

Oklahoma Tobacco Settlement Endowment Trust Fund Board of Directors
Regular Board Meeting
Friday, May 18, 2007, 10:00 am

LOCATION

St. Francis Hospital, Warren Room
6161 S. Yale Avenue, Tulsa, OK 74136

Contact: Dorothy Antwine (405) 820-6982

AGENDA

1. Open Meeting Act Announcement and Call to Order– Kenneth D. Rowe, Chair
 - a. Announcement of filing of meeting and posting of the agenda in accordance with the Open Meeting Act
2. Approval of Minutes of the February 23, 2007 regular board meeting
3. Chair’s Report – Kenneth D. Rowe
 - a. Board retreat and strategic plan
 - b. Ethics Commission reports filed
4. Director’s Report – Tracey Strader
 - a. Upcoming training events
 - b. Legislative updates
5. Program Committee Report – Susan Walters Bizé, Chair
 - a. Presentation – NorthEast Tobacco-Free Oklahoma Coalition – Beatrice E. Butler, Ed.D.,
 - b. Presentation – Students Working Against Tobacco – Jennifer Deese and Clarissa Brown (Eufaula High School), Ariel Finley (Muskogee High School), and Dena Squyres (Sequoyah High School)
 - c. FY 2007 Program Contract Amendments
 - i. FY 2007 OSDH contract amendment for additional counter-marketing
 - ii. RFP #0920000001 – Planning and Implementation of Comprehensive Community Tobacco Control Programs, Proposed Amendments
 - iii. RFP #0920000003 – Addressing Tobacco in Specific Populations, Proposed Amendments
 - d. FY 2008 Contract Renewals
 - i. Free & Clear, Inc. RFP #0920000002 for Oklahoma Tobacco Helpline Services
 - ii. Oklahoma State Department of Health for Counter-marketing and State Program Office Services
 - iii. University of Oklahoma, College of Public Health, for Evaluation Services

- iv. Renewal of contract with the Oklahoma State Department of Health to provide funding to the TSET to expand the reach of the Oklahoma Tobacco Helpline.
 - e. Discussion and Possible Approval of Funding for the Oklahoma Tobacco Research Center
 - f. Discussion and Possible Approval of TSET Grantmaking Policies
 - g. Program Updates
6. Proposed Executive Session
- a. Board discussion and recommendation for funding of grant renewals for the Addressing Tobacco in Specific Populations grant initiative (RFP #0920000003), as authorized by the Open Meeting Act.-25 O.S. § 307(b)(7) and as authorized by Purchasing Director Authority/Limited Disclosure 580:15-2-7(d).
 - b. Board of Directors to conduct the Executive Director's Performance Appraisal – as authorized by 25 O.S. § 307(B) (1).
7. Agency Operations Committee Report – Casey Killblane, Chair
- a. FY 2007 Third Quarter Expenditures, Operating and Program Budgets, Budget to Actual
 - b. FY 2007 Program Budget Revision
 - c. FY 2008 Board of Investors Budget Request
 - d. FY 2008 Preliminary Operating and Program Budgets
 - e. Discussion and Possible Approval of TSET Administrative Policies
8. Evaluation Committee Report – Donald Cooper, M.D., Chair
- a. Evaluation Results for Communities of Excellence Year 1 of Implementation
 - b. Presentation – Evaluation Design of the TSET-Funded Counter-Marketing Campaign planned for FY 2008, Dr. Laura Beebe, OU College of Public Health, Department of Biostatistics and Epidemiology
9. Update on tobacco control legislation and policy – Wes Glinsmann, Chair, Oklahoma Alliance on Health or Tobacco
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. Public Comment
12. Adjournment

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