Members Present: Elizabeth Jacobs, Rick Moss (chair), Greg Nycz (phone), Elizabeth Petty, Jim Shull

Members Absent: Tom Oliver

Staff: Tonya Mathison, Eileen Smith

1. Call meeting to order

Moss called meeting to order at 10:05 a.m.

2. Discussion and decision on draft minutes from February 5, 2014

Jacobs seconded a motion by Shull to approve the draft February 5, 2014 minutes. The motion passed by unanimous vote.

3. Discussion and recommendation to PERC on funding for “Wisconsin Obesity Prevention Initiative” strategic application

Moss introduced discussion of the strategic application for the “Wisconsin Obesity Prevention Initiative” and Alex Adams and Amy Meinen’s February 10 presentation to PERC. Petty commented that they were responsive to the suggestions of the PERC Executive Committee in developing their presentation. In response to a question by Jacobs, Moss clarified that the detailed logic model covering the four aims will be used by Adams and her team to track progress in achieving short-, medium- and long-term objectives. Nycz was concerned about the timing of OAC’s funding of the Obesity Prevention Initiative since it will take some time for the pilot projects in Marathon and Menominee counties to show success. Moss clarified that this proposal is meant for action by PERC. He added that OAC is committed to supporting the Obesity Prevention Initiative, but the details of OAC’s support are still being determined. Smith noted that PERC typically makes strategic awards for up to three years. Since five years of support is sought, she recommended including a contingency in the award decision.

The Executive Committee unanimously recommended that PERC approve funding for the “Wisconsin Obesity Prevention Initiative” for five years with the following contingencies: (1) PERC will conduct an in-depth review of progress at the end of year two, including consideration of the written report and an in-person presentation to PERC, and provide advice and guidance, and (2) at the end of year three, PERC will again assess progress and determine if funding should continue in years four and five. The Executive Committee also recommended that Adams incorporate the following feedback in the application:

- In order to gain a better understanding of expected outcomes, it would be helpful to outline the short-, medium- and long-term outcomes.
- Explain the focus of the infrastructure support in aim #1 and how it will enable sustainability through extramural support, policy change, etc.
- Explain how menu of evidence-based interventions in aim #2 will work (top-down approach, i.e., WOPN setting the various menu selections to ensure outcomes can be evaluated)
- Address the incorporation of feedback from the Prevention Research Center reviewers related to this initiative
4. **Review draft application guidelines for PERC Opportunity Grants Program**

Moss provided an overview of the draft application guidelines for PERC’s new Opportunity Grants Program, which was developed as part of the Wisconsin Partnership Program 2014 - 2019 Five-Year Plan. Grants of $50,000 to $100,000 over one year will support high-profile, innovative education and research projects benefiting the health of the people of Wisconsin. Once approved by PERC, Moss plans to announce the Opportunity Grants Program at a combined chairs meeting. An overview of the program, including the link to the preliminary application, will be available on the Wisconsin Partnership website. Applications will be reviewed and awarded by the PERC Executive Committee on a rolling basis.

The Executive Committee discussed in detail two sections of the application guidelines: scope of funding and application submission and review process. The committee agreed that it was not appropriate to make any changes to either section at this time. Rather, it will be necessary to reevaluate them after the committee has experience administering the new grant program. The Executive Committee unanimously recommended bringing the application guidelines to PERC for acceptance.

5. **Adjourn - next meeting March 24, 2014**

Moss adjourned the meeting at 10:40 a.m.

Recorder, Tonya Mathison