

**Tobacco Settlement Endowment Trust Fund**

Board of Directors Regular Meeting

~~9:00 a.m., Friday, January 23, 2026~~ **CANCELLED**

Hilton Garden Inn & Edmond Conference Center

2833 Conference Drive, Edmond, Oklahoma 73034

1. Open Meeting Act Announcement and Call to Order
2. Governance Committee Report - *Jennifer Needham, Marshall Snipes, Ken Rowe; ad hoc member*
  - a. Discussion and possible action regarding TSET Board Officer elections
    - i. Chair
    - ii. Vice-Chair
  - b. Discussion and possible action regarding TSET Board Committee assignments
    - i. Program Committee
    - ii. Governance Committee
    - iii. Public Information and Outreach Committee
    - iv. Agency Operations Committee
3. Possible discussion, revision, and vote to approve the Minutes of the November 20, 2025 Regular Board Meeting
4. Executive Director's Report
  - a. Presentation of FY25 Annual Report, Sarah Carson, Campaign Manager, TSET
    - i. Discussion and possible action to accept TSET FY25 Annual Report
  - b. Legislative Update, *Thomas Larson, Director of Public Information & Governmental Affairs*
5. Legacy Grants Progress Report
6. Agency Operations Committee Report – *Marshall Snipes, Aaron Harmon, Ken Rowe; ad hoc member*
  - a. Financial Reports
    - i. FY25/FY26 Budget to Actual – Operating
    - ii. FY25/FY26 Budget to Actual – Programs
  - b. Executive Director Authority Contract Amendment Advisement Report
  - c. Discussion of Legacy Grant contract review process
  - d. Discussion and possible action regarding general agency staff compensation
7. Program Committee Report – *Jack Allen, Runako Whittaker, Ken Rowe; ad hoc member*
  - a. Discussion and possible action regarding the Healthy Incentive Grants for Communities Awards
  - b. Discussion and possible action regarding Built Environment for Projects Related to Nutrition Awards
  - c. Discussion and possible action on parameters for Capacity Building RFA
8. 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. Agency Outreach Report

*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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9. Proposed Executive Session. Discussion and possible action to enter into Executive Session pursuant to 25 O.S. §307(B)(1) and in accordance with 2006 OK AG 17 for the discussion of the employment, hiring, appointment, or promotion for the following individual positions: Program Manager, Communication Strategist, and Executive Director.
  - a. Vote to enter Executive Session
  - b. Vote to return to Open Session
  - c. Possible action on matters discussed in Executive Session, including, but not limited to:
    - i. Discussion and possible action regarding the hiring of a Program Manager
    - ii. Discussion and possible action regarding the hiring of a Communication Strategist
    - iii. Discussion and possible action regarding Executive Director evaluation and compensation
10. Brief Recess
11. Board Education on HB 2164, effective Nov. 1, Niki Batt, Deputy Attorney General
12. Chair's comments
13. Discussion and possible action on updates to board policy and By-Laws
  - a. Committee structures
  - b. Board leadership expectations
  - c. Timeline for draft and adoption
14. Strategic Priority Discussion
15. Discussion and possible action regarding strategic planning goals and timeline
16. Discussion and possible action on grant continuations
  - a. TSET Health Promotion Research Center
  - b. OSU Project ECHO
17. 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)]
18. Adjournment

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