

VTSF

VIRGINIA TOBACCO
SETTLEMENT FOUNDATION

**Board of Trustees Meeting
Minutes
May 16, 2006**

Members present

Richard Bennett, MD, Daniel Cawley, Edda Marie Collins, Kevin R. Cooper, M.D., Richard A. Crittenden, Rickie E. Fulcher, Lolly Gilmore, Patrick Hughes, Senator Emmett W. Hanger, Jr., Delegate William Janis (departed at 12:45), Debra E. Keith, RN, Rakesh C. Kukreja, PhD., Delegate John O'Bannon, III, MD (departed at 1:55), Tobin G. Van Ostern, Robert Stroube, MD (departed at 1:50), Senator John Watkins (departed at 1:22).

Members not present

Sanjeev K. Aggarwal, M.D., Curtis Coleburn, Audrey Douglas-Cooke, RN, Pamela J. Daffern, M.D., Jose Dimas, James Lund McDaniel, M.D.

Staff

Rita Angelone, Lisa Brown, Eloise Burke, Terri-ann Brown, Richard Foster, Donna Gassie, Henry Harper, III, Wilma Jordan, Marty Kilgore, Judy Link, Jennifer Martin, Charlie McLaughlin, Jr., Danny Saggese, and Margaret White.

Counsel

Teresa Griggs
Frank Ferguson

Guest

Gail Jaspen
Deputy Secretary of Health and Human Resources

Called to order

Rickie Fulcher called the meeting to order at 12 noon
Rickie welcomed and introduced a special guest, the Deputy Secretary of Health and Human Resources, Gail Jaspen.

Personnel/Policy/Bylaws Committee Report:

Closed Meeting

Motion: “In accordance with the provisions of Section 2.2-3711 (A) (7) of the Code of Virginia, I move that the Board go into closed meeting for the purpose of Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Foundation; and consultation with legal counsel employed or retained by the Foundation regarding specific legal matters requiring the provision of legal advice by such counsel, regarding the authority of the Executive Director of the Virginia Tobacco Settlement Foundation. Additionally, I move that Board counsel attend the Closed Meeting because their presence is deemed necessary” by Delegate Bill Janis.

Second: Senator Watkins

Vote: Unanimous in favor

Motion: Reconvene from closed session by Delegate Bill Janis

Second: Dr. Robert Stroube

Vote: Unanimous in favor

Motion: Delegate Bill Janis stated, “I move the adoption of the following resolution: **WHEREAS**, the Virginia Tobacco Settlement Foundation has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and **WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification by this Foundation that such closed meeting was conducted in conformity with Virginia Law: **NOW, THEREFORE, BE IT RESOLVED**, that the Virginia Tobacco Settlement Foundation certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Foundation in the closed meeting.

Rickie Fulcher stated “All those who certify, to the best of your knowledge that the Board of Trustees heard, discussed and considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, only such public business matters as were identified in the motion by which the Closed Meeting was convened, please say “Aye.”

Role call certification (all Ayes): Members present were: Rickie Fulcher, Patrick Hughes, Dr. Richard Bennett, Daniel J. Cawley, Edda Marie Collins, Dr. Kevin R. Cooper, Richard Crittenden, Lolly A. Gilmore, Senator Emmett W. Hanger, Jr., Delegate Bill Janis, Debra E. Keith, Dr. Rakesh C. Kukreja, Delegate John O’ Bannon, III, Tobin Van Ostern, Dr. Robert B. Stroube, Senator John Watkins.

Motion: “I move the Virginia Tobacco Settlement Foundation Board of Trustees delegate authority to Marty Kilgore, Executive Director, to revise the Board’s administration budget line item for FY07as she deems necessary, including making such specific personnel and operational decisions regarding travel, personnel, supplies, and meeting expenses as she deems necessary, and with all such changes to be approved by

the Chairman of the Board of Trustees in communication with the Executive Committee of the Virginia Tobacco Settlement Foundation Board of Trustees” by Delegate Bill Janis.

Second: Patrick Hughes

Vote: Unanimous in favor.

Bylaws: The committee is suggesting that board elections occur at a date later than June of each year to allow for gubernatorial appointments to be completed prior to elections. A proposed bylaws change was included in your board package.

Motion: “I move the board approve a bylaws change to modify the date for board elections to the first meeting following the beginning of each fiscal year as presented in the draft bylaws package included in the board package” by Patrick Hughes.

Second: Delegate John O’Bannon, III

Discussion: Rickie Fulcher stated that the change would eliminate a situation where you elect a chair and vice-chair who may be up for reappointment and not be reappointed.

Vote: Unanimous in favor.

Personnel:

In order to help reduce administrative costs, we recommend a change in compensation options for FY07. The change would postpone the option for base salary increases for one additional year.

Motion: “I move the board authorize staff to repeat the compensation options approved for even fiscal years and to change the compensation policy for future years to exchange the options for even and odd fiscal years” by Patrick Hughes.

Second: Delegate John O’Bannon, III

Discussion: Marge White stated the motion would effectively allow the compensation options from FY06 be repeated in FY07. Therefore, in FY07, staff could choose bonus leave, a cash bonus, or a cash bonus plus bonus leave option. The levels within each option will continue to be based on performance reviews. This change would essentially freezes salaries for one more year and also decrease the funding needed for benefits relative to those salaries. The pattern of options would then continue to alternate in odd and even fiscal years, with a base salary increase option in even years.

Marty Kilgore added that this will result in cost savings of twenty-five thousand in salaries.

Vote: Unanimous in favor.

Minutes

Motion: to approve the minutes with one correction by Dr. Robert Stroube

Second: Delegate John O’Bannon, III

Vote: Unanimous in favor

Chairman's Comments

We've had a very successful year with many goals and expectations being achieved as we have moved our organization forward in its mission. Thank you to everyone for doing their part and beyond in helping us to keep our momentum moving forward.

While we celebrate the accomplishments of our past year's triumphs, we are sitting on the edge of a new year which will bring with it new challenges and expectations.

- Challenges in reductions of funding due to the decline of cigarette sales. Due to those reduced sales, opportunity has arisen for participating tobacco companies to challenge the structure and validity of the Master Settlement Agreement (MSA).
- Challenges in having to determine more efficient ways of operational procedures.
- Challenges in having to finer hone and further scrutinize potential grantee programs, marketing advantages, enforcement commitments and research support incentives.
- Challenges in working with our legislative bodies and the governor's office for additional funding by better defining our goals and how those goals and commitments we have made directly affect the welfare of Virginia's children and the Commonwealth's future.
- Expectations of maintaining and/or showing improvement with our recognition rate.
- Expectations by others in being able to continue to show improvements and progress within the face of adversity, being funding, as we have continued to do over the past few years.
- Expectations within ourselves that we can not and must not fall short within "our mission" but must continue to remain strong to our commitment.

While these may seem difficult and formidable tasks we must understand that these challenges and expectations are what help us to grow stronger as a team. The Board working to develop policy offering support, the Staff in the development of strategies and plans for efficient and effective operations.

Together we will meet these challenges and fulfill those expectations.

Rickie Fulcher welcomed Marty Kilgore back to the Foundation.

Director's Report

ADMINISTRATION:

Secretary of Health and Human Resources Marilyn Tavenner, Deputy Secretaries Gail Jaspen and Steve Harms scheduled visits to each of the Agencies under their Secretariat and visited the VTSF Office on Thursday, February 9. Deputy Director Marge White and I gave an overview of the Foundation and our initiatives. VTSF staff had the opportunity to meet the Secretary, Gail Jaspen, and Steve Harms. The staff really appreciated them taking time out of their busy schedule to meet them.

LEGISLATION:

HB 1545 filed by Delegates O'Bannon and Janis and Senator Hanger, VTSF Board of Trustees member, proposed legislation that would change the authority to appoint the director of the Virginia Tobacco Settlement Foundation from the Governor to the Board of Trustees of the Foundation. HB 1545 passed the House on February 14 with a vote of 62-Y, 38-N. HB1545 passed the Senate on February 27 with a vote of 22-Y, 17-N, and one member not voting. This bill was vetoed by the Governor.

Budget amendments were submitted by Delegates Janis and O'Bannon and Senator Watkins, but were not included in the HHR budget report. The requested amount would enable VTSF to maintain adequate funding throughout the year. At this time, VTSF utilizes a Treasury loan to maintain cash flow for expenses each year prior to the MSA payment posting.

PROGRAMS:

On January 19, an RFP was released for one year, non-renewal tobacco use prevention and cessation grants beginning July 1, 2006 and ending June 30, 2007. Two optional Offeror's Conferences were held in Fredericksburg and Roanoke to provide technical assistance. Approximately thirty individuals attended the workshops. Staff did an excellent job answering questions regarding the RFP. Proposals were due to the Richmond Office on March 21. VTSF received 44 proposals for consideration with \$1.55 million available for funding across the state. Proposals were distributed to the review team, along with the Reviewer's Manual and scoring forms. A statewide panel of Regional Advisory Board members convened on April 18 to review the proposals and develop recommendations during the RAB Recognition and Training Event. Twenty-six were recommended to be forwarded to the Program Committee.

VTSF hosted its annual Regional Advisory Board (RAB) training and recognition event on April 18-19 in Staunton, in conjunction with the meeting of the RAB review panel to discuss the 44 proposals for recommendation. Approximately 50 members of the RABs attended the training. Rickie Fulcher, VTSF Board of Trustees Chairman, provided opening remarks to the RAB members, thanking them for their commitment and dedication to our mission of reducing youth tobacco use. Delegate Chris Saxman of Staunton, kicked off the training by providing welcoming remarks. Attendees received information regarding the latest achievements with the VTSF Marketing Campaign, as well as from Dr. Greg Connolly, a tobacco use prevention expert from the Harvard School of Public Health. The day concluded with separate regional meetings for the RAB's.

The Regional Special Projects Mini-Grant Application was released the week of February 13. These were for one time grants not to exceed \$4,000. Each of the nine regions had \$25,000 to award for projects that reduce the use of tobacco products by youth throughout Virginia. Applications were accepted by the 15th of each month at the five regional offices. A total of 35 Special Projects Mini-Grant applications were received by the March 15th deadline. Regional staff coordinated with the Regional Advisory Board members to review and recommend applications for funding. Ten applications were awarded mini-grants totaling \$31,500. A total of 36 applications were received by the April 15th deadline, with 14 receiving funding totaling \$38,032.

VTSF has collaborated with the Tobacco Technical Assistance Consortium (TTAC) and James Madison University (JMU) to offer training workshops for the calendar year 2006. A Strategic Planning Workshop facilitated by (TTAC) was held on March 1 in Charlottesville. Twenty-three current and potential grantees from every region of the state were in attendance. Evaluation results revealed favorable comments regarding the effectiveness and satisfaction of the training. A Tobacco 101 Workshop was held on April 3-4 in Richmond. Twenty-one current and potential grantees from various regions of the state were in attendance, with evaluation results very favorable.

MARKETING:

Advanced training was conducted for the four Market Managers of the *ydouthink* campaign. Each Market Manager is responsible for not only managing the high school aged volunteers involved in the campaign, but also for interacting with Virginia youth on the street at numerous events and hangouts within their region. Market Managers are critically important to delivering the VTSF's tobacco use prevention message to youth in a manner that will resonate with them long after the interaction has ended.

In collaboration with marketing partners Rescue Social Change Group and the Southeastern Institute of Research, the VTSF has developed a new tool for identifying youth that are more representative of the VTSF's target market for our marketing initiative: the Y Campaign. The new "Cool Intenders" Questionnaire is designed to assist the VTSF in more accurately determining the youth that are both: influential leaders within their peer groups, and individuals that are at a greater risk to become smokers in the future, regardless of whether they are current smokers. For the purpose of improving this tool, the street teams surveyed 203 youth to determine additional questions that could be added to the questionnaire.

The Focus Group testing was held in Richmond at the SIR Office on February 8-9. The valuable feedback provided by our target assisted the marketing team in determining which concepts should be produced into the newest statewide round of *ydouthink* television commercials.

The fourth round of the Y St. Trainings was conducted by *ydouthink* – the statewide youth tobacco use prevention movement of the VTSF. The trainings were conducted in Richmond, Norfolk, Roanoke, and Reston. Nearly 800 youth across Virginia applied for approximately 400 invitations to the Y St. Trainings. *Ydouthink* found 431 high school students who know what's hot and what's not around the state, and trained them to become official members of Y St. After the four trainings were completed, there are nearly 1500 youth statewide that will be advocating amongst their peers for *ydouthink* and tobacco use prevention. With Y St., youth work with a local manager to promote *ydouthink* and use peer interaction to spread the tobacco use prevention message where adults typically can't reach.

The VTSF received nine total responses for the RFP titled: VTSF's Interactive Marketing Component – *ydouthink.com*, which was released in February and due on March 30, 2006. The initial period of the contract is July 1, 2006 through June 30, 2007 (9FY07) with the anticipated award amount being \$225,000.

The VTFSF's marketing campaign was selected to present its abstract entitled, "Sustainable Youth Involvement in Prevention/Advocacy" in poster format at the 13th World Conference on Tobacco or Health in Washington, D.C. on July 12-15, 2006.

RESEARCH:

The VTFSF research review committee has completed its initial round of scoring of research grant proposals. It met on March 21 via a conference call to discuss the proposals, develop a group consensus score, and prepare its recommendations for funding. Eight proposals were recommended to the Research Committee involving research on specific educational interventions, genetic and psychosocial factors that impact youth initiation and development of addiction and factors that influence specific populations such as African-American youth and youth with co-occurring disorders. Each proposed project includes collaborations with other institutions, including universities and public school systems. The grants that are awarded will cover a three year period, FY07-09.

The VCU Youth Tobacco Project's research conference met with great success on March 29-30. The title of the conference was "From Research to Practice" and focused on using research results to impact youth tobacco use prevention initiatives. Senator Watkins gave opening remarks and introduced Secretary Tavenner, who kicked off the conference. The keynote speakers were Dr. Jack Henningfield of Pinney and Associates and Dr. Sheppard Kellum from the American Institutes of Research. Breakout sessions included numerous speakers that address tobacco use among youth as it relates to gender, age, race/ethnicity, and co-occurring disorders. Approximately 95 participants attended, representing researchers, prevention professionals, and policy makers, including Delegate Janis, Dr. Stroube, Commissioner at VDH and VTFSF Board of Trustees member, and Dr. Reinhard, Commissioner at DMHMRSAS.

REVIEWER'S MANUAL:

A "Reviewer's Manual" has been developed to serve as a guidance document for individuals to use when scoring proposals related to RFP's issued by VTFSF. This manual will be tested in the one-year program grant review process, and feedback will be obtained from that review team to make modifications for future use.

MEDIA/PUBLIC RELATIONS:

The Y St. program was the focus of the lead, above-the-fold story (with a large color photo) on the front page of the Saturday business section in the Richmond Times-Dispatch. On the same day, Y St. was the subject of the lead story of the Virginia section in The Roanoke Times! (It also ran the above-the-fold with a color photo.) The Roanoke newspaper covered the April 28 Y St. training session at Center in the Square and the RTD covered the April 21 training at Plant Zero.

VTFSF has developed an electronic newsletter for grantees, stakeholders, members of the legislature, and VTFSF Board of Trustees members which was distributed in late April. VTFSF has received excellent feedback.

YTS:

The 2005 YTS Survey taken in the fall has been completed and analyzed by SERL. The data tables indicate that rates across the majority of categories have remained stable since 2003. SERL staff members are developing several fact sheets as well as a final report for VTSF.

GRANTEE TRAINING CONFERENCE:

VTSF will be hosting the 5th Annual Grantee Training Conference on September 27, 2006 at the Holiday Inn Tanglewood in Roanoke. If you are interested in attending, please contact Eloise Burke.

NEW STAFF:

Richard Foster, formerly a projects editor with Richmond Magazine, began his duties at VTSF on March 6. Mr. Foster was chosen after an extensive interview process from a field of 65 applicants and has extensive public relations experience. On March 18, Richard was presented The Arc of Virginia's 2006 Media Award by the Secretary of Health and Human Resources, Marilyn Tavenner. The parent of a child with autism, Mr. Foster wrote a series of articles last year for Richmond Magazine about the need for more government services for Virginians with autism and mental retardation. Also, Mr. Foster won the best in show award at the Virginia Press Association in March for a two-part series of articles on Jamestown 2007 written prior to joining the VTSF staff.

BOARD EXPIRATIONS:

The following individuals have terms that expire on June 30th:

Rickie Fulcher—Citizen member recommended by legislators

Jose Dimas—Citizen

Lolly Gilmore—Citizen

Dr. James McDaniel—Thoracic Society

Dan Cawley—American Heart Association

Dr. Richard Bennett--Pediatrician

Please let the Governor know whether you are interested in being considered for reappointment by submitting a letter of intent with your resume/bio attached. Send your letter and resume to the following address:

Office of the Governor
Patrick Henry Building, 3rd Floor
1111 East Broad Street
Richmond, VA 23219

Also, please send a copy of the packet to the following address:

Secretary of the Commonwealth
Appointments Division
Post Office Box 2454
Richmond, VA 23218-2454

Please submit both packets (your letter and resume) ASAP.

AWARDS:

The VA Alliance of the Boys and Girls Clubs presented VTSF the Outstanding Alliance Partner of the Year Award at the 2006 annual dinner.

The VTSF was awarded the Gold Cannonball and “Best in Show – Interactive” for its youth oriented website www.ydouthink.com at the Richmond Show 2005. Additionally, the VTSF television commercial entitled “Makeover” was awarded the Silver Cannonball in the category of Public Service Television, Single. “Makeover” joins “Kissing Booth,” “Lick,” and “Jobs” as the fourth differ VTSF television commercial that has received public recognition for excellence. The Richmond Show is an annual event presented by The Richmond Ad Club that awards the best creative of the year from within Central Virginia’s strong advertising agency community.

Rickie Fulcher read the resignation letter of Dr. Maria Kelly who was the chairman of the Research Committee.

Rickie Fulcher also introduced Dr. Kevin Cooper as the new chairman of the Research Committee.

Budget

Wilma Jordan, Business Manager reported that as of April 30, 2006 cash on hand is \$9,800,087 million. VTSF drew \$2 million from its line of credit in February 2006, and this amount was repaid in April.

Marty Kilgore added timeline information of the MSA:

In 1998 the MSA agreement was reached between major U.S. tobacco manufacturers and 46 states over health costs due to tobacco use. Tobacco companies agreed to pay state \$206 billion via annual installment payments.

On March 8, 2006 the U.S. Attorneys General held a press conference in Washington to state that U.S. cigarette sales fell to a 55-year low in 2005. And sales fell 21 percent after the 1998 Master Settlement Agreement (MSA) required cigarette companies to restrict advertising methods. Wall Street Journal reports that the major tobacco companies are seeking to withhold \$1.2 billion of the scheduled \$6.5 billion in MSA payments nationwide. The companies claim decreased market share against companies not participating in the MSA. The Journal reports that between 1997 and 2003 U.S. market share for MSA-participating companies dropped from 98 percent to 92 percent, while the market share for nonparticipating companies (NPM’s) jumped from 0.4 percent to 8 percent.

This year on April 17, 2006 MSA payments were due to states. R.J. Reynolds Tobacco Co. and Lorillard Tobacco Co. withheld \$13.4 million in MSA payments to Virginia and put it in escrow- 10 percent of Virginia’s expected \$134 million MSA payment. VTSF has \$1.6 million of its expected \$13.4 million in escrow.

On April 25, 2006 the Virginia Attorney General, Bob McDonnell filed suit in Richmond Circuit Court against R.J. Reynolds Tobacco Co. and Lorillard Tobacco Co., seeking to force the companies to pay the \$16 million that was due April 17.

Deputy Attorney General, Frank Ferguson further explained the NPM issues that resulted in a lawsuit being filed. He also discussed the potential outcomes of this case along with the potential impact.

Committee Reports/Business:

Programs:

Mini-Grants

The response to the mini-grant application for special projects has been significant. To date, 71 applications have been submitted in the nine regions. As of May 1st, 25 mini-grants have been awarded, with total funding of \$69,559. Applications are received by the 15th of each month, with awards made on the 1st day of the following month.

RAB Recognition Event

The RAB recognition event took place on April 18th in Staunton. Our chairman welcomed the RAB members and recognized those from each region prior to dinner. Each member received a portfolio to recognize their service and members were entertained by “Meriwether Lewis” during dessert. On April 19th, RAB members attended a training event that included a welcome by Staunton House of Delegates member, Chris Saxman; a presentation by Danny Saggese on the VTSF marketing campaign; and a keynote address by Dr. Greg Connolly, a Harvard professor and former director of the Massachusetts tobacco control program.

One Year Grants

The review process for the one-year program grants resulted in 26 of 44 proposals being recommended for funding by the statewide RAB review team. The total recommended funding is approximately \$976,500.

Motion: “I move the board approve the 26 proposals recommended for funding as listed on the summary page provided to the board” by Patrick Hughes.

Second: Lolly Gilmore

Vote: Unanimous in favor.

Evaluation: Virginia Commonwealth University

The Community Health Research Initiative at VCU, in collaboration with the Survey and Evaluation Research Laboratory at VCU, will continue to coordinate the statewide program evaluation process with VTSF program grantees. VCU will coordinate pre- and post- surveys with each grantee, enter and analyze data, produce individual grantee reports of results, and produce a statewide report of results.

Motion: “I move the board approve an award of \$260,000 to the Community Health Research Institute at VCU to conduct the statewide program evaluation” by Patrick Hughes.”

Second: Dr. Richard Bennett

Discussion: Marge White stated the Community Health Research Institute at VCU coordinates the process with the program grantees to distribute pre- and a post-test forms to grantee programs throughout the state, collect all of the data sheets and complete the data entry. They will generate a statewide report that looks at programs by region, program type or other parameters we request as well as individual reports for each of the grantee programs to look at the data respective to their individual programs. They have been under contract for this purpose for two years with VTSF and grantee programs have been very pleased in working with them.

Vote: Unanimous in favor.

Enforcement: Department of Alcoholic Beverage Control

The Department will complete compliance checks with retailers throughout the state to identify those that are not in compliance with Virginia's youth access law. It will provide VTSF with an annual report of the number of checks completed as well as the non-compliance rate.

Motion: "I move the board enter into an agreement with the Department of Alcoholic Beverage Control to provide \$350,000 in funding to complete and report on compliance checks with Virginia retailers" by Patrick Hughes.

Second: Delegate John O'Bannon, III

Discussion: Delegate John O'Bannon questioned the difference between surveillance and enforcement on the VTSF budget.

Marge White explained that surveillance and evaluation line item includes the marketing evaluation, program evaluation, and Youth Tobacco Survey. Enforcement is a separate line item that includes funding for enforcing Virginia's youth access law through the Department of Alcoholic Beverage Control.

Vote: Unanimous in favor

Marketing:

Dan Cawley reported on the success of the *Y Street* training events and the movement of youth who come to the events and become active volunteers. Early indications are successful in getting kids motivated and involved.

New TV creative recently shot new TV commercials. Statewide airing should happen in June.

The new website for *ydouthink.com* is very impressive with message boards, interactive elements, cultural references, and other items that have created a sticky website to deliver the message. The website has been very well done.

Motion: "I move the Board approve the marketing committee's recommendation to renew the three marketing contracts for FY07 listed on the summary page provided to the board. They include: contract #8520176 with Barber Martin Advertising for \$4 million, contract #8520177 with Rescue Social Change Group for \$800,000, and contract #8520179 with the Southeastern Institute of Research to \$175,000" by Dan Cawley.

Second: Delegate John O'Bannon, III

Discussion: Dr. Kevin Cooper pointed out that the amounts being renewed add up to an amount greater than the entire marketing budget for FY07. Dan Cawley pointed out that amounts being negotiated with the contractors for their FY07 budgets would be less than the renewal amounts. This allowed the marketing budget to remain at its projected amount, as well as provide the staff with flexibility during the year. The negotiated amounts are: \$3.4 million for Barber Martin Advertising, \$700,000 with Rescue Social Change Group, and \$165,000 with the Southeastern Institute of Research.

Vote: Unanimous in favor.

Motion: "I move the board approve the award recommended for funding of \$225,000 to Rescue Social Change Group for managing the VTSP's youth website ydouthink.com and its related interactive elements as listed on the summary page provided to the board" by Dan Cawley.

Second: Dr. Kevin Cooper

Vote: Unanimous in favor.

Research:

Dr. Kevin Cooper reported that the Youth Tobacco Survey initial analysis is complete. The data tables indicate that in most categories, rates have remained stable since 2003. VCU is working on a final comprehensive report as well as some brief fact sheets that will show some initial trend data.

VTSP received 16 proposals in response to the research RFP. The review committee was comprised of six research scientists and administrators representing a variety of research disciplines. The committee is recommending eight proposals for funding, totaling \$4,895,254 for the three years covering FY07-09.

Motion: "I move the board accept and approve the eight proposals recommended for funding as listed on the summary page provided to the board" by Dr. Kevin Cooper.

Second: Delegate John O'Bannon, III

Vote: Unanimous in favor.

VTSP plans to work with the Department of Mental Health/Mental Retardation/Substance Abuse Services (DMHMRSAS) again to coordinate data collection for the Youth Tobacco Survey and Community Youth Survey in the fall of 2007.

Motion: "I move the board approve an award to the Community Health Research Institute at VCU to conduct the youth surveys with \$140,000 in funding from VTSP and \$150,000 from DMHMRSAS" by Dr. Kevin Cooper.

Second: Delegate John O'Bannon, III

Discussion: Delegate John O'Bannon, III asked if this amount is budgeted. Marge White replied the amount is budgeted over a two year period: \$50,000 in FY07 and \$90,000 in FY08. The Community Health Research Institute has had the contract in the past.

Vote: Unanimous in favor.

Public Comment

None

Old Business

None

Announcements:

Next Board Meeting: September 12, 2006

Adjournment

Meeting adjourned by Rickie Fulcher at 1:57 p.m.