Minutes
UW School of Medicine and Public Health
Partnership Education and Research Committee (PERC) Executive Committee
April 1, 2014, 1:00 p.m., 2158 Health Sciences Learning Center

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

Staff: Tonya Mathison, Eileen Smith

Guest: Norman Drinkwater

1. Call meeting to order

Moss called the meeting to order at 1:05 p.m.

2. Announcements

   a. Independent reviews of Collaborative Health Sciences Program preliminary applications due April 22

PERC received 15 Collaborative Health Sciences Program preliminary applications, which were due on March 18. Following a review of eligibility by staff, the applications were sent to the PERC Executive Committee for review. Members are completing independent reviews, due April 22, and will meet as a group on April 28 to discuss the applications and develop a ranked list for review by PERC. The PERC will determine which preliminary applications warrant further development as full applications.

3. Discussion and decision on draft minutes from February 24, 2014

Nycz seconded a motion by Shull to approve the draft February 24, 2014 minutes. The motion passed with five affirmative votes. Oliver abstained as he was not in attendance.

4. Discussion of proposed PERC Review Subcommittee membership and review process

Moss and Drinkwater introduced discussion of the membership of PERC’s new standing Application Review Subcommittee. He asked members to look over two lists of proposed reviewers: (1) 48 content reviewers, and (2) four community representatives. Most of the content reviewers have served as expert reviewers of full applications during past New Investigator and/or Collaborative Health Sciences funding cycles. The community reviewers came highly recommended and have served as reviewers for ICTR CAP. Discussion of the list of content reviewers led to the following additions to ensure broad expertise:

- Randall Brown, MD, PhD, Family Medicine
- Elizabeth Cox, MD, PhD, Pediatrics
- Caprice Greenberg, MD, MPH, Surgery
- Bret Payseur, PhD, Genetics
- Earlise Ward, PhD, LP, Nursing

Dean Krahn, Psychiatry, was removed from the list as he has taken a position with the federal government.
Both lists will be shared with PERC in April. Immediately thereafter, Smith will contact the proposed reviewers to determine their interest in serving. Smith will provide an update at the April 28 Executive Committee meeting. It is anticipated that the committee will include about 18-20 content reviewers. If each of the four proposed community representatives are interested in serving, two will be immediately appointed with staggered terms with the remaining two appointed at a later date as needed.

5. Discussion of draft New Investigator Program 2014 Request for Proposals

Drinkwater, PERC Review Subcommittee chair, provided an overview of the draft New Investigator Program (NIP) 2014 Request for Proposals (RFP). Changes to the RFP primarily reflect implementation of the Wisconsin Partnership Program 2014 – 2019 Five-Year Plan. The RFP encourages applications in a broad range of topics including: obesity, health disparities, education and mental health. The review process has been reworked to include community representatives on the expert review panel who will consider project alignment with the WPP Five-Year Plan mission, vision and desired outcomes, as well as relevance and potential impact on health in Wisconsin. Applicants will be reminded that the expert review panel will assess the potential impact on health.

The PERC Executive Committee agreed to incorporate the following additional changes:
- Introduction and General Information: Add to end of statement listing encouraged topic areas, ... PERC encourages proposals covering a broad range of topics, including, “but not limited to”...
- Proposal Review Criteria: Add to last bullet under Primary Review Criteria... “This includes a clear plan for dissemination of results.”

With those changes included, the Executive Committee unanimously recommended PERC’s approval of the NIP 2014 RFP.

6. Discussion and recommendation to PERC on acceptance of Maureen Smith’s response to conditions of 2013 Targeted award, Health Innovation Program

Greg Nycz and Tom Oliver presented their reviews of Maureen Smith’s response to the conditions PERC set as part of its 2013 Targeted award for the Health Innovation Program. As a reminder, Moss reviewed the following conditions set by PERC in July 2013:

1. Submit a description of the process used to allocate HIP resources, including how an investigator makes a request, the criteria used to evaluate the request, and how a decision is reached to respond to the request.
2. The committee continues to be interested in more details regarding HIP’s impact on health and health care in Wisconsin and is requesting a plan describing how impact will be measured.
3. PERC has made a commitment to a major obesity initiative in the Wisconsin Partnership Program 2014-2019 Five-Year Plan. The committee is paying attention to how the obesity initiative can be aligned with its major grants, such as HIP. Therefore, PERC is seeking assurance of collaboration between HIP and the obesity initiative, especially in regard to evaluating the role of health care systems in obesity prevention.

Overall the reviews were positive, however, the response also led the committee to discuss additional questions. Therefore, the PERC Executive Committee unanimously recommended that PERC accept Dr. Smith’s written response and require that annual progress reports address the three award conditions listed above. In addition, and of particular interest to the Executive Committee to ensure transparency,
the annual progress reports must include a list of all funding sources for HIP and their balances to-date, including specific detail on how the PERC funds are expended.

7. **Adjourn - next meeting April 28**

Moss adjourned the meeting at 2:05 p.m.

Recorder, Tonya Mathison