

Tobacco Settlement Endowment Trust Fund

Board of Directors Special Meeting Minutes

8:30 a.m., Monday, October 27 – 28, 2025

Embassy Suites OKC Northwest

3233 NW Expressway, Salon D

Oklahoma City, OK 73112

Day 1 – October 27, 2025 at 8:30 a.m.

1. **Call to Order** – Chairman Rowe called the meeting to order at 8:30 a.m. Board members present were: Jack Allen, Joe Hill, Aaron Harmon, Jennifer Needham, Marshall Snipes, Runako Whittaker, and Chair Ken Rowe.

TSET staff members present were Julie Bisbee, Susan Yingling, Kelli Brodersen, Jonas Mata, Jessica Davis, Kelly Parker, Thomas Larson, Tonia Lowrey, Sjonna Paulson, Lance Thomas, Alex Tune, Eddie Withers, Candice Bacon, Sam Carrillo, and Dylan Jasna.

Other attendees present included attorneys for the Board, Niki Batt, Deputy Attorney General and Jillian Welch, Assistant Attorney General.

2. **Discussion and possible action regarding TSET Legacy Grants Stage 2 Presentation Review Tool** – Chairman Rowe asked the Board if they had any questions regarding the Review Tool. Bisbee gave the Board members an overview of the purpose and structure of the TSET Legacy Grants Stage 2 Presentation Review Tool. She explained that the tool was so the presenters could be evaluated by the reviewers. She reminded the Board that they were acting, not only as public board members, but also reviewers since they were participating in the evaluation process. She said it was standard to the TSET evaluation process to have a review tool and to capture the data to help inform funding recommendations. Review tools could be used as feedback for applicants after the funding had been awarded, Bisbee said. Snipes asked if the review tool was a ballot. Bisbee said the review tool was not a ballot and did not constitute a vote. Bisbee further explained the staff would use the data to create an overview document to assist the Board when a vote would be taken on November 4th after all presentations were concluded. Bisbee said per the board approved process any applicant that received three or fewer funding recommendations would not move forward. She explained that the Board had received more funding requests than available funding, so the pool would need to

be narrowed down.

Snipes asked Bisbee to explain what the vote on November 4th would look like. Bisbee explained that the draft agenda for November 4th listed a “discussion and possible action on the list of possible applicants that do not advance to the funding allocation stage.” After Bisbee confirmed there were no further questions from the Board, Allen moved to approve the TSET Legacy Grants Stage 2 Presentation Review Tool. Whittaker provided the second. The motion passed unanimously.

Aye: Allen, Harmon, Hill, Needham, Snipes Whittaker, Rowe

- 3. Discussion and possible action regarding funding allocation process for TSET Legacy Grant finalists** – Bisbee reminded the Board that there would be 31 organizations presenting projects to the Board as part of the Stage 2 process and that TSET had received more requests than funding, so the applicants would need to be narrowed down. Bisbee referred the Board to the Funding Allocation process handout and explained each of the six steps of the process outlined how the tool would be used to make recommendations for applicants to move to the funding allocation stage of the Legacy Grant process. She said she had worked with the Chair and Vice-Chair as well as legal counsel to create the process. Chairman Rowe told the Board members to make sure their notes and scoring tool were consistent. Snipes asked what members should do with the rubric. Bisbee explained that members should use it to evaluate the presentations over the next four days and that the binders containing the scoring tools would be taken up by staff at the end of each day so the data could be compiled in advance of the vote on November 4th. She said Board members would have a 30-minute reflection period at the end of the 4 days to review their notes and make any changes or adjust their scores after they had seen all presentations before voting on the list of organizations that would not move forward to the funding allocation stage. She said the Board would vote at the November 20th meeting on which organizations receive funding. Snipes asked if the members would vote on each of the 31 presentations individually. Bisbee explained the Board would vote on a slate of applicants that received three or less funding recommendations and would not move forward to the funding allocation discussion stage. Snipes asked Board Counsel, Niki Batt, if the notes constituted a ballot and Batt explained that the scoring tool and notes were the Board’s personal notes and did not constitute a vote for purposes of any elimination. Batt further explained that the vote would be taken in a public meeting on November 4th. Snipes asked why the Board would need to turn in the notes if they did not constitute a vote and Batt explained the scoring tool was helpful for all members to be on the same page as to the process. Snipes asked if members were

required to turn in the scoring tool at the end of each meeting. Batt said it would depend on how the Board voted on the process item. Bisbee asked that if the Board planned to modify the process where the scoring tools would not be turned in to staff at the end of each day, she would need that clarified as it was a change to the process. Batt said the process was recommended as an efficient way to proceed, but that the Board could decide to change the process. Whittaker moved to approve the funding allocation process for TSET Legacy Grant finalists as presented. Needham provided the second. The motion passed.

Aye: Rowe, Harmon, Hill, Needham, Whittaker

Nay: Snipes

Abstain: Allen

4. **Presentation from Bethany Children's Health Center regarding the TSET Institute of Youth Wellness proposal** – CEO Nico Gomez presented the TSET Institute of Youth Wellness proposal on behalf of the Bethany Children's Hospital. After a brief question and answer period, Mr. Gomez thanked the Board for their time. No action was taken.
5. **Presentation from the Oklahoma Health Care Authority regarding the Food is Medicine Act Demonstration Program proposal** – Denise Easter and Erin Martin presented the Food is Medicine Pilot proposal on behalf of the Oklahoma Health Care Authority. After a brief question and answer period, the presenters thanked the Board for their time. No action was taken.
6. **Presentation from the Oklahoma Medical Research Foundation regarding the TSET Institute for a Healthier Oklahoma proposal** – Dr. Judith James presented the TSET Institute for Healthier Oklahoma proposal on behalf of the Oklahoma Medical Research Foundation. After a brief question and answer period, Dr. James thanked the Board for their time. No action was taken.
7. **Presentation from the Chickasha Community Foundation regarding the Grady Moves, A Community Wellness Hub: Building a Better You proposal** – Pat Brooks, Weston DeHart, and Daryn Kirpatrick presented the Grady Moves proposal on behalf of the Chickasha Community Foundation. After a brief question and answer period, the presenters thanked the Board for their time. No action was taken.

The Chair called for a recess at 11:31 a.m.

The Chair reconvened the meeting at 1:10 p.m.

8. **Presentation from Southwestern Oklahoma State University regarding the Rural Health Access Initiative proposal** – Sarah Yount presented the Rural Health Access Initiative proposal on behalf of Southwestern Oklahoma State University. After a brief question and answer period, Ms. Yount thanked the Board for their time. No action was taken.
9. **Presentation from Murray State College regarding the Harvesting Health: The Small Farm and Rural Wellness Project proposal** – Dr. Tim Faltyn presented the Harvesting Health proposal on behalf of Murray State College. After a brief question and answer period, Dr. Faltyn thanked the Board for their time. No action was taken.

Joe Hill announced he would recuse himself from hearing the presentations from the Chickasaw Foundation as a conflict existed. Hill left the room at 3:06 p.m.

10. **Presentation from the Chickasaw Foundation regarding the A Once-in-a Century Opportunity to Transform the Health Outcomes of First Americans in Oklahoma through Graduate Medical Education proposal** – Justin Williams, Dr. Charles Grim, and Dr. John Krueger presented the Graduate Medical Education proposal on behalf of the Chickasaw Foundation. After a brief question and answer period, the presenters thanked the Board for their time. No action was taken.
11. **Presentation from the Chickasaw Foundation regarding the A Once-in-a Century Opportunity to Transform the Health Outcomes of First Americans in Oklahoma by Establishing the First American Research Center proposal** – Justin Williams, Dr. Charles Grim, and Dr. John Krueger presented the First American Research Center proposal on behalf of the Chickasaw Foundation. After a brief question and answer period, the presenters thanked the Board for their time. No action was taken.

Chairman Rowe recessed the meeting at 4:18 p.m. and said the meeting would reconvene at 8:30 a.m. on Tuesday, October 28, 2025.

Day 2 – October 28, 2025

Chairman Rowe reconvened the meeting at 8:31 a.m. All Board members were in attendance.

12. Presentation from Variety Care regarding the Care that Connects proposal

– Lou Carmichael presented the Care that Connects proposal on behalf of Variety Care. After a brief question and answer period, Ms. Carmichael thanked the Board for their time. No action was taken.

13. Presentation from Foundation for Oklahoma Pediatric Dental Access regarding their Increasing Access to Pediatric Dental and Craniofacial Deformity Care for Oklahoma Children proposal - Dr. Steven Sullivan

presented his proposal regarding the increased access to craniofacial care on behalf of the Foundation for Oklahoma Pediatric Dental Access. After a brief question and answer period, Dr. Sullivan thanked the Board for their time. No action was taken.

Chairman Rowe called for a recess at 9:37 a.m.

Chairman Rowe reconvened the meeting at 10:10 a.m.

14. Presentation from Community Health Connection, Inc regarding the Maternal and Child Clinic Tulsa proposal

– Kate Neary presented the Maternal and Child Clinic Tulsa proposal on behalf of the Community Health Connection. After a brief question and answer period, Ms. Neary thanked the Board for their time. No action was taken.

15. Presentation from East Central University regarding the East Central University STEM Center/School of Nursing proposal

– Wendell Godwin presented the STEM Center/School of Nursing proposal on behalf of East Center University. After a brief question and answer period, Mr. Godwin thanked the Board for their time. No action was taken.

Chairman Rowe called for a recess at 11:17 a.m.

Chairman Rowe reconvened the meeting at 12:26 p.m.

16. Presentation from Our Daily Bread Food & Resource Center regarding the Nourish to Flourish – Building Roots and Reach to Empower Rural Oklahomans proposal

– Rachael Condley presented the Nourish to Flourish proposal on behalf of Our Daily Bread Food & Resource Center. After a brief question and answer period, Ms. Condley thanked the Board for their time. No action was taken.

Chairman Rowe called for a recess at 1:02 p.m.

Chairman Rowe reconvened the meeting at 1:47 p.m.

- 17. Presentation from the University Hospitals Trust regarding the Oklahoma Children's Hospital Heart Center Project proposal** – Randy Dowell and Dr. Harold Burkhart presented the Oklahoma Children's Hospital Heart Center on behalf of the University Hospital Trust. After a brief question and answer period, Mr. Dowell and Dr. Burkhart thanked the Board for their time. No action was taken.

Chairman Rowe called for a recess at 2:23 p.m.

Chairman Rowe reconvened the meeting at 2:30 p.m.

Vice-Chair Needham announced that she had spoken with the Oklahoma Ethics Commission regarding her employment status as the Dean of Students for the University of Oklahoma Law School. Needham said the Oklahoma Ethics Commission confirmed that there was no conflict of interest between her and the University of Oklahoma Health Sciences Center Board of Regents and the Ethics Counsel told Needham she could participate in the votes for the projects presented by the Board of Regents of the University of Oklahoma Health Sciences Center. She reminded the Board that she had previously recused herself at the September 2025 Board Retreat out of an abundance of caution but would not be recusing herself again after confirming with the Ethics Commission that recusal was not needed. Board Attorney Niki Batt confirmed Vice-Chair Needham's position.

- 18. Presentation from the University of Oklahoma Health Science Center regarding the Heartbeat of Our State: A Comprehensive Approach to Restoring Health Equity in Our Rural Communities by Improving Access to Cardiovascular Care proposal** – Dr. Shyian Jen presented the Heartbeat of our State proposal on behalf of the Board of Regents of the University of Oklahoma Health Sciences Center. After a brief question and answer period, Dr. Jen thanked the Board for their time. No action was taken.

Chairman Rowe called for a recess at 3:02 p.m.

Chairman Rowe reconvened the meeting at 3:10 p.m.

- 19. Presentation from the Board of Regents University of Oklahoma Health Sciences Center regarding the Access to Clinical Trials Oklahoma proposal** – Dr. Robert Mannel presented the Access to Clinical Trials proposal on behalf of the Board of Regents of Oklahoma Health Sciences Center. After a brief question

and answer period, Dr. Mannel thanked the Board for their time. No action was taken.

20. Adjournment – The meeting was adjourned at 4:30 p.m.