

Oklahoma Tobacco Settlement Endowment Trust Fund Board of Directors
Regular Board Meeting
Wednesday, September 3, 2008
10:00 am

LOCATION

3800 N. Classen, Second Floor Conference Room
Oklahoma City, OK
Contact: Dorothy Antwine (405) 820-6982

AGENDA

1. Open Meeting Act Announcement and Call to Order– Kenneth D. Rowe, Chair
 - a. Announcement of filing of meeting and posting of the agenda in accordance with the Open Meeting Act
2. Approval of Minutes of the May 15, 2008 regular board meeting
3. Board of Investors Update - James Wilbanks, Director of Revenue and Fiscal Policy, State Treasurer's Office
 - a. Notification of certification of earnings from FY 2008
 - b. Final FY 2009 Board of Investors' Budget
4. Chair's Report – Kenneth D. Rowe
 - a. Board Meeting Dates for 2009
 - b. Preparation for November board retreat
 - c. Other updates
5. Director's Report – Tracey Strader
 - a. Recent training events and upcoming training opportunities
 - b. Agency updates
6. Evaluation Committee Report – Donald Cooper, M.D. Chair
 - a. Communities of Excellence – Coalition Satisfaction and Functioning Survey update
 - b. Tobacco Stops With Me campaign evaluation update
7. Program Committee Report – Susan Walters Bizé, Chair
 - a. Presentation - *Tobacco Stops With Me campaign Update* – Janet Love, Oklahoma State Department of Health, Tobacco Use Prevention Service and Tim Berney, Visual Image, Inc.
 - b. Presentation – *Oklahoma Tobacco Research Center Update* – Laura Beebe, Ph.D., Director, Oklahoma Tobacco Research Center
 - c. FY 09 Program Funding Recommendations
 - i. Amendments to the Oklahoma Tobacco Helpline RFP/Contract (RFP #0920000002)
 - ii. Amendment to contract with the Oklahoma State Department of Health for social marketing services.

- iii. Grant renewals
 1. Addressing Tobacco in Specific Populations grant initiative (RFP #0920000003)
 2. Comprehensive Community Tobacco Control Programs Wave I grant initiative (RFP #0920000001)
 3. Communities of Excellence Wave II - Comprehensive Community Programs grant initiative (RFP # 092-1)
 - d. Communities of Excellence (Wave II) supplemental funding for FY 09
 - e. Conference sponsorship application process
 - f. Amendments to the unsolicited proposals process
8. Proposed Executive Session
 - a. Review and discussion of unsolicited proposals, as authorized by the Open Meeting Act – 25 O.S. § 307(b)(7) and as required to preserve confidentiality under 62 O.S. Supp. 2006, § 2309(C)(4).
 9. Consideration and possible vote on items from Executive Session
 10. Proposed Executive Session
 - a. Board of Directors to discuss evaluation of the executive director and salaries of the executive director and staff – as authorized by 25 O.S. § 307(B)(1).
 11. Consideration and possible vote on items from Executive Session
 12. Agency Operations Committee Report – Casey Killblane, Chair
 - a. FY 2008 Fourth Quarter Expenditures, Operating and Program Budgets, Budget to Actual
 - b. Final FY 2009 Operating Budget
 - c. Final FY 2009 Program Budget
 - d. Administrative Rules
 - e. FY 09 Agency Audit and Grantee Desk Audits
 13. Presentation – *Oklahoma State Plan for Physical Activity and Nutrition* – Adeline Yerkes, Chief, Oklahoma State Department of Health Chronic Disease Service
 14. Presentation – *Oklahoma's Efforts to Address Childhood Obesity* – Anne Roberts, Executive Director, Oklahoma Institute for Child Advocacy
 15. Presentation - *Update on Tobacco Control Legislation and Policy* – Wes Glinsmann, Chair, Oklahoma Alliance on Health or Tobacco
 16. 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)]
 17. Public Comment