Members Present by Phone: Betty Chewning (phone), Norm Drinkwater (phone), Susan Goelzer (phone) Robert Lemanske (phone), Paul Moberg (phone), Rick Moss, Greg Nycz (phone), Tom Oliver (phone), Pat Remington, Rod Welch (phone)

Members Absent: Marc Drezner, Craig Kent

Staff: Chris Blakey, Cathy Frey, Eileen Smith

1. **Call meeting to order**

Moss called the meeting to order at 4:05pm.

2. **Announcements**

**MERC member resignation**

Moss announced Pat McBride’s resignation from MERC as a SMPH Leader. Dean Golden appointed Byron Crouse to fill the vacant position in his role as Interim Senior Associate Dean for Academic Affairs.

3. **Approval of August 9, 2010 draft minutes**

Moberg seconded a motion by Drinkwater to approve the draft August 9, 2010 MERC minutes. The motion passed by unanimous vote.

4. **Discussion and decision on revision to MERC conflict of interest policy**

The Legislative Audit Bureau audit report included a recommendation that the UW SMPH and the Medical College of Wisconsin clarify their respective conflict of interest policies. Wisconsin Partnership Program leadership and staff have worked with UW Legal Counsel to revise MERC and OAC’s current policies to accurately reflect the current practice of requiring members to be absent during discussion and voting. Smith provided an overview of the following proposed revisions:

- **Definitions:**
  - Clarify definition of personal (family) relationship.

- **Policy:**
  - “RFP” refers to competitive New Investigator Program and Collaborative Health Sciences Program.
  - “Targeted” activities refers to competitive MERC-directed applications, or RFA’s.

- **Procedure After Disclosure:**
  - Clarify to reflect current practice of requiring members to be absent during discussion and voting.
✓ Indicate that conflicted member is not permitted to return to the meeting until the discussion and voting have concluded.

After further discussion of revisions to the sections of the policy on “Procedure After Disclosure” and “Minutes of the Meeting”, Remington seconded a motion by Nycz to approve the revised conflict of interest policy. The motion passed by unanimous vote.

5. **Adjourn – next meeting October 11**

Drinkwater seconded a motion by Remington to adjourn the meeting at 4:30pm.

Recorders, Tonya Mathison and Cathy Frey