

**Oklahoma Tobacco Settlement Endowment Trust Fund Board of Directors**

Regular Board Meeting

February 24, 2010

10:00 a.m.

**LOCATION**

3800 N. Classen

Second Floor Conference Room

Oklahoma City, OK 73118

**Contact:** Dorothy Antwine (405) 820-6982

**AGENDA**

1. Open Meeting Act Announcement and Call to Order – Casey Killblane, Chair
2. Approval of Minutes of the November 17 and 18, 2009 Regular Board Meeting and Retreat
3. Board of Investors Update – Travis Monroe, Director of Agency Services, State Treasurer’s Office
  - a. Update from the February 10, 2010 Meeting of the Board of Investors
  - b. Board of Investors Budget Revision
  - c. Estimate of FY 2011 Earnings
4. Chair’s Report – Casey Killblane
  - a. Review of Board Meeting Dates for 2010
  - b. Ethics Commission Reporting
5. Director’s Report – Tracey Strader, Executive Director
  - a. Recent Training Events
  - b. Upcoming Training Events
  - c. FY 2010 Conference Sponsorships Update
6. Program Development Committee Report – Susan Bizé, Committee Chair
  - a. Discussion and Possible Action on Grant Award for the *Oklahoma Center for Adult Stem Cell Research*
  - b. Presentation – *18-24 Year Old Tobacco Prevention Initiative: Research Findings and Next Steps* – Jeff Jordan, Rescue Social Change Group
  - c. Discussion and Possible Action on FY 2010 and FY 2011 Funding for Communications Support for TSET-Funded and Non TSET-Funded Tobacco Control Initiatives
  - d. Discussion of FY 2011 Program Approaches and Funding Allocations
7. Program Implementation Committee Report – George Foster, O.D., Committee Chair
  - a. Presentation – *Oklahoma Tobacco Research Center, Phase II* – Robert Mannel, M.D., Laura Beebe, Ph.D., and D. Robert McCaffree, M.D.
  - b. Discussion and Possible Action on Amendment to Increase the Contract from the Oklahoma State Department of Health Utilizing Stimulus Funding for the Oklahoma Tobacco Helpline
  - c. Presentation – *FY 2010 Tobacco Control Health Communications Updates* – Sjonna Paulson, TSET Director of Communications
  - d. Update on Progress of Communities of Excellence Request for Proposals – Jonás Mata, TSET Director of Grants and Programs

**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.

\*If you need accommodation on the basis of disability, please contact Dorothy Antwine at 405-525-8738 or [dorothy@tset.ok.gov](mailto:dorothy@tset.ok.gov) at least 48 hours before the event and we will make arrangements.

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8. Agency Operations Committee – Kenneth Rowe, Committee Chair
  - a. FY 2010, Second Quarter Budget to Actual
    - i. Operating Budget
    - ii. Programs Budget
  - b. Consideration and Possible Action on FY 2010 Budget Revision
    - i. Operating Budget
    - ii. Programs Budget
  - c. Discussion and Possible Action to Adopt Proposed Permanent Rules
9. Proposed Executive Session
  - a. 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).
  - b. Consideration and possible vote on items from Executive Session
10. Discussion of Fitness and Nutrition Strategic Planning Efforts
  - a. Presentation – *Fitness and Nutrition in Oklahoma, Results from Assessment and Key Informant Interviews* – Liz Schwarte and Mariah Lafleur, Samuels and Associates, Inc.
  - b. Facilitated Discussion and Next Steps
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)]
12. Public Comment
13. Adjournment

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