



**Oklahoma Tobacco Settlement Endowment Trust**

Board of Directors

Regular Meeting

10:00 a.m., Thursday November 18, 2021

PHF Conference Center – Colloquium Room

655 Research Parkway, Suite 100

Oklahoma City, OK 73104

**AGENDA**

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes of the August 26-27, 2021 Regular Board Meeting and Board Planning Retreat
3. Chair's Report – *Michelle Stephens*
  - a. Board Governance Committee Update
    - i. Update on bylaw and governance policy work
    - ii. Discussion of consent agenda
    - iii. Discussion and possible action on 2022 board meeting dates and time
    - iv. Discussion and possible action on election of board officers
    - v. Update on board committees and board committee chairs
4. LOFT Report Review Committee Report – *Bruce Benjamin*
  - a. Update on Review committee work
5. Executive Director's Report – *Julie Bisbee*
  - a. Update on three-year plan of expansion
  - b. Overview of Executive Director activities
6. Agency Operations Committee Report – *Marshall Snipes/Bruce Benjamin*
  - a. Presentation of FY21 Audit – Dan Bledsoe, Finley and Cook
  - b. Discussion and possible action on creating new staff positions
    - i. Operations
    - ii. Programs
  - c. Discussion and possible action on budget revision
    - i. FY22 Operating Budget Revision
      - a. Discussion and possible action on contract with The Persimmon Group
    - ii. FY22 Programs Budget Revision
      - a. Discussion and possible action on budget increase

*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) 623-8060 for assistance.*

d. Final Certification of Endowment Earnings for FY2021

e. Financial Reports

- i. FY21 Budget to Actual – Operating
- ii. FY21 Budget to Actual – Programs
- iii. FY22 Budget to Actual – Operating
- iv. FY22 Budget to Actual – Programs

7. Programs Committee Report – *Susanna Gattoni/Jack Allen*

a. Discussion and possible action on TSET Healthy Incentive Grants for Schools

<b>Healthy Incentive Grant Program for Schools</b>		
<b>Organization</b>	<b>County</b>	<b>Recommended Amount</b>
Porter Consolidated JH/HS School	Wagoner	\$7,500.00
Porter Consolidated Elementary School	Wagoner	\$7,500.00
Ravia School	Johnston	\$3,000.00
Marietta High School	Love	\$3,000.00
Marietta Middle School	Love	\$3,000.00
Marietta Elementary School	Love	\$4,000.00
Newcastle High School	McClain	\$5,000.00
Total		\$33,000.00

b. Discussion and possible action on TSET Healthy Incentive Grants for Districts

**Healthy Incentive Grant Program for Districts**

<b>Organization</b>	<b>County</b>	<b>Recommended Amount</b>
Oklahoma School for the Blind	Muskogee	\$8,000.00
Fairview Public Schools	Major	\$8,500.00
Okeene Public Schools	Blaine	\$12,000.00
Total		\$28,500.00

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- c. Discussion and possible action on Hunger Free Oklahoma partnership
  - d. Discussion and possible action on increase to Rescue contract for Youth Action for Health Leadership (YAHL)
  - e. Update on research grants and metrics – Jonás Mata
  - f. Presentations on Research Grants
    - i. Stephenson Cancer Center (SCC) – Dr. Mannel
    - ii. Oklahoma Center for Adult Stem Cell Research (OCASCR) – Dr. Griffin
    - iii. TSET Health Promotion Research Center (HPRC) – Dr. Kendzor/Dr. Businelle
  - g. Discussion and possible action on Research grants for three-year renewal
    - i. Stephenson Cancer Center (SCC)
    - ii. Oklahoma Center for Adult Stem Cell Research (OCASCR)
  - h. Presentations on Health Systems Initiatives Grants
    - i. Oklahoma Hospital Association – Eric Finley
    - ii. Oklahoma Department of Mental Health and Substance Abuse Services –Jae Jackson
    - iii. Oklahoma Health Care Authority – Shantice Atkins
  - i. Health Systems Initiative PRISM Results – Jonás Mata
  - j. Discussion and possible action on Health Systems Initiative grants for three-year renewal –
    - i. Oklahoma Hospital Association
    - ii. Oklahoma Department of Mental Health and Substance Abuse Services
    - iii. Oklahoma Health Care Authority
  - k. Discussion and possible action on releasing unsolicited grants funding opportunity
  - l. Oklahoma Tobacco Helpline Update – Dr. Jon Hart
8. Public Information and Outreach Committee Report – *Ken Rowe/Runako Whittaker*
- a. Discussion and possible action on increase to Rescue media contract
  - b. Discussion and possible action on increase to VI Marketing and Branding contract
  - c. Health Communication update on Adult-Focused Brands
  - d. Health Communication update on Youth-Focused Brands
  - e. Public Health Academy of Oklahoma Update
  - f. Outreach Update
  - g. Legislative Update
  - h. Sponsorships
  - i. Upcoming Events and Training
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. Adjournment

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