

## Minutes

### UW Medical School Oversight and Advisory Committee 8:00 AM July 30, 2004 – 4201 HSLC

Members Present:

Margaret MacLeod Brahm (by phone)	Patrick McBride
Philip Farrell	Doug Mormann
Susan Goelzer	Pat Remington
Mary Lauby	

Guests: Pat Boyle  
Richard Reynolds

Staff: Carla Eakins  
Tonya Paulson  
Eileen Smith

The meeting was called to order by Phil Farrell at 8:07 AM.

#### **1. Approval of Minutes of June 24, 2004 Meeting**

Farrell asked if there were any changes to the draft minutes of the June 24 OAC meeting. Since no changes were suggested, Mormann moved to approve the minutes as distributed. The motion was seconded by Remington and passed by unanimous vote.

#### **2. Announcements**

Farrell called the committee's attention to the minutes of the Nominating Subcommittee, which had been distributed, recommending the reappointment of Brahm and Nycz to four year terms. He announced that those reappointments will be presented to the Board of Regents in September, along with a recommendation for his own reappointment as well as a nominee to replace McBride.

Farrell expressed appreciation to OAC members for their heroic efforts in reviewing the planning grant applications. He reported that each OAC member has received approximately 25 applications and 12 outside reviewers are reading 8-9 applications each. Each grant application will be reviewed by 2 OAC members and one outside reviewer. He reminded the committee that ratings are due to Eileen Smith no later than August 15. Award decisions will be made at the August 25 OAC meeting, which will be held in closed session, on the advice of legal counsel.

Farrell displayed a slide (attached) which spells out the WUHF approval process for the annual reports. He indicated that although the first annual report is due June 30, 2005, he would like to aim for submission by April 1, 2005. WUHF will have 60 days to

review the report. Upon approval of the report, one-third of the December 31, 2004 restricted gift account will be released. The report will be evaluated by WUHF to ensure compliance with the Insurance Commissioner's Order, the Plan and the Grant Agreement. The Order requires evaluation of effectiveness of funded projects. The Plan indicates that at the conclusion of each five year plan, UW and MCW and their respective oversight committees will collaborate to jointly develop a process to reassess the state's health status. The process will evaluate the outcomes of each school's Plan to determine impact on the health of the public and how the health needs of Wisconsin's population are being met. The Addendum to the Plan specifies benchmarks to be evaluated by WUHF, including progress in advancing the goals of *Healthiest Wisconsin 2010* and transformation of the Medical School to an integrated School of Medicine and Public Health. Farrell commented on the serious health disparities which need to be addressed, as discussed at the May 10 Conference on Racial and Ethnic Disparities in Birth Outcomes in Milwaukee. He reported that he had a recent discussion with David Kindig regarding his proposal to monitor Wisconsin's progress toward becoming the nation's healthiest state and indicated that the results of Kindig's proposed work could be useful in providing data for the annual reports. Farrell informed committee members that at the end of the five-year plan, the Legislative Audit Bureau will perform an audit which will include both fiscal and programmatic aspects of the Wisconsin Partnership.

Farrell invited Ken Mount, Assistant Dean for Fiscal Affairs, to present a brief summary of funds flow modeling. Mount indicated according to best estimates based on current information, it appears that approximately \$3 million will be available for RFP-based community academic partnerships.

### **3. Update on Medical Education and Research Committee**

Goelzer reported that good progress was made at the second MERC meeting, although she feels that MERC will need continued orientation to overall purpose and objectives of the Wisconsin Partnership program. She indicated that the administrative budget was approved, and there was a long discussion on the MPH program, transformation of the Medical School to a School of Medicine and Public Health, and training the workforce. Nycz agreed that the meeting was productive and believes that having a non-faculty OAC member on the MERC is very helpful. Boyle agreed that having OAC representatives on MERC helps the group to focus on the health of the state and community needs. Nycz commented that national attention is on Wisconsin and the Partnership Program provides an opportunity for a state-sponsored school to distinguish itself. Committee members discussed the importance of promoting community health issues and the need for community-based research to the MERC members.

### **4. Report on Planning Grant Applications and Notices of Intent for Implementation Grants**

Smith reported that 94 planning grants requesting \$2.2 million have been received, with 60% coming from areas other than Madison or Milwaukee. Letters of intent for implementation grants total 160 with over \$55 million requested; slightly over half are from Madison or Milwaukee. She indicated that academic partners include salaried

faculty and volunteer faculty and academic staff.. She reported that one organization which applied was not eligible, two organizations missed the deadline, and nine organizations applied to both UW and MCW. After discussion, committee members suggested that applicants be informed of the number of applications received and dollar amount requested; Smith agreed to send such a letter to applicants..

In discussing the review process, Smith indicated that reviewers' comments will be provided to OAC members along with composite scores at the August 25 meeting. . According to legal counsel, scorers' rating sheets and individual comments are not considered public documents. Remington suggested sharing some of the comments with applicants. Lauby suggested that some strong proposals which cannot be funded from the 35% portion might be considered for funding from the 65%. Nycz and Remington cautioned that until all the applications have been scored and awards made, it was premature to make any assumptions regarding the strength of unfunded proposals.

#### **5. Public Health Education and Training Workgroup (PHET) Report**

Mormann reported that the needs assessment has been completed by the PHET and a statement has been drafted for developing the public health institute. The plan is to proceed with developing one public health institute jointly with MCW. The workgroup has agreed that the focus should not be limited to leadership but should provide instruction on core competencies. The proposed institute is directly responsive to the Plan and addresses important goals and priorities outlined in *Healthiest Wisconsin 2010*. It is expected that the launch date for the first summer leadership course will be July 2005. Remington indicated that the PHET has completed its charge and a final report will be presented to the OAC as soon as possible.

#### **6. Public Health Education and Training Proposals**

Remington suggested that a subcommittee of OAC be appointed to work on proposals for the Public Health Leadership Institute, the Community-Based Population Health Practice Fellowship, and Regional and Statewide Conferences. Smith indicated that public health groups liked being part of the Public Health Education and Training Workgroup and could be included in the subcommittee. Nycz suggested including a representative from MERC. Mormann suggested that a charge to the subcommittee be presented at the next OAC meeting. Lauby expressed concern that community organizations' interests are often overlooked, and Remington suggested including representatives from community organizations as well as the Department of Health and Family Services and WPHA. Smith agreed to develop a charge to the subcommittee and a list of suggested categories of membership to be presented at the September OAC meeting.

Smith called attention to the proposal entitled "Planning and Development for the Wisconsin Public Health Leadership Institute," which was prepared by Remington as requested at the last OAC meeting. Lauby pointed out that the proposal needs to include an evaluation piece, as specified in the RFP. Remington said that was an oversight and indicated that evaluation section would be included in the final proposal.

Remington reviewed the proposal for “Community-Based Population Health Practice Fellowships” and indicated that two PVLs have been posted for research interns (individuals with masters degrees doing applied research). A solicitation of community organizations for placement of fellows is planned.

The OAC members approved both proposals with inclusion of evaluation sections.

Smith reported that when the outreach specialist is hired, a portion of her/her time will be spent on the development of a proposal, with the advice of George Mejicano, for Continuing Education through state and regional conferences. The Outreach Specialist will have ongoing involvement in this initiative. Remington recommended that the outreach specialist also staff the OAC subcommittee on public health education. Lauby asked to be included in the discussions with Mejicano related to the development of the proposal.

Remington suggested that the Great Lakes Intertribal Council and the Center for Urban Population Health be encouraged to submit proposals as soon as possible.

Farrell reminded committee members of the very important meeting on August 25. Smith requested that all members plan to be present in person.

The meeting adjourned at 10:40 AM.

Carla Eakins  
Recorder

Douglas Mormann  
Secretary