

Tobacco Settlement Endowment Trust Fund
Board of Directors Regular Meeting
10:00 a.m., Thursday, November 20, 2025
Metro Technology Center
1900 Springlake Drive, Room K, Oklahoma City, OK 73111

AGENDA

1. Open Meeting Act Announcement and Call to Order
2. Approval of Minutes
 - a. Possible discussion, revision, and vote to approve the Minutes of the Sept. 10 - 11, 2025 Regular Board Meeting and Board Retreat
 - b. Possible discussion, revision, and vote to approve the Minutes of the Oct. 27-28, 2025 Special Board Meeting
 - c. Possible discussion, revision, and vote to approve the Minutes of the Nov. 3-4, 2025 Special Board Meeting
3. Executive Director's Report
 - a. Overview of Director Activities and Agency Updates (TSET 25th Anniversary Video)
 - b. Introduce New Employees
 - i. Alex Tune, Engagement and Impact Partner Support Specialist
 - ii. Jenna Randall, Grants Management Partner Support Specialist
4. Agency Operations Committee Report – *Marshall Snipes, Aaron Harmon, Ken Rowe; ad hoc member*
 - a. Presentation of the TSET FY25 Audit Report, *Chance Allison, Finley & Cook*
 - i. Discussion and possible action to accept audit report
 - b. Discussion and possible action on annual renewal Salesforce contract to support TSET Funding Portal and contact record management system, \$280,774
 - c. Financial Reports
 - i. FY25/FY26 Budget to Actual – Operating
 - ii. FY25/FY26 Budget to Actual – Programs
 - iii. Fund Balance Comparison/Income Statement
 - iv. Final Earnings Certification June 30, 2025
 - d. Executive Director Authority Contract Amendment Advisement Report
5. Chair's Report, Ken Rowe
6. Legacy Grants
 - a. Discussion and possible action on applicant allocation and award to final Legacy Grant applicants
7. Program Committee Report – *Jack Allen, Runako Whittaker, Ken Rowe; ad hoc member*
 - a. Discussion and possible action on FY26 grant funding for Youth and Family Resource Center
 - b. Discussion and possible action to amend project site location for Shawnee Public Schools Built Environment Grant
 - c. Discussion and possible action on Healthy Incentive Grants for School Districts

Note: The Board of Directors may discuss, vote to approve, vote to disapprove, vote to amend or approve in part, vote to table, change the sequence of any agenda item, or decide not to discuss any item(s) on the agenda. If accommodation is needed on the basis of ability, please contact Susan Yingling at (405) 623-8060 for assistance.

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8. Governance Committee Report - *Jennifer Needham, Marshall Snipes, Ken Rowe; ad hoc member*
 - a. Update on 2026 Board officer elections and committee assignments
 - b. Discussion and possible action to adopt board meeting dates policy
 - c. Discussion and possible action regarding 2026 Board Meeting Dates
9. Public Information and Outreach Committee, *Aaron Harmon, Joe B. Hill, Ken Rowe; ad hoc member*
 - a. Youth Focus Brands and Adult Focus Brands Overview
 - b. FY26 Sponsorship Report
 - c. Upcoming Events and Training Overview
 - d. Public Information and Government Affairs Report
10. Discussion of timeline and milestones for agency strategic planning
11. Proposed Executive Session. Consideration of a motion and vote to enter into Executive Session pursuant to Title 25 O.S. § 307(B)(4), and consistent with 2005 OK AG 29 for the purpose of confidential communications between the TSET Board of Directors and legal counsel concerning pending litigation TSET v Gov. Stitt et al – MA-123238 and State of Oklahoma et al v Meta – Osage County – CJ-2023-180, where counsel has determined that disclosure of information related to the matter will seriously impair the ability of the Board to process or conduct litigation in this matter.
 - a. Vote to enter Executive Session
 - b. Exit Executive Session and vote to re-enter Open Session
 - c. Discussion and possible action regarding matters discussed in Executive Session
12. 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)]
13. Adjournment

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