Minutes - Approved
UW School of Medicine and Public Health
Oversight and Advisory Committee
July 24, 2013, 1:00 p.m., 4201 Health Sciences Learning Center

Members Present: Philip Farrell, Katherine Marks, Doug Mormann (phone), Greg Nycz (phone), Pat Remington, Ken Taylor, Barbara Zabawa

Members Absent: Susan Goelzer, Cindy Haq

Regents Liaison: Regent Tim Higgins (phone)

Representative Partnership Education and Research Committee: Rick Moss - Absent

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

Guests: Ron Cisler, Center for Urban Population Health (phone); Abby McMahon, ABC for Health; Rich Lavigne, ABC for Health.

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

2. Discussion and decision on draft June 12, 2013 minutes

Marks asked for the date of the Milwaukee LIHF Collaborative contact termination to be corrected to read 2013, for the addition of the words “and the Transition Team” in paragraph one, page 3, and had questions about the wording of the motion in paragraph three, page 3. After discussion, it was decided to table the approval of the June minutes, review the meeting notes and revise the draft minutes for action at the August meeting.

3. Announcements

Remington announced that the School of Medicine and Public Health is one of three finalists for the community service award of the American Association of Medical Colleges. A site visit is scheduled for July 30, 2013. The AAMC will make the award decision by late summer.

4. Community Academic Partnership Fund

Knobloch and Cotton presented an overview of the competitive process for applicants for Community Academic Partnership Fund awards. Staff presented a chart outlining the review process and criteria for selecting projects to be invited to submit full proposals. Staff presented the full set of Notices of Intent and Letters of Interest by geography and topic according to State Health Plan priorities. Reviewers adhered to a strict set of criteria in evaluating applications. OAC members discussed the need for a defined set of goals and criteria to achieve a balanced portfolio of grant awards. Smith suggested looking carefully at the next RFP as a means to achieve those goals. Frey noted the OAC has a strategic recommendation to accomplish this over the next five-year plan. Remington said there would be a future discussion of the program attributes we would like to encourage through the evaluation and review process.

After discussion, Remington asked members to declare any conflicts of interest. Nycz had a conflict of interest with proposal 2725; Taylor with proposal 2677. On a motion made by Farrell, seconded by
Zabawa, OAC accepted the recommendation for the list of proposals to be invited to submit full applications. Nycz and Taylor were recused from the discussion and the vote, which passed by the other members.

5. Monthly Reports. Partnership Education and Research Committee. Remington reported on behalf of Moss, PERC chair.
   - Development of Targeted Obesity Initiative: Alex Adams and Amy Meinen presented the draft recommendations of the WPP Targeted Obesity Initiative Planning Committee. The PERC will take formal action at a future meeting to include the plan for the development of the obesity initiative in the 2014-2019 Five-Year Plan.
   - Wisconsin Population Health Service Fellowship: PERC approved one additional year of funding totaling $267,263 through June 30, 2014, aligning PERC funding with OAC funding.
   - Draft Wisconsin Partnership Program 2012 Annual Report: PERC received a draft of the annual report and the outcome reports. The committee recommended including one line descriptions for each concluded grant. The PERC will take action on the annual report on July 29.
   - New Investigator Program (NIP): PERC approved the June 18 release of the NIP 2013 Request for Proposals. The goal of the New Investigator Program is to support innovative research and/or education approaches that address Wisconsin’s public health issues with awards of up to $100,000 over two years.
   - LIHF Faculty Leader: Three candidates came for initial visits and interviews. One candidate withdrew from consideration. The remaining candidates, both highly qualified, have been invited for second interviews scheduled for August. Those visits will include a trip to Milwaukee to meet with community leaders, the Center for Urban Population program staff, and representatives from community based organizations.

6. Decision on Final 2012 Annual Report and non-supplanting attestation

Eileen Smith presented the 2012 WPP Annual report, reminding the OAC of the draft they received in June and asked to review. Smith asked for a motion to approve the final draft, noting minor corrections, editorial changes and text for photographs will be added later. Discussion centered on photographs and suggestions for overall improvements in design and text. Taylor asked about the years that will be included on page 28 (the financial overview). Eileen Smith said the Annual Report would include columns for 2011 and 2012.

On a motion made by Nycz and seconded by Farrell, the OAC approved the 2012 Annual Report and Outcome reports unanimously, with the provision that WPP staff will make any necessary corrections to text and changes to the photographs.

Attestation of Non-supplanting for the Annual Report. Mount provided background on the Insurance Commissioner’s Order requiring that WPP funds not be used to supplant other funding. He has reviewed the funding for 2012 and will sign the attestation today. Farrell seconded a motion by Zabawa to accept the signed attestation. Motion was approved unanimously.

7. OAC Strategic Five-year Planning Discussion
   a. Update on Five-Year Plan Development. Eileen Smith said the first draft will be sent to OAC members before the August 21 meeting. A discussion is planned for the August meeting, but not the vote to approve.
b. **Strategic Obesity Prevention Initiative.** Knobloch reported that OAC will receive a final report in August.

8. **Lifecourse Initiative for Healthy Families**

**Center for Urban Population Health Update.** Remington welcomed Ron Cisler. Cisler provided information on actions taken since the approval of CUPH to serve as the Regional Program office. He reported that an Administrative Program Specialist is being recruited as the project manager who will work closely with stakeholders among the Collaborative groups. CUPH also plans to showcase all the new project grants funded in 2013 across the four communities. Cisler noted his service on the LIHF Steering Committee and involvement as role in serving as an academic partner with projects in Milwaukee, Kenosha and Racine. Members made suggestions on staff recruitment strategies along with roles and responsibilities. Marks suggested referring staff to the work of the Communication workgroup. The members advised WPP to have due diligence during this period as the program office gets underway and fully staffed.

The role of the LIHF Steering Committee going forward will be discussed at a future OAC meeting. The next LIHF Steering Committee meeting is September 11, 2013, in Milwaukee. Farrell noted the Lifecourse Initiative has reached a transitional stage with the new Regional Program Office.

**Milwaukee LIHF Transition Team Update.** Cisler, Marks and Cotton met with the Milwaukee Transition Team in July. Cotton agreed to set up a distribution list to send communications to members in response to the report and as next steps are planned. Taylor clarified that the Transition Team no longer formally exists, although as individuals they still have opportunities to become engaged. Remington clarified that the Transition Team report and recommendations are strictly advisory and the next step is to move ahead with the new Program Office who will assist in making progress towards an RFA for a Milwaukee LIHF Collaborative. Marks asked if OAC will look at all ten recommendations from the Transition Team. Remington noted OAC had 4 questions it asked to be addressed and emphasized the need for CUPH to provide a response for moving forward.

Nycz expressed concern about competition for limited resources, a continued need for a shared vision in an evidence-based direction. Cisler stated that with limited resources, especially for the broader issues such as social, economic and environmental, to also seek funding from the CDC or other outside sources. He referred to the catalog of organizations involved in improving healthy birth outcomes supported by CUPH that has grown dramatically as more groups began to realize their impact in other areas including smoking cessation, improved housing and jobs.

9. **Adjourn – Next meeting August 21, 2013**

Remington adjourned the meeting at 3:30 p.m. on a motion, which was unanimously approved.

Recorder, Catherine Puisto