



**Board of Trustees Meeting
Draft Minutes
December 6, 2017**

Board Members present:

Karin T. Addison, Madelyn R. Cahill, Sandy L. Chung, M.D., Delegate T. Scott Garrett, M.D. (joined at 12:18 p.m. via conference call), Glory L. Gill, RN, Andrew W. Goodwin, Reagan Hardy, Joe Hilbert (represented Marissa Levine, M.D., Commissioner of Health as her designee), Sarah B. Holland (joined at 12:20 p.m. via conference call), Kris E. Kennedy, M.D. (joined at 12:20 p.m. via conference call), Robert Leek, Thomas J. L'Ecuyer, M.D. (left at 1:20), Senator David W. Marsden, Senator Henry L. Marsh III, board member of the Virginia Department of Alcoholic Beverage Control (represented Jeffrey L. Painter, Chairman of the Virginia Department of Alcoholic Beverage Control as his designee), Sarah T. Melton, PharmD, Ghulam D. Qureshi, M.D., Vineeta T. Shah, MHS, RD, and Senator David R. Suetterlein.

Board Members not present:

Valerie L. Bowman, M.D., Ritsu Kuno, M.D., William B. Moskowitz, M.D., Delegate John M. O'Bannon III, M.D., and Teresa Gardner Tyson, DNP.

Staff:

Eloise Burke, Richard Foster, Donna Gassie, Henry Harper III, Heidi Hertz, Wilma Jordan, Marty Kilgore, Charlie McLaughlin, Jr., Danny Saggese and Margaret White.

Guests:

Jeff Jordan, Rescue
Melissa Peeler, American Heart Association
Ann Vaughan, American Cancer Society Cancer Action Network

Call to order:

Dr. Sandy L. Chung, M.D., Chairman called the meeting to order at 12:08 p.m.

Dr. Chung welcomed everyone to the meeting. Dr. Chung also welcomed new board members Karin T. Addison, Madelyn R. Cahill, Regan Hardy and Ghulam D. Qureshi, M.D.

Dr. Chung then asked for introductions from the Board of Trustees members and staff.

Chairman’s Comments:

Dr. Sandy L. Chung reminded everyone that VFHY will issue the next RFP for Healthy Community Action Teams (HCAT) Childhood Obesity Prevention grants January 2018.

Also, the Foundation will hold a legislative breakfast reception for the General Assembly on January 25, 2018 at the Commonwealth Hotel. This is a great opportunity to showcase the Foundation and their accomplishments.

Finally, everyone is invited to attend the Reduce Tobacco Use 2018 Conference, April 8 – 10, 2018 and the Substance Use Prevention Post Conference: Broadening Prevention, April 10 – 11, 2018 at the Norfolk Waterside Marriott, Norfolk, VA.

Minutes:

Motion: to approve the minutes as presented by Andrew Goodwin.

Second: Senator Henry L. Marsh, III.

Vote: Unanimous in favor.

Old Business:

Policy on Remote Participation in Board Meeting:

At the last meeting of the VFHY Board of Trustees our legal counsel shared a draft policy for consideration in emergency or unanticipated situations and not simply for convenience the proposed policy would add flexibility to participate by phone. A board member could participate this way up to two times in a calendar year without providing notice and from a location not open to the public. The board chairman must approve such participation prior to connecting the board member to the meeting.

Bob Leek, Chair of Policy/Personnel/Bylaws Committee, reported that under the Freedom of Information Act the board or committees must have a quorum physically assembled in the room in order to add others by phone. For the VFHY Board of Trustees meeting we must have 12 members present.

If a board member wishes to participate by phone, VFHY must post notice of this at least three days in advance of the meeting. The board member on the phone must be in a location that is accessible to the public to participate, and the board member must remain on the phone for the entire meeting.

Motion: to approve policy on remote participation in board meeting by Bob Leek.

Second: Senator David R. Suetterlein.

Vote: Unanimous in favor.

Dr. Chung approved Delegate T. Scott Garrett, M.D., Kris Kennedy, M. D., and Sara Melton, PharmD remote participation.

Executive Director’s Report:

PROGRAMS:

VFHY received 67 proposals in response to the foundation’s RFP for tobacco-use prevention and cessation programs for youth, which closed on Oct. 16. The three-year grant period will run from July 1, 2018, through June 30, 2021. A total of \$2.8 million is available for each year, with individual grant awards not to exceed \$50,000 per year. Grant awards will be selected via

regional panels and announced later this year. Grants are awarded to local community organizations and schools to conduct evidence-based tobacco-use prevention and cessation programs with youth from preschool through high school. These comprehensive programs reach about 50,000 children each year and address ways for youth to make healthy choices and prevent the use of tobacco.

On Oct. 10 and 12 VFHY Regional Grants Administrator Terri-ann Brown participated in Chesterfield County Public School's third annual Fruit & Veggie Week at Crestwood and Salem elementary schools. The week of tastings encourages students to try new foods, make healthier choices and try items that can be found in school cafeterias.

MARKETING:

Teen volunteers from VFHY's Y Street youth group delivered public comments in support of VFHY's 24/7 campaign during school board meetings from September through November in Caroline, Dinwiddie, Fauquier, Greenville, New Kent and Rappahannock counties and the cities of Hampton and Hopewell. The 24/7 campaign is a youth-driven initiative to help schools become tobacco-free and e-cigarette free 24 hours a day, seven days a week. Thirty-one of Virginia's 132 school divisions have comprehensive tobacco-free and e-cigarette-free policies and 10 of those 31 school divisions have implemented policies directly due to Y Street's efforts. Clarke, Rappahannock and York counties are the two most recent divisions to adopt policies.

RESEARCH:

On Nov. 29 the Virginia Youth Tobacco Project (VYTP) Research Coalition held its annual daylong meeting in Richmond. The VYTP is a VFHY-funded coalition that works to connect tobacco researchers in Virginia. The meeting included presentations by three small grant recipients and a policy briefing on electronic cigarettes. VFHY Deputy Director Marge White delivered a presentation about VFHY's recently released Request for Proposals for tobacco research funding. VFHY Executive Director Marty Kilgore, Marketing Director Danny Saggese and Regional Grants Administrator Lisa Brown also attended the meeting.

CHILDHOOD OBESITY PREVENTION:

On Sept. 7 Virginia Foundation for Healthy Youth (VFHY) Deputy Director Marge White and Obesity Coordinator Heidi Hertz participated in the quarterly Project 365 meeting. Key topics included the ability for volunteers to sign up for backpack distribution at Richmond City schools via the Hands on Greater Richmond website as well as the initial approach for project sustainability. Additionally, progress on the project evaluation was discussed and will include an analysis of educational and health outcomes, to include academic performance, behavior and absenteeism.

On Sept. 8 and Oct. 31 VFHY Obesity Prevention Coordinator Heidi Hertz participated in School Breakfast Stakeholders meetings. Discussion topics included marketing and implementation plans for the 2017 Virginia Breakfast Challenge and other special events to promote enhanced school breakfast participation. The School Breakfast Stakeholders workgroup is coordinated by No Kid Hungry Virginia and includes representatives from the Virginia Department of Education, Virginia Action for Healthy Kids, the Southeast United Industry Dairy Association, the Mid-

Atlantic Dairy Association and the Virginia Poverty Law Center's Virginia Hunger Solutions initiative.

On Sept. 18-19 VFHY Executive Director Marty Kilgore, Director of Marketing Danny Saggese and Obesity Prevention Coordinator Heidi Hertz attended the 2017 No Kid Hungry Virginia Summit in Richmond, featuring presentations from Gov. Terry McAuliffe, First Lady of Virginia Dorothy McAuliffe and Dayle Hayes from School Meals That Rock. Assembling more than 175 leaders and stakeholders working to improve food access and end childhood hunger, the summit offered sessions highlighting best practices for programs including: School Breakfast, Summer Food Service, Farm to School and enhancing school meal quality. VFHY's Y Street youth engagement group presented with leaders from the Virginia PTA and shared strategies for partnering with youth on efforts to promote the School Breakfast program.

On Sept. 29 VFHY and VDACS co-hosted the first-ever Capitol Square Farmers' Market in cooperation with First Lady of Virginia Dorothy McAuliffe and the Commonwealth Council on Bridging the Nutritional Divide. Gov. Terry McAuliffe, Mrs. McAuliffe and Secretary of Agriculture and Forestry Basil Gooden spoke at the event, which was held as part of the Virginia Food Access Network's Feed Virginia Day of Action. The market attracted more than 800 shoppers and featured 12 local vendors selling locally grown Virginia agricultural products as well as live music and the Virginia Tourism Corp.'s LOVEworks letters.

On Oct. 12 VFHY Executive Director Marty Kilgore and Deputy Director Marge White participated in the bi-monthly planning meeting of the Virginia 365 Project to End Childhood Hunger. Topics discussed including updates and progress reports on school feeding programs and plans for feeding programs during Thanksgiving and winter break.

On Oct. 23 Obesity Prevention Coordinator Heidi Hertz met with Heather Wheeler, the new Virginia Grown Coordinator at the Virginia Department of Agriculture and Consumer Services (VDACS). Hertz and Wheeler discussed opportunities to link the VDACS Virginia Grown program with the Virginia Food Access Network, an initiative of the First Lady's Office and the Commonwealth's Council on Bridging the Nutritional Divide to connect stakeholders and share resources in an effort to end childhood hunger in Virginia and strengthen the local food system.

On Oct. 24 Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz volunteered at Woodville Elementary School with VFHY obesity prevention grantee Greater Richmond Fit4Kids. The volunteer activity was part of Fruit and Veggie week in Richmond City Public Schools.

On Oct. 30 VFHY Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz met with Emily Keenum, health initiative coordinator for the Virginia Early Childhood Foundation (VECF). Discussion topics included the Nemours Early Care and Education Learning Collaboratives grant and plans for the 2018 Rev Your Bev early childhood education kits. VFHY and VECF are partnering together to expand the early childhood education component for VFHY's Rev Your Bev initiative and to get more early childcare providers, students, and families involved in Rev Your Bev, which encourages water as a healthy alternative to sugary drinks.

On Nov. 6 Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz attended the Nemours Early Care and Education Learning Collaboratives steering committee meeting at the Virginia Early Childhood Foundation (VECF). VFHY staff presented the Rev Your Bev initiative and specific plans expand the early childhood education component in 2018. The steering committee members provided feedback and supported creating a workgroup to make recommendations for the content of the 2018 Rev Your Bev early childhood education kit and develop outreach strategies to increase the number of early childhood education centers participating in Rev Your Bev.

On Nov. 17 Virginia Foundation for Healthy Youth (VFHY) Obesity Prevention Coordinator Heidi Hertz attended a meeting between First Lady of Virginia Dorothy McAuliffe and the Virginia Commonwealth University Brandcenter, during which VCU students presented marketing strategies and recommendations for the Virginia Food Access Network. Meeting attendees included Mrs. McAuliffe's chief of staff, Eddie Oliver; Virginia Department of Agriculture and Consumer Services Deputy Commissioner Charles Green; and Virginia Cooperative Extension representative Cathy Sutphin.

On Nov. 28 VFHY Obesity Prevention Coordinator Heidi Hertz led a workgroup planning meeting focusing on promoting water as a healthy, first-choice beverage in early childcare education settings. Hertz facilitated discussions about expansions to VFHY's early childhood education Rev Your Bev toolkit and explained how VFHY's branding can be applied to an extended campaign promoting best-practice hydration messages. Meeting attendees included representatives from DSS, VDH, the Virginia Early Childhood Foundation, the Virginia Oral Health Coalition, Child Care Aware of Virginia and the Virginia Head Start Association.

SUBSTANCE USE PREVENTION:

On Sept. 13-14 VFHY held an all-staff training and retreat. During the retreat staff members heard presentations about substance-use prevention from experts from Virginia Commonwealth University. Dr. Danielle Dick, a professor of psychology and human and molecular genetics, discussed genetic and environmental factors that impact substance use. Dr. Melodie Fearnow-Kenney, Project Aware Evaluator with VCU's Center for School-Community Collaboration, discussed prevention approaches online and in the community. Dr. Linda Hancock, director of the VCU Wellness Resource Center, delivered a presentation about approaches to substance-use prevention. And Dr. Sunny Shin, an associate professor in the VCU School of Social Work, explained methods for factoring in ACEs (Adverse Childhood Experiences) to prevent substance use.

Virginia Foundation for Healthy Youth (VFHY) Deputy Director Marge White provided information to Andrew Mitchell from the Joint Commission on Health Care related to a study on marijuana. White reviewed data on marijuana use among youth in Virginia and potential prevention approaches that could be used to address use of this and other substances. She noted VFHY did not have dedicated funding to implement initiatives specifically for preventing use of marijuana among youth.

On Oct. 26 Virginia Foundation for Healthy Youth (VFHY) Executive Director Marty Kilgore and other VFHY staff members attended the Revive RVA: Regional Solutions to the Opioids Crisis conference at the Greater Richmond Convention Center. Presented by the Richmond, Chesterfield, Hanover and Henrico local governments, the summit featured speakers from a variety of backgrounds including emergency response, education, government, medicine and public safety. Sessions included information about how public schools are addressing issues related to the crisis as well as best practices for treatment of opioid-use disorders. Other VFHY members in attendance included Deputy Director Marge Director of Community Outreach and Development Henry Harper and Public Affairs Manager Richard Foster.

BUDGET REQUEST:

On the recommendation of the state Secretary of Health and Human Resources VFHY submitted a budget request on Oct. 2 to the Virginia Department of Planning and Budget for \$4.7 million for two years to fund the foundation's substance-use mission prevention expansion.

VIRGINIA YOUTH SURVEY:

On Oct. 23 and Nov. 21 VFHY Training and Resource Manager Charlie McLaughlin and other VFHY staff members administered the 2017 Virginia Youth Survey at Salem Church Middle School in Chesterfield County and Petersburg High School. VDH and VFHY jointly conduct the survey in Virginia middle and high schools every two years in cooperation with VDOE. The survey collects data on health topics such as youth tobacco use, substance use and health behaviors such as diet and exercise.

ADMINISTRATION MEETINGS:

On Sept. 12 VFHY Executive Director Marty Kilgore, Deputy Director Marge White and other VFHY staff members attended a talk at the State Capitol about truth and racial healing delivered by Dr. Gail Christopher, who formerly headed up the W.K. Kellogg Foundation's Truth, Racial Healing and Transformation (TRHT) initiative. The Richmond event was the first in a series of presentations in 14 cities around the nation selected for the initiative. TRHT is a comprehensive, national and community-based process to plan for and bring about transformational and sustainable change, and to address the historic and contemporary effects of racism. Kellogg will help build diverse, multi-sector coalitions to implement the foundation's TRHT process and framework.

On Sept. 14 the Office of Secretary of Health Human Resources Dr. William Hazel submitted VFHY's Agency Summary Report for the upcoming Gubernatorial Transition Team to the Office of the Governor's Chief of Staff. Challenges cited by VFHY in the report included funding for VFHY's expanded substance-use prevention mission as well as the need for continuity of statewide efforts aimed at improving community-level access to healthy foods and reducing childhood hunger.

On Sept. 20 and Oct. 16 VFHY Executive Director Marty Kilgore attended meetings of the Children's Cabinet. Discussion topics included the Challenged Schools initiatives in Richmond and Petersburg, Trauma-Informed Care and the Children's Resilience Initiative from Walla Walla, Washington.

LEGISLATIVE SITE VISITS:

On Oct. 11 state Delegate Chris Head visited the Too Good for Drugs after-school program at Grandin Court Elementary School in Roanoke. The program is provided by Virginia Foundation for Healthy Youth (VFHY) grantee Blue Ridge Behavioral Healthcare through a three-year, \$180,000 tobacco-use prevention grant. VFHY Southwest Regional Grants Administrator Jenny Martin attended the visit along with Blue Ridge Behavioral Healthcare staff Lynn McDowell and Ray Bemis.

On Oct. 18 state Delegate Margaret Ransone and Virginia Foundation for Healthy Youth (VFHY) Executive Director Marty Kilgore visited a VFHY-funded HALO (Healthy Alternatives for Little Ones) program for preschoolers at the Northern Neck Family YMCA. The HALO program is implemented via a grant from VFHY to the Peninsula Metropolitan YMCA. Ransone and Kilgore also toured the Boys & Girls Clubs of the Northern Neck location and met with its executive staff.

On Oct. 25 state Delegate Israel O'Quinn visited a Too Good for Drugs program funded by the Virginia Foundation for Healthy Youth (VFHY) at Galax Elementary School. The program is provided to all students in third through seventh grades via a three-year, \$130,464 grant from VFHY to Galax City Schools and is taught by staff from Mount Rogers Community Services. Jackie Surratt with Mount Rogers Community Services and VFHY Southwest Regional Grants Administrator Jenny Martin were also present at the visit.

On Oct. 27 state Senator Bill Carrico met in Abingdon with Southwest Regional Grants Administrator Jenny Martin and staff from United Way of Southwest Virginia to discuss VFHY grant-funded projects being implemented by the United Way. The United Way of Southwest Virginia provides the Al's Pals prevention program for preschoolers in area Head Start centers and preschools via an \$180,000, three-year tobacco-use prevention grant from VFHY. The Virginia Foundation for Healthy Youth also funds United Way of Southwest Virginia initiatives to reduce and prevent childhood obesity among elementary school students in Smyth County via a \$58,815 grant. George Owens and Uva Havens represented United Way of Southwest Virginia at the meeting.

On Nov. 2 state Delegate Sam Rasoul visited a Too Good for Drugs after-school prevention program funded by the Virginia Foundation for Healthy Youth (VFHY) at Crystal Spring Elementary School in Roanoke. The program is implemented by Blue Ridge Behavioral Healthcare via a three-year tobacco-use prevention grant from VFHY. VFHY Southwest Regional Grants Administrator Jenny Martin attended the visit along with Blue Ridge Behavioral Healthcare staff Susan Rieves Austin and Ray Bemis.

COLLABORATIONS/MEETINGS/PRESENTATIONS:

On Sept. 12 VFHY Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz attended a meeting with Abby Farris, senior vice president and chief advancement officer for YMCA of Greater Richmond; Patrick Crute, executive director of the Virginia Alliance of YMCAs; Eddie Oliver, chief of staff to First Lady of Virginia Dorothy McAuliffe; and Claire Mansfield, director of No Kid Hungry Virginia. Participants discussed potential collaboration opportunities to enhance afterschool and out-of-school time feeding programs. VFHY, the

YMCA, No Kid Hungry and the First Lady's office continue to partner on efforts to increase the number of Summer Food Service sites across Virginia and to promote offering meals during afterschool programs.

On Sept. 20 VFHY Executive Director Marty Kilgore and Deputy Director Marge White attended the Virginia Tobacco Control stakeholders group's annual legislative planning meeting. Participants included representatives from the American Cancer Society (Virginia Government Relations Director Brian Donohue and Grassroots Manager Ann Vaughan); the American Heart Association (Government Relations Director Melissa Assalone); the American Lung Association of the Mid-Atlantic (Vice President of Community Impact Joy Blankley Meyer, Lung Cancer Team Director Kira Koon); the Campaign for Tobacco-Free Kids (Tobacco States and Mid-Atlantic Region Director Amy Barkley); March of Dimes; and VDH (Tobacco Control Program Manager Jayne Flowers).

On Sep. 26 VFHY Training and Resource Manager Charlie McLaughlin met with foreign exchange students participating in the U.S. Department of State's Hubert H. Humphrey Fellowship Program at Virginia Commonwealth University. McLaughlin delivered a presentation and led a roundtable discussion about evidence-based programs, with information including how to identify evidence-based programs and how to discern the programs' content, associated costs and training requirements. The students plan to share this information with key decision makers in their countries of origin.

Virginia Foundation for Healthy Youth (VFHY) Deputy Director Marge White attended the Funders Alliance meeting on Oct. 9-11. Attendees included other Master Settlement Agreement (MSA)-funded and/or health-conversion foundations concerned with tobacco-use prevention from around the nation. Topics addressed included FDA tobacco and nicotine regulations, e-cigarette policies, over-21 tobacco-access laws, flavoring restrictions and updates from each foundation.

On Oct. 18 VFHY Obesity Prevention Coordinator Heidi Hertz and VFHY dietetic intern Emily Pearson of Virginia Commonwealth University attended the Virginia Partnership for Out of School Time Leadership (VPOST) council meeting. Council members discussed and approved VPOST's best practices for quality out-of-school time programs and reviewed the Virginia Out-of-School Time Resource Exchange, a website with tools and resources to support out-of-school time programs and coordinators.

On Oct. 26 VFHY Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz met with United Way of Southwest Virginia CEO Travis Staton to discuss upcoming partnership opportunities. Through its Ignite initiative, the United Way of Southwest Virginia is investing in the next generation of Southwest Virginia's workforce via career awareness and providing hands-on learning opportunities to more than 29,000 students. The United Way of Southwest Virginia is identifying state, local and national partners to help promote a healthy and drug-free workforce as a component of the Ignite initiative. The group discussed opportunities for expanding VFHY's tobacco-use and substance-use prevention efforts in Southwest Virginia.

On Oct. 26 VFHY Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz attended a meeting of the Closer to My Grocer Coalition, an initiative of the American Heart Association to increase access to healthy foods in low-income areas across Virginia with limited supermarket access. Agenda items included a presentation on healthy food financing and breakout group discussions about grassroots coalition building.

On Nov. 6 Executive Director Marty Kilgore attended the Community Coalitions of Virginia board meeting. During the meeting attendees discussed upcoming legislative issues, collaboration with the Department of Behavioral Health and Developmental Services and updates on the Opioid/Heroin community forums.

On Nov. 7 Executive Director Marty Kilgore, Deputy Director Marge White, and Director of Programs Donna Gassie met with United Way of Southwest Virginia CEO Travis Staton to discuss upcoming partnership opportunities. The United Way of Southwest Virginia is interested in expanding its Ignite Program to include tobacco-use prevention and substance-use prevention programming.

On Nov. 7 VFHY Training and Resource Manager Charlie McLaughlin conducted a training session of the Too Good for Drugs program in Richmond for a group of 12 foreign exchange students participating in the Hubert H. Humphrey Fellowship Program at Virginia Commonwealth University. The training provided the fellows a detailed look at the components of the program and the implementation procedures for delivering an effective evidence-based prevention program.

On Nov. 13 VFHY Board of Trustees member Vineeta Shah and VFHY Obesity Prevention Coordinator Heidi Hertz attended Greater Richmond Fit4Kids' "The Power of Policy" training at the Northside Family YMCA in Richmond. The purpose of the training was to provide local nonprofit organizations with tools for advocacy and education as well as methods for developing strategies to support and promote programming. Participating organizations included Tricycle Urban Agriculture, Shalom Farms, the YMCA of Greater Richmond, Communities in Schools of Richmond, the Richmond city and Henrico County health departments and Bon Secours Health System.

On Nov. 20 VFHY Executive Director Marty Kilgore attended a legislative meeting in Southwest Virginia hosted by the American Heart Association to share information with state legislators about its Closer to My Grocer initiative, which focuses on increasing access to healthy foods in under-served urban and rural areas statewide. Meeting attendees included Senator Bill Carrico, Delegates Terry Kilgore and Israel O'Quinn and American Heart Association Senior Director of Government Relations Robin Gahan.

On Nov. 20 VFHY Training and Resource Manager Charlie McLaughlin served on an interview panel to help the Virginia Department of Health fill a Policy & Outreach Coordinator position.

Save the Date:

The 13th National Reduce Tobacco Use Conference will be held April 8 – 11, 2018, at the Norfolk Waterside Marriott. This year's conference will showcase the latest in tobacco-use

prevention, reduction and cessation with teens and young adults. Plan to attend and network with colleagues from around the nation at the Norfolk Waterside Marriott.

The Virginia Department of Behavioral Health and Developmental Services will offer an optional, substance-use prevention track: Broadening Prevention. Topics will include capacity building and community mobilization and effective and sustainable prevention approaches guided by applying the Strategic Prevention Framework (SPF).

Contact Eloise Burke at 804.786.2523 or eburke@healthyyouthva.org to register to attend.

Budget Report:

Business Manager Wilma Jordan reported on the Statement of Net Assets and Governmental Funds Balance Sheet as of October 31, 2017.

Wilma Jordan also reported on the Actual Expenditures vs. Budget for July 2017 through October 2017 as well as the total FY2018 budget.

Questions should be directed to Wilma Jordan at 804.786.7409 or wjordan@healthyyouthva.org.

Public Comment:

Melissa Peeler, American Heart Association (AHA), on behalf of American Heart Association and American Cancer Society (ACS), thanked everyone at VFHY for their continued work reducing youth tobacco use in Virginia. Both organizations are extremely supportive of efforts to restore the Foundation's funding back to 10 percent of Virginia's annual Master Settlement Agreement payments.

The AHA also appreciates the Foundations' continued support to reduce youth obesity rates and its collaboration with Y Street on Healthy Food Access Network and the Closer to My Grocer campaigns.

New Business:

Recommendations for Tobacco Prevention Grants:

Program Committee Chair Sarah T. Melton, PharmD, reviewed the funding recommendations being made by the Program Committee for RFP #852P019, Tobacco Use Prevention & Cessation for Youth that was distributed to the board. Sixty-eight proposals were received. Fifty-three organizations were funded. Approximately \$750,000 remains not funded. See attachment.

Motion: to award 3-year grants to the 53 organizations as listed not to exceed a total of \$7,236,532.00 to conduct Tobacco Use and Prevention Programs with Youth throughout Virginia. The award period is July 1, 2018 – June 30, 2021 by Sarah T. Melton, PharmD.

Second: Vineeta Shah, MHS.

Vote: Unanimous in favor.

Motion: to award grants not to exceed \$750,000.00 to Community Services Boards or schools to conduct tobacco use prevention and cessation programs in targeted, high-risk, underserved communities for the award period of July 1, 2018 - June 30, 2021 by Sarah T. Melton, PharmD.

Second: Gloria Gill, RN.

Vote: Unanimous in favor.

Authorization to recommend compensation level:

Policy/Personnel/Bylaws Committee Chair Bob Leek reported that our *Code* section states, “Subject to confirmation by the General Assembly, the Governor shall appoint a director, whose compensation shall be determined by the Board, subject to approval by the Governor.”

The full board will not meet again until May and it is likely we will hear about the appointment of an executive director prior to that meeting. Therefore, I would like us to consider assigning this task to the VFHY Executive Committee to act upon when an appointment is made. Staff has talked with our legal counsel about this and she indicated it would be an efficient way to handle this without convening the full board for one item of business.

Motion: the VFHY Board of Trustees assigns the VFHY Executive Committee to determine compensation for our executive director and submit it for approval by the Governor as presented by Bob Leek.

Second: Senator David W. Marsden.

Vote: Unanimous in favor.

Committee Reports:

Marketing Committee

Director of Marketing Danny Saggese reported the third annual 24/7 Tobacco Free Spirit day supporting the 24/7 Campaign will take place on February 14, 2018. That day the 31 school divisions in Virginia that have adopted comprehensive tobacco-free and e-cigarette-free policy will celebrate with over 60 on-site events across the commonwealth.

Jeff Jordan, president of Rescue Agency, presented on VFHY's Peer Crowd Segmentation approach, and the creation of a Substance-Free Hip Hop Campaign. Substance-Free Hip Hop Brand Development will begin with formative research to understand cross-cutting values and promising messages, and then continue with brand and creative concept development, brand and creative concept testing and finalize with the new brand and development of the top creative concepts.

Contact Eloise Burke at 804.786.2523 or eburke@healthyyouthva.org for a copy of the presentation.

Research and Evaluation Committee

Deputy Director Marge White reported the Research and Evaluation Committee did not meet. VFHY issued a Research RFP for large grants that will be three-year projects which will close in February. A national review team will be used for the process. Researchers from around the country have been identified. Recommendations will be presented at the May board meeting.

The 2017 Virginia Youth Survey data collection process is almost complete. The information will be sent to the CDC for analysis of the middle school survey. The High School data will be analyzed by a VFHY contractor.

Announcements:

Senator David W. Marsden reported that at the next General Assembly he will introduce legislation to raise the tobacco tax to 90 cents.

Next Board Meeting Date:

May 16, 2018

September 12, 2018

December 5, 2018

Reduce Tobacco Use 2018 – April 8 - 10, 2018

Substance Use Prevention Post Conference:

Broadening Prevention – April 10 - 11, 2018

Norfolk Waterside Marriott

Norfolk, VA

VYTP Triennial Research Conference – March 21 - 22, 2018, Delta Hotel
Richmond, VA

Adjournment:

Meeting adjourned at 1:24 p.m.

**VIRGINIA FOUNDATION FOR HEALTHY YOUTH
STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS
BALANCE SHEET
As of October 31, 2017**

	<u>Governmental Funds</u>
	<u>Special Revenue</u>
ASSETS:	
Cash held by the Treasurer of Virginia	\$ 9,601,059
Investments/cash equivalents Held by the Treasurer	\$ -
Lease Deposits	\$ 5,966
Prepaid Expenses	\$ -
Capital Assets, net of accumulated depreciation: Operating equipment	<u> </u>
TOTAL ASSETS	<u>\$ 9,607,025</u>
LIABILITIES:	
Obligations Under Security Lend	\$ -
Compensated absences	\$ 128,830
Account payables	\$ 474,294
	<u> </u>
Total Liabilities	<u>\$ 603,125</u>
NET ASSETS:	
Investment in Capital Assets, net of related debt	\$ -
Unrestricted	<u>\$ 9,003,900</u>
Total net assets	\$ 9,003,900

	Actual Expenses July 2017 - October 2017	Budget July 2017 - October 2017	\$ Over/Under Budget thru October 2017	FY2018 Total Budget
Ordinary Income/Expense				
Income				
Interest on Securities	34,673		34,673	
Conf & Training Registration/Misc.	1,300		1,300	
Grants/reimbursed expenses	47,338		47,338	
Virginia Tobacco Settlement Fund				9,517,532
Total Income	<u>83,310</u>	<u></u>	<u>83,310</u>	<u>9,517,532</u>
Expense				
Administration	298,278	333,333	-35,055	1,000,000
General/Inter Agency Expenses	0	16,250	-16,250	140,000
Marketing	904,583	1,090,011	-185,428	3,270,032
Program Expense	729,173	1,077,500	-348,327	3,232,500
Research/Surveillance and Eval.	258,969	266,667	-7,698	875,000
Obesity	195,098	333,333	-138,235	1,000,000
Endowment				
Total Expense	<u>2,386,100</u>	<u>3,117,094</u>	<u>-730,994</u>	<u>9,517,532</u>

DRAFT Policy for Electronic Participation in Meetings:

It is the policy of the VFHY Board of Trustees that individual Board members may participate in meetings of the Board, the Executive Committee, or other committees of the Board by electronic means as permitted by Virginia Code § 2.2-3708.1. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Whenever an individual member wishes to participate from a remote location, the law requires a quorum of Board or committee to be physically assembled at the primary or central meeting location, and there must be arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location. The reason that the member is unable to attend the meeting and the remote location from which the member participates must be recorded in the meeting minutes. When such individual participation is due to an emergency or personal matter, such participation is limited by law to two meetings per member each calendar year.

Individual participation from a remote location shall be approved by the chair unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act. If a member's participation from a remote location is challenged, then the Board or the committee that is meeting shall vote whether to allow such participation. If the Board or committee votes to disapprove of the member's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity.

This policy applies to all committees and subcommittees of the VFHY Board of Trustees.

**Recommended Awards for Grants in Response to RFP #852P019, Tobacco Use
Prevention & Cessation for Youth**

ORGANIZATION	AMOUNT OF GRANT AWARDS (NOT TO EXCEED)
Alternatives	\$150,000.00
Arlington County Community Services Board	\$149,999.00
Bacon Street	\$150,000.00
Bland County Public Schools	\$148,042.00
Blue Ridge Behavioral Healthcare	\$150,000.00
Boys & Girls Clubs of the Northern Neck	\$150,000.00
Boys and Girls Clubs of Central VA	\$150,000.00
Boys and Girls Clubs of Harrisonburg	\$149,334.00
Bristol Youth Services	\$121,586.00
C. Waldo Scott	\$85,104.00
Catholic Charities	\$124,669.00
Chesterfield County Public Schools	\$150,000.00
CLEAN Inc	\$148,503.00
Crossroads CSB	\$138,427.00
Danville/Pittsylvania County Community Services	\$149,948.00
Eastern Shore CSB	\$150,000.00
Eastern Virginia Medical School	\$149,875.00
Edu-Futuro	\$150,000.00
Ethiopian Community Development Council, Inc.	\$150,000.00
Fairfax County CSB-Wellness and Health Promotion	\$150,000.00
Fairfax County Neighborhood and Community Services	\$150,000.00
Family YMCA Emporia	\$141,927.00
Fauquier CADRE, Inc.	\$150,000.00
Global Wellness Solutions	\$149,967.00
Grayson County Public Schools	\$136,133.00

Henry County Public Schools	\$150,000.00
Highlands Community Services	\$149,886.00
Horizon Behavioral Health	\$130,600.00
Life Changing Community Development Center	\$92,708.00
Loudoun County Community Services Board	\$150,000.00
Medical Home Plus	\$137,269.00
Middle Peninsula-Northern Neck CSB	\$150,000.00
Montgomery County Public Schools	\$124,567.00
Mount Rogers Community Services	\$147,853.00
New River Valley Community Services	\$125,801.00
Orange County Office on Youth	\$148,131.00
Page County Public Schools	\$16,394.00
Piedmont Community Services	\$150,000.00
Planning District One Behavioral Health	\$143,009.00
Pulaski County Public Schools	\$110,939.00
Radford City Public Schools	\$80,742.00
ReadyKids	\$150,000.00
Rockbridge Area CSB	\$150,000.00
SCAN of Northern Virginia	\$150,000.00
Sentara Rockingham Memorial Hospital	\$150,000.00
Smart Beginnings Rappahannock Area	\$149,726.00
Smyth County Public Schools	\$142,850.00
Three Rivers Health District	\$101,352.00
Twin County Prevention Coalition	\$70,590.00
United Way of Southwest VA	\$150,000.00
Warren County Community Health Coalition	\$150,000.00
William Hunton YMCA	\$150,000.00
Youth Apostles Institute - Don Bosco Center	\$120,601.00

