

Oklahoma Tobacco Settlement Endowment Trust Fund Board of Directors
Regular Board Meeting
Tuesday, March 3, 2009
10:00 am

LOCATION

3700 N. Classen Blvd., Room 265
Oklahoma City, OK
Contact: Dorothy Antwine (405) 820-6982

AGENDA

1. Open Meeting Act Announcement and Call to Order – Casey Killblane, 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 November 19 and 20, 2008 regular board meeting
3. Board of Investors Report – Travis Monroe, Director of Agency Services, State Treasurer’s Office
4. Chair’s Report – Casey Killblane, Chair
 - a. Ethics Commission reporting
 - b. Introduction of Assistant Attorney General, Regina Switzer
 - c. Other
5. Director’s Report – Tracey Strader, Executive Director
 - a. Communications Updates
 - b. Training updates and upcoming training opportunities
 - c. Other
6. Program Development Committee Report – Susan Bizé, Chair
 - a. Presentation, *Current Efforts to Promote Physical Activity and Nutrition in Oklahoma*, Julie Cox-Kain and Judy Duncan, Oklahoma State Department of Health, Division of Physical Activity and Nutrition
 - b. Proposed Executive Session
 - i. Review and discussion of unsolicited proposals, as authorized by the Open Meeting Act – 25 O.S. § 307(b)(7) and as required to preserve confidentiality under 62 O.S. Supp. 2006, § 2309(C)(4).
 - c. Consideration and possible vote on items from Executive Session
7. Program Implementation Committee Report – Dr. George Foster, Chair
 - a. Presentation – *Communities of Excellence (Wave I) Year Four Evaluation Highlights*, Dr. Laura Beebe, University of Oklahoma College of Public Health

- b. Grants and Contracts Updates
 - i. Contract with OK.gov for a dedicated resource (FTE)
 - ii. Discussion and possible action on contract renewals for FY 2010
 - 1. Oklahoma State Department of Health, Tobacco Use Prevention Service, for training and technical assistance to grantees
 - 2. University of Oklahoma, College of Public Health, for evaluation of TSET-funded tobacco control programs
 - 3. OU Cancer Institute for Implementation of the Oklahoma Tobacco Research Center
 - iii. Discussion and possible action on amendment of contract with Free & Clear, Inc. for Oklahoma Tobacco Helpline Services. (RFP #0920000002)
 - iv. Discussion and possible action on amendment of contract with Visual Image for Health Communications Services. (RFP #0920000006)
 - v. Discussion and possible action on amendment to the Communities of Excellence in Tobacco Control (Wave II) RFP. (#RFP # 092-1)
 - vi. Update on disposition of "Addressing Tobacco in Specific Populations" grant with Rural Health Projects, Inc. (RFP #0920000003)
 - vii. Update on assignment of "Communities of Excellence in Tobacco Control" grant from John Crow IV Foundation to Gateway to Prevention and Recovery. (RFP #0920000001)
- 8. Agency Operations Committee Report – Ken Rowe, Chair
 - a. FY 2009 Second Quarter Operating Expenditures Budget to Actual
 - b. FY 2009 Second Quarter Program Expenditures Budget to Actual
 - c. Discussion and possible action on FY 2009 Programs Budget Revision
- 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. Public Comment
- 11. Adjourn

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.