



**Oklahoma Tobacco Settlement Endowment Trust
Board of Directors
Regular Meeting
Thursday, March 12, 2020
10:00 a.m.**

Location:
Department of Agriculture
2800 N Lincoln Blvd., Conference Room 301
Oklahoma City, OK 73105

*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 28, 2020, Regular Board Meeting
3. Chair's Report – *Bruce Benjamin*
 - a. TSET strategic plan
4. Shape Your Future Evaluation Results
Laura A. Beebe, PhD, University of Oklahoma Health Sciences Center
5. Programs Committee Report – *Curtis Knoles*
 - a. Discussion and possible action on Healthy Communities Incentive Grants

City of Garvin	\$36,000
City of Minco	\$10,000
City of Mustang	\$24,000
City of Tishomingo	\$36,000
City of Vinita	\$50,000
Kaw City	\$22,000
Town of Adair	\$36,000
Town of Chouteau	\$36,000
Town of Ketchum	\$36,000
Town of Locust Grove	\$36,000
Town of West Siloam Springs	\$22,000

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- b. Discussion and possible action on Healthy Districts Incentive Grants

Canadian Public Schools	\$15,000
Cleveland Public Schools	\$25,000
Coleman School District	\$15,000
Granite Public School	\$15,000
Hollis Public Schools	\$20,000
Indianola Public Schools	\$15,000
Kenwood Public School	\$15,000
Lane Public School	\$13,500
Maysville Public School	\$8,000
Newkirk Public Schools	\$20,000
Peavine Public School	\$15,000
Pond Creek-Hunter Public Schools	\$8,000
Porter Consolidated Schools	\$8,500
Rock Creek	\$20,000
Rush Springs Public Schools	\$20,000
Smithville Public Schools	\$15,000
Stringtown Public Schools	\$8,000
Tishomingo School District	\$20,000
Wyandotte Public Schools	\$20,000
Zion Public School	\$15,000
- c. Discussion and possible action on Healthy Schools Incentive Grants

Adams Elementary School	\$5,000
Carney Elementary School	\$2,000
Carney High School	\$2,000
Jay Upper Elementary	\$3,000
Lincoln Elementary School	\$3,000
Porter Consolidated Elementary School	\$3,000
Porter Consolidated JH/High School	\$3,000
Truman Primary	\$4,000
Waurika Elementary School	\$7,500
Waurika High School	\$2,000
- d. Discussion and possible action on grant continuation proposals
 - i. Oklahoma Tobacco Research Center
- e. Discussion and possible action on FY 2021 service agreement renewal requests
 - i. University of Oklahoma Health Sciences Center,
Oklahoma Tobacco Helpline Management
- f. FY 2019 program report summaries
 - i. Oklahoma Department of Mental Health and Substance Abuse Services
 - ii. Physician Manpower Training Commission Medical Loan Repayment Program
 - iii. TSET Cancer Research Center at Stephenson Cancer Center
- g. Update on OSU Medical Authority Hospital Residency Training Program
- h. *My Life My Quit* youth vaping and tobacco cessation pilot program

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6. Public Information and Outreach Committee Report – *Casey Killblane*
 - a. Health communication update
 - b. Discussion and possible action on health communication FY 2020 budget to address evaluation outcomes
 - c. Outreach activities update
 - d. Sponsorship and training grants
 - e. Upcoming events

7. Agency Operations Committee Report – *Marshall Snipes*
 - a. Quarterly earnings estimate from endowment trust
 - b. Expenditure reports
 - i. FY 2020 Budget to Actual – Operating
 - ii. FY 2020 Budget to Actual – Programs
 - c. Budget reports
 - i. FY 2020 Operating Budget revision
 - ii. FY 2020 Programs Budget revision
 - d. Analysis of reserves
 - e. Current commitments

8. Executive Director’s Report – *Julie Bisbee*
 - a. Operations
 - i. Staffing updates
 - b. Overview of Executive Director activities
 - c. Legislative update

9. Consideration of a Motion and Vote to Enter into Executive Session to Discuss Evaluation of Executive Director [25 O.S. § 307 (B)(1)]

10. Executive Session Pursuant to [25 O.S. § 307 (B)(1)] to Discuss Evaluation of Executive Director

11. Consideration of a Motion and Vote to Return to Open Session

12. Discussion and Possible Action on the Terms of Employment of the Executive Director Including a Possible Salary Increase

13. 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)]

14. Public Comment – Limited to items listed on the agenda

15. Adjournment

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