

Drafted 6/22/00

**Virginia Tobacco Settlement Foundation
Board of Trustees Meeting
Minutes
June 6, 2000**

Members Present

Steven Danish, John O'Bannon, John Andrako, Dennis Desilvey, Jordan Forbes, Rickie Fulcher, Frank Hall, Emmett Hanger, Barbara Hughes, Robert Leek, James McDaniel, Becky Hartt Minor, Anne Peterson, Scott Radow, Michael Sloan, John Watkins, Percy Wootton.

Members Not Present

Walter Bass, Curtis Coleburn, Christopher Desch, Carole Lougheed.

Staff

Neal Graham, Marge White.

Counsel

Garland Bigley

Call to Order

The meeting was called to order at 1:35 pm by Chair Steven Danish.

Review of Minutes

Minutes were approved as distributed.

Report of Executive Director

Clarence Carter submitted his report (attached). He stated that all organizational agreements are in the final stages of completion. The MOA for fiscal management with the Department of Health will be signed today. The agreement with the Department of Personnel and Training to coordinate human resource services has been completed and signed. The agreement for office space with the Governor's Employment and Training Department will be signed within 10 days.

The amount in the Foundation account as of June 2, 2000 was \$16,812,132.19.

There will be no full Board meeting in July. The next meeting will be August 1. The Executive Committee will meet later this month.

Ms. Karen Harris of Interim Personnel Services has joined the staff for administrative support.

Review and Approval of the Budget

Mr. Carter presented the budget for FY2000 and FY2001. Motion was made and passed to subdivide the budget into two parts, administrative and program. The Board voted to approve the administrative budget with the stipulation that the Executive Director could move up to \$10,000 from one line item to another with the approval of the Executive Committee.

Because the final figures for Mr. Carter's salary were not available, the Board further moved to subdivide the FY2000 administrative budget from the FY2001 administrative budget with approval of the FY2000 administrative budget at actual expenditures. The Board then voted to approve the FY2001 administrative budget as presented.

The Board then discussed the FY2001 program and voted for its approval as presented with the stipulation that Mr. Carter present a staffing plan to the Executive Committee for approval before the next Board meeting.

Review and Approval of Work Plan

Mr. Carter presented the work plan for the next 120 days. He stated that it would require the addition of certain task forces to develop the components of the plan and that these task forces would be organized and convened with reports forthcoming at the next Board meeting.

American Legacy Foundation Grant

Neal Graham reported that the ALF grant application was submitted on May 15. The application proposes that the Foundation collect the Youth Tobacco Survey data from both traditional and non-traditional sources. The grant application was for \$75,000 with the Foundation matching with \$75,000. The ALF will notify award recipients in late July.

Resolution to Fund Department of Alcoholic Beverage Control for Tobacco Enforcement

The Board voted to fund the Department of ABC (\$500,000) to continue the enforcement program that had been established under the FDA funding with three stipulations – a) that this funding would be for one year, b) that the Department of ABC should seek state funding for this endeavor, and c) that a report on this activity be given to the Board at the March 2001 meeting.

World Conference on Tobacco or Health

Mr. Carter reported that the Executive Committee had approved Dr. Peterson and himself to attend the meeting and to report on the conference at the September meeting.

Public Comments

Dr. David Lewis, a physician from Martinsville, spoke (testimony attached) requesting that representatives from the tobacco industry not be allowed to speak before the Board.

Cheryl Wise, a mother of an asthmatic child, spoke urging the Board to adopt different approaches to tobacco prevention.

Anne Donley, representing the Group to Alleviate Smoking in Public, spoke urging several recommendations (testimony attached).

Lummie Jones, President of Children at Risk Today requested that the Board keep small organizations in mind when funding programs.

Panel Presentations

Ron Todd of the American Cancer Society gave an overview of ACS programs urging utilization of the CDC Best Practices Guidelines.

Mary Ella Douglas of the American Lung Association spoke specifically on youth tobacco use cessation and the ALA program Not On Tobacco (NOT). She also addressed the need to prevent the exposure to environmental tobacco smoke.

Matt Myers of the Campaign for Tobacco Free Kids urged the Board to use existing programs that have been shown to be effective. He also stated that the Foundation should be careful not to send mixed messages in its programming and media materials.

Sherri Watson Hyde of the American Heart Association could not be present but submitted written testimony (attached).

Corky Newton of Brown and Williamson Tobacco Company presented an overview of B&W's youth tobacco prevention program.

Carolyn Levy, the representative from Philip Morris Tobacco Company, could not attend the meeting due to illness.

Old Business

None

New Business

Garland Bigley answered the Boards questions regarding the MOA with VDH for fiscal management. Board voted to approve.

The Board voted to give the Executive Committee the authority to appoint a subcommittee to draft RFP's and mission statements.

Next Meeting

The next meeting will be held August 1, 2000 at 1:30 at the VCU Seigel Center.

Adjournment

The meeting was adjourned at 5:20 pm.