

**Minutes**  
**Wisconsin Partnership Program**  
**Evaluation Implementation Committee**  
**9:00 – 11:00am November 14, 2007 4141 HSLC**

Members Present: David Chestnut, Norm Drinkwater, Susan Goelzer, Katharine Lyall, Paul Moberg, Doug Mormann (phone), Maureen Smith

Staff: Cathy Frey, Tonya Mathison, Eileen Smith

Invited Guests: Edward Nelson, Jordan Petchenik, Ken Croes

**1. Call meeting to order**

Goelzer called the meeting to order at 9:05am.

**2. Overview of agenda and meeting outcome**

Goelzer gave an overview of the agenda. The purpose of the meeting is to introduce the committee members, provide an overview of evaluation planning process and plan, and review the committee charge, timeline and deliverables. Staff of the UW Survey Center joined the meeting to provide guidance on the implementation of the first evaluation activity of interviewing key stakeholders.

**3. Introduction of members**

Goelzer asked members and guests to introduce themselves.

**4. Background and overview**

Goelzer provided an overview of the evaluation planning process. The planning team consisted of 10 members including four OAC and four MERC members as well as two advisors, David Kindig and Pat Boyle. Dr. Ross Conner, an external consultant, provided technical assistance to the staff and the committee. The team met for the first time in June, 2006 with a full day retreat and had subsequent meetings throughout 2006 and 2007. The evaluation plan was finalized in June, 2007 and was distributed to the OAC and MERC for review and approval.

Frey presented an overview of the evaluation plan. The purpose is to evaluate the progress and effectiveness of investments towards achieving the mission, vision and goals of the first five-year plan; inform and guide program improvements and planning the development of the 2009 -2013 five-year plan; and meet the evaluation requirements of the Insurance Commissioner's Order and the Five Year Plan. Outcomes and aims of the plan include strengthening program-wide implementation; learning about the effectiveness of funding decisions; advising on the most effective allocation of funds; informing future funding decisions and new initiatives; providing evidence of program

effectiveness, and assessing the impact on the State Health Plan, *Healthiest Wisconsin 2010*.

The plan covers five major evaluation focus areas:

- Advancing the public health system
- UW School of Medicine and Public Health transformation
- Balanced research and education portfolio and application to population health
- Community-Academic Partnerships
- Governance and Stewardship

The Evaluation Implementation Committee was formed to provide oversight to the implementation of the plan. The committee will provide input into the development of evaluation tools and oversight on the implementation of the plan, review the results of the performance reports and findings, and communicate findings and recommendations to the Program staff and the two governing committees. It is anticipated that the evaluation committee will meet through Fall, 2008 to discuss each of the five major focus areas. The final evaluation report will be distributed to OAC and MERC in October, 2008.

Frey distributed “Evaluation as a Pathway to Learning” by Grantmakers for Effective Organizations published in 2005.

## **5. Discuss Evaluation Focus Area 1 and 2 methods and evaluation tools**

Frey reported that the UW Survey Center will conduct approximately 50 stakeholder interviews to help analyze the first two focus areas of Advancing the Public Health System and UW School of Medicine and Public Health Transformation. The interview team is made up of Ken Croes, Ed Nelson, and Jordan Petchenik from the UW Survey Center. They along with WPP staff developed a preliminary leading question, several general questions, and a list of internal and external stakeholders to be interviewed. A report will be developed summarizing the themes and viewpoints that emerge from the interviews.

The committee discussed the questions and the interview list. There was general agreement that the leading question should be taken directly from page 14 of the evaluation plan: “How are the WPP funds helping to support or advance the capacity of Wisconsin’s public health system through the State Health Plan, 2010? In addition, a general question should be included on how the Wisconsin Partnership Program is contributing to the creation of an integrated School of Medicine and Public Health.

The committee recommended adding the following individuals to the stakeholder interview list:

- Representative of Gundersen Lutheran, Jeff Thompson or Brenda Rooney
- Arnold Ruoho, Chair of the Department of Pharmacology
- June Martin Perry, OAC member
- Wisconsin State Assemblyperson
- Co-chair of the Legislative Audit Bureau

- Chancellor, UW Extension
- Representative of WAHLDAB
- Pat McManus
- Sherri Johnson, WI State Health Officer
- 16th Street Community Center
- Representative of Primary Healthcare Association, Stephanie Harris
- Nancy Miller Korth, former OAC member
- Dean, School of Pharmacy
- Director, Institute of Aging

#### **6. Meeting Schedule 2008 and January meeting agenda topics**

Goelzer suggested that the committee meet monthly beginning in January, 2008. Members indicated a preference for meeting on the second or fourth Wednesday of each month from 9:00-11:00am.

#### **7. Adjourn**

Goelzer adjourned the meeting at 11:00am.

Recorder, Tonya Mathison