



**Oklahoma Tobacco Settlement Endowment Trust  
Board of Directors  
Regular Meeting  
Thursday, March 28, 2019  
10:00 a.m.**

Location:  
University Research Park  
PHF Conference Center, Colloquium Conference Room  
655 Research Parkway  
Oklahoma City, OK 73104

\*Contact: Kathie Darr (405) 521-3888 or (405) 820-6982

---

**AGENDA**

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes of the January 22, 2019, Regular Board Meeting
3. Chair's Report – *Bruce Benjamin*, Board Chair
  - a. Update from Executive Search Committee
  - b. 2019 board retreat
4. Executive Director's Report – *Julie Bisbee*, Interim Executive Director
  - a. Retirement recognition of Dorothy Antwine, TSET Office Manager
  - b. Legislative update
  - c. Operations
    - i. Staffing updates
    - ii. Office relocation
    - iii. Legislative liaison services
  - d. Overview of Executive Director activities
5. Board of Investors' Report – *Lisa Murray*, Chief Investment Officer, Oklahoma State Treasurer's Office

*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 Kathie Darr at (405) 521-3888 or (405) 820-6982 for assistance at least 48 hours prior to event.*

6. Agency Operations Committee Report – *Don Millican*, Chair
  - a. Budget to Actual financial reports
    - i. FY 2019 Operating Budget
    - ii. FY 2019 Programs Budget
  - b. Budget revisions
    - i. FY 2019 Operating Budget
    - ii. FY 2019 Programs Budget
  - c. Analysis of reserves
  - d. Current commitments
  
7. Programs Committee Report – *Curtis Knoles*, Chair
  - a. Health communications update
    - i. Planning and logistics update on Southern Obesity Summit
  - b. FY 2018 annual report summaries
    - i. Oklahoma Tobacco Helpline Evaluation
    - ii. Oklahoma Tobacco Research Center
    - iii. Physician Manpower Training Commission
  - c. Discussion and possible action on Healthy Communities Incentive Grants
 

Town of Olustee	\$36,000
City of Antlers	\$16,000
Town of Stonewall	\$10,000
Town of Haworth	\$36,000
Town of Pittsburg	\$36,000
Town of Langston City	\$10,000
  - d. Discussion and possible action on Healthy Schools/Districts Incentive Grants
 

Justice Public School	\$13,500
Krebs Public School	\$15,000
Coolidge Elementary	\$2,000
Antlers Public School	\$20,000
Dahlongegah Public School	\$13,500
  - e. Discussion and possible action on FY 2020 – FY 2022 grant continuation proposals
    - i. Rescue
    - ii. Oklahoma Medical Research Foundation  
*Oklahoma Center for Adult Stem Cell Research*
  
8. Public Information and Outreach Committee Report – *Casey Killblane*, Chair
  - a. Outreach activities update
  - b. Sponsorship and training grants
  - c. Upcoming events

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)]

*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 Kathie Darr at (405) 521-3888 or (405) 820-6982 for assistance at least 48 hours prior to event.*

10. Public Comment – Limited to items listed on the agenda
11. Consideration of a motion and vote to enter into Executive Session pursuant to 25 O.S. § 307 (B)(1) to discuss employment, hiring, appointment, promotion, demotion, disciplining, or resignation of Executive Director including interviews of and discussion of candidates for the TSET Executive Director position
12. Executive Session pursuant to 25 O.S. § 307 (B)(1) relating to employment, hiring, appointment, promotion, demotion, disciplining, or resignation of Executive Director including interviews of and discussion of candidates for the TSET Executive Director position
13. Consideration of a motion and vote to return to Open Session
14. Discussion and possible action on matters arising from Executive Session
15. Adjournment

*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 Kathie Darr at (405) 521-3888 or (405) 820-6982 for assistance at least 48 hours prior to event.*