

**Tobacco and Health Trust Fund Board of Trustees**

**October 23, 2024**

**Via Microsoft Teams**

**The meeting was recorded and can be viewed in its entirety at this link**

<https://youtu.be/MQIMEP9CeVg>

Tobacco and Health Trust Fund Board of Trustees - Members in Attendance: Claudio Gualtieri (Chair), Robert Boris, Ayesha Clarke, Anne Foley, Samuel Hahn, Toni Harp, Rep. Cindy Harrison, Steven Hernandez, Mathew Jasinski, Christopher Moran, Tricia Orozco, Michael Rell, Suchitra Krishnan-Sarin, Andrew Salner, and Jody Terranova

Tobacco and Health Trust Fund Board of Trustees - Members Excused: Pareesa Charmchi Goodwin

Board of Trustees Staff: Melissa Morton, Office of Policy and Management (OPM)

Meeting called to order by Chair Claudio Gualtieri at 10:33 A.M.

<b>Agenda Item</b>	<b>Minutes</b>
Welcome and introductions	<p>Chair Claudio Gualtieri, (OPM) called the meeting to order at 10:33 A.M. and made the following announcements:</p> <ul style="list-style-type: none"><li>• Introduction of two new Trustees:<ol style="list-style-type: none"><li>(1) Dr. Samuel Hahn – appointed by Senate Minority Leader, Stephen Harding, is an Interventional Cardiologist serving as Associate Director of the Cardiac Catheterization Laboratory at Yale New Haven Hospital.</li><li>(2) Steven Hernandez – appointed by Senate Majority Leader, Jason Rojas, is the Executive Director of ConnCAN, a nonprofit advocacy organization committed to ensuring every student in Connecticut has access to a high-quality education. He was formerly the Executive Director of the Office of Women, Children, Seniors and Equity and Opportunity.</li></ol></li></ul> <p>Both Dr. Hahn and Mr. Hernandez thanked the Chair for his welcome and shared that they look forward to serving on the board.</p> <ul style="list-style-type: none"><li>• Announced that a Trustee is leaving the Board:<ol style="list-style-type: none"><li>(1) This is the last meeting for Deputy Commissioner Jody Terranova who has accepted the position of Medical Director at the Department of Social Services. Chair Gualtieri acknowledged that Deputy Commissioner Terranova has been an invaluable to the board by informing its first two allocation plans, serving as a source of information, and leading the bid process for the FY 2023 funding. He added that although the board will miss her, it is comforting to know she is staying in the state human services sphere.</li></ol></li></ul> <p>Deputy Commissioner Terranova thanked the Chair and the Board for the well wishes and said that she also learned a great deal during her participation on the board and is looking forward to getting back to her roots in clinical work.</p> <p>Melissa Morton, (OPM) called the roll.</p>

Agenda Item	Minutes
Adopt Minutes from July 24, 2024 Meeting	Chair Gualtieri called for a motion to adopt the minutes from the July 24, 2024 meeting. Andrew Salner made a motion to adopt. Representative Cindy Harrison seconded. No discussion. Thirteen in favor, zero opposed, and two abstentions. Motion approved. Minutes adopted.
Stated Goal of Today's Meeting	<p>Chair Gualtieri reminded members of the meeting objectives:</p> <ul style="list-style-type: none"> <li>• Review and vote on the 2024 Allocation Plan for submission to the legislature. The board voted on the funding distribution at the last meeting and should have received the draft Allocation Plan for review in advance of today's meeting.</li> <li>• Adopt 2025 meeting calendar as this is the last meeting of 2024.</li> <li>• Deputy Commissioner Terranova will provide an update on the 2023 Request for Proposal (RFP) process.</li> </ul>
JUUL Annual Report to the Board	Chair Gualtieri noted this item will be tabled until the January meeting due to a last-minute conflict that arose for DMHAS staff.
Update on FY 2023 Request for Proposal (RFP) Process	<p>Deputy Commissioner Terranova provided the following update on the development and release of the RFP for the allocated FY 2023 funds:</p> <ul style="list-style-type: none"> <li>• The RFP was released September 12<sup>th</sup> and letters of intent to apply are due close of business October 24, 2024.</li> <li>• At this time 10 letters of intent have been received, spanning all funding categories. Potential proposers were not required to include the total dollar amount of their proposals in the letters, therefore, how much of the available \$12 million as broken down by category has been requested will be unknown until the proposals are received and reviewed.</li> <li>• When asked if DPH is still accepting additions to the evaluation panel, Deputy Commissioner Terranova responded that she would check with staff and get back to the member.</li> </ul>
Discussion and Vote to Adopt 2024 Allocation Plan	<p>OPM staff, Melissa Morton, reported that the revised Plan circulated October 17<sup>th</sup> reflects \$167,165 of additional interest available since the last meeting. Bringing the total amount available for distribution up to \$14,394,776. The increase was distributed according to the formula approved by the board at the July meeting. The full 2024 budget report and allocation breakdown can be found on the <a href="#">THTF meeting page</a>. Ms. Morton walked members through the written Plan, highlighting the sections detailing the FY 2023 distribution status and explanation of the \$2 million allocation to support the QuitLine. The following are highlights of the ensuing discussion:</p> <ul style="list-style-type: none"> <li>• ChairGualtieri thanked the board for their work on the 2024 Allocation Plan and noted that upon approval of the Plan today it will be packaged and transmitted to the Appropriations and Public Health Chairs, thereby meeting their request that the board submit by the end of October.</li> <li>• In answer to a question from a new board member, Ms. Morton explained the historical practice of the board is to utilize funding in the surveillance and evaluation category is to secure a third-party evaluator to provide an unbiased assessment of the impact and quality of programs funded with Trust Fund dollars. The</li> </ul>

Agenda Item	Minutes
	<p>same approach was adopted for use of the 2023 and 2024 funding in that category.</p> <ul style="list-style-type: none"> <li>Chair Gualtieri was asked when legislators can be expected to take action after the report is submitted to the Appropriations and Public Health Committees and in turn he provided the following overview of next steps: Committees have 30 days from receipt of the Plan to hold a public hearing and vote or the Plan is deemed approved. Should a public hearing be called, OPM and DPH will submit written testimony and testify in-person as was done for the FY 2023 Allocation Plan hearing. OPM will circulate the hearing date and the agency’s written testimony to board members so they can attend and submit and/or present their own testimony should they so choose. The board will also be notified when the Plan is officially submitted to the Committee Chairs so members will be aware of when the 30-day period begins.</li> </ul> <p><b>VOTE:</b> Chair Gualtieri called for a roll call vote to approve the 2024 Allocation Plan as presented and discussed this morning. Melissa Morton called the roll. Votes were as follows:  <b>In Favor:</b> Claudio Gualtieri (Chair), Robert Boris, Ayesha Clarke, Anne Foley, Toni Harp, Rep. Cindy Harrison, Steven Hernandez, Mathew Jasinski, Christopher Moran, Tricia Orozco, Michael Rell, Suchitra Krishnan-Sarin, Andrew Salner, and Jody Terranova  <b>Opposed:</b> None  <b>Abstained:</b> None  <b>Absent at time of vote:</b> Ayesha Clarke and Samuel Hahn  Motion carried. 2024 Allocation Plan is approved.</p>
Vote to Adopt 2025 Meeting Schedule	<p>Chair Gualtieri reminded members that this is the last meeting of the 2024 calendar year, therefore, a meeting schedule for 2025 must be adopted. He proposed continuing the same cadence of ninety-minute quarterly meetings held 10:30 A.M. - 12:00 P.M. on the fourth Wednesday of January, April, July and October.</p> <p><b>VOTE:</b> Chair Gualtieri called for a motion to approve the 2025 meeting schedule as presented. Motion made by Tricia Orozco and seconded by Chris Moran. No discussion. All in favor. Motion carried and the 2025 meeting schedule is adopted and can be found on the <a href="#">THTF web page</a>.</p>
Discussion of Next Steps	<p>Chair Gualtieri shared the following next steps with members:</p> <ul style="list-style-type: none"> <li>He reiterated the next steps in the 2024 Allocation Plan submittal and legislative approval process.</li> <li>The January meeting will include updates on the status of the 2024 Allocation Plan approval and RFP process for the 2023 funds, a presentation from the QuitLine provider, and a JUUL report presentation by DMHAS staff.</li> <li>In response to a member question regarding whether the 2023 RFP evaluation committee will report out to the Board, Chair Gualtieri explained that a report of how funds were awarded</li> </ul>

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	<p>under each funding category will be provided to the board including individual projects and award amounts. The goal is to secure a third-party evaluator as a result of this RFP process and that the evaluator will assist the board with examining the return on investment of each of the funded interventions, determining how funds were used, overall impact, scalability and potential process improvements and recommendations for future rounds of funding. Deputy Commissioner Terranova added that the third-party evaluator will also look at interventions and how they address broader public health goals and CDC tobacco and smoking prevention and cessation goals.</p>
Public Comment	<ul style="list-style-type: none"> <li>• Representative Cristin McCarthy Vahey thanked the board for its work and keeping the disbursement process moving. As Co-Chair of the Public Health Committee she will be working to secure a public hearing date for this Plan and will reach out to the Committee Administrator today to try and get dates scheduled in coordination with the Appropriations Committee. Chair Gualtieri thanked Representative McCarthy Vahey for her support.</li> </ul>
Adjourn	<p><u>VOTE:</u> Chair Claudio Gualtieri called for a motion to adjourn. Suchitra Krishnan-Sarin made a motion to adjourn. Seconded by Andrew Salner. All in favor. Meeting adjourned at 11:14 A.M.</p>