

**VIRGINIA TOBACCO SETTLEMENT FOUNDATION
BOARD OF TRUSTEE MEETING
MINUTES
OCTOBER 3, 2000**

Members present

Steven Danish, John O'Bannon, John Andrako, Walter Bass, Curtis Coleburn, Christopher Desch, Dennis Desilvey, Rickie Fulcher, Frank Hall, Emmett, W. Hanger Jr., Barbara Hughes, Robert Leek, V. Carole Lougheed, Becky Hartt Minor, E. Anne Peterson, Scott Radow, John Watkins, Percy Wootton

Members not present

Jordan Forbes, Michael Sloan, James Lund McDaniel

Staff

Clarence Carter, Neal Graham, Karen Harris, Michael Joseph

Counsel

Frank Ferguson

Call to order

Meeting was called to order by Chairman, Dr. Danish, at 1:30 p.m.

Minutes

Minutes were approved as distributed

Items of Business

Executive Director's Report

- After a request for an in-depth review of the Florida youth tobacco reduction initiative, a contact has been identified and will be invited to speak at a future meeting.
- New lease space negotiations are in the final stages. We will remain in the at 701 E. Franklin Street and share space with the Tobacco Indemnification Commission.
- Because of problems in the current phone system it is requested that you direct calls to the Foundation to (804) 786-2279 Clarence Carter or (804) 786-2523 Karen Harris.
- Clarence, Dr. Danish and Garland Bigley met with representatives from the General Accounting Office of the federal government. The representatives of the DOA informed the Foundation that Virginia was one of four states chosen for on-site visits to determine how the states were spending the Master Settlement Agreement dollars. A report of their findings will be forthcoming.
- Deputy Secretary of Health & Human Resources Louis Rossiter met with the Executive Board at it's September meeting. He expressed his ongoing concern of the agreement between the VTSF and VDH regarding compensation. He has subsequently requested that the Executive Director and Business Manager of the Foundation meet with him on a biweekly basis.

Bylaws

- Motion was made and moved to reaffirm Chairman, Dr. Steven Danish and Co Chairman Dr. John O'Bannon in their current positions on the Board and to keep terms of office as is. Term to expire June 30, 2002. Election of officers will be every 2 years.
- Adoption of terms of office, to be 2 years. Members may serve 2 consecutive terms.
- Revisions of the bylaws, required by changes in legislation, were adopted.

Closed Session

A motion was made and moved to recess into closed session at 2:30 for the purpose of discussion of consideration of the assignment, appointment or performance of employees of the Foundation and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by counsel.

Permitted by ♣2.1-344(A) (1&7) of the Virginia Freedom of Information Act.

Session was reopened at 3:00 after Board members were polled and confirmed certification of matters discussed during closed session.

Procurement Guideline

Motion was made and moved to accept VTSF procurement polices with amendment to or rewording of the last section of page one. The change will allow VTSF to obtain best prices from any vendor while also having the option to contract with vendors approved by DGS or DIT.

Presentations

Ben Smith- Commonwealth of Virginia, Governor's Office for Substance Abuse Prevention
Agency goal is to Coordinate the Governors initiatives at a state level. Review and direct funds and to elevate promising programs.

YADAPP-Youth Alcohol & Drug Abuse Prevention Project

Sponsors an annual conference for high school students to promote positive peer leadership and safe and drug-free schools and communities. YADAPP provides opportunities for character development including motivational speakers, informational workshops, leadership experiences and training in communication and planning. The goal of the conference is for participants to learn action strategies for their schools and communities (STAN).

Dr. E. Anne Peterson-Surgeon General's Report on Tobacco Prevention Recommendations

Dr. Peterson's presentation covered four areas of successful and effective prevention programs recommended for youth by the CDC.

- Preventing initiation by youth
- Assisting youth in Quitting
- Eliminating exposure to Environmental Tobacco smoke
- Capacity Development

New Business

November 13th was selected as the day for an all day working retreat.

Adjournment

Meeting was adjourned at 4:30