Minutes
UW School of Medicine and Public Health (UWSMPH)
Partnership Education and Research Committee (PERC)
January 12, 2015 at 5 p.m. ~ Harting-Mullins Board Room, 4201 HSLC

Members Present: David Allen, David Andes, Marc Drezner, Norman Drinkwater (ex officio), Rick Moss (chair), Greg Nycz, Tom Oliver, Richard Page, Elizabeth Petty, Pat Remington, James Shull

Members Absent: Elizabeth Jacobs, Patricia Keely

Staff: Quinton Cotton, Lisa Hildebrand, Tonya Mathison, Amanda Price, Eileen Smith

1. **Call meeting to order**

Moss called the meeting to order at 5:05 p.m.

2. **Decision on draft December 11, 2014 minutes**

Remington seconded a motion by Oliver to approve the draft December 11, 2014 minutes. The motion passed by unanimous vote.

3. **Announcements**

   a. **LAB audit of WPP**

   Smith reported that the Legislative Audit Bureau (LAB) had selected a sample of 20 grants – 10 OAC and 10 PERC – to be reviewed as part of its program audit of the Partnership Program. She anticipated that LAB will be interviewing the selected grantees in February and March 2015 following an initial email notification to the selected grantees from the Partnership Program. Smith added that the financial audit is also underway.

   b. **Wisconsin Medical Journal Dean’s Corner articles on WPP**

   Moss reported on two recent Dean’s Corner articles on the Partnership Program in the Wisconsin Medical Journal—one on OAC initiatives co-authored by Robert Golden and Pat Remington and one on PERC initiatives co-authored by Robert Golden and Rick Moss. The articles were distributed.

   c. **February 2015 PERC meeting scheduled**

   Moss reported that PERC will meet on February 18, 5-7 p.m., in the Harting-Mullins Board Room, 4201 HSLC. Javier Nieto will present the Strategic renewal application for the Survey of the Health of Wisconsin. It is anticipated that PERC will make an award decision that evening. The application materials will be posted in advance of the meeting.

4. **Grantee interim progress report presentation on PERC strategic grant, “Transforming Medical Education 2.0: Healthcare System Improvement, Community Engagement and Advocacy”**

Christine Seibert, MD, Associate Dean for Medical Education, presented an overview of progress over the past year for her 2013 Strategic grant, Transforming Medical Education (TME). The overall goal of TME is to “create a bold, three-phase undergraduate medical education curriculum that ensures our graduates are well equipped to work in complex health systems and within local, regional, national and global communities to address key health determinants.” Dr. Seibert’s reported on progress in all three phases.
• Health systems improvement: Preceptorship program is being redesigned. Five pilot sites have been identified with 22 students participating. In response to great demand by students, a self-directed version is being piloted as well with 22 additional students.

• Community engagement: The first year medical student orientation has been redesigned to include a full day on-site orientation at a partnering community organization. Dr. Seibert noted that SHOW developed an assessment tool to help students learn about the particular community’s social and built environment.

• Advocacy: Created longitudinal advocacy skill competencies and learning activities. The first year medical student orientation now includes an advocacy segment. The advocacy lecture and health policy advocacy integrative case were both reworked. There are also two new electives for all health professional students.

Nycz commented on the inclusion of oral health care and his hopes that students’ exposure to such topics in medical school will resonate with them when in practice. He added that Marshfield Clinic is piloting a “Health Leads” program and asked if Dr. Seibert had heard of the program. In response to a question by Drezner, Dr. Seibert defined “community” as the community from which the patients come from. She added that each medical student “house” is associated with a particular community organization and the students learn about the social and built environments of that community. In response to a question from Remington, Dr. Seibert clarified that a three phase curricular model is currently being piloted. All three phases will be included at some level in the required curriculum with the expectation that students will have the opportunity to delve deeper into one or more phases based on interest.

Moss thanked Dr. Seibert for her presentation and reported on PERC’s acceptance of the written progress report in November 2014. Seibert left the meeting.

5. Presentation of and decision on WPP 2015 leadership and administrative budget

Smith presented an overview of the Partnership Program’s 2015 leadership and administrative budget which totaled $1,013,197. Nycz seconded a motion by Nycz to approve PERC’s portion, 65 percent, of the 2015 budget totaling $658,578. Drezner noted the budget included a new evaluation specialist position. He shared ICTR’s experience recruiting similar positions. The motion passed with ten affirmative votes. Allen was not present.

6. Quarterly financial report on WPP endowment value and cash balances

Mount presented the financial report for the Partnership Program through September 30, 2014. The projected value of the permanent endowment is $347.2 million; 23.2 percent over the original value. The total spendable balance, including the spendable and quasi-endowment accounts, is $43.2 million, $25.7 million of which is allocated to PERC. Mount reported that the distribution rate will continue to be 4.5 percent in 2015. In February PERC will look again at its financial projections through the end of the 2014-2019 Five-Year Plan, which will include a discussion of plans to spend PERC’s cash balances in accordance with the Partnership Program’s general principles for endowment growth and distributions.
7. Monthly reports:

a. Oversight and Advisory Committee
Remington reported on the November 10 and December 17, 2014 OAC meetings. The meetings concluded the committee’s year-long strategic planning process to implement the 2014-2019 Five-Year Plan. In November, OAC explored the role of a convener. Paul Speer, a Professor at Vanderbilt University, shared information about the processes and mechanisms for community change and the varying levels of convening. The OAC also shared feedback on the draft RFP for its new Community Opportunity Grants program, which primarily supports implementation and/or evaluation strategies that address community health priorities identified through Community Health Improvement Plans or Community Health Needs Assessments. The OAC plans to release the RFP later this month. Oliver recommended that OAC learn about Minnesota’s Statewide Health Improvement Plan.

In December, Mount presented OAC’s financial projections through the end of the Five-Year Plan. The committee discussed its approaches to grant-making and its grant programs: Community Opportunity Grants, Community-Academic Partnership Grants, LIHF, Wisconsin Obesity Prevention Initiative, Population Health Fellowships and Healthy Wisconsin Leadership Institute. OAC also approved $692,025 in renewal funding for the Lifecourse initiative for Healthy Families (LIHF) Evaluation which will provide information and feedback to guide LIHF and demonstrate overall impact.

b. PERC Executive Committee
Moss reported on the December 15, 2014 PERC Executive Committee meeting. After discussing Javier Nieto’s renewal application for the Survey of the Health of Wisconsin, the Executive Committee deferred Dr. Nieto’s presentation of the renewal to a newly scheduled February 18, 2015 PERC meeting and required that he provide supplemental information for review by the Executive Committee at its January 26 meeting. The Executive Committee also asked WPP staff to compile a history of the PERC’s initial and renewal funding decisions and related expectations.

8. Discussion and decision on Collaborative Health Sciences Program 2015 Request for Proposals
Drinkwater presented an overview of the final draft Collaborative Health Sciences Program 2015 Request for Proposals (RFP). The Executive Committee had reviewed two earlier drafts of the RFP. He noted that the most significant changes to the RFP relate to the biographical information for the Principal Investigator, Co-Principal Investigators and Collaborators. Applicants are required to submit biographical sketches in the new format required by the National Institutes for Health. Those invited to submit full applications will be required to include an additional WPP-specific section in the biosketch on pending proposals which is used by Partnership Program staff during the technical review of nonsupplanting. In addition, references to in-kind match were removed in order to focus solely on cash match cost sharing. And, in response to a request from the PERC Review Subcommittee, letters of commitment will be required of all Co-PIs and Collaborators, not just those outside of UW. Page seconded a motion by Remington to approve the Collaborative Health Sciences Program 2015 RFP. The motion passed with ten affirmative votes. Allen was not present.

9. Consent agenda
Subsequent to the recommendation by the reviewers, the following resolution passed with ten affirmative votes following a motion by Petty which was seconded by Drezner. Allen was not present.

Resolution, acceptance of interim reports:
- Health Innovation Program (Smith, #2657, 12 month)
10. **Adjourn**

Moss adjourned the meeting at 6:05 p.m.

Recorder, Tonya Mathison