Members Present: Susan Goelzer, Norm Drinkwater, Doug Mormann (phone), Katharine Lyall, Paul Moberg

Members Absent: David Chestnut, Maureen Smith

Staff: Cathy Frey, Eileen Smith, Karla Thompson

1. **Call meeting to order**

Goelzer called the meeting to order at 10:05 am.

2. **Overview of agenda and meeting outcome**

Goelzer provided an overview of the agenda and the expected outcomes of the meeting.

3. **Update on Community Academic Partnership Fund evaluation**

Frey presented an update of the evaluation of the community academic partnership model currently being conducted by Dr. Barbara Bowers from the UW Madison School of Nursing. To increase the response rate, staff re-contacted the list of 16 partnerships and the 36 associated community and academic partners to explain the purpose of the evaluation. Staff explained that participation in the evaluation is optional.

4. **Review preliminary findings from the financial audit of community grantees**

Karla Thompson provided an update on the financial audit of community grantees as part of the Governance and Stewardship focus area of the evaluation. Jefferson Wells was contracted to perform financial audits on grant awards made through Community Academic Partnership Fund. They will audit 5-7 grants on an annual basis. Fieldwork for two audits have been completed to date, however, final reports have not been received. Fieldwork for the three additional audits are scheduled the week of October 13th. A final report will be discussed at the October 29, 2008 subcommittee meeting.

5. **Final report findings: Balanced Research and Education Portfolio focus area**

Frey presented the draft recommendation to MERC on the Balanced Research and Education Portfolio.

The committee considered the following recommendations based on the findings from the Balanced Research and Education Portfolio focus area:
Recommendation: WPP should develop a research and education conceptual framework for measuring the desired impact, direction and balance of future awards. That framework should incorporate the following elements:

- Identify areas of focus that are important
- Ensure that we are funding the most important public health challenges
- Define our parameters of success
- Desired allocation within specific areas
- Commitment to periodic assessment of that allocation
- Encourage a continuous evolution of increased award allocation towards improving mean health and reducing health disparities in the short to medium term

Based on the committee’s input, Frey will refine the above recommendations and circulate to the committee for approval.

6. Adjourn

Goelzer adjourned the meeting at noon.

Recorder, Cathy Frey