Minutes
UW School of Medicine and Public Health (UWSMPH)
Partnership Education and Research Committee (PERC) Executive Committee
May 19, 2015, 9:00 a.m., 4250 Health Sciences Learning Center

Members Present: Elizabeth Jacobs, Rick Moss (chair), Tom Oliver, Jim Shull

Members Absent: Greg Nycz, Elizabeth Petty

WPP Staff: Tonya Mathison, Eileen Smith

1. Call meeting to order
Moss called the meeting to order at 9 a.m.

2. Decision on April 27, 2015 draft minutes
The draft minutes of April 27, 2015 were unanimously approved following a motion by Oliver which was seconded by Jacobs.

3. Discussion and recommendation to PERC on Strategic renewal application for the Institute for Clinical and Translational Research
The Executive Committee discussed the Strategic renewal application from Marc Drezner for the “Institute for Clinical and Translational Research.” Smith reported that the annual budget of $3.4 million had not changed in the renewal, but the duration will be 9 months longer in alignment with the end of the WPP 2014 – 2019 Five-Year Plan and development of the CTSA renewal. Partnership Program staff will be meeting with Barry Sievers, ICTR Assistant Executive Director of Finance, to discuss the budget in greater detail.

The Executive Committee’s discussion resulted in the following requests for Dr. Drezner in preparation for his presentation of the renewal application at the June 15 PERC meeting.

- **Impact supplement.** Provide a supplement of up to five pages outlining examples of the direct impact of ICTR’s PERC-supported cores, programs and networks on health and health outcomes in Wisconsin communities. Include details such as funding leveraged by pilot grantees, number and types of partnerships sustained, and geographic scope. Include a key listing and defining all acronyms used throughout the application materials.

- **PERC presentation.** The presentation should include the following information:
  - An overview of the renewal application, including a progress report on the current grant with specific examples of ICTR’s impact on health, and an overview of the renewal proposal. Outline the initiatives supported by the CTSA grant as compared to the PERC grant.
  - Details on how evaluation efforts have informed ICTR’s leadership team in setting priorities and making changes like expanding, contracting or eliminating programs. Include the decision-making process regarding the allocation and provision of access to ICTR resources. Specifically address efforts by the leadership team to ensure that ICTR is innovative and responsive in an ever changing environment.
  - Describe efforts to inform ICTR’s grantees and partner networks which are supported by PERC funding of the Partnership Program’s support.
• **Budget**: WPP and ICTR staff discussion of the renewal budget should include:
  - Summary of changes to budget overall
  - Overview of other sources of funds for ICTR (braided funding model) and related spending plans.
  - Estimated allocation of budget (percentages) from T0 through T4 translational research.

4. **Adjourn – Next meeting June 22, 10-11AM, 4141 HSLC**

Moss adjourned the meeting 9:50 a.m.

Recorder, Tonya Mathison