



Oklahoma Tobacco Settlement Endowment Trust
Board of Directors Regular Meeting and Board Retreat
Aug. 23-24, 2023
Oklahoma Department of Wildlife Conservation,
1801 N. Lincoln
Large Conference Room, First Floor
Oklahoma City, OK

AGENDA

10 a.m. Board of Directors Regular Meeting

1. Open Meeting Act Announcement and Call to Order
2. Executive Director's Report – *Julie Bisbee, Executive Director*
 - a. Overview of Executive Director Activities and Agency Updates
 - b. Legislative Update - *Thomas Larson, Director of Public Information and Outreach*
 - c. Recognize new staff
 - i. Nafees Rashid, Senior Accountant
 - ii. Blake Ferguson, Accountant
3. Consent Agenda
 - a. Discussion and possible action to remove items from consent agenda for additional discussion
 - b. Discussion and possible action on approval of the consent agenda
4. Public Information and Outreach Committee
 - a. Discussion and possible action on policy resolution 1 – Reducing Youth Access to Tobacco
 - b. Discussion and possible action on policy resolution 2 – Authority Over Endowment Investments
 - c. Discussion and possible action on policy resolution 3 – Preventing and Reducing Obesity
 - d. Discussion and possible action on policy resolution 4 – Increasing Access to Cancer Screenings
 - e. Presentation: Evaluation Overview of Tobacco Stops With Me and Shape Your Future, *Laura Beebe, Ph.D., external evaluator, OU Hudson College of Public Health*
5. Committee Activities and Reports
 - a. Program Committee
 - i. Report on Increased Nicotine Replacement Therapy for Oklahoma Tobacco Helpline Registrants
 - ii. Oklahoma Tobacco Helpline Staffing Update
 - iii. Overview of Pay for Success funding partnerships
 - b. Public Information and Outreach Committee Reports
 - i. Adult-Focused Media Brands
 - ii. Youth-Focused Media Brands
 - iii. Outreach Update

Note: The Board of Directors may discuss and propose action on any item(s) on the agenda.

If an accommodation is needed, please contact LaToshia Broadwater at (405) 882-0544 for assistance.

- iv. Sponsorship Report
- v. Upcoming Events and Trainings
- vi. Lung Cancer Screening Bus Update

6. Executive Session

- a. Consideration of a motion and vote to enter Executive Session pursuant to 25 O.S. §307 (b)(1) for the discussion of employment for any individual salaried public officer or employee
 - i. Director of Quality and Performance
 - ii. Executive Assistant
 - iii. Program Manager
 - iv. Campaign Manager
 - b. Consideration of a motion and vote to return to Open Session
 - c. Discussion and possible action on a motion and vote related to the employment and compensation of any salaried public officers or employees
7. 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)]

Planning Retreat

- 1. Governance Committee
 - a. Board portal resources
 - b. Discussion of annual board service agreement
 - c. Discussion of committee duties
- 2. Presentation: Discussion of TSET Brand awareness survey, *Thomas Larson, Director of Public Information and Government Affairs*
- 3. FY23 highlights video
- 4. Chair's Report, Marshall Snipes
 - a. Overview of activities
 - b. Future strategic direction of TSET
- 5. Discussion of FY24-FY26 Strategic Plan, *Bill Fournet, The Persimmon Group*

Recess

(A quorum of board members may be present. No business will be conducted.)

Dinner, 6 p.m.

The Metro, 6418 N. Western Ave, Oklahoma City

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Thursday, Aug. 24

8:30 a.m. – Breakfast

9 a.m. TSET HISTORY PANEL

6. TSET History Panel Discussion --

Former Attorney General Drew Edmondson and former Lt. Gov and state Representative Jari Askins

7. Discussion of Implementation Priorities for Future Initiatives, *Bill Fournet, The Persimmon Group*

8. Discussion and possible action FY24-FY26 Strategic Plan

9. Adjournment

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Oklahoma Tobacco Settlement Endowment Trust
 Aug. 23, 2023 TSET Board of Directors Regular Meeting

CONSENT AGENDA DOCKET

1.	Minutes of the June 8, 2023, Regular Board Meeting
2.	Acceptance and approval of Financial Reports and Budget Revision -- All items have been discussed and recommended by respective board committees
i.	FY23 Budget to Actual – Operating
ii.	FY23 Budget to Actual – Programs
iii.	Approval of FY24 Budget Revision-Programs
iv.	Approval of FY24 Budget Revision-Operating
v.	Balance Sheet
vi.	Reserve Report
vii.	Update Board of Investors preliminary earnings estimate
3.	Award of TSET Grants and Contracts – All items have been discussed and recommended by respective board committees
i.	Approval of FY24 funding for Stephenson Cancer Center, TSET Cancer Research Program, \$5,500,000
ii.	Approval of FY24 funding for KI BOIS serving Pittsburg County– Targeted Achievement Grant-Southeast, \$120,000
iii.	Approval of FY24 increase to Oklahoma Association of Youth Services to enhance provision of character-building curriculum for youth, \$120,000
iv.	Approval of FY24 contract to The Persimmon Group for project management and system implementation support, \$87,000
v.	Approval timeline of FY24 Discovery Grant release
4.	Governance Committee
i.	Approval of amended board policy 12.7 – <i>streamlining process for sponsorship grant approvals between quarterly board meetings</i>
ii.	Approval of amended board service agreement – <i>indicating chair should be advised of a change in status</i>
iii.	Approval of updated board policy appendix exhibit A, D – <i>correcting scrivener’s error</i>
5.	Public Information and Outreach Committee
i.	Approval of FY24 sponsorship guidelines and criteria

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