Minutes
UW School of Medicine and Public Health (UW SMPH)
Oversight and Advisory Committee (OAC)
March 21, 2012, 1:00pm, 4201 HSLC

Members Present: Philip Farrell (phone), Meg Gaines (phone), Susan Goelzer, Cindy Haq, Chris Holmes (phone), Katherine Marks (phone), Doug Mormann, Pat Remington

Members Absent: Greg Nycz

Staff: Quinton Cotton, Cathy Frey, Mary Jo Knobloch, Lorraine Lathen (phone), Tonya Mathison, Karen Roach, Eileen Smith, Steve Smith

Guests: Patrick O’Niel (ABC for Health, Inc.), Rick Moss (UW SMPH)

1. Call meeting to order

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

2. Decision on draft February 29, 2012 OAC minutes

Farrell seconded a motion by Mormann to approve the February 29, 2012 strategic planning meeting minutes and business meeting minutes. The motion passed by unanimous vote.

3. Announcements

Quarterly financial reports
Mount will be presenting future financial reports on the endowment value and cash balances to OAC and PERC on a quarterly basis. By doing so, the reports will be more comprehensive and timely.

PERC chair to attend OAC meetings
Remington welcomed Rick Moss, Chair of PERC, to the meeting. Moss is looking forward to attending the OAC meetings regularly rather than quarterly, which will provide him with more interaction with OAC members and the opportunity to share more information about the activities of PERC. He indicated the importance of the two committees continuing to take advantage of opportunities to collaborate and to enhance communication.

Joint OAC/PERC meeting to be rescheduled
The joint OAC/PERC meeting in April 2012 has been rescheduled on October 17, 2012. This gives both committees adequate time to complete strategic planning processes currently underway.
Wisconsin Partnership Program 2011 Annual Report

Roach presented the draft outline of the Wisconsin Partnership Program (WPP) Annual Report. The report will be restructured in alignment with the WPP’s funding programs. Outcome reports will be incorporated into the main body of the report, rather than being included in the appendix. And, the report will also include more images, charts, and graphics.

4. Discussion of next-steps following February 29, 2012 OAC strategic planning retreat

Eileen Smith indicated that the minutes from the strategic planning retreat provide a comprehensive overview of OAC’s discussion. This discussion concluded with a focus on project and program outcomes, evaluation, and impact. In preparation for the development of the next Five-Year Plan, a subcommittee has been formed to evaluate the outcomes and impact of the current plan, and to make recommendations for the next plan. Remington and Moss, chairs of the OAC and PERC, respectively, are serving on this subcommittee. There was general agreement that the subcommittee should include a representative of the OAC. The subcommittee will provide regular updates to OAC and PERC.

5. Partnership Education and Research Committee (PERC) report

Moss reported on the March 12, 2012 PERC meeting. PERC is beginning to consider renewal applications from its largest targeted grants. In March, Javier Nieto presented the renewal for the Survey of the Health of Wisconsin, including progress on the current grant. PERC will vote on the proposal in April. In May, Marc Drezner will present the renewal for the Institute for Clinical and Translational Research. And, this Fall, Elizabeth Petty and Christine Siebert will present the application for Transforming Medical Education.

In March, Remington presented a new targeted application for Planning Grant for a Preventive Medicine Residency Program. Establishment of a Preventive Medicine Residency is a prerequisite for the School to apply for a CDC Prevention Research Center grant – an important component of an integrated school of medicine and public health.

Following OAC’s discussion in February 2012 of future support for the Population Health Service Fellowship program, Moss invited Tom Oliver to present to PERC in March an overview of the program, including goals, objectives, and accomplishments. In addition, Cindy Haq presented the work and recommendation of the joint OAC/PERC Population Health Service Fellowship Subcommittee. Following discussion, PERC voted to split the funding for the Fellowship Program equally, 50% by PERC and 50% by OAC, for one year beginning July 1, 2012 with the understanding that PERC is committed to continued funding beyond one year. PERC also discussed a possible role for the joint subcommittee in overseeing the program and making funding recommendations to both committees. There was general consensus by OAC to accept PERC’s action on the Fellowship Program. Eileen Smith indicated that a full application, including a budget, will be presented to OAC at a future meeting.
6. OAC quarterly progress and financial report

Knobloch indicated that the detailed OAC quarterly grant progress and financial report will be presented in April, 2012.

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”

Knobloch reported that at the March 2012 OAC meeting a majority of members were not present to vote on the request for a no cost extension from the Wisconsin Primary Health Care Association (WPHCA) for its 2010 development grant, “Expanding Access to Care in Rural and Underserved Areas”. Knobloch recommended OAC’s approval of the no cost extension of $33,959 for a period of nine months beginning April 1, 2012. Marks seconded a motion by Mormann to approve the no cost extension. The motion passed by unanimous vote.

Update on competitive Request for Partnerships (RFP) process for LIHF and CAPF

The Requests for Partnerships (RFP) for the 2012 funding cycles of the Community-Academic Partnership Fund (CAPF) and the Lifecourse Initiative for Healthy Families (LIHF) will be presented to OAC for approval in April and May, respectively.

7. Discussion and decision on additional CAPF Implementation grant awards for competitive 2011 cycle of the Community-Academic Partnership Fund*

Knobloch reported that the OAC has funds available to award up to two additional implementation grants for the 2011 CAPF funding cycle. The OAC reviewed the list of the ten Implementation grant applications in rank order, along with the full applications for the five projects that were not funded in December 2011 as well as the abstracts and the detailed reviewer comments.

Mormann declared a conflict of interest on “Harvest of the Month Partnership” by the La Crosse County Health Department. He is Health Officer for the La Crosse County Health Department. He left the room during OAC’s discussion of this proposal. Following thorough discussion, Marks seconded a motion by Holmes to fund “Harvest of the Month Partnership”. The motion passed with seven affirmative votes. Mormann was not present for the vote.

Mormann returned to the meeting for discussion of the remaining four proposals. This discussion concluded with Haq seconding a motion by Holmes to fund “Increasing Cultural Congruence among Nurses in Wisconsin” by the Great Lakes Inter-Tribal Council, Inc. The motion passed by unanimous vote.
8. **Lifecourse Initiative for Healthy Families (LIHF)**

**LIHF Steering Committee update**
Marks and Farrell reported on the March 14, 2012 meeting of the LIHF Steering Committee. This was the first meeting of the newly constituted committee.

Lathen provided an update on each of the four LIHF collaboratives. Launch of their Community Action Plans is set for April 2012, national minority health month.

**PRAMS 2012 budget**
Eileen Smith recalled that in November 2011, Paul Moberg and Nancy Eberle presented an overview of the evaluation plan for LIHF. The Pregnancy Risk Assessment Monitoring System (PRAMS), which is funded by the CDC, is a central piece of the evaluation effort. The WPP is supporting work by the Wisconsin Division of Public Health and the UW Survey Center to oversample, analyze and report on African-American births in the four LIHF communities (Beloit, Kenosha, Milwaukee, and Racine). This effort is currently being funded from the WPP administrative budget. Smith indicated that funding from the LIHF budget would be more appropriate since PRAMS is a component of this program. In April, OAC will consider a proposal on PRAMS, including a detailed budget.

**Discussion and decision on targeted Request for Applications for Collaborative Implementation Grants**
Cotton reported that all of the collaborations with the exception of Beloit have submitted their LIHF Collaborative Implementation Grant applications. Each application underwent a technical review by staff followed by an independent expert review. He opened the discussion of each of the following applications with a summary of the reviewer comments, including the score, areas of strength, and areas of development. He also shared staff recommendations. Following thorough discussion of each application, OAC took the following action.

*Kenosha LIHF*
Holmes seconded a motion by Haq to approve the Kenosha LIHF Collaborative Implementation application for $250,000 over two years beginning April 1, 2012 with the following recommendations: (1) revision of the project work plan; and, (2) a written response that addresses areas of development identified by the expert reviewers, within 60 days of the project start date. The motion passed by unanimous vote.

*Milwaukee LIHF*
Holmes seconded a motion by Haq to approve the Milwaukee LIHF Collaborative Implementation application for $250,000 over two years beginning April 1, 2012 with the following recommendations: (1) revision of the project work plan; (2) a written response that addresses areas of development identified by the expert reviewers; and, (3) details on consulting, subcontract and staffing arrangements, including copies of
written contracts and reporting structure to ensure accountability, within 60 days of the project start date. The motion passed by unanimous vote.

*Racine LIHF*

Before taking action on the Racine LIHF application, Farrell and Marks described a number of partnership challenges between the Racine LIHF Collaborative and the WPP. The discussion concluded with Farrell seconding a motion by Mormann to approve the Racine LIHF Collaborative Implementation application for $75,000 over six months beginning April 1, 2012, and future funding to be determined prior to September 30, 2012 with the following recommendations: (1) revision of the project work plan; (2) a written response that addresses areas of development identified by the expert reviewers, within 60 days of the project start date; and, (3) a successful three month review period to clarify and assess progress toward shared goals and a productive working relationship with the WPP. The motion passed by unanimous vote.

9. **Adjourn – Next meeting April 18, 2012**

Remington adjourned the meeting at 3:00 p.m.

Recorder, Tonya Mathison
Secretary, Chris Holmes