



Oklahoma Tobacco Settlement Endowment Trust
Board of Directors Regular Meeting
10:00 a.m., Thursday, March 27, 2025
Stephenson Cancer Center
800 NE 10th Street, Conference Room 5058 (5th Floor)
Oklahoma City, OK 73104

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes – January 30, 2025 Regular Board Meeting
3. Executive Director’s Report, *Julie Bisbee, Executive Director*
 - a. Overview of Executive Director Activities and Agency Updates
 - b. Update on OCASCR Research Grants, *Bruce Benjamin*
 - c. Legislative Update – *Thomas Larson, Director of Public Information and Government Affairs*
4. Governance Committee Report, *Jennifer Needham, Bruce Benjamin*
 - a. Update on Board Retreat
5. Agency Operations Committee Report – *Marshall Snipes, Aaron Harmon*
 - a. Financial Reports
 - i. FY24/FY25 Budget to Actual – Operating
 - ii. FY24/FY25 Budget to Actual – Programs
 - iii. Fund Balance Comparison
 - iv. Estimated Earnings Certification through December 31, 2024
6. Program Committee Report – *Jack Allen, Runako Whittaker*
 - a. Discussion and possible action regarding FY26 Healthy Incentive Grant School Districts and Communities Funding Criteria, *Laura Matlock, TSET Senior Program Manager*
 - b. Executive Director Authority FY25 Contract Updates
 - c. Discussion and possible action regarding the TSET Legacy Grant overview and timeline

7. Consent Agenda

The agenda items presented on the Consent Agenda are considered as one item for voting purposes. The Consent Agenda includes items that are administrative in nature and done as routine action; have been reviewed through committee; or are statutorily or constitutionally required to be performed by the Oklahoma Tobacco Settlement Endowment Trust Board of Directors. Any member of the Board may request discussion or separate action of any item on the Consent Agenda.

- a. Discussion and possible action to approve funding requests for Healthy Incentive Grant Program – Schools and Districts

*Note: The Board of Directors may discuss and propose action on any item listed on the agenda.
If an accommodation is needed, please contact Board Secretary, Susan Yingling at (405) 521-4988 for assistance.*



Organization	County	Intended Use of Funds	Recommended Amount
Charter Oak Elementary	Logan	Funds will be used to purchase climbing wall materials, safety mat, locking system, and installation.	\$10,000.00
Pershing Elementary	Muskogee	Funds will be used to increase opportunities for kindergarten students to build healthy relationships and healthy and creative minds.	\$4,500.00
Will Rogers Elementary School	Oklahoma	Funds will be used to enhance opportunities for physical activity before, during, and after the school day for teachers, parents, and students by installing a running track around the elementary playground.	\$12,500.00
Howe Elementary	LeFlore	Funds will be used to begin development of a walking path on the schools grounds.	\$4,000.00
Wheeler Middle School	Oklahoma	Funds will be used to enhance lifestyle physical activity opportunities for students, by purchasing yoga mats for use in the school yoga program.	\$4,000.00
Dahlongegah	Adair	Funds will be used to improve the health and well-being of students and the community with outdoor activities with a Gaga Ball Pit or pickleball court.	\$10,000.00
Smithville High School	McCurtain	Funds will be used to combine all school site funds to implement an ADA compliant sidewalk project at the softball/baseball field complex to be used by students and public during non-school hours.	\$10,000.00
Smithville Elementary	McCurtain	Funds will be used to combine all school site funds to implement an ADA compliant sidewalk project at the softball/baseball field complex that is utilized by all students and the public during non-school hours.	\$10,000.00
Smithville Middle School	McCurtain	Funds will be used to combine all school site funds to implement an ADA compliant sidewalk project at the softball/baseball field complex that is utilized by all students and the public during non-school hours.	\$10,000.00
Tuskahoma Public Schools	Pushmataha	Funds will be used to enhance opportunities for students to be physically active by purchasing playground equipment.	\$2,000.00
Stilwell High School	Adair	Funds will be used to enhance outdoor eating and physical activity student hub center to include gravel for improved water drainage, additional seating, & nine square game.	\$12,500.00
Okeene Elementary School	Blaine	Funds will be used to improve to purchase handicap-accessible playground equipment, ice maker, CPR equipment and education, health and physical education equipment.	\$5,000.00
Tahlequah High School	Cherokee	Funds will be used to enhance students' access to fitness resources by purchasing new workout equipment for physical education classes to include support for strength training, cardiovascular exercises, and overall physical wellness.	\$9,000.00

*Note: The Board of Directors may discuss and propose action on any item listed on the agenda.
If an accommodation is needed, please contact Board Secretary, Susan Yingling at (405) 521-4988 for assistance.*



Northwoods Fine Arts Academy	Tulsa	Funds will be used to increase water consumption by purchasing and installing a water filling station for students and staff.	\$4,000.00
Rock Creek High School	Bryan	Funds will be used to increase opportunities for physical activity during the school day by purchasing equipment to add to the exercise facility available to students and staff.	\$5,000.00
Glenpool Lower Elementary School	Tulsa	Funds will be used to improve students' physical, emotional, and mental health by establishing a nature-based playground.	\$15,000.00
Bennington High School	Bryan	Funds will be used to enhance opportunities for physical activity by purchasing physical education equipment.	\$5,000.00
Bennington Elementary School	Bryan	Funds will be used to enhance opportunities for physical activity by purchasing Physical Education equipment.	\$5,000.00
McCloud Early Childhood Center	Pottawatomie	Funds will be used to enhance opportunities for students to be physically active by installing a shade structure, as well as new playground equipment, and turf.	\$15,000.00
McCloud Intermediate School	Pottawatomie	Funds will be used to enhance opportunities for students to be physically active by installing shade structures over playground equipment.	\$15,000.00
Muskogee High School	Muskogee	Funds will be used to increase water consumption by purchasing and installing water filling stations on campus. Will also purchase walkie talkie radios to support emergency and safety responses.	\$6,000.00
Oaks Mission Elementary Schools	Delaware	Funds will be used to increase opportunities for physical activity through purchasing physical education and weight room equipment.	\$5,000.00
Oaks Mission High School	Delaware	Funds will be used to increase opportunities for physical activity by purchasing weight room equipment for student use.	\$5,000.00
Wellston Elementary School	Lincoln	Funds will be used to increase opportunities for physical activity by students, teachers, and the local community by paving a walking trail around the existing elementary playground.	\$3,000.00
Eisenhower Elementary School	Comanche	Funds will be used to increase opportunities for students to learn about nutrition and healthy foods through providing horticulture experiences.	\$4,000.00
LeFlore High School	Le Flore	Funds will be used to create an outdoor commons area for high school students to include covered seating and a hydration station.	\$10,000.00
LeFlore Elementary School	Le Flore	Funds will be used to enhance outdoor play space by providing area with shade, seating, and hydration station for students.	\$10,000.00

*Note: The Board of Directors may discuss and propose action on any item listed on the agenda.
If an accommodation is needed, please contact Board Secretary, Susan Yingling at (405) 521-4988 for assistance.*



Hugh Bish Elementary	Comanche	Funds will be used to enhance opportunities for students to be outdoors by purchasing picnic tables for use in outdoor learning and at lunch.	\$3,000.00
Red Oak Elementary	Latimer	Funds will be used to invest in playground equipment to provide students areas to engage in various types of physical activities.	\$10,000.00
Eisenhower High School	Comanche	Funds will be used to increase opportunities for students to be physically active by installing workout stations in the cafeteria courts.	\$6,000.00
Cleveland Elementary	Comanche	Funds will be used to enhance nutrition education by starting a school garden.	\$3,000.00
Carriage Hills Elementary	Comanche	Funds will be used to support nutrition education during the afterschool Farm to Table Club with gardening and cooking supplies.	\$3,000.00
Comanche Academy Charter School District	Comanche	Funds will be used to increase opportunities for students to be physically active by purchasing playground equipment.	\$10,000.00
Osage Public School	Mayes	Funds will be used to diversify opportunities for engaging in physical activity for students and staff, by purchasing fitness equipment and creating a workout room within the existing gym.	\$15,000.00
Paden Public Schools	Okfuskee	Funds will be used to expand opportunity for physical activity by updating playground equipment, including added safety features such as rubber mulch.	\$8,000.00
Glencoe Public Schools	Payne	Funds will be used to enhance safety of outdoor physical activity by purchasing sun shades and replacing borders.	\$7,000.00
Kremlin Hillsdale Public Schools	Garfield	Funds will be used to continue providing opportunities for physical activity through swimming during physical education class and purchasing additional equipment.	\$8,000.00
Pawnee Public Schools	Pawnee	Funds will be used to foster physical activity and wellness by purchasing fitness equipment.	\$20,000.00
Clinton	Custer	Funds will be used to increase staff wellness by providing local gym memberships and a health incentive program.	\$14,500.00
Tipton Public Schools	Tillman	Funds will be used to increase opportunities for physical activity for students, faculty, and staff by purchasing exercise equipment, weights, and weight machines.	\$8,000.00
Pioneer Public School	Grady	Funds will be used to ensure access to safe and healthy food by using funds to purchase a new stove and heating buffet.	\$8,000.00
Texhoma Public Schools	Texas	Funds will be used to purchase recreational equipment and provide shaded seating with tabletop in outdoor areas to encourage socialization and healthy habits.	\$15,000.00

*Note: The Board of Directors may discuss and propose action on any item listed on the agenda.
If an accommodation is needed, please contact Board Secretary, Susan Yingling at (405) 521-4988 for assistance.*



- b. Discussion and possible action to approve grantee FY25 budget reductions
- c. Discussion and possible action regarding the parameters for the Social Support for Physical Exercise/Activity; Nutrition and Access to Healthy Food; and Preventing Youth Access to Tobacco Products Requests for Applications
- d. Discussion and possible action regarding the FY26-30 TSET Strategic Objectives

End of Consent Agenda

- 8. Public Information and Outreach Committee -- *Bruce Benjamin, Aaron Harmon*
 - a. Youth Focus Brands and Adult Focus Brands Overview
 - b. FY25 Sponsorship Report
 - c. Upcoming Events and Training Overview
 - d. Public Information and Government Affairs Report
- 9. Personnel Actions
 - a. Consideration of a motion and vote to enter into Executive Session pursuant to 25 O.S. §307(b)(1) for the discussion of the employment, hiring, appointment, promotion, demotion, disciplining or resignation for any individual salaried public officer or employee
 - i. Director of Finance
 - ii. Evaluation of Executive Director
 - b. Consideration of a motion and vote to return to Open Session
 - c. Discussion and possible action regarding the hiring of Director of Finance
 - d. Discussion and possible action regarding the evaluation of Executive Director
- 10. 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)]
- 11. Adjournment

*Note: The Board of Directors may discuss and propose action on any item listed on the agenda.
If an accommodation is needed, please contact Board Secretary, Susan Yingling at (405) 521-4988 for assistance.*