



**Oklahoma Tobacco Settlement Endowment Trust
Regular Meeting of the Board of Directors
Thursday, November 12, 2020
2:00 p.m.**

**Location: KIVA Conference Room, PHF Conference Center, University
Research Park, 655 Research Parkway, Suite 100, Oklahoma City, OK 73104**

In addition to the physical location noted above, this meeting will also be held via Zoom videoconference with a livestream option for enhanced public accessibility in compliance with the Open Meeting Act as amended by SB 661.

**Face masks are required for all in-person attendees. Members of the public who plan to attend in person must complete the OUHSC COVID-19 Screening and Reporting Tool, 24 hours in advance of the meeting:
https://covidreporting.ouhsc.edu/visitor_screening*

Attendees must provide a printed copy of receipt of their screening by OUHSC Employee Health Clinic to the Conference Center, who will maintain them until further notice, in case the need for contact tracing should occur. Online attendance is encouraged.

<https://zoom.us/j/97912286331>

Meeting ID: 979 1228 6331

One tap mobile

+12532158782,,97912286331# US (Tacoma)

+13462487799,,97912286331# US (Houston)

A live stream of the meeting may be accessed at:

<https://www.youtube.com/watch?v=1iM7cEi4sjw&feature=youtu.be>

If the meeting is disconnected, the meeting will recess, reconnect and reconvene. If connection cannot be restored after 1 hour, this regular meeting will be reconvened on Friday, November 13th, at 2:00 p.m.

Board members Jack Allen, Susanna Gattoni, Casey Killblane, Ken Rowe, Marshall Snipes and Michelle Stephens will attend via videoconference.

Board member Bruce Benjamin will not be in attendance.

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 Anna Lisa Phillips at (405) 521-3888 or (405) 623-8060 for assistance.

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes
 - a. August 27 Board Meeting
 - b. August 28 Planning Retreat
 - c. October 2 Special Board Meeting
3. Chair's Report – *Michelle Stephens for Bruce Benjamin*
 - a. Discussion and possible action on 2021 Board meeting dates
 - b. Update on Board committees
4. Executive Director's Report – *Julie Bisbee*
 - a. Update on TSET Strategic Plan
 - b. Overview of Executive Director activities
 - c. Staffing Updates
 - d. Update on SQ814
 - e. Update on Oklahoma Health Behaviors
5. Audit Report Presentation – *Dan Bledsoe, Finley & Cook*
6. Programs Committee Report – *Jack Allen*
 - a. Discussion and possible action on Healthy Incentive Grants for Schools

Grand View School	\$9,500
Ravia Public School	\$13,500
Burns Flat-Dill City Public Schools	\$11,500
Oklahoma City Public Schools	\$10,000
Latta Public Schools	\$11,500
Stillwater Public Schools	\$10,000
Kansas Public Schools	\$20,000
Little Axe Public Schools	\$6,000
Olustee-Eldorado Public Schools	\$5,000
Miami Public Schools	\$5,500
Locust Grove Public Schools	\$14,000

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

Communities Town of Allen	\$10,000
City of McAlester	\$20,000

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 Anna Lisa Phillips at (405) 521-3888 or (405) 623-8060 for assistance.

- c. Update on OSU Hospital Residency Program
 - d. Update on grant continuations for Health Systems Initiative grants
 - i. Oklahoma Hospital Association
 - ii. Oklahoma Department of Mental Health and Substance Abuse Services
 - iii. Oklahoma Health Care Authority
 - e. Discussion and possible action on phase two of TSET Healthy Youth Initiative
 - f. Overview of TSET Healthy Living Program performance report, FY16-FY20
 - g. Overview of Oklahoma Tobacco Helpline-Behavioral Health Program, Dr. Jon Hart, Helpline Director
7. Public Information and Outreach Committee Report – *Casey Killblane*
- a. Overview of the TSET Healthy Youth Initiative phase one baseline survey, Rescue
 - b. Health communication update
 - c. Outreach activities update
 - d. Sponsorship and training grants
 - e. Upcoming events
8. Agency Operations Committee Report – *Marshall Snipes*
- a. Final Certification of Endowment Earnings for FY2020
 - b. Expenditure reports
 - i. FY 2021 Budget to Actual – Operating
 - ii. FY 2021 Budget to Actual - Programs
 - c. Discussion of FY2022 budget
 - d. Current Commitments
 - e. Analysis of Reserves/Three-year rolling average
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 – Limited to items listed on the agenda
11. 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 Anna Lisa Phillips at (405) 521-3888 or (405) 623-8060 for assistance.