Minutes
UW School of Medicine and Public Health (SMPH)
Wisconsin Partnership Program
Oversight and Advisory Committee (OAC)
August 19, 2015, 1-4:00PM, Room-4221 Harting-Mullins Boardroom HSLC

Members Present: Sue Kunferman, Katherine Marks (phone), Greg Nycz, Pat Remington (Chair), Barbara Zabawa, Rick Moss, and Cindy Haq.

Board of Regents Representative: Tim Higgins (phone).

WPP Staff: Eileen Smith, Tonya Mathison, Quinton Cotton, Kelly Klingensmith, Andrea Dearlove (phone), Nathan Watson, Lisa Hildebrand, Mike Lauth, Richard Reynolds.

Guests: Kevin Wymore, Shannon Canihon and Kate Westaby.

1. Call meeting to order
Remington called the meeting to order at 1:04pm.

2. Announcements
   a. Declaration of conflicts of interest
      The OAC Conflict of Interest policy was distributed and members were asked to complete the related questionnaire.
   b. Release of the Legislative Audit Bureau Audit Report on WPP
      Smith announced that the audit report has been released. The next steps will be to appear before Board of Regents and the Wisconsin United for Health Foundation.
   c. Healthy Wisconsin Leadership Institute
      As of June 30, 2015 Medical College of Wisconsin’s support for the Healthy Wisconsin Leadership Institute concluded. HWLI will continue to receive support from the WPP.
   d. New Wisconsin Partnership Program Staff
      Welcome to new Wisconsin Partnership Program staff members: Mike Lauth (accountant) and Kate Westaby (evaluator).

3. Decision on draft minutes
The draft June 10, 2015 and July 15, 2015 minutes were unanimously approved following a motion by Nycz and seconded by Kunferman.

4. Partnership Education and Research Update
   • Wisconsin Obesity Prevention Initiative 1st Annual Progress Report: Alex Adams, Principal Investigator, and her team presented a progress report on the first year of activities related to the Strategic award for the “Wisconsin Obesity Prevention Initiative.” All four project cores (administration, community engagement, community intervention, surveillance/evaluation) are making strong progress toward the four project aims: Infrastructure for support of the Wisconsin Obesity Prevention Network (WOPN), pilot multi-setting community intervention study in two Wisconsin counties, development of a childhood obesity surveillance system, outreach and community engagement that includes state and local level public messaging and dissemination of evidence-based solutions to obesity.
PERC decided to invite 17 of the 37 preliminary New Investigator Program applicants to submit full applications which are due in mid-September. The applications will undergo review by PERC’s Review Subcommittee, which includes 30 faculty content experts and two community reviewers.

PERC unanimously approved the 2014 Annual Report with the understanding there would be two minor modifications to the financial section for clarity.

Ken Mount presented PERC’s annual non-supplanting attestation which PERC accepted.

5. Quarterly Financial Report
At the end of quarter one, the total value of the endowment is $383.8 million. Return in the first quarter was just under one percent. The endowment is currently worth 21% over the original value.

6. Community Impact Grants
   a. Overview of Review Process
      - Dearlove provided an overview of the Community Impact Grant review process.
      - The WPP received 14 stage one proposal submissions. Each application had three reviewers: an OAC lead, a UW faculty and a community representative chosen based on expertise.
      - The goal of the August OAC meeting is to select approximately six applicants to invite to a stage two presentation at the September 16 OAC meeting.
      - These presentations will be 25-minutes long and consist of a fifteen minute presentation and ten minute Q&A period.
      - Dearlove also reviewed the OAC conflict of interest policy and procedure.
   b. Discussion of Community Impact grants
      Haq made the motion not to discuss the bottom four ranked proposals seconded by Kunferman. Remington and Kunferman were the primary reviewers on three of the bottom four proposals. Both agreed that the bottom four proposals should not be discussed. The vote was unanimous. Nycz motioned to accept the top two ranked proposals without further discussion seconded by Kunferman. There was no discussion and the vote was unanimous. There were no OAC member conflicts of interest in the bottom four or top two. Haq declared a conflict of interest on application number 3203 and left the room during the discussion of the proposal and did not vote. Discussion ensued for eight applications. Members then provided their scores, which were tallied by staff with a final vote occurring at the end of meeting.

7. Wisconsin Partnership Program Annual Report
   a. Discussion and decision of 2014 Annual Report
      Nyzc, in compliance with the Insurance Commissioner’s Order, the Grant Agreement and the 2014-2019 Five-Year Plan, moved approval of the 2014 Annual Report of the Wisconsin Partnership Program, prepared in collaboration with the UW School of Medicine and Public Health and the Partnership Education and Research Committee, covering expenditures through December 31, 2014, which includes the decision-making process for support of community partnerships and education and research initiatives, the process for the determination of non-supplanting, and an overview of the financial status of the funds. Further, the OAC gives authority to the Wisconsin Partnership Program staff to make editorial changes for purposes of clarification, style, grammar and accuracy before submission of this
report to the UW System Board of Regents and the Wisconsin United for Health Foundation, Inc. Kunferman seconded the motion. There was no discussion and the vote was unanimous.

b. Presentation and approval of non-supplanting attestation
Mount, Senior Associate Dean for Finance, presented his annual attestation of non-supplanting for OAC initiatives. All OAC initiatives listed on the attestation, which lists grants that were active between January 1 and December 31, 2014, were reviewed to determine whether use of WPP funds had complied with the supplanting prohibition in the Insurance Commissioner’s Order of March 28, 2000. Mount indicated that financial support by the WPP of these projects had not resulted in supplanting. Mount signed the attestation which was unanimously accepted by OAC following a motion by Nycz seconded by Moss.

8. Allocation
Smith provided background on the allocation discussion from 2014. Nycz motioned to approve the 65-35 split for expenditures including the recapture fee seconded by Kunferman. There was no discussion and the vote was unanimous.

9. No Cost Extension-2797
Cotton stated that staff recommends approving the request for a 1 year no cost extension for the remaining funds unused by the project. Nycz made the motion to approve the no cost extension request and Zabawa seconded. There was no discussion and the vote was unanimous.

10. Community Impact Grants
Kunferman made the motion to advance seven proposals to stage two and Nycz seconded. There was no discussion and the vote was unanimous. Two of these grants were not originally in the top seven scoring applications. These grants were moved up after discussion and scoring by OAC members.

11. Adjournment
Remington adjourned the meeting at 4:05.
Recorder: Nathan Watson
OAC Secretary: Sue Kunferman