Minutes
UW School of Medicine and Public Health (UW SMPH)
Oversight and Advisory Committee (OAC)
Business Meeting
February 29, 2012, 1:00pm, 7111 WIMR

Members Present: Meg Gaines, Susan Goelzer, Cindy Haq, Katherine Marks, Doug Mormann, Greg Nycz, Pat Remington

Members Absent: Philip Farrell, Chris Holmes

Staff: Quinton Cotton, Cathy Frey, Mary Jo Knobloch, Tonya Mathison, Ken Mount, Karen Roach, Eileen Smith, Steve Smith

Guests: Rick Moss (UWSMPH)

1. Call meeting to order

Remington called the meeting to order at 1:05pm.

2. Decision on draft January 18, 2012 OAC minutes

Mormann seconded a motion by Nycz to approve the draft minutes of January 18, 2012. The motion passed by unanimous vote.

3. Announcements

March 5, 2012 WUHF meeting to be rescheduled
Eileen Smith reported that the March 5, 2012 meeting of the Wisconsin United for Health Foundation, Inc. (WUHF) has been cancelled due to Ben Brancel's resignation from WUHF, effective February 29, 2012. The meeting will be scheduled later this year.

UW SMPH/MCW Joint Conference, Sept. 27, 2012
Remington reported that the joint UW SMPH/MCW conference on September 27, 2012 in Oconomowoc, WI is being sponsored by both the UW SMPH and MCW, however, planning for this event will be led by MCW. The UW SMPH will take the lead in planning the next joint conference.

Wisconsin Partnership Program 2011 Annual Report
Roach presented the timeline for the Wisconsin Partnership Program (WPP) 2011 Annual Report. OAC will review a draft in May, 2012.

4. Update on future funding for Wisconsin Population Health Service Fellowship

Remington introduced discussion of future funding for the Wisconsin Population Health Service Fellowship program since funding by OAC was concluding on June 30, 2012. He recalled that in
July, 2011, the OAC unanimously voted to request PERC’s consideration of accepting funding responsibility for the Fellowship program. This recommendation came to OAC from a joint OAC/PERC subcommittee that was asked by OAC to consider alternative sources of funding for the Fellowship program. In October, 2011, PERC initiated a strategic planning process, which included consideration of the Fellowship program along with its other strategic priorities, and at this time has not been able to take action on funding for the program. Remington indicated that action by OAC may be necessary to ensure funding for the Fellowship program for one year beginning July 1, 2012 when OAC support ends. He added that the recruitment process is well underway for the next class of fellows. Nycz expressed his concern that PERC has not taken any action since OAC’s recommendation was made. He suggested that the OAC and PERC split funding equally. Goelzer noted that shared support for the Fellowship program would nurture a collaborative relationship between the OAC and PERC. Mormann declared that the La Crosse County Health Department is preparing to host one of the new fellows. He requested that a written proposal outlining plans for the year, including a detailed budget, be shared with OAC prior to action being taken. Eileen Smith clarified that this agenda item was simply meant to serve as an update, and that no action was to be taken today. However, there was general agreement that PERC should take up this matter at its next meeting and provide a response to OAC as soon as possible. Moss agreed to bring this matter to PERC’s attention for action in March. Remington will report back to OAC in March on PERC’s decision.

5. Lifecourse Initiative for Healthy Families (LIHF) report

Update on LIHF RFA process
Cotton reported that the Kenosha and Racine LIHF collaboratives have submitted Collaborative Implementation grant applications which are undergoing a technical review before being forwarded to the expert reviewers. OAC will make award decisions in March. The applications and the reviewers’ comments will be made available to OAC members prior to the meeting.

Discuss submission of Milwaukee LIHF Collaborative application
Eileen Smith reported that due to a misunderstanding, the Milwaukee LIHF collaborative submitted its Collaborative Implementation grant application late. She recommended that OAC accept the application for review. There was general agreement by OAC to accept the application. It will undergo the same review process as Kenosha’s and Racine’s applications.

6. Community-Academic Partnership Fund (CAPF)

Discussion of proposed timeline and changes to the 2012 Request for Proposals for CAPF and LIHF
Cotton and Knobloch proposed the following changes to the application guidelines for the CAPF and LIHF 2012 Request for Proposals:

- Grant categories: Partnership Development for $50,000 over one or two years; Pilot/Feasibility for $50,000 over one or two years; Small-Scale Implementation for $150,000 over two years; and Large-Scale Implementation for $400,000 over three
years. A future discussion of the grant categories will include Transformation for $750,000 over five years.

- Guiding principles: The review criteria will be revised to have a strong emphasis on project impact related to the advancement of the WPP’s guiding principles.
- Presentations: Top-ranked Implementation grant applicants will be invited to present an overview of their projects to OAC.
- Notice of Intent: WPP staff will complete a combined technical and content review of the Notices of Intent which will be presented to OAC.
- RFP release dates: The LIHF RfP is expected to be ready for release in April, 2012 and the CAPF RFP in May, 2012.
- Eligibility: For the CAPF, only grantees who have successfully completed Development grants are eligible to apply for an Implementation grant.

There was general agreement by OAC that it would be good to integrate the Healthy Wisconsin Leadership Institute (HWLI) into the Partnership Development grant category to take advantage of synergies. Knobloch clarified that the budget for Partnership Development grants may include expenses related to attending the HWLI Community Teams program, which may include travel and lodging expenses. This is contingent upon the applicant team being accepted into the Community Teams program. Gaines recommended including the Transformation grant category in the 2012 RFPs for LIHF and CAPF. Haq indicated that it will be important to consider the number of potential awards in each grant category. Further discussion will occur at the April and May meetings.

Haq and Goelzer left the meeting.

Discussion and decision on request for no cost extension for 2010 development grant to Wisconsin Primary Health Care Association for “Expanding Access to Care in Rural and Underserved Areas”

Nycz declared a conflict of interest as a member of the Wisconsin Primary Health Care Association’s board of directors. In accordance with the Insurance Commissioner’s order, no action was taken on the request for a no cost extension from the Wisconsin Primary Health Care Association for its 2010 development grant, “Expanding Access to Care in Rural and Underserved Areas” because a majority of the members was not available to vote. OAC will take up this request in March, 2012.

7. Adjourn – Next meeting March 21, 2012

Remington adjourned the meeting at 2:10pm.

Recorder, Tonya Mathison
Secretary, Chris Holmes