1. Call meeting to order
Remington called the meeting to order at 1:08 p.m.

2. Discussion and decision of draft minutes from September 18 and September 25, 2013
Knobloch identified a correction to be made in the September 18 minutes, under the LIHF topic area number 5, the motion to approve unanimously was inadvertently left out of the minutes. Taylor asked for a change to the September 25th minutes under section number 4, paragraph three, and requested a change of wording related to his evaluation comments. Nycz made a motion to approve and Haq seconded with the understanding that these two changes would be made. The motion passed unanimously.

3. Announcements
All Annual Conflict of Interest questionnaires for OAC members have been submitted.

4. Quarterly Financial and Program Reports
Mount provided the quarterly financial report for WPP, along with Cotton’s programmatic report indicating 80 active grants, technical assistance provided for both community grants and LIHF project grants. In response to a request by Haq for information regarding rates of inflation, Mount agreed to present data related to past ten years for the next quarterly financial report.

5. Revised OAC Advise and Comment Process document
Remington presented the revised Advise and Comment document with changes requested and informed the committee that the document was shared and discussed with PERC at its October 14, 2013 meeting. PERC members appreciated gaining an in-depth understanding of OAC’s roles and responsibilities. No action is required at this time.

Remington introduced the Five Year Plan for discussion and decision. Nycz moved to accept the Plan, and Taylor seconded. Motion was approved unanimously, at the end of the following discussion. Smith summarized the public comments submitted on the Five Year Plan, and Remington addressed the Wisconsin Public Health Association (WPHA), Wisconsin Association for Local Health Departments and Boards (WALHDAB) letter received as a very positive sign of the support of the public health practice community. One suggestion made by WPHA (in the letter) was to engage the public health community
in the implementation of the plan. Smith emphasized WPHA’s strong support for systems level change and dissemination as part of the core tenets of the community grants program. Nycz and Haq recommended further engagement with WPHA as we move forward in our five year plan. Opportunity grants were discussed in relation to connecting with the Affordable Care Act and Hospital community benefits program. Haq identified the issue of shortage of medical personnel in the future and its impact on health. She suggested that reference to this issue should be made in the Plan. Remington pointed out that the section on TME addresses this issue, and asked staff to consider including additional references in the Plan.

7. Discussion and Decision on allocation for public health and healthcare provider education and research

Remington introduced the annual assessment of the allocation for public health and healthcare provider education and research. Nycz identified the need for maximizing the funds for the health of Wisconsin and the importance of both committees (OAC and PERC) identifying opportunities by cross-fertilization of committee representatives. He mentioned that PERC has embraced its role in advancing the health of the public. Haq indicated an evolution of PERC with the leadership of Drs. Moss and Drinkwater. Zabawa indicated support for the cross-fertilization between OAC and PERC and asked about an evaluation of the impact of the 65% and the 35%. She questioned the process for determining impact and emphasized its importance in making a decision on the allocation. Smith referenced the evaluation section of the Plan and the objective of implementing a comprehensive evaluation plan going beyond evaluation of individual grants to evaluating categories of grants and effecting program-wide evaluation. This evaluation plan will move the WPP closer to answering the important questions being raised about impact of the investments of both committees. Remington indicated the enhanced evaluation plan as formative for the decision of the split in the future. Goelzer indicated her support for maintaining the current split and cited PERC’s growing attention to community-based research and collaboration with OAC as important factors. Haq suggested using evaluation results to guide the decisions in subsequent years.

Motion made by Nycz to maintain the split at 65%/35%, and it was seconded by Susan Goelzer and passed unanimously.

8. Lifecourse Initiative and Healthy Families

Cisler provided a one-page report of recent and upcoming activities related to the work of the regional program office. This report included current staffing, the RfA process, the upcoming national Webinar on LIHF, community discussions and immediate activities – including hiring the Administrative Program Specialist and establishing a LIHF Regional working group.

Cotton indicated the release of the RfA for a convening/backbone agency and mentioned 6 submissions from Milwaukee for the Notice of Intent process, with one organization withdrawing. Cotton described each of the 5 organizations briefly. Cisler indicated that there may be a few organizations who want to be involved only as a collaborator and not the lead organization. The Regional Program Office is providing technical assistance. Cotton provided a list of 5 reviewers to the committee. Cotton indicated the review process will likely involve an in-person review meeting. OAC will be asked to make a decision regarding a Milwaukee agency at the November meeting.

There was discussion about the level of OAC involvement with the LIHF initiative as far as interaction with the community leaders. Cotton indicated this has happened frequently in the past with
presentations by Collaboratives at OAC meetings as well as the presentation by Dr. Camara Jones, CDC, in 2012.

9. **Adjourn – Next meeting on November 20, 2013, 1:00 p.m., room 4201 HSLC**

A motion made, seconded and unanimously approved to adjourn the meeting at 3:15 p.m.

Recorder, Catherine Puisto