowata CAN serving Nowata County	\$78,570
xxxiv.	Oklahoma City-County Health Department	\$400,000
xxxv.	Oklahoma State University – Department of Wellness – Sponsored Programs - serving Creek County	\$260,000
xxxvi.	Oklahoma State University – Department of Wellness – Sponsored Programs - serving Kay County	\$199,653
xxxvii.	Oklahoma State University – Department of Wellness – Sponsored Programs - serving Payne County	\$260,000
xxxviii.	People Inc. serving Sequoyah County	\$157,407
xxxix.	ROCMND Area Youth Services serving Delaware County	\$192,446
xl.	Rogers County Volunteers for Youth, Inc.	\$260,000
xli.	Rural Health Projects, Inc. serving Garfield County	\$253,292
xlii.	Tulsa City County Health Department	\$400,000
xliii.	Wichita Mountains Prevention Network serving Carter County	\$132,002
	<b>Health Systems Initiative</b>	
xliv.	Oklahoma Department of Mental Health & Substance Abuse Services <i>Wellness Enhancement System Initiative</i>	\$492,780
xlv.	Oklahoma Health Care Authority - <i>SoonerQuit</i>	\$272,206
xlvi.	Oklahoma Hospital Association - <i>OHA's Health Improvement Initiatives</i>	\$685,800
	<b>Research</b>	
xlvii.	Board of Regents of the University of Oklahoma Health Sciences Center <i>TSET Health Promotion Research Program</i>	\$5,050,000
xlviii.	Board of Regents of the University of Oklahoma Health Sciences Center, Stephenson Cancer Center - <i>TSET Cancer Research Program</i>	\$5,500,000
xlix.	Oklahoma Medical Research Foundation - <i>Oklahoma Center for Adult Stem Cell Research</i>	\$3,120,000
	<b>Statewide</b>	
i.	Board of Regents of the University of Oklahoma Health Sciences Center <i>Oklahoma Tobacco Helpline oversight and management</i>	\$780,731
ii.	Board of Regents of the University of Oklahoma Health Sciences Center <i>Oklahoma Tobacco Helpline services through subcontract with RVO Health</i>	\$5,300,000
iii.	Board of Regents of the University of Oklahoma Health Sciences Center, Stephenson Cancer Center- <i>Lung Cancer Screening Bus</i>	\$256,023
liii.	Health Care Workforce Training Commission <i>Oklahoma Medical Loan Repayment Program and program administration</i>	\$830,267
liv.	Hunger Free Oklahoma - <i>Expand Double Up Oklahoma (DUO) program</i>	\$2,345,000
lv.	Oklahoma Association of Youth Services, Inc. <i>TSET Successful Futures youth character development program</i>	\$1,120,000

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lvi.	Oklahoma State University Center for Health Sciences <i>Stillwater Medical Center physician residency program</i>	\$572,087
lvii.	Oklahoma State University Center for Health Sciences - <i>Project ECHO</i>	\$1,499,852
lviii.	Rescue Agency - <i>YAHL youth advocacy</i>	\$1,527,625
<b>Technical Assistance &amp; Evaluation</b>		
lix.	Berry Dunn McNeil & Parker LLC <i>Technical assistance and consultation</i>	\$300,000
lx.	Board of Regents of the University of Oklahoma Health Sciences Center <i>(Evaluation) - Program evaluation</i>	\$2,367,235
lxi.	ChangeLab Solutions <i>Technical assistance, training, and product development</i>	\$86,400
lxii.	Emory Centers for Public Health Training and Technical Assistance <i>Public Health Academy of Oklahoma</i>	\$238,381
lxiii.	Onside Partners <i>Technical assistance, training, and product development</i>	\$155,000
lxiv.	Tigris Solutions <i>Program support and technical assistance</i>	\$130,050

### End of Consent Agenda

7. Governance Committee Report, *Bruce Benjamin, Michelle Stephens*
8. Public Information and Outreach Committee, *Michelle Stephens, Ken Rowe*
  - a. Youth Focus Brands and Adult Focus Brands Overview
  - b. FY24 Sponsorship Report
  - c. Public Information and Government Affairs Report
  - d. Upcoming Events and Training overview
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 the employment, hiring, appointment, promotion, demotion, disciplining or resignation for any individual salaried public officer or employee
    - i. Program Manager
    - ii. Accountant I
  - b. Consideration of a motion and vote to return to Open Session
  - c. Discussion and possible action regarding the hiring of Program Manager
  - d. Discussion and possible action regarding the hiring of Accountant I
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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