

Minutes

UW School of Medicine and Public Health (SMPH) Oversight and Advisory Committee 1:00 PM, July 18, 2007 – 4201 HSLC

Members Present: Philip Farrell, Michael Fleming, Meg Gaines, Susan Goelzer, Lorraine Lathen, June Martin Perry, Douglas Mormann, Gregory Nycz

Members Absent: Susan Riesch

Staff: Cathy Frey, Ken Mount, Tonya Paulson, Eileen Smith, Karla Thompson

Invited Guests: Richard Reynolds

1. Call meeting to order

Goelzer called the meeting to order at 1:15pm.

2. Approval of May 16, 2007 and June 28, 2007 Minutes

Nycz moved approval of the draft minutes of May 16 and June 28, 2007. Farrell seconded the motion and it passed by unanimous vote.

3. Announcements

Smith announced that the August OAC meeting was cancelled. She invited members to attend MERC's strategic planning retreat on September 25. A joint meeting of the OAC and MERC will be scheduled in October, and a joint meeting of the OAC and the MCW Consortium will be scheduled later this year.

Lathen announced her resignation as Vice President for Community Education for Planned Parenthood of Wisconsin, Inc. She is currently an independent public health consultant, and she will continue to represent women's health on OAC.

4. OAC Executive Committee Charge

Smith drafted a charge in response to OAC's discussion in May about developing an executive committee. Mormann moved approval of the charge. Farrell seconded and the motion was unanimously approved.

The Executive Committee will be made up of Goelzer, Mormann, and Lathen, as OAC's Chair, Vice Chair, and Secretary respectively. Plus an additional OAC member elected by OAC who will serve for a two-year period. Lathen made a motion to nominate June Martin Perry. Goelzer seconded and the motion was unanimously approved.

5. Wisconsin United for Health Foundation update

The Wisconsin United for Health Foundation, Inc. (WUHF) notified Smith of a successful review of the 2006 annual report. The remaining funds in the restricted account, approximately \$65 million, have been transferred to the endowments.

Smith encouraged members to attend the WUHF meeting on September 20. WUHF will vote on its future status and on transferring the remaining funds to be divided equally between the School of Medicine and Public Health (SMPH) and the Medical College of Wisconsin (MCW). The Insurance Commissioner is also expected to attend.

6. 2009-2014 WPP Five Year Plan timeline

Smith provided an overview of the draft timetable for development of the 2009-2014 Five Year Plan. Nycz commented on the comprehensiveness of the timetable. He recommended using the state health plan as a basis of the next five year plan, even as *State Health Plan 2020* is being developed. Goelzer added that the Wisconsin Partnership Program evaluation efforts will also provide input during the five year planning process. Mormann was concerned about the amount of staff time required to write the plan. Smith responded that the program plans to hire additional staff based on recommendations in Dick Reynolds' WPP Review Report. Lathen suggested seeking feedback from community forums in October, rather than later in the year. Development of the next plan will be discussed at an upcoming OAC meeting.

7. OAC education and training opportunities

Frey announced that the WPP will provide limited support for board development and training opportunities for OAC's public members. Requests from faculty members on OAC will also be considered. Frey distributed information on opportunities provided by Grantmakers in Health, The Center for Effectiveness in Philanthropy, Community Campus Partnerships in Health, Center for Disease Control and Prevention, and others.

8. Medical Education and Research Committee

Goelzer gave an overview of the July 9 MERC meeting. Two new members joined the committee – Cindy Haq and Rodney Welch. Haq is a Professor in the Departments of Family Medicine and Population Health Sciences and was elected as the representative of faculty with population health experience. Welch is Professor and Chair in the Department of Medical Microbiology and Immunology and was elected as a representative of the basic science chairs. Sanjay Asthana was reelected as the faculty at-large representative and Bill Busse was reelected as a representative of the clinical chairs.

MERC deferred discussion of the WPP Evaluation Plan until September. Javier Nieto provided a progress report on SHOW, which included a tour of the new vans. MERC and Dean Golden jointly funded an additional request from Byron Crouse for the Wisconsin Academy of Rural Medicine (WARM). In year 4, it is expected that WARM will be fully supported by tuition dollars. Howard Bailey presented a request for implementation funding for the Wisconsin

Network for Health Research (WiNHR). Following considerable discussion by the committee, a workgroup was selected to help Bailey refine the proposal. Dick Reynolds presented the results of his internal audit of the WPP. Finally, MERC awarded six New Investigator Program grants.

9. Public Health Education and Training Subcommittee

Mormann reported that the Public Health Education and Training Subcommittee (PHET) met earlier that day. Program updates and evaluation reports were provided by the Population Health Fellowship Program, Continuing Public Health Education, and the Healthy Wisconsin Leadership Institute. In addition, Barbara Duerst and Barbara Beck provided an overview of the Masters in Public Health Program. Part of the meeting focused on the subcommittee's membership. Riesch resigned as an OAC representative, but a replacement is not needed since Lathen and Mormann continue to serve. PHET recommended that OAC appoint two new members to the subcommittee – Kristin Hill, Director of the Great Lakes EpiCenter, and Martin Shaller, Executive Director of the Northeastern Wisconsin Area Health Education Center. Nycz commented that both individuals are very qualified and moved approval of their appointments. Fleming seconded and the motion passed unanimously.

In April, the subcommittee reviewed the budget for the fourth year of the Fellowship Program. The total request is for \$585,075 from July 1, 2007 through June 30, 2008. This represents a 5% increase due mostly to an increase in FTE for program staff and also salary increases for the fellows. Mormann reported that the subcommittee made several suggestions before unanimously recommending that OAC approve the proposal. Goelzer inquired about the number of fellows remaining in Wisconsin following their training. Lathen noted that incentives must be provided so that fellows stay in Wisconsin. Nycz was concerned about the availability of jobs in the public health workforce for graduating fellows. Farrell moved approval of the 2007-08 budget. Nycz seconded and the motion passed unanimously.

10. Special Initiative Subcommittee

Fleming reported that six public health consultant/researcher proposals for the special initiative "Health Disparities in Birth Outcomes" were submitted for consideration. The Special Initiative Subcommittee unanimously recommended that OAC select Richard Aronson's proposal. The Subcommittee also strongly advised that Aronson consult with Helene Nelson and Earnestine Willis, Associate Professor of Pediatrics and Director of Special Projects and Healthy Partnerships at the Medical College of Wisconsin. In addition, members suggested extending the deadline for the white paper to October.

Mormann moved approval of hiring Richard Aronson. Gaines seconded and the motion passed with seven affirmative votes. Farrell abstained. Martin Perry emphasized that Dr. Willis' role is imperative to the success of this project. Nycz recommended that Aronson also work with Murray Katcher. Gaines suggested sharing the white paper with MCW.

11. Wisconsin Partnership Program Review Report

Dick Reynolds presented his findings following an audit of the WPP. He reviewed processes and protocols to ensure compliance with the statutory requirements of the WPP, documented the workflow for the various grant-making processes, assessed program staffing levels, and reviewed existing technology used by WPP staff. He gave an overview of the report, including findings and recommendations, opportunities for improvement, and staffing requirements.

Reynolds concluded that the WPP is carrying out its responsibilities well with some areas needing improvement, such as staffing levels, data organization, and collaboration between the OAC and MERC. Reynolds also observed that MERC needs a Conflict of Interest policy and suggested that both committees remove conflicts to the greatest degree possible. Smith noted that a subcommittee was convened to develop a policy for MERC. Finally, applicants and awardees need more clarity on the non-supplanting requirement.

12. Community Academic Partnership Fund

2007 Notices of Intent and Review Process

Frey distributed an article from the Milwaukee Journal Sentinel on the Milwaukee Homicide Review Commission, a 2004 Implementation grant.

Frey reported that 139 notices of intent were received with an even distribution of Development and Implementation grants. This is consistent with past years, although notices had not been required for planning grants. Seven of the thirteen implementation grantees from 2004 submitted notices. Martin Perry noted that writing a proposal requires significant time and effort by applicants and recommended implementing a process in the future whereby notices are screened for content and cuts are made earlier in the review process.

July 19, 2007 Grant Training

Frey announced that the WPP is hosting a grant writing workshop tomorrow for organizations that submitted notices of intent. Staff will provide an overview of the components of the Request for Proposals (RfP), including tips for writing a persuasive proposal. Randy Stoecker, Associate Professor with the UW Center for Community and Economic Development, will present developing successful university-community partnerships. Erika Sevetson, Health Sciences Librarian with Ebling Library, will present finding evidence-based practices online. Finally, a panel of OAC members, external reviewers, grantees and academic partners will give their perspectives and provide advice.

Sustainability grant revised timeline

The committee continues to be interested in funding sustainability grants, but further discussion was deferred until a future OAC meeting. Frey anticipates releasing an announcement early next year following an assessment of the current projects.

13. Next Meeting September 19, 2007

The next meeting is on September 19, 2007. The agenda will include discussion of the next five year plan.

14. Adjourn

Goelzer adjourned the meeting at 3:30pm.

Recorder, Tonya Paulson

Secretary, Lorraine Lathen