



**Board of Trustees Meeting
Minutes
September 21, 2022**

Board members present:

Karin T. Addison, Yaseen Bhatti, Katie Crumble (Virginia Department of Alcoholic Control designee), Delegate Karen S. Greenhalgh (left at 12:30 pm), Joseph Hilbert (Virginia Department of Health designee, left at 1:15 pm), Sarah B. Holland, Pat Hughes, Tyler S. Johnson, Patricia G. Koval (participated virtually), Andre A. Muelenaer, Jr. M.D., John O'Bannon, III, M.D. (left at 1:45 pm), Randall D. Pearson, Delegate Margaret B. Ransone, Leah C. Rowland, M.D. and Teresa Gardner Tyson, DNP (participated virtually).

Board members not present:

Senator Barbara A. Favola, Andrew W. Goodwin, Bob Leek, Senator David W. Marsden, Keith H. Newby, M.D., Jerrin A. Norton, Ghulam D. Qureshi, M.D, and Paul T. Sciacchitano.

Staff:

Lisa Brown, Terri-ann Brown, Eloise Burke, Wilma Jordan, Marty Kilgore, Judith Sparrow, Jennifer Martin, Charlie McLaughlin, Jr., Michael Parsons, Hannah L. Robbins, Danny Saggese, Brennan Smith, Marge White.

Guests:

Alison Breland, VCU
Calvin Hogg, Office of the Governor
Melissa Little, UVA
Josh Reynolds, Office of the Attorney General
Nancy Tompkins

Meeting checklist is complete

Call to order:

Karin Addison, Chair, called the meeting to order at 12:08 p.m. and noted we had a quorum.

Board members approved to participate virtually joined the meeting.

Karin welcomed everyone to the meeting and asked board members to introduce themselves.

Minutes:

Motion: to approve the minutes as presented by John O'Bannon, III., M.D.

Second: Pat Hughes

Vote: Unanimous in favor

New Business:

Election of Executive Committee Members

John O'Bannon, III, M.D., Chair of the Personnel/Policy/Bylaws Committee, reported our bylaws require us to elect members of our Executive Committee when vacancies occur. We currently have two vacancies. Nominations for the positions were collected by Eloise Burke prior to the board meeting and provided to Dr. O'Bannon including Pat Hughes, Dr. Andre A. Muelenaer, Jr., and Dr. Ghulam D. Qureshi.

Dr. O'Bannon, III then asked if there were any nominations from the floor. Hearing none, there was a motion to close nominations.

Motion to close nominations by Dr. O'Bannon, III

Second: Pat Hughes

Vote: Unanimous to close nominations

Dr. O'Bannon, III then asked for a show of hands for each candidate.

Chair Karin Addison congratulated Pat Hughes and Dr. Andre A. Muelenaer for their election to the Executive Committee.

Electronic Meeting Policy

Chair Karin Addison directed everyone's attention to review the draft updated electronic meeting policy based on changes to the law that went into effect on September 1, 2022. See the attachment.



Electronic Meeting
Policy.docx

Motion to approve the Electronic Meeting Policy by Delegate Margaret B. Ransone

Second: Randall D. Pearson

Vote: Unanimous in favor

Proposed Endowment Funding

Marge White presented information and a recommendation to deposit funds into VFHY's endowment account. Due to additional MSA payments from nonparticipating

manufacturers, arbitration payments, and unspent funds during the pandemic, our fund balance has grown in the last couple of years. In May, the board approved a budget for FY23 and FY24 including a number of special projects and one-time expenses. Staff has reviewed the projected budget over the next several years and noted that the MSA payments are projected to plateau in future years. Putting funds in the endowment will allow the board to request a distribution of a percentage of the corpus from the endowment per year as needed. Staff recommended a \$6 million distribution to the endowment fund.

Motion: by Dr. Muelenaer to approve a deposit of \$6 million to the endowment fund.

Second: Pat Hughes

Vote: Unanimous in favor

FOIA/COIA Refresher

Josh Reynolds, Office of the Attorney General presented to the board on FOIA and COIA to ensure the requirements are followed. See the attachment.



FOIA COIA ppt 2022
v2.pptx

Chairman's Comments:

Karin Addison welcomed everyone to our second board meeting of this year. She also welcomed the new board members and noted it is a special opportunity to be a part of the work happening at the Foundation to empower youth across Virginia to make healthy decisions.

Karin discussed the recent JUUL (vaping product) settlement of \$440 million with numerous states, because of their documented marketing practices that targeted youth. It is not clear yet how the money will be distributed in Virginia but suggested that VFHY is best positioned to use the money to address the ongoing youth vaping epidemic. She looks forward to doing what she can to assist VFHY staff in securing those settlement funds.

Karin also noted that Tony McDowell is Executive Director of the new Opioid Abatement Authority in Virginia. VFHY staff have met with Tony to lend expertise as he gets started and look forward to hearing more about any future partnerships between our two organizations.

Executive Director's Report:

PROGRAMS:

On May 17, Director of Programs Michael Parsons and Training and Resource Manager Charlie McLaughlin met with Andrea Wright, Program Director for Heartland Family Service (HFS) and Sara Rothenberg, Instructor of Pediatrics at Eastern Virginia Medical School (EVMS) and Assistant Director for the Consortium for Infant and Child Health (CINCH). HFS currently manages Healthy Alternatives for Little Ones (HALO), a youth tobacco use prevention program being implemented by five VFHY grantees. Due to a lack of resources, HFS will soon discontinue the HALO program. VFHY staff participated in this meeting to

explore the possibility of EVMS acquiring the HALO program from Heartland Family Service in order to keep it operational.

On May 25, twenty-five Healthy Communities Action Team (HCAT) grantees and fifty-eight youth tobacco use prevention grantees were sent an anonymous survey administered by the Center for Effective Philanthropy (CEP). The survey is part of VFHY's statewide evaluation, and the results of the survey will provide VFHY with valuable insight on how it can better support grantees as they empower youth to make healthy choices.

On Jun. 1, Director of Programs Michael Parsons met with Lindsay Adeyiga, Director of Partnership Development with KABOOM!, a nonprofit that works with communities to build kid-designed playgrounds. These playgrounds are typically constructed in areas that lack safe spaces for young people to exercise and play. They discussed KABOOM's operational model and explored potential future partnerships.

On Jun. 3, Regional Grants Administrator Terri-ann Brown attended the Virginia Breastfeeding Advisory Committee meeting hosted by the Virginia Department of Health. Participants discussed effective practices for dealing with infant and young child feeding during emergencies. Members also discussed the current infant feeding crisis and best practices for discussing the shortage. There was also an update provided on education for physicians from the Georgia AAP and an update on the National WIC Association Conference. Members also discussed the status of the PUMP for Nursing Mothers Act, federal legislation that would expand workplace protections for lactating workers.

On Jun. 6, Director of Programs Michael Parsons was interviewed by representatives from Catchafire including Senior Manager of Content Marketing Gohar Chichian, Senior Director of Strategic Partnerships Jamie Stafford, and Vice President of Marketing & Communications Jamie Badia. VFHY is being interviewed about its approach to grant making and the impact of grants on health-focused grantees. The information will be used in Catchafire's upcoming paper on health: *Building Skills and Capacity for Healthier Communities*. VFHY provides all of its grantees with access to Catchafire, a service that connects organizations with capacity building professional volunteers.

On Jun. 23, Training and Resource Manager Charlie McLaughlin conducted a virtual *CATCH My Breath* Training to VFHY funded grantees from the Virginia Department of Juvenile Justice in Central Virginia. The seven attending facilitators were taught how to implement the four-session program to high school aged students. The nicotine vaping prevention program teaches students about health hazards and dangers of vaping, influences and marketing tactics and refusal skills.

On Jun. 23, Regional Grants Administrator Lisa Brown facilitated a meeting of the North Regional Advisory Board (RAB). The RAB is made up of prevention professionals who assist VFHY in publicizing grant opportunities and review grant proposals. The meeting covered updates on the twenty-one grants that are currently funded in the north region as well as an update on the recent youth cannabis research conducted by VFHY.

On Jul. 1, Training and Resource Manager Charlie McLaughlin delivered Grade 1 and 3 Positive Action Refresher Kits to VFHY funded grantees at the YMCA of Emporia Greenville County. The grantees are entering their second year of a 3-year grant to implement the Positive Action program.

On Jul. 5, Training and Resource Manager Charlie McLaughlin collaborated with Virginia Cooperative Extension at Virginia Tech (VCE) delivering the SFP 10-14 program training and offering technical assistance with program delivery.

On Jul. 5, McLaughlin met with VCE staff in preparation of delivering a seven-week session of the program to families in Henrico County on Tuesday nights throughout July and August. McLaughlin is co-facilitating this program.

On Jul. 6, Training and Resource Manager Charlie McLaughlin attended a virtual meeting for facilitators, site coordinators, and trainers from Washington state, Utah, Iowa, Michigan, and Pennsylvania discussing recruitment strategies and ideas for families recruited to attend the VFHY funded Strengthening Families Program 10-14 (SFP 10-14). VFHY funds six organizations throughout the Commonwealth to implement the SFP 10-14 program.

On Jul. 6, the Virginia Foundation for Healthy Youth (VFHY) refreshed its Nicotine Products Prevention Module and made it available on the VFHY website. As a result of legislation passed in 2019, VFHY was tasked with collaborating with the Department of Education in developing educational materials concerning the health risks of using tobacco products, nicotine vapor products, and alternative nicotine products for all public elementary and secondary schools in the Commonwealth. VFHY makes these materials available to schools, grantees, and to the general public free of charge. All VFHY Youth Tobacco Use Prevention grantees who work with middle and high school students are required to implement this module in addition to their regular programming.

On Jul. 12, Training and Resource Manager Charlie McLaughlin visited Wilder Middle School with staff from Virginia Cooperative Extension (VCE) to help recruit families for an upcoming delivery of the Strengthening Families Program 10-14 to Henrico County families. McLaughlin has collaborated with VCE for several months to prepare staff to implement the program to families in central Virginia.

On Jul. 12-22, VFHY announced via social media the eight winners of its inaugural Powerful Partner Awards, which honors organizations or individuals that have contributed significantly to the goals and objectives of VFHY grantees. VFHY currently funds 59 organizations to implement youth tobacco use prevention and 25 Healthy Communities Action Teams to implement childhood obesity prevention initiatives. These grantees often work in close collaboration with partner organizations and community volunteers to implement programming that empowers youth to make healthy choices.

On Jul. 18, Director of Programs Michael Parsons met with Guenevere Crum, Director of Community Engagement at Catchafire, to plan his upcoming talk at Catchafire's Leadership Series: Philanthropy in Health. The talk on August 10 is part of a larger series featuring

Foundation leaders in health philanthropy discussing their work, their strategic visions, and how they are leveraging their Catchafire program to support their community of change makers. The audience will be primarily other foundation staff and is designed to be a foundation-to-foundation learning experience. Catchafire is used by VFHY's eighty-four grantees to locate high-quality, professional volunteers to implement capacity building projects.

On Jul. 14, Training and Resource Manager Charlie McLaughlin and staff from Virginia Cooperative Extension held a Strengthening Families Program 10-14 (SFP 10-14) overview via Zoom with Henrico County families considering joining an upcoming SFP 10-14 program. The program will start on July 26 at the Fairfield Area Library from 6-8 pm and will continue once a week for seven weeks. SFP 10-14 helps strengthen parenting skills, builds family strengths, and helps prevent teen substance use. McLaughlin will help facilitate the program.

On August 10, Director of Programs Michael Parsons and Regional Grants Administrator Terriann Brown spoke to the history and success of VFHY as part of Catchafire's Leadership Series: Philanthropy in Health. The talk is part of a larger series featuring foundation leaders in health philanthropy discussing their work and how they are leveraging their Catchafire program to support their grantees. The audience was primarily other foundation staff. Catchafire is used by VFHY's eighty-four grantees to locate high-quality, professional volunteers to implement capacity building projects.

On August 10, Director of Programs Michael Parsons attended a planning meeting hosted by Families Forward Virginia to begin refreshing the Fiscal Map of Children's Supports in Virginia. A fiscal map uses state budget appropriation data to create a clear report of the funds that the state is investing in its future generations.

On August 16, Training and Resource Manager Charlie McLaughlin conducted a Positive Action training for new staff at the VFHY funded YMCA of Emporia/Greenville County located in Emporia. The grantee is entering their second year of a 3-year grant to implement the Positive Action program to youth in grades K-4 in an afterschool setting.

On August 16, Training and Resource Manager Charlie McLaughlin assisted staff from Virginia Cooperative Extension (VCE) in conducting a Strengthening Families Program 10-14 program (SFP 10-14) with several Henrico County parents and youth. The families meet for 2 ½ hours each Tuesday evening for seven weeks. This session was their fourth weekly meeting. The SFP 10-14 program helps strengthen parenting skills, build family strengths, and prevent teen substance use. McLaughlin has been collaborating with VCE and staff for several months preparing staff to implement the program.

On August 23, Training and Resource Manager Charlie McLaughlin assisted staff from Virginia Cooperative Extension (VCE) with conducting a Strengthening Families Program 10-14 program (SFP 10-14) for several Henrico County parents and youth. The SFP 10-14 program helps strengthen parenting skills, build family strengths, and prevent teen substance abuse and

other behavior problems. McLaughlin has been collaborating with VCE and staff for several months preparing staff to implement the program.

On August 25, Training and Resource Manager Charlie McLaughlin met with VCU Humphrey Fellows students. McLaughlin provided an overview of VFHY prevention programs and invited them to complete a rotation with him during their year-long tenure as a fellow. VCU's Humphrey Fellows program includes students from around the world who are interested in learning about evidence-based approaches they can take back to their home countries to implement.

On August 26-28, Training and Resource Manager Charlie McLaughlin offered a three-day training for Edu-Futuro, a VFHY grantee, to train instructors to implement the Strengthening Families program in their community. McLaughlin is a Master Trainer for the program.

On August 29, VFHY issued its Healthy Communities Action Teams to Prevent Childhood Obesity RFP (RFP #852P023). This funding will support community efforts to reduce and prevent childhood obesity. Online proposals are due by October 17, 2022, and the contract period is July 1, 2023 – June 30, 2026. A total of up to \$2,325,000 is available for grants across the state for the three-year grant period. Individual awards will not exceed \$31,000 per year, and the total amount available per three-year grant is \$93,000.

On Sept. 6, Training and Resource Manager Charlie McLaughlin facilitated a Strengthening Families Program in Henrico County with the Virginia Cooperative Extension, a VFHY grantee. McLaughlin assisted the grantee as its instructors become oriented to program implementation.

On Sept. 7, Training and Resource Manager Charlie McLaughlin completed a Stanford Toolkit training. The Stanford Toolkit is one of VFHY's evidence-based programs used by grantees.

MARKETING:

On May 11, Marketing Strategist Hannah Robbins Bruce attended a meeting with Roanoke City Public Schools Director of Food Services Ellen Craddock and Y Street Leadership Team member Aleeshea Washington, who attends William Fleming High School. Washington shared information about Y Street's obesity prevention campaign, Rev Your Bev, which focuses on increasing water access and discussed ways to implement the campaign in Roanoke City. Y Street is VFHY's award-winning teen volunteer initiative for high school students. Since 2004, more than 10,000 Virginia high school teens have been trained as youth advocates and have united under the common cause of preventing tobacco use and promoting healthy lifestyles within their local communities across the Commonwealth.

On May 10, Marketing Strategist Hannah Robbins Bruce attended a Charlottesville School Health Advisory Board meeting with Y Street Leadership Team member Braden Williams who attends Charlottesville High School. Williams shared information about Y Street's tobacco and e-cigarette prevention campaign, Share The Air. The campaign focuses on creating tobacco and e-cigarette free public spaces such as parks, beaches, and public events. Y Street is VFHY's award-winning teen volunteer initiative for high school students. Since 2004, more

than 10,000 Virginia high school teens have been trained as youth advocates and have united under the common cause of preventing tobacco use and promoting healthy lifestyles within their local communities across the Commonwealth.

On May 25, Marketing Strategist Hannah Robbins Bruce spoke as a panelist at the Clear the Vapor Conference, hosted by Parents Against Vaping E-cigarettes (PAVe). Robbins Bruce presented with a Y Street Leadership Team member, Max Tyree, from Charlottesville High School. The presentation centered on the Y Street campaign, Share The Air which discusses the objectives for tobacco and e-cigarette free public places including beaches, parks, and events. Over 300 people attended the presentation from across the country.

On May 26, Marketing Strategist Hannah Robbins Bruce gave a presentation about the Rev Your Bev Campaign at the multi-state Early Care and Education (ECE) Healthy Hydration Innovation, Equity, and Exploration workgroup meeting. The workgroup's objectives are to identify state or local policies to support healthy hydration and access to safe, lead-free drinking water in ECE settings. Attendees heard about Rev Your Bev's success in Virginia implementing statewide health communications, educational programming, and sustainable policy changes in child care settings as they relate to healthy hydration. The meeting was hosted by the Georgia chapter of Voices for Healthy Kids and included subject matter expert representatives from seven states including Robbins Bruce for Virginia.

On May 26, Marketing Strategist Hannah Robbins Bruce attended a meeting with Chesterfield County School Board Member Kathryn Haines to hear from Y Street Leadership Team members Katherine Gomez and Jayla Johnson from LC Bird High School. LC Bird students, Gomez and Johnson shared information about Y Street's obesity prevention campaign, Rev Your Bev, which focuses on increasing water access and discussed ways to implement the campaign in Chesterfield County. Y Street is VFHY's award-winning teen volunteer initiative for high school students. Since 2004, more than 10,000 Virginia high school teens have been trained as youth advocates and have united under the common cause of preventing tobacco use and promoting healthy lifestyles within their local communities across the Commonwealth.

On Jul. 22, a mindset-based teen peer crowd segmentation survey to support health communication efforts led by VFHY was acknowledged and validated according to a new paper published in the Frontiers in Public Health journal. VFHY's innovative strategy of using psychographic segmentation to effectively identify higher-risk youth in Virginia has been previously recognized nationally, as this is the fourth published paper since 2018. The paper can be viewed [here](#).

On August 3-5, the Virginia Foundation for Healthy Youth hosted its 14th annual Y Street Leadership Team Summit in Richmond. Y Street members came together from high schools across the state to train as the leadership team for the upcoming school year. Y Street is VFHY's award-winning teen volunteer initiative for high school students. Since 2004, more than 10,000 Virginia high school teens have been trained as youth advocates and have united under the common cause of preventing tobacco use and promoting healthy lifestyles within their local communities across the Commonwealth.

On August 5, VFHY staff attended Y Street's networking event at the Omni Richmond hotel which culminated the annual training summit. The networking event provided Y Street Leadership Team members an opportunity to talk to professionals about the obesity and tobacco prevention campaigns they implement across the state. VFHY partners, grantees, stakeholders, and community members attended.

On August 16, The Ashland Parks and Recreation Department made the decision to update its parks rules prohibiting tobacco- and e-cigarette-use in all outdoor recreational areas. VFHY's Y Street Leadership Team members, Samaria Walker, a student from J.R. Tucker High School, and Anita Hall, a Hopewell High School student, have previously met with Ashland Parks and Recreation staff to promote 100% tobacco-free and vapor-free parklands. The Ashland Town Council voted unanimously at their last public meeting to adopt tobacco and e-cigarette-free policies for all its public recreational spaces as recommended by the Parks and Recreation Department. Y Street is VFHY's award-winning teen volunteer initiative for high school students. Since 2004, more than 10,000 Virginia high school teens have been trained as youth advocates and have united under the common cause of preventing tobacco use and promoting healthy lifestyles within their local communities across the Commonwealth.

On August 23, Director of Marketing Danny Saggese and Marketing Strategist Hannah Robbins Bruce met with the contractor who manages VFHY's youth engagement program, Y Street, to review the FY22 reports and to discuss campaign strategy for FY23.

On August 24, Director of Marketing Danny Saggese and Marketing Strategist Hannah Robbins Bruce met with the contractor who manages VFHY's obesity prevention campaign, Rev Your Bev, and traditional media purchasing to discuss strategic planning for FY23.

On August 30, Hopewell City Public Schools updated their division's School Wellness Policy to align with VFHY's healthy hydration campaign, Rev Your Bev's, goals to increase consumption of and access to water in schools. This initiative was led by Y street members from Hopewell High School, Tanaeya Crawford and Aliyana Johnson. After two meetings with Crawford and Johnson, Hopewell City Public Schools built on its existing water access policies by adding language that ensures students and staff now also have access to water before, during, and after the school day. This change will provide students involved in extracurricular activities the chance to practice healthy hydration behaviors as they stay active in clubs, sports, or other opportunities. Y Street is VFHY's award-winning teen volunteer initiative for high school students. Since 2004, more than 10,000 Virginia high school teens have been trained as youth advocates and have united under the common cause of preventing tobacco use and promoting healthy lifestyles within their local communities across the Commonwealth.

RESEARCH:

On Jun. 22, Deputy Director Marge White and Regional Grants Administrator Lisa Brown met with Virginia Youth Tobacco Project (VYTP) staff at VCU. VYTP is funded by VFHY to provide support to tobacco/nicotine prevention researchers throughout the Commonwealth. The meeting covered development of plans for the next fiscal year including small grant

awards, an annual meeting, and updating of historical information on the large research grants VFHY has funded.

On August 17, Deputy Director Marge White and Regional Grants Administrator Lisa Brown completed site visits with research grantees at Virginia Tech and EVMS. Grantees presented year end reports for FY22 and plans for FY23. VFHY provides three-year grants to universities to research various factors that impact youth tobacco and nicotine use prevention.

On August 26, Deputy Director Marge White and Regional Grants Administrator Lisa Brown completed a site visit with a research grantee at VCU. The grantee presented a year-end report for FY22 and plans for FY23. VFHY provides three-year grants to universities to research various factors that impact youth tobacco and nicotine use prevention.

On Sept. 7, Deputy Director Marge White and Regional Grants Administrator Lisa Brown completed a site visit with a research grantee at the University of Virginia. The grantee presented a year-end report for FY22 and plans for FY23. VFHY provides three-year grants to universities to research various factors that impact youth tobacco and nicotine use prevention.

ADMINISTRATION MEETINGS:

On May 13, Finance and HR Manager Wilma Jordan attended the SHHR Finance Head Meeting along with other HHR agency finance representatives. Guidelines were given for general funds year-end expenses and each agency gave an update on financial standings.

On May 20, Deputy Director Marge White and Finance & HR Manager Wilma Jordan met with SHHR CFO, Lanette Walker. The group reviewed VFHY's history and mission as well as current and historical financial data.

On May 23, Executive Director Marty Kilgore participated in the SHHR meeting to review procedures for emergencies affecting the Commonwealth and HHR agency roles.

On May 23, Executive Director Marty Kilgore attended the Agency Head Emergency Preparedness meeting. The meeting served as an introduction to emergency preparedness and management in the Commonwealth of Virginia and allowed for a Questions and Answers period for agency heads.

On May 26, Executive Director Marty Kilgore attended the monthly Health and Human Resources Agency Head meeting. The agenda covered items including a budget update, telework agreements, board appointments that expire June 30, and a brief discussion on how certain services in Petersburg could help produce healthier outcomes for kids and their families.

On Jun. 1, Executive Director Marty Kilgore attended a meeting hosted by Health and Human Resources (HHR) Secretary John Littel regarding the Virginia Cannabis Control Authority.

Kilgore was joined by other agency heads in HHR to discuss current events around cannabis and to find ways for agencies to collaborate with one another on the topic.

On Jun. 16, Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Director of Marketing Danny Saggese met with Health and Human Resources Deputy Secretary James Williams to discuss VFHY's Objectives and Key Results (OKRs) through FY24.

On Jun. 23, Executive Director Marty Kilgore attended the Health and Human Resources (HHR) Agency Head Meeting. The monthly meeting was an opportunity to talk about new legislative studies, the 2023 budget cycle, and ongoing strategic planning.

On Jul. 20, VFHY hosted Governor Glenn Youngkin, First Lady Suzanne Youngkin, and Secretary John Littel for a visit at the VFHY Richmond Offices and a briefing about ongoing initiatives. The briefing was led by Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Director of Marketing Danny Saggese. Also in attendance was Chief of Staff to the First Lady Colleen Messick and HHR Senior Policy Advisor Hallie Pence. This was the first time a Governor and First Lady have visited the Virginia Foundation for Healthy Youth.

On Jul. 26, Deputy Director Marge White attended the Health and Human Resources (HHR) Agency Head meeting. Topics included a review of lead HHR staff for various functions within the secretariat, the upcoming Monthly Management Review, and key metrics for HHR for FY23.

On August 3, Executive Director Marty Kilgore and Deputy Director Marge White attended the Management Monthly Review introductory meeting for all HHR agency heads with the Secretary of Finance. Agency Heads made presentations on the first three items in the template. On August 23, Chief Public Information Officer Brennan C. Smith attended the first HHR Language and Disability Access Project meeting hosted by the Virginia Department of Medical Assistance Services (DMAS). VFHY will be looking to improve its accessibility standards for digital assets in the coming months. The group will meet again in late September.

On August 25, Executive Director Marty Kilgore attended the Agency Director Human Resources Training. The 60-minute session reviewed Agency Head authority and responsibilities for managing an agency's human capital and provided information on key employment laws and human resource policy.

On August 25, Executive Director Marty Kilgore attended the Agency Head Meeting. Agency Heads received an update from the Secretary of Health and Human Resources on various items including the Petersburg initiative, work groups/reports, legislative proposals, and budget. Agency Heads presented their OKR's--objectives and key results.

On Sept. 2, Executive Director Marty Kilgore spoke with HHR Deputy Secretary James Williams to discuss historical context around enforcement of legal age of tobacco sales in

Virginia. VFHY is concerned about the percentage of retailers unlawfully selling tobacco products to minors.

On Sept. 6, Executive Director Marty Kilgore joined a call with others led by ABC and DBHDS to discuss Tobacco Retail Inspection Compliance with HHR Deputy Secretary James Williams.

On Sept. 6, Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Director of Marketing Danny Sagesse met with First Lady Chief of Staff Colleen Messick to discuss the First Lady's initiative, Wellness Literary Campaign. The initiative will focus on people who have been affected by opioids and will launch sometime in November with the assistance of VFHY.

CHILDHOOD OBESITY:

On May 12, Marketing Strategist Hannah Robbins Bruce attended a meeting hosted by the Virginia Department of Education's Office of School Nutrition's Farm to School Coordinator Brittany Thorpe and Training, Programs & Grants Supervisor Kelly Shomo. The meeting focused on the Farm to School website development and VDOE needs for Farm to School resources that will be hosted on the FeedVA website.

On Jun. 3, Marketing Strategist Hannah Robbins Bruce attended a Water Equity Taskforce meeting hosted by Virginia Health Catalyst. The Water Equity Taskforce, founded in 2019, focuses on ways that clean water access, consumption, and affordability can be addressed in the Commonwealth by a coalition of stakeholders. The focus of this meeting was to develop a plan to publish formal recommendations about addressing challenges Virginia faces regarding water access and consumption. Stakeholders in the meeting included representatives from the Virginia Department of Health's Office of Drinking Water, the Environmental Policy Innovation Center, the Virginia Early Childhood Foundation, the Department of Social Services, and more. The Centers for Disease Control and Prevention (CDC) and other public health institutions recognize that access to clean drinking water can have a positive impact on a child's overall health as beverages contribute to the quality of children's diets.

On Jun. 14, Marketing Strategist Hannah Robbins Bruce attended a Virginia Food for Virginia Kids Steering Committee meeting. The meeting was hosted by the Virginia Department of Education Director of Office of School Nutrition Programs Dr. Sandy Curwood. Representatives from the Chef Anne Foundation, University of Virginia, the Center for Ecoliteracy, Virginia Department of Agriculture, No Kid Hungry Virginia, and Virginia Farm to School attended the meeting. The partners in attendance discussed workforce development updates, a marketing and branding opportunity for the initiative, and the evaluation results of the pilot school assessment which is aiming to evaluate the economic impact plan of schools adopting meals programs such as Virginia Thursdays.

On Jul. 8, Marketing Strategist Hannah Robbins Bruce attended a Water Equity Taskforce meeting hosted by Virginia Health Catalyst. The Water Equity Taskforce, founded in 2019, focuses on ways that clean water access, consumption, and affordability can be addressed in the Commonwealth by a coalition of stakeholders. The focus of this meeting was to develop a

plan to publish formal recommendations about addressing challenges Virginia faces regarding water access and consumption. Partners in the meeting included representatives from the Virginia Department of Health's Office of Drinking Water, the Virginia Early Childhood Foundation, the Department of Social Services, and more. The Centers for Disease Control and Prevention (CDC) and other public health institutions recognize that access to clean drinking water can have a positive impact on a child's overall health as beverages contribute to the quality of children's diets.

On Jul. 19, Marketing Strategist Hannah Robbins Bruce attended a Virginia Farm to School Leadership Team meeting hosted by the Virginia Department of Education Office of School Nutrition Programs. The meeting centered on implementation of the goals and objectives for each region developed by Farm to School regional leads for the 2023 school year. In attendance were representatives from Virginia Department of Agriculture and Consumer Services, VDOE's school nutrition staff, Virginia Department of Health, Virginia Cooperative Extension, and more.

On August 8, Marketing Strategist Hannah Robbins Bruce attended Virginia Farm to School Leadership Team's School Gardens Committee to discuss planned data collection methods for the upcoming school year. The Virginia Farm to School Leadership Team and Committees are convened by the Virginia Department of Education's Office of School Nutrition Program.

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On August 16, Deputy Director Marge White attended the Virginia Food for Virginia Kids Steering Committee meeting to hear updates about progress made in the initiative. The Virginia Food for Virginia Kids initiative is convened by the Virginia Department of Education's Office of School Nutrition Program to connect local growers to school nutrition. The group is also partnering with the Virginia Department for Aging and Rehabilitative Services (DARS) to facilitate an apprenticeship program for people with disabilities to enter the school nutrition profession.

On August 19, Marketing Strategist Hannah Robbins Bruce met with ArcGIS Certificate Coordinator at William & Mary Dr. Shannon White and the FY23 fellow who manages the data mapping portion of FeedVA. VFHY has a partnership with the College of William and Mary's Center for Geospatial Analysis (CGA) fellowship program to support the work of FeedVA. FeedVA is a comprehensive site hosted by VFHY that houses the largest set of Virginia specific data, resources, and stories as it relates to food access, agriculture, and nutrition.

On August 25, Marketing Strategist Hannah Robbins Bruce attended a multi-state Early Care and Education (ECE) Healthy Hydration Innovation, Equity, and Exploration workgroup meeting. The workgroup's objectives are to identify state or local policies to support healthy

hydration and access to safe, lead-free drinking water in ECE settings. Attendees heard from Dr. Caree Cotwright, Professor at the University of Georgia's College of Family and Consumer Science, to learn about her research on childcare beverage regulations. The meeting was hosted by the Georgia chapter of Voices for Healthy Kids and included subject matter expert representatives from seven states including Robbins Bruce for Virginia.

On August 29, Director of Marketing Danny Saggese and Marketing Strategist Hannah Robbins Bruce met with Virginia Health Catalyst's Chief Executive Officer, Sarah Holland, and Director of Water, Chloe Van Zandt, as well as Erin Ling and Leigh-Anne Krometis from the Virginia Tech Biological Systems Engineering Department. The goal of this meeting was to discuss a research initiative that will focus on water consumption among Virginians.

On Sept. 7, Marketing Strategist Hannah Robbins Bruce attended a meeting hosted by No Kid Hungry to hear what the Share Our Strength and No Kid Hungry's five policy priorities are for the upcoming White House Conference on Hunger, Nutrition and Health later this month.

SUBSTANCE USE PREVENTION:

On May 31, Deputy Director Marge White met with DBHDS Director of Behavioral Health Wellness Gail Taylor. They discussed the youth cannabis prevention marketing campaign completed by VFHY and VFHY's conference planned for spring 2023. Ms. Taylor will discuss the conference with her team to provide input for sessions and speakers related to substance use prevention.

On Jun. 6, Conference and Networking Manager Henry Harper attended the virtual meeting of the Community Coalitions of Virginia (CCoVa.) As a statewide coalition of coalitions, CCoVA represents large and small, rural and urban communities, working collaboratively to prevent and reduce substance abuse and related risk factors in Virginia communities that are measurable and improve quality of life. CCoVA brings ideas, experience, compassion, and enthusiasm together to create a single organization committed to promoting the prevention and reduction of the effects of alcohol, tobacco, marijuana and other drugs. This meeting highlighted the prevention efforts all member groups are currently working on across the Commonwealth. There were also updates on the coalition's draft strategic plan.

On Jun. 28, Executive Director Marty Kilgore attended the Substance Abuse Services Council meeting hosted at the Department of Behavioral Health and Developmental Services (DBHDS). Sen. John Bell serves as the chair and led the meeting through the agenda which consisted of an overview of the 2022 special session, an update on the state opioid response, and strategic planning for the new fiscal year.

On Aug. 2, Executive Director Marty Kilgore, Deputy Director Marge White, Chief Public Information Officer Brennan C. Smith, and Director of Programs Michael Parsons met with Virginia Opioid Abatement Authority Executive Director Tony McDowell. The meeting served as an opportunity for VFHY staff to share lessons learned, and to discuss how VFHY structures its comprehensive approach to prevention work.

On August 24, Conference and Networking Manager Henry Harper met with representatives from DBHDS to discuss topic and speaker ideas for the VFHY hosted event to be held in Falls Church, Va., April 23 – 26, 2023. DBHDS is partnering with VFHY on the conference by assisting with the substance use track.

On Sept. 7, Executive Director Marty Kilgore and Director of Programs Michael Parsons attended the Opioid Abatement Authority Meeting in the Patrick Henry Building.

CANNABIS:

On August 22, Deputy Director Marge White, Director of Marketing Danny Saggese, and Marketing Strategist Hannah Robbins Bruce met with Rescue Agency VA to review the draft report of outcomes related to its youth cannabis prevention marketing campaign. VFHY received GF revenue to complete a statewide campaign in FY22 with marketing messages on traditional and social media.

EMPOWER SERIES:

On May 17, VFHY hosted a virtual Empower Series workshop titled “Who Unplugged the Cord?: Disclosing Engagement Barriers Between Youth and Their Parents/Caregivers in a Digital/Screen-driven World” conducted by prevention professional Paul Short of Face To Face Space. This interactive workshop helped equip and empower participants with strategic and practical tools to help provide a balance between screen time and family time while managing a hyper-connected kid.

On May 18, VFHY hosted a virtual Empower Series workshop titled “Facilitating Effective Meetings and Groups” conducted by trainer Crystal Tyler Mackey of the Virginia Cooperative Extension at Virginia Tech. The workshop helped participants develop skills and strategies to plan and lead productive meetings and efficiently facilitate work groups, community groups, coalitions, and collaborations more effectively. The training included both virtual and in-person techniques and skills.

On May 23, VFHY hosted a virtual Empower Series workshop titled “Grant Writing 102” presented by trainer Valerie Liggins Law. This advanced grant writing workshop reviewed grant writing principles as participants worked in group to organize parts of a proposal and write a proposal outline while paying attention to detail using concise language to convey the reason for the funding request. Attendees also learned the importance of networking and forming partnerships when applying for grants.

On Jun. 8, VFHY hosted a virtual Empower Series workshop titled “Supporting Healthy Relationships Among Young People” which was conducted by trainer Gina Rodriguez of Health Resources in Action. The interactive virtual workshop allowed participants to analyze different types of relationships that exist in their lives. Additionally, participants explored the differences between healthy and unhealthy relationships and how to best support youth with making those distinctions in their own lives.

On Jun. 21, VFHY hosted a virtual Empower Series workshop titled “*Building Effective and Sustainable Coalitions*” conducted by Health Resources in Action instructors Gina Rodriquez and Tonaya Crow. The workshop provided the foundation for coalition development and sustainability in relation to policy, systems, and environmental change. Participants understood the core purpose, functions, and processes that make coalitions effective and sustainable and how it affects policy, systems, and environmental change.

On Jul. 26, VFHY hosted two virtual Empower Series workshops. The first workshop titled “Adulthood: Barriers to Youth Engagement” was conducted by Maria Perkins of Alternatives Inc and explores common assumptions or stereotypes about youth. Participants discussed the origination of these stereotypes and how they affect relationships with young people. A second workshop titled “Building Effective and Sustainable Coalitions” conducted by Gina Rodriquez and Tonaya Crow of Health Resources in Action provided the foundation for coalition development and sustainability. Participants understood the core purpose, functions and processes of coalitions, characteristics that make coalitions effective and sustainable.

VFHY launched an Empower Series Survey to assist in building an Empower Series Workshop Schedule for September – December 2022. The survey is administered twice a year to gather suggested workshop offerings for upcoming Empower Series workshops. The Empower Series was established in fall 2020 and is a collaborative effort between VFHY and Prevention Connections and will feature workshops and events on a number of topics related to making healthy choices like nutrition, tobacco and nicotine products use prevention, substance use prevention, staff development, capacity building, and more.

LEGISLATIVE SITE VISITS:

On May 11, VFHY Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Regional Grants Administrator (RGA) Jenny Martin joined Virginia Polytechnic Institute and State University in meeting with Delegate Sam Rasoul to discuss the work VFHY’s grantee has done within the district.

On May 12, VFHY Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Regional Grants Administrator (RGA) Judy Sparrow joined Alternatives, Inc. in meeting with Senator Thomas Norment to discuss the work VFHY’s grantee has done within the district.

On May 16, VFHY Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Regional Grants Administrator (RGA) Jenny Martin joined Blue Ridge Behavioral Healthcare in meeting with Delegate Chris Head to discuss the work VFHY’s grantee has done within the district.

On May 17, VFHY Executive Director Marty Kilgore and Regional Grants Administrator (RGA) Jenny Martin joined Montgomery County Public Schools in meeting with Delegate Jason Ballard to discuss the work VFHY’s grantee has done within the district.

On May 23, VFHY Director of Programs Michael Parsons joined Blue Ridge Behavioral Healthcare in meeting with Delegate Sam Rasoul to discuss the work VFHY's grantee has done within the district.

On May 23, VFHY Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Regional Grants Administrator Lisa Brown joined Loudoun County Community Services Board in meeting with Delegate Wendy Gooditis to discuss the work VFHY's grantee has done within the district.

On May 23, VFHY Director of Programs Michael Parsons and Regional Grants Administrator Judy Sparrow joined Alternatives, Inc. in meeting with Delegate Marcia Price to discuss the work VFHY's grantee has done within the district.

On May 24, VFHY Director of Programs Michael Parsons and Regional Grants Administrator Judy Sparrow joined Bacon Street Youth and Family Services in meeting with Delegate Michael P. Mullin to discuss the work VFHY's grantee has done within the district.

On May 26, VFHY Executive Director Marty Kilgore and Regional Grants Administrator (RGA) Lisa Brown joined Fairfax County Health Department in meeting with Delegate Marcus Simon to discuss the work VFHY's grantee has done within the district.

On May 26, VFHY Director of Programs Michael Parsons and Public Affairs Manager Brennan C. Smith joined The Arlington Foundation for Families and Youth in meeting with Delegate Patrick Hope to discuss the work VFHY's grantee has done within the district.

On Jun. 8, VFHY Director of Programs Michael Parsons and Regional Grants Administrator (RGA) Terri-ann Brown joined Substance Abuse Free Environment, Inc. (SAFE) in meeting with Delegate Dawn Adams to discuss the work VFHY's grantee has done within the district.

On Jun. 9, VFHY Executive Director Marty Kilgore, Director of Programs Michael Parsons, and Regional Grants Administrator (RGA) Judy Sparrow joined Alternatives, Inc. in meeting with Delegate Amanda Batten to discuss the work VFHY's grantee has done within the district.

On Jun. 9, VFHY Executive Director Marty Kilgore and Director of Programs Michael Parsons joined Fairfax County Health Department in meeting with Delegate Irene Shin to discuss the work VFHY's grantee has done within the district.

On Jun. 16, VFHY Director of Programs Michael Parsons and Regional Grants Administrator (RGA) Lisa Brown joined the Fairfax County Health Department in meeting with Senator George Barker to discuss the work VFHY's grantee has done within the district.

On Jun. 16, VFHY Regional Grants Administrator (RGA) Terri-ann Brown joined the Rockbridge Area Community Services in meeting with Senator Creigh Deeds to discuss the work VFHY's grantee has done within the district.

On Jul. 27, VFHY Executive Director Marty Kilgore and Director of Programs Michael Parsons joined ReadyKids in meeting with Delegate Sally Hudson (in person) and with Senator Creigh Deeds (remotely) to discuss the work VFHY's grantee has done within their respective legislative districts. The legislators had an opportunity to learn more about the youth tobacco use prevention efforts of VFHY grantees and how their work has been positively impacted by VFHY grant funding. There are fifty-eight youth tobacco use prevention grantees active across Virginia, each of which will be funded through June 30, 2024.

The legislators had an opportunity to learn more about the youth tobacco use prevention and childhood obesity prevention efforts of VFHY grantees and how their work has been positively impacted by VFHY grant funding. There are fifty-eight youth tobacco use prevention grantees active across Virginia, each of which will be funded through June 30, 2024. There are twenty-five Healthy Communities Action Team (HCAT) grantees active across Virginia, each of which will be funded through June 30, 2023.

COLLABORATIONS/MEETINGS/PRESENTATIONS:

On May 10-11, Conference and Networking Manager Henry Harper, and Training and Resource Manager Charlie McLaughlin conducted site visit tours of potential meeting space venues in the Northern Virginia region for the Spring 2023 healthy youth focused conference. The visits were conducted to review the overall meeting space layouts, room setups, walkability, overnight guest rooms and overall capacity to accommodate 400 plus attendees. A selection will be made soon based on these qualities and the overall best value presented by the venues in their response to the RFP.

On May 11, Deputy Director Marge White, Finance & HR Manager Wilma Jordan, and Senior Executive Assistant Eloise Burke attended the Cardinal HCM Release 3 Conversion webinar. The Cardinal team reviewed the timeline for completion of approximately 50 tasks, and upcoming training for conversion leads, supervisors/managers, and subsequently for all staff at agencies. They noted some tasks will require same-day responses and conversion leads must be available for extended hours on weekdays through October.

On May 17, Public Affairs Manager Brennan C. Smith attended a webinar titled, "Web Accessibility For Government Communicators." The webinar provided an overview of updates that have launched on social media platforms to increase the accessibility for people with disabilities. It was hosted by ArchiveSocial, who also serves as VFHY's social media archive contractor for public information requests.

On May 12, Executive Director Marty Kilgore attended the Partnering for a Healthy Virginia Advisory Council Meeting. The purpose of the meeting was to begin work on Virginia's 2022 State Health Assessment and Improvement Plan. Also in attendance were partners from the Virginia Department of Health, the Virginia Department of Social Services, and the Virginia Hospital & Healthcare Association.

On May 16, Deputy Director Marge White submitted a quarterly report to VDH's Tobacco Control Program (TCP). VFHY is contracted to extend the impact of its youth tobacco use

prevention initiatives with \$82,000 from the grant TCP receives from the Centers for Disease Control and Prevention.

On May 24, Deputy Director Marge White, Finance & HR Manager Wilma Jordan, and Sr. Executive Assistant Eloise Burke attended the half-day Cardinal Learning Support Webinar. This was the first in a series of trainings that occurred throughout the summer and fall for Cardinal HCM Conversion release three agencies.

On May 25, Public Affairs Manager Brennan C. Smith attended a meeting hosted by the Virginia Department of Emergency Management to discuss the Virginia Food Emergency Response Plan. Attendees reviewed the current plan and made recommendations for updates. Smith serves as the Virginia Emergency Support Team (VEST) Liaison and the Emergency Coordinator for VFHY.

On Jun. 3, the American Journal of Health Promotion formally invited VFHY to submit a full manuscript after reviewing VFHY's pre-proposal abstract. The manuscript, *"Strategic Use of MSA Funds in Virginia: Findings from 20 Years of Youth Tobacco Use Prevention,"* will include a 20-year retrospective case study analysis of VFHY's youth tobacco use prevention grant making process. If accepted, it will be published in the American Journal of Health Promotion a peer-reviewed journal advancing the science of health behavior change and the art of creating a culture of well-being. Co-authors include VFHY Deputy Director Marge White, Regional Grants Administrator (RGA) Jenny Martin, Director of Programs Michael Parsons, and two VFHY Regional Advisory Board (RAB) members Drs. Nancy Tompkins and Kerry Redican.

On Jun. 1, Chief Public Information Officer Brennan C. Smith attended the monthly Information Security Officers Advisory Group meeting. The meeting agenda primarily consisted of hearing from prospective IT contractors, upcoming available trainings, and a recap of the most recent phishing campaign VITA ran between May 26-30.

On May 25, Deputy Director Marge White participated in the Code Commission Workgroup that is reviewing sections of the *Code of Virginia* related to public health and health services. The workgroup is recommending language changes to the state's Code Commission to align language throughout the law. No substantive changes will be made that require General Assembly action.

On Jun. 8, Executive Director Marty Kilgore, Deputy Director Marge White, and several VFHY staff held a workgroup meeting with the Virginia Center for Inclusive Communities to continue working on VFHY's DEI plan. The group drafted a workplan for each of its five goals. The workplan will be finalized at the next workgroup meeting.

On Jun. 8, Deputy Director Marge White, Finance & HR Manager Wilma Jordan, and Sr. Executive Assistant Eloise Burke completed the four-hour Time & Attendance web-based training modules for Cardinal. This is one of a series of trainings that will be completed through the summer in preparation for Cardinal conversion this fall.

On Jun. 14, Deputy Director Marge White attended the Tobacco Free Alliance of Virginia meeting. The group reviewed the role of CSBs in tobacco retailer education and the need for retailer compliance with Virginia's law prohibiting the sale of tobacco products to people under age 21. If retailer non-compliance exceeds 20%, the Department of Behavioral Health and Developmental Services (DBHDS) will lose a significant portion of its prevention funding from the federal agency, Substance Abuse and Mental Health Services Administration (SAMHSA).

On Jun. 16, Executive Director Marty Kilgore, Deputy Director Marge White and several VFHY staff held a workgroup meeting with the Virginia Center for Inclusive Communities (VCIC) to finalize VFHY's DEI plan. VFHY contracted with VCIC to facilitate trainings and workgroup meetings over the last six months.

On Jun. 16, Chief Public Information Officer Brennan C. Smith attended the Federal Emergency Management Agency (FEMA) Region 3 Public Information Officer Summit virtually. This half-day summit allowed for Public Information Officers to network with one another and learn more about topics like social listening, messaging mitigation, and social media strategies to inform the public.

On Jun. 21, VFHY Director of Programs Michael Parsons and Marketing Specialist Hannah Robbins Bruce met with Voices for Virginia's Children Advocacy and Engagement Manager Kristin Lennox to discuss the work both organizations are doing around youth advocacy.

On Jun. 27-30, Deputy Director Marge White, Director of Programs Michael Parsons, Director of Marketing Danny Saggese, and Training and Resource Manager Charlie McLaughlin attended the National Conference on Tobacco or Health (NCTOH) in New Orleans, LA. The conference is the largest, long-standing gathering for top United States tobacco control professionals. It highlighted best practices and policies to reduce tobacco use- the leading preventable cause of disease and death in the United States.

On Jun. 23, Deputy Director Marge White, Chief Public Information Officer Brennan C. Smith, and VFHY IT Contractor Adam Mears had VFHY's quarterly IT meeting to discuss ongoing IT needs, VITA compliance, and timetable for current IT projects.

On Jul. 18, Deputy Director Marge White, Director of Marketing Danny Saggese, and Conference and Networking Manager Henry Harper met with the Director of the Office of Behavioral Health Wellness at DBHDS Nicole Gore, who just started her new role. The group discussed collaborative efforts for VFHY conferences with DBHDS and CSBs, retailer education about youth access to tobacco/nicotine laws, and cannabis prevention.

On Jul. 19, VFHY renewed its Memorandum of Agreement with VDH to complete youth tobacco/nicotine prevention initiatives including a marketing campaign focused on vaping prevention, a statewide conference, webinars, and educational modules for schools and communities. The agreement is slated to run through Jul. 31, 2023.

On Aug. 2, Chief Public Information Officer Brennan C. Smith briefly met with VITA Operations Manager Brian Fenton from the Governor's Office to discuss plans to migrate VFHY from Google Suite to Outlook. The intention is to have a smooth transition for all VFHY staff and to learn from the migration that occurred within the Governor's Office recently. Fenton was connected to VFHY by Deputy Director of Cybersecurity Aliscia Andrews.

On Jul. 26, Conference and Networking Manager Henry Harper attended the quarterly meeting of the Statewide Epidemiology Outcomes Workgroup (SEOW). The SEOW brings together representatives from a variety of traditional behavioral health partners and nontraditional sectors from across the Commonwealth to share data and expertise. This meeting offered data spotlights from the Virginia Department of Health (VDH) on annual alcohol consumption data and outcomes from their Behavioral Risk Factor Surveillance Survey (BRFSS). The Omni Group facilitates this workgroup and presented updates on Virginia marijuana legalization and their latest deliverable - an opioid use infographic.

On August 15, Deputy Director Marge White submitted a quarterly report to VDH describing youth tobacco use prevention activities occurring between May-July. VDH provides some funding to VFHY for youth prevention as a subrecipient of its CDC tobacco control funding.

On August 18, Conference and Networking Manager Henry Harper attended the quarterly Virginia Office for Substance Abuse Prevention (VOSAP) meeting. Members were briefed on the draft version of the VOSAP annual report and had discussions to recommend edits.

On August 19, VFHY collaborated with the Virginia Department of Behavioral Health and Developmental Services (DBHDS) to distribute thousands of education packages to tobacco retailers across the commonwealth for the purpose of protecting retailers and their staff by decreasing the sales of tobacco/vape products to minors.

On August 25, Senior Executive Assistant Eloise Burke attended eVA Buyer User Group meeting. The new eVA platform goes live November 1, 2022.

On Sept. 6, VFHY staff held its monthly staff meeting. Agenda items included preparation for Cardinal HCM conversion including employee self-service training and agenda items for an upcoming staff retreat.

Budget Report:

FY22 Year-End Financial Report

Wilma Jordan, VFHY Finance & HR Manager, reported on the Statement of Net Assets and Governmental Funds Balance Sheet for the Fiscal Year which ended June 30, 2022. (See the attached report)

Questions should be directed to wjordan@vfhy.org or 804.786.7409.

Public Comment:

None

Journal Article Presentation:

Dr. Nancy Tompkins, Regional Advisory Board Member for the Southwest Region presented highlights of VFHY's strategic use of Master Settlement Funds (MSA) over 20 years and strengths of our grant-making processes. She and several staff prepared a manuscript that was submitted to the American Journal of Health Promotion. (See the attached presentation)



O'HaraTompkins_V
FHYboardpresentati

Research Presentation:

Melissa Little, a VFHY research grantee from UVA gave an update on her project: Testing an Anti-Tobacco Intervention to Reduce Tobacco and Nicotine Use among High School Students. (See the attached presentation)



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Old Business:

None

Committee Reports:**Programs**

Sarah Holland, VFHY Program Committee Chair, reported on the current HCAT RFP #852P023 for contract period July 1, 2023 through June 30, 2026. She noted the award amounts will be up to \$31,000 in each year of the grant; \$93,000 total for three years.

Michael Parsons, Director of Programs provided an update on several special projects approved by the Board of Trustees at the last board meeting including Als Pals kit modernization and trainings, Strengthening Families recruitment/retention support, Virginia playground builds, and a 10% budget increase offered to grantee organizations. He also provided a summary of grant activities in FY22.

Marketing

Danny Saggese, VFHY Director of Marketing, provided an update on the success of the Unfazed campaign. Unfazed is a health communications campaign about preventing youth marijuana and cannabis products use implemented in Virginia. VFHY received one-time funding to develop and place the campaign in FY22.

Research

Marge White, Deputy Director, reported on the Virginia Youth Tobacco Projects (VYTP) Small Grants Program RFA released on August 4, 2022 for small research grants for the prevention of youth tobacco use. A total of \$80,000 in funding is available and two applications of \$40,000 each are expected to be funded. A pre-application information meeting was held September 7, 2022. Applications are due October 21, 2022 and funded grants will begin January 2, 2023.

Marge also reported that we are still waiting for the results of the Virginia Youth Survey from CDC.

Announcements:

Next Board Meeting Dates:

December 7, 2022

May 17, 2023

September 20, 2023

December 6, 2023

Adjournment:

Chair Karin Addison adjourned the meeting at 1:52 p.m.

| | | | | |
|--|--|--------------|-------------|----------------|
| VIRGINIA FOUNDATION for HEALTHY YOUTH | | | | |
| STATEMENT OF ACTIVITIES AND CHANGES IN FUND BALANCE | | | | |
| For the Fiscal Year Ended June 30, 2022 | | | | |
| | | | | |
| | | | | |
| REVENUES: | | | | |
| | | | | |
| | Master Settlement payments (Note 6) | | | 12,865,243 |
| | Interest Income (Note 6) | | | 36,191 |
| | * Proceeds from securities lending transactions (Note 1-B) | | | 6,596 |
| | Grants and other revenues (Note 6) | | | 1,316,816 |
| | | | | |
| | Total Revenues | | | 14,224,846 |
| | | | | |
| | | | | |
| | | | | Net (Expense) |
| | | | | Revenue and |
| | | | | Changes in Net |
| | | | | Assets |
| EXPENDITURES: | | | | |
| | | Expenses | Adjustments | |
| | Tobacco Settlement Expense: | | | |
| | Administration (Note 7) | \$ 1,281,887 | \$ 0 | \$ -1,281,887 |
| | Depreciation Expense (Note 3) | 0 | 0 | 0 |
| | Expenses for Securities Lending (Note 1-B) | 6,596 | 0 | -6,596 |
| | Grant Expenses | 1,169,118 | 0 | 0 |
| | Marketing (Note 4-C) | 3,574,186 | 0 | -3,574,186 |
| | Program Expense (Note 8) | 2,978,846 | 0 | -2,978,846 |
| | Research and Evaluation (Note 9) | 808,437 | 0 | -808,437 |
| | Obesity (Note 8) | 1,308,138 | 0 | -1,308,138 |
| | Inter-Agency Expenses (Note 10) | 65,000 | 0 | -65,000 |
| | State General Fund Transfers Out (Note 11) | 69,807 | 0 | -69,807 |
| | | | | |
| | Total Expenditures | 11,262,014 | 0 | -11,262,014 |
| | | | | |
| | | | | |
| | Excess (deficiency) of revenue over expenditures | | | 2,962,832 |
| | | | | |
| | | | | |
| | Fund Balance/Net Assets, July 1, 2021 | | ** | 20,008,545 |
| | Fund Balance/Net Assets, June 30, 2022 | | \$ | 22,971,376 |
| | | | | |
| ** Includes \$1000 prior year restatement | | | | |
| The accompanying notes are an integral part of the financial statements | | | | |
| | | | | |
| * The Commonwealth's policy is to record unrealized gains and losses in the General Fund in the Commonwealth's basic financial statements. When gains or losses are realized, the actual gains and losses are recorded by the affected agencies. | | | | |

| | | | | | |
|--|--|--|--|--------------------|------------|
| VIRGINIA FOUNDATION for HEALTHY YOUTH | | | | | |
| STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS | | | | | |
| BALANCE SHEET | | | | | |
| For the Fiscal Year Ended June 30, 2022 | | | | | |
| | | | | Governmental Funds | |
| | | | | Special Revenue | |
| ASSETS: | | | | | |
| Cash and cash equivalents held by the | | | | | |
| Treasurer of Virginia (Note 1-A) | | | | \$ | 25,180,997 |
| *Investments Held by the Treasurer (Note 1-B) | | | | \$ | 2,651,160 |
| Lease Deposits (Note 2-A) | | | | \$ | 5,966 |
| Accounts Receivables (Note 2-B) | | | | \$ | - |
| Capital Assets, net of accumulated depreciation: (Note 3) | | | | \$ | - |
| TOTAL ASSETS | | | | \$ | 27,838,123 |
| LIABILITIES: | | | | | |
| Accounts Payable Cardinal (Note 4-A) | | | | \$ | 648,613 |
| Accrued Payroll (Note 4-B) | | | | \$ | 109,013 |
| Obligations Under Security Lend (Note 1-B) | | | | \$ | 2,651,160 |
| Grants/Contractual Payable (Note 4-C) | | | | \$ | 1,307,733 |
| Compensated absences (Note 5) | | | | \$ | 150,227 |
| Total Liabilities | | | | \$ | 4,866,746 |
| NET ASSETS: | | | | | |
| Investment in Capital Assets, net of related debt | | | | \$ | - |
| Unrestricted | | | | \$ | 22,971,376 |
| Total net assets | | | | \$ | 22,971,376 |
| The accompanying notes are an integral part of the financial statements | | | | | |
| * The Commonwealth's policy is to record unrealized gains and losses in the General Fund | | | | | |
| in the Commonwealth's basic financial statements. When gains or losses are realized, | | | | | |
| the actual gains and losses are recorded by the affected agencies. | | | | | |

| | | | | | | | | |
|---------------------------------------|--|--|--|--|--|--|--|--|
| VIRGINIA FOUNDATION for HEALTHY YOUTH | | | | | | | | |
| | | | | | | | | |

| | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|
| STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|

| | | | |
|---|--|--|--|
| BUDGETARY COMPARISON - SPECIAL REVENUE FUND | | | |
|---|--|--|--|

| | | | | | |
|---|--|--|--|--|--|
| For the Fiscal Year Ended June 30, 2022 | | | | | |
|---|--|--|--|--|--|

| for the Fiscal Year Ended June 30, 2022 | | | | | | |
|---|--|--|--|------------|------------|-------------------------|
| | | | | Actual | Budget | Variance over(under) |
| Revenues: | | | | | | |
| | | Interest on Securities | | 36,191 | | 36,191 |
| | | Proceeds from Security Transactions | | 6,596 | | |
| | | Grants and other revenues | | 1,316,816 | 4,893,512 | |
| | | Master Settlement payments | | 12,865,243 | 9,327,905 | 3,537,338 |
| | | Total Revenues: | | 14,224,846 | 14,221,417 | 3,429 |
| Expenditures: | | | | | | |
| | | Administration | | 1,281,887 | 1,160,000 | 121,887 |
| | | Inter-Agency Expense | | 65,000 | 65,000 | 0 |
| | | Expenses for Securities Lending | | 6,596 | 0 | 6,596 |
| | | Grant Expenses | | 1,169,118 | | |
| | | Marketing | | 3,574,186 | 3,910,000 | (335,814) |
| | | Program Expense | | 2,978,846 | 3,915,000 | (936,154) |
| | | Research and Evaluation | | 808,437 | 1,175,000 | (366,563) |
| | | Obesity | | 1,308,138 | 1,067,966 | 240,172 |
| | | State General Fund Transfers Out | | 69,807 | 77,000 | (7,193) |
| | | Total Expense | | 11,262,014 | 11,369,966 | (107,952) |
| | | Revenues over (under) expenditures | | 2,962,832 | 2,851,451 | 111,381 |
| | | Fund Balance/Net Assets, July 1, 2021 | | 20,008,545 | | |
| | | Includes \$1000 pr yr restatement | | | | |
| | | Fund Balance/Net Assets, June 30, 2022 | | 22,971,376 | | |
| | | reflects py restatement | | | | |

| | | | | | | | | | |
|---|--|--|-------------------------------------|-------------------|--|-------------------|--|-----------|--|
| | | | | | | | | | |
| PRIOR YEAR COMPARISON STATEMENT OF ACTIVITIES | | | | | | | | | |
| For the Fiscal Year Ended June 30, 2022 | | | | | | | | | |
| | | | | | | | | | |
| | | | | Jul '21 - Jun '22 | | Jul '20 - Jun '21 | | \$ Change | |
| | | | | | | | | | |
| | | | Revenues: | | | | | | |
| | | | Interest on Securities | 36,191 | | 103,311 | | -67,120 | |
| | | | Proceeds from Security Transactions | 6,596 | | 2,028 | | 4,568 | |
| | | | Grants and other revenues | 1,316,816 | | 131,360 | | 1,185,456 | |
| | | | Master Settlement payments | 12,865,243 | | 12,515,373 | | 349,870 | |
| | | | Total Revenues: | 14,224,846 | | 12,752,072 | | 1,472,774 | |
| | | | | | | | | | |
| | | | Expenditures: | | | | | | |
| | | | Administration | 1,281,887 | | 1,097,873 | | 184,014 | |
| | | | Expenses for Securities Lending | 6,596 | | 2,028 | | 4,568 | |
| | | | Inter-Agency Expense | 65,000 | | 65,000 | | 0 | |
| | | | Grant Expenses | 1,169,118 | | 0 | | | |
| | | | Marketing | 3,574,186 | | 3,807,535 | | -233,349 | |
| | | | Program Expense | 2,978,846 | | 2,766,082 | | 212,764 | |
| | | | Research and Evaluation | 808,437 | | 834,149 | | -25,712 | |
| | | | Obesity | 1,308,138 | | 1,017,815 | | 290,323 | |
| | | | State General Fund Transfers Out | 69,807 | | 71,871 | | -2,064 | |
| | | | Total Expense | 11,262,014 | | 9,662,353 | | 1,599,662 | |
| | | | | | | | | | |
| | | | Revenues over (under) expenditures | 2,962,832 | | 3,089,720 | | -126,888 | |
| | | | | | | | | | |

Virginia Foundation for healthy youth
NOTES TO FINANCIAL STATEMENTS

AS OF JUNE 30, 2022

Note 1: CASH, CASH EQUIVALENTS, AND INVESTMENTS

A. Cash and Cash Equivalents

Cash and cash equivalents represent cash in the General Account at the Department of the Treasury. Treasury manages the General Account Investment Portfolio. Information related to the composition of this portfolio is available on a statewide level in the Commonwealth of Virginia's Comprehensive Annual Financial Report.

B. Securities Lending Transactions

Cash equivalents held by the Treasurer of Virginia represent the Virginia Foundation for Healthy Youth's (VFHY) allocated share of cash collateral received and reinvested and securities received for the State Treasury's securities lending program. Information related to the credit risk of these investments and the State Treasury's securities lending program is available on a statewide level in the Commonwealth of Virginia's Annual Comprehensive Financial Report. The Commonwealth's policy is to record unrealized gains and losses in the General Fund in the Commonwealth's basic financial statements. When gains or losses are realized, the actual gains and losses are recorded by the affected agencies.

| | |
|---|---------------------|
| Cash with the Treasurer of Virginia | \$ 25,180,997 |
| Cash equivalents/Obligations held by the Treasurer of Va. | \$ <u>2,651,160</u> |
| Total cash, cash equivalents, and investments | \$ 27,832,157 |

Note 2: LEASE DEPOSITS/RENTS and UN-DEPOSITED FUNDS

A. VFHY rents office space at 701 E. Franklin for the main office and field staff offices located in Blacksburg and Hayes, Virginia. As of June 30, 2022, VFHY had deposits on rental leases totaling \$5,966.00.

B. Accounts receivables are funds earned but not expected delivery of until the next fiscal year. As of June 30, 2022, VFHY had none.

Note 3:CAPITAL ASSETS

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the government-wide financial statements. The government defines capital assets as assets with an initial, individual cost of more than \$5,000 and an estimated life in excess of two years. The Virginia Foundation for Healthy Youth did not procure assets that would meet the capital asset requirements; therefore, they are maintained in an internal inventory control system.

Note 4:LIABILITIES

A. Accounts payable

Payables accrued in Cardinal but unpaid as of June 30, 2022, show \$648,613 which represent a portion of the total actual amount.

B. Accrued Payroll

All VFHY employees are paid on a semi-monthly schedule. Accrued payroll expenses of \$109,013 represent work performed prior to June 30, 2022 but will not register in Commonwealth Payroll System until FY23.

C. Grants/Contractual payables

VFHY awarded funding to programs all over the Commonwealth for the prevention of tobacco use and obesity by youths. VFHY also contracted with higher education universities to conduct research and evaluation on tobacco use prevention. VFHY has contracts with marketing agencies to lead major campaigns geared toward youths throughout Virginia on the prevention of tobacco use and childhood obesity. Due to the earlier cutoff date for keying invoices, payables in Cardinal shows less than the actual outstanding payables VFHY had at the end of the fiscal year.

Note 5: COMPENSATED ABSENCES

Compensated absences represent the amounts of annual, disability credits, and compensatory leave earned by VFHY employees, but not taken as of June 30, 2022. The \$150,227 represents the balances at the fiscal year end provided by the Commonwealth's leave liabilities tracking program. \$100,438 of the total was determined to be long-term liability according to the Commonwealth's GASB 34 long term liability report.

Note 6:REVENUES

The VFHY was originally funded by receiving 10% of Virginia's share of the Master Settlement Agreement (MSA) negotiated between the various Attorneys General and the tobacco manufacturers in 1998. This portion was reduced to 8.5% in 2010. VFHY's Board of Trustees approves a biennial budget based on the estimated MSA payment in the Commonwealth's budget bill. In FY 2022, VFHY received \$12,865,243 MSA payment and \$36,191 in interest payments. The state receives the MSA payment in April; therefore, VFHY must carry forward the majority of this revenue to fund expenses in the next fiscal year. This is reflected in the fund balance at year end. Grants and federal pass thru funds from VDH & DBHDS were used to offset expenses to broaden the scope of services in community projects for prevention of obesity and tobacco use prevention through conference and training.

Note 7: ADMINISTRATION

Administrative costs are all the operating expenses needed for the maintenance of the VFHY. These include expenses of the Board of Trustees, some payroll (including accrued leave liabilities), rents, utilities, insurances, equipment (repairs, maintenance, rental, and purchases), furniture and supplies, postage and delivery, printing, state vehicle fees, some employee travel, and trainings. In addition, it includes expenses incurred for professional services provided by private industries such as temporary employees, marketing services, IT service, and website design and maintenance, etc.

Note 8: PROGRAM and OBESITY

Program and Obesity Expenses include funding provided to local organizations to conduct obesity and tobacco use prevention programs with youth, and expenses associated with administering the programs.

Note 9: RESEARCH AND EVALUATION

These expenses include the contracts and agreements with higher education universities in Virginia focused on the research and evaluation of tobacco use prevention programs. Expenses also include evaluation of VFHY's marketing initiatives.

Note 10: INTER-AGENCY EXPENSE

These include expenses incurred because of Memorandums of Understanding with agencies such as the Department of Health for fiscal and payroll support.

Note 11: TRANSFERS

Transfers out are to reimburse the General Fund for expenses related to the Office of the Attorney General, Department of Taxation, DGS, DOA, and DHRM.