Minutes
UW School of Medicine and Public Health (SMPH)
Wisconsin Partnership Program
Oversight and Advisory Committee (OAC)
September 16, 2015, noon-4:00PM, Room-4221 Harting-Mullins Boardroom HSCL

Members Present: Sue Kunferman, Greg Nycz, Pat Remington (Chair), Barbara Zabawa, Rob Lemanske, Ken Taylor, and Cindy Haq.

Board of Regents Representative: Tim Higgins.

WPP Staff: Eileen Smith, Tonya Mathison, Quinton Cotton, Kelly Klingensmith, Andrea Dearlove, Nathan Watson, Mike Lauth, Kate Westaby, and Ken Mount.

Guests: Lesley Wolff, Jeremy Simon, Marion Ceraso, and Shannon Camihon.

1. Call meeting to order
Remington called the meeting to order at 1:07.

2. Announcements
   a. Annual Report
   Final copies of the annual report were distributed to the committee.
   b. Joint OAC-PERC Meeting Wednesday, November 18 noon-4pm
   Joint meeting with OAC and PERC is scheduled for November 18 from noon-4pm. An agenda is being developed with a focus on health equity.
   c. Update on grant #2599-The Young Parenthood Project: A Father Engagement Strategy for Healthy Families
   Smith noted this grant has experienced challenges since its inception, i.e. slow start, recruitment issues, changes in personnel, etc. The academic partner has taken a very active role in the implementation of the grant. Dr. Ehrenthal and her team will continue to monitor this grant. No action is required by the committee.

3. Decision on draft minutes
The draft August 19 minutes were unanimously approved following a motion by Nycz and seconded by Zabawa.

4. Discussion and decision on request for applications for Beloit LIHF Collaborative Implementation Grant
Dr. Ehrenthal updated the committee on recent Beloit LIHF Collaborative activity and noted that the collaborative identified Beloit Health Systems as a potential convening agency. Beloit Health Systems has identified staff who will lead LIHF Collaborative activities if funded by OAC. Beloit Health Systems and Beloit LIHF Pathways Oversight Committee have developed a shared understanding of goals, roles, and responsibilities. Cotton provided background regarding the Request for Applications. Key components of the Request for Applications include: $150,000 per year to implement policy, systems, and environmental change strategies, an annual review of progress, notice of intent, full application with expert review, and final review and decision by the OAC.
WPP staff in consultation with Dr. Ehrenthal, recommended the release of a Request for Applications to re-establish a convening agency for the Lifecourse Initiative in Beloit with funding up to $487,500 for the duration of the current Five year plan, including an annual review to assess progress.

Haq made the motion to release the Request for Applications and Nycz seconded. Remington requested that applicants make the existence of matching funds clear. The vote was unanimous.

5. **Introduction to Community Impact Grant Presentations**
Dearlove gave an overview of the pitch presentation process and OAC member scoring guidelines. Applicants will provide a PowerPoint summarizing the intent of the proposed initiative and addressing comments and questions from previous reviews. Each presentation will be 15 minutes followed by a 10 minute Q&A session. OAC members will score during the transition time between presentations. Discussion by the OAC will occur after all presentations have been made. Approval is required to move applications forward to Stage 3. Dearlove also provided an overview of the review criteria.

6. **Community Impact Grant Interviews**
The interviews were conducted utilizing the process described in section five. There were no conflicts of interest.

7. **Discussion of Community Impact Grant Interviews**
The committee discussed the presentations per the guidelines provided by Dearlove. Criteria for discussion included: clarity and succinctness of the proposal, the initiative’s potential impact, and policy, systems, and environmental change feasibility and sustainability. After the scores were tallied by Wisconsin Partnership Program staff, they were reviewed by the committee.

8. **Decision on which impact grants move to Stage 3**
Based on the scoring, a recommendation was made to move the following impact applications to Stage 3: Advancing School-Based Mental Health in Dane County; Cultivate Health Initiative: Growing the Wisconsin School Garden Network; From Punishment to Restoration: Reimagining Criminal Justice to Improve the Health of Wisconsin’s Families and Communities; and Improving Assisted Living Quality through Collaborative System Change. A motion was made and seconded by Lemanske and Haq respectively to move the above four applications to Stage 3 and was unanimously approved. Stage 3 includes: working with the WPP staff to develop additional information. A final vote of approval will occur at the next meeting of OAC on October 21, 2015.

9. **Adjourn**
Remington adjourned the meeting at 4:30.
Next meeting Wednesday October 21, 1-4pm, Harting Mullins Board Room-4201 HSLC
Recorder: Nathan Watson
Secretary: Sue Kunferman