

Minutes

UW Medical School Oversight and Advisory Committee 1:00 PM February 23, 2005 – 4201 HSLC

Members Present:

Margaret McLeod Brahm
Philip Farrell
Susan Goelzer
Nancy Miller-Korth

Greg Nycz
Pat Remington
Susan Riesch (by phone)

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

The meeting was called to order by Phil Farrell at 1:30 PM.

1. Approval of Minutes of December 22, 2004, December 28, 2004, and January 20, 2005 Meetings

Farrell asked if there were any changes to the draft minutes of the three recent meetings. Miller-Korth pointed out that the draft minutes of the January 20, 2005 joint meeting of the MCW Consortium and the OAC should list Waukesha as the location of the meeting. Since no other changes were suggested, Miller-Korth moved to approve the minutes as amended. The motion was seconded by Remington and passed by unanimous vote.

2. OAC Funds Flow Update

Ken Mount presented a complete financial statement on expenditures for 2005, indicating that administrative expenditures are well within the amount budgeted. He reported that the administrative expenses are 3% of the total expenditures for 2005. Remington announced that the budget for the fellowship program needs to be revised. The second year, 2005, includes funds for only five fellows; the two fellows hired in 2004 were not included. He also reported that funds for a 30% program assistant to provide administrative support for the program were not included as well. Ken Mount will discuss changes in the budget with Remington and bring a revised budget to the March 18 OAC meeting.

3. Announcements

Farrell asked Smith to comment on the issues that have been raised about closed meetings. She reported that the *Wisconsin State Journal* has challenged the OAC's decision to close the meetings related to grant reviews and awards. She also commented on the letter sent by the Insurance Commissioner to the Attorney General requesting an opinion on this matter; the matter is still under consideration by the Attorney General. Smith indicated that John Dowling from Administrative Legal Services will be preparing advice for the OAC as soon as possible.

Farrell reminded the committee that, as required by the grant agreement and the plan, the OAC must annually review and assess the 35%/65% fund allocation. The WUHF Board expects this review and assessment by the OAC to be included in the annual report. Since the annual report will be presented to the Board of Regents on May 5, it will be necessary to accomplish this review and assessment at the March OAC meeting.

Farrell announced that OAC has been asked to reconsider its earlier decision not to fund website development by the Wisconsin Coalition for Linguistic Access to Healthcare (WCLAH), a planning grant recipient. Northern AHEC is the fiscal agent for this recipient. Frey reported that one of the recipients of an implementation grant has also requested funds for website development related to training modules. Committee members reviewed their concerns about the website development portion of the WCLAH proposal. Mount suggested that WCLAH be asked to explain the need for such a large proportion of the funds for website development and to justify the need for a private consultant. Miller-Korth suggested website development funding be considered on a case-by-case basis rather than having a general policy. After a brief discussion, committee members agreed that consideration on a case-by-case basis would be preferable to automatically disallowing funding for website development. In addition, the OAC agreed to review the grant proposal submitted by WCLAH and funded by OAC along with the requested additional information.

Farrell announced that the Insurance Commissioner has not yet filled the vacant position on the OAC.

Farrell reviewed progress on the request to change the name of the Medical School to the University of Wisconsin School of Medicine and Public Health. He reported that a subcommittee of the Academic Planning Council has approved the proposal. He indicated that he has received strong support for the proposal when discussing it with campus leaders. The proposal will be discussed at the next meeting of the OAC.

4. Public Health Education and Training (PHET) Subcommittee Report

Remington provided a report on the PHET subcommittee. Remington reported that the PHET has nine members with Cathy Frey providing staff support. He indicated that the purpose of PHET is to integrate the fellowship program, the leadership institute, and the state and regional conferences program. Remington stated that the leadership institute, which is a collaborative effort with MCW, will go beyond the typical public health leadership institutes. He reported that a subgroup of the PHET will be formed to

develop the state and regional conferences program. Remington introduced a motion to appoint Doug Mormann chair of the PHET Subcommittee and Jan Klawitter as co-chair. The motion was seconded by Nycz and passed by unanimous vote.

5. Annual Report Update

Smith reported that she, along with Frey, Mount, and Thompson, attended the WUHF meeting to review MCW's annual report. She indicated that WUHF members focused on compliance issues such as supplanting. There were also questions related to evaluation methodology. She reported that subsequently WUHF approved the report, resulting in release of one-third of the funds in the restricted account.

She called attention to the annual report writing assignments and content document which had been distributed and indicated that several sections have already been written. She announced that the staff intends to circulate a draft to OAC members as soon as possible, and it is anticipated that the March 18 OAC meeting will focus primarily on the annual report. Since the annual report will be reviewed by the Board of Regents on May 5, it may be necessary to schedule a special OAC meeting early in April for final approval before it is submitted to the Regents. It is expected that the WUHF Board will have questions related to progress on the benchmarks described in the addendum of the plan, so discussion of progress will be included in the evaluation section.

6. Medical Education and Research Committee (MERC) Update

Goelzer reported that the MERC is moving ahead, having approved several projects and strategic initiatives. She commented on Jeff Grossman's Proposal for a UW Healthcare Improvement Program (HIP) which was approved at the February 16 MERC meeting. Farrell commented that the mission of HIP, to improve healthcare delivery and health outcomes for the people of Wisconsin, is very responsive to the issues raised by the public. Remington reminded the OAC that Jeff Grossman had sent them a letter at the time of the approval of the plan, indicating the importance of this program and its connection to the purpose and objectives of both MERC and OAC projects. OAC members were provided with a copy of Grossman's presentation to the MERC. Goelzer reported that the MERC RFP for New Investigator Program is now posted on the Web site. MERC will appoint a review subcommittee for this program in the near future. Goelzer also reported that a regenerative medicine proposal was presented at the February 16 meeting, but concerns were raised by MERC members and the proposal was deferred pending additional information. Farrell stated that it was prudent to table the proposal until the concerns can be addressed. Farrell asked the OAC members if they found the presentations on MERC awards which had occurred prior to the meeting helpful. They indicated their support for such presentations. The next one will occur at the OAC meeting on March 18.

7. Community-Academic Partnership Program Staff Recommendations for 2005 RfP.

Frey reported on a staff plan to conduct an evaluation of the RfP process for the Community Academic Partnership Fund. Frey also reported on initial feedback and comments from applicants, external reviewers and other community health leaders and made recommendations to the OAC. The RfP is expected to be announced around June 1, 2005. Recommendations are: 1) To have a full discussion of the merits of funding strategic focus areas, which would maximize the potential to achieve The Wisconsin Partnership Fund's mission and vision, enhance capacity for desired program outcomes, and improve public clarity on how proposals will be judged; 2) evaluate the intent of collaborative planning grants since there is concern that a planning grant award might create unrealistic funding expectations for an implementation grant; 3) consider allocating available grant funds among 1, 2, and 3-year competitive grant categories to provide continued opportunity to offer pilot or small grant projects; 4) consider expanding the purpose of the Notice of Intent beyond determination of eligibility prior to invitation to submit a full proposal, which could save time and resources for community organizations; and 5) establish an RfP workgroup to advise the OAC on minor revision in the 2005 RfP to improve clarity, reduce redundancy, reconsider the weighted scoring criteria, and include baseline program evaluation information. She also recommended that the workgroup evaluate the grant review process.

Committee members discussed issues relating to the RfP and how it might be improved to be responsive to the concerns expressed. Farrell invited OAC members to volunteer to become a member of the workgroup. Riesch and Miller-Korth agreed to serve.

8. Next Meeting Topics

Farrell announced that the focus of the March 18 OAC meeting will be: 1) the annual report; 2) review and assessment of the 35/65 split allocation; and 3) changing the name of the UW Medical School to UW School of Medicine and Public Health.

The meeting adjourned at 3:50 PM.

Carla Eakins
Recorder

Nancy Miller-Korth
Vice President