

Drafted 3/16/01

**Virginia Tobacco Settlement Foundation
Board of Trustees Meeting
Minutes
March 6, 2001**

Members present

Steve Danish, John Obannon, John Andrako, Walter Bass, Curtis Coleburn,
Christopher Desch, Dennis Desilvey, Jordan Forbes, Rickie Fulcher, Emmett Hanger,
Barbara Hughes, Robert Leek, V. Carole Lougheed, James McDaniel, Becky Hartt
Minor, Scott Radow, John Watkins, Percy Wootton,

Members not present

Christopher Desch, Allen Dudley, Jordan Forbes, E. Anne Peterson, Frank Ruff,
Michael Sloan

Staff

Clarence Carter, Neal Graham, Karen Harris, Michael Joseph

Counsel

Garland Bigley

Call to order

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

Minutes

Minutes were approved as distributed.

Items of Business

Executive Directors Report

- Move to the 5th Floor of 701 E. Franklin Street Building is complete. Phone numbers will remain the same. Phone numbers have been listed with general directory assistance as well as the Commonwealth of Virginia's operator. Email domain will change and that information will be made available when it is operational.
- We have received our first Audit Report from the Auditor of Public Accounts. The reports give the Foundation a clean bill of health.
- Legislative
HB 2432 which would have expanded the purposes of the Foundation to include other health care purposes failed to make it out the House of Delegates in its authored form. There is a possibility that the adopted budget could include the language that accomplishes the same purpose

HB 2226 proposed to direct the Foundation to expend a portion of its proceeds on enforcement activities through the Alcohol Beverage and Control Commission. The bill passed the House of Delegates and failed to pass in the Senate.

Securitization- The proposal by the Governor would have sold off a portion of the proceeds from the master Settlement Agreement for a one-time lump sum payment with 10percent to be placed in an endowment for the Foundation. All securitization initiatives with regard to the Foundation are no longer on the table.

- The Founder's Room is unavailable for our April meeting. We are soliciting suggestion for an April meeting.
- We have extended the contract with Row Sciences/Federal Data Corporation for completion of the Compendium of Youth Tobacco Reductions programs to include programs for ages 5-12.
- Letter of resignation has been submitted and accepted from Board member Michael Sloan. Draft letter has been sent to members of the Board whose terms expire on June 30, 2001 to forward to Secretary of the Commonwealth regarding reappointment.

Budget Review/Extended Budget (copy attached)

Extended budget was approved (with one opposed) with the following admendments: \$500,000 moved from Program Development plus \$500,000 moved from bottom line and added to Program Delivery to increase it's budget to 3.5m FY2002.

Public Comment

None

Marketing RFP

The Request for Proposal was approved with an amendment to reflect the extended budget not to exceed 28.m over the period of the contract. RFP will be released to public as soon as possible.

Research RFP

The proposed Research Proposal will occur in four overlapping phases, over five years. Then actual research will be labor intense to include data gathering and research prior to research study.

The Research budget will be in two parts to include 1.5 million for evaluation of the program. Since the proposal will be contained within the State Institutions there will be no RPF required. A proposal can be issued requiring the input of these state institutions. MOA to be signed within the next six to eight weeks.

Research proposal was accepted and approved.

Program RFP

Local program funding could range from 25-100 thousand dollars.

Lead Partner will be a liaison between the community, local programs and the Foundation. Each lead partner will appoint an Advisory committee of which one member will be a board member of the Foundation. The Lead Partner will manage the local community organizations, while technical advice concerning tobacco use programming will be administered by the Foundation.

Program RFP approved for distribution.

New Business

- ABC report by Curtis Coleburn:
1826 attempts to purchase tobacco products by underage youth proved successful in purchasing 346 of those of attempts for a 20% non-compliance rate. Compared to FY 98 with 31%, FY99 28%, and 2000 24% showing a steady decline in rate each year. Report will be made available to Board members.
- Chairman of Sub-committees shall become ex officio members of the Executive Board.

Adjournment

Meeting was adjourned at 4:15 pm.