Minutes

UW Medical School Oversight and Advisory Committee

9:00 AM March 18, 2005 – 4201 HSLC

Members Present:

Philip Farrell
Susan Goelzer
Nancy Miller-Korth (by phone)
Douglas Mormann
Greg Nycz
Pat Remington
Susan Riesch

Guests: Pat Boyle
Cathy Frey
Ken Mount
Karla Thompson

Staff: Carla Eakins
Tonya Paulson
Eileen Smith

The meeting was called to order by Phil Farrell at 9:30 AM.

1. Approval of Minutes of February 23, 2005

Farrell asked if there were any changes to the draft minutes of the February 23, 2005 meeting. Since no changes were suggested, Remington moved to approve the minutes as distributed. The motion was seconded by Nycz and passed by unanimous vote.

2. Announcements

Farrell announced that the Insurance Commissioner has not yet selected a replacement for Mary Lauby on the OAC.

Farrell also announced that the open meetings issue is still under review by the Attorney General.

3. Proposal to Change Name of Medical School to UW School of Medicine and Public Health

Farrell reported good progress on the proposal to change the name of the Medical School to the UW School of Medicine and Public Health, indicating that it was approved by the Medical School Academic Planning Council on March 16 and was reviewed by the Basic Science Chairs Caucus on March 14. He reported that a letter of support has already been received from Dr. Robert Dempsey on behalf of the Clinical Chairs. He expects to receive a letter of support from Dr. Richard Moss on behalf of

the Basic Science Chairs. He plans to present the proposal to the Medical School Faculty and Staff at their next meeting on April 18. If approved at that meeting, the proposal will be sent to the Chancellor and the University Committee, the University Academic Planning Council, the Faculty Senate, and finally to the Board of Regents, hopefully in late summer or early fall when the MPH program is initiated. He expressed gratitude to Emeritus Regent Boyle for his support for this proposal. Farrell reported that one of the challenges in establishing a School of Medicine and Public Health will be to upgrade the Ebling Library from a health sciences library to a health sciences and public health library, which will be necessary to obtain accreditation by 2008.

4. Medical Education and Research Committee (MERC) Update

Goelzer reported that members of the Application Review Subcommittee for the New Investigator Awards have been selected. Smith reported that Remington is a member of that Subcommittee as is Goelzer. Goelzer reported that the Regenerative Medicine proposal, which had been revised in response to MERC members' concerns, was reviewed and approved for $300,000 per year for four years. Farrell reported that he has not yet made a decision on the request for an additional $100,000 per year from the Strategic Allocation Fund.

Remington provided an update on the MPH program which was approved in December 2004. He reported that a call for applications was issued in January with an application deadline of March 1, and 50 applications were received. He indicated that offers have been sent to 15 outstanding full-time applicants with 11 offers to part-time applicants—from Nursing, Medical School, Pharmacy and Veterinary Medicine. He reported that Amy Lemke, who has strong academic training and 10 years of public health experience, has accepted the Assistant Director position. Nycz asked about the number of applicants from the Medical School. Farrell commented that there is a high level of interest among medical students, but many are concerned about increasing their educational debt. He indicated that efforts are being made to increase the number of scholarships available to help alleviate high debt levels among Medical School graduates.

5. Discussion of Allocation for Public Health Initiatives and Medical Education and Research Initiatives

Farrell reminded committee members that the OAC is required to review and assess the 35/65 allocation annually as indicated in the five year plan and the grant agreement. A copy of the page from the addendum to the plan which describes assessment of the 35/65 allocation was distributed. Farrell announced that the WUHF Board is expecting a discussion of the assessment by the OAC to be included in the annual report. He asked Goelzer and Nycz to lead the discussion since they serve as the OAC's representatives on the MERC. Goelzer commented that it seems premature to think about changing the percentages at this time since the first grant year has not yet been completed. She believes that an evaluation process needs to be developed to assure that the funding is aligned with the purpose of the program. Nycz agreed and indicated that he would like to seek input from individuals and organizations external to the

University. Remington commented that assessing the allocation would be a great opportunity to revisit the goal of creating the healthiest state and how to get research results into the community. Riesch agreed that it is too early to consider making a change.

Mount stated that a proposed change could only be made after extensive discussions and had to take into account long term financial commitments. Mormann stated that written criteria are needed before considering making such a change. Goelzer pointed out that long-term grants would also make the change process more challenging. Nycz stated that his major concern is to ensure that there is a process in place to provide relevant information. Smith suggested that the joint evaluation process between OAC and MERC which is described in the annual report should provide relevant data. Nycz stated that there is not yet enough information to recommend a change; therefore, he introduced a motion to retain the 35/65 allocation and proceed with developing a structured process for future decision-making on the allocation. The motion was seconded by Remington and passed by unanimous vote.

6. Public Health Leadership Institute and Population Health Fellowship Program Update

Remington provided a brief review of the Public Health Leadership Institute, reporting that the planning committee has been meeting monthly and is making good progress. Kirsten Gruebling formerly of the Tulane School of Public Health has been hired as MCW's Coordinator and Peggy Orr from AHEC has been hired as UW's Coordinator. The planning committee has reviewed six models for public health training, including: 1) community team learning, 2) life-long learning model for communities, 3) mentorship model, 4) short courses, 5) webcasting seminars and 6) community policy forums, and has decided to concentrate on the first three. He reported that the Wisconsin Public Health Association has been actively involved in a coordinating role.

In reviewing the Population Health Fellowship Program, Remington reported that community feedback on the two fellows currently in the field has been excellent. He expects to have a revised budget in a month. It is quite likely that fewer than five additional fellows will be appointed this year.

7. Financial Status Report

Mount presented a summary of expenditures to-date. He also reviewed the financial templates in the draft annual report and asked OAC members to review them to ensure that they are clear and understandable.

Non-Supplanting Determination for the Awards

Mount reminded the OAC that he is the compliance officer for determination of non-supplanting. He reviewed the process that he follows. Initially, he does a review when proposals are submitted and an in-depth review at the time they are approved for funding. He indicated that agencies receiving awards are required to complete a non-supplanting form annually with their annual reports and to attest on their quarterly financial reports that non-supplanting has not occurred. Mount called the committee's attention to the "Determination of Non-Supplanting" document which had been distributed and asked members to review it. This document is in accordance with the plan and the Grant Agreement and includes a certification by Mount that he has conducted a review of all the awards made by the OAC in 2004, and based on the information available, he has determined that there are no supplanting issues. In response to Farrell's call for a motion to accept the document as distributed, Mormann moved for acceptance. The motion was seconded by Riesch and passed by unanimous vote. Mount's attestation will be included in the 2004 Annual Report.

Wisconsin Coalition for Linguistic Access to Healthcare

Mount called the committee's attention to the memorandum from the Wisconsin Coalition for Linguistic Access to Healthcare which had been distributed, reminding them that the request is for reinstatement of funding for a website which had been denied by the OAC at the time the planning grant was approved. Committee members discussed concerns that had been expressed at the time of the original review of the proposal, as well as how the proposed website could facilitate access to healthcare for non-English speaking patients. Mormann commented that while he believes that the activity has value, he did not feel that it was appropriate to grant this request. In his opinion, the original decision of the committee not to fund the website should stand. Goelzer agreed and also expressed concern about setting a precedent for funding what could be considered a marketing tool. Nycz introduced a motion to approve reinstatement of funding for the website, as requested in the original proposal. The motion was seconded by Riesch and passed with three affirmative votes, two negative votes and one abstention.

8. Annual Report

Farrell called the committee's attention to the draft annual report which had been distributed, indicating that the final report would be presented to the Board of Regents at their May 5 meeting. He stated that Mormann and Boyle will join him at the Regents meeting in Menomonie. He informed committee members that another OAC meeting (by conference call) will need to be held early in April for approval of the final report in order to meet the deadline for submission to the Regents. Farrell invited OAC

members to comment on the draft report, requesting that they concentrate on content and clarity and not be concerned about style or format, which will be dealt with by the editor in the final report.

Riesch: She raised a question about whether MERC is multidisciplinary (page 28), since all members are Medical School faculty. Farrell replied that in this case, multidisciplinary is used in a broad sense. She pointed out that the OAC did not approve the third objective in the Center for Urban Population Health proposal (page 20). She questioned the fourth guideline at the bottom of page 25, "Enable the Medical School to achieve greater levels of excellence in a more rapid and facile manner". Smith replied that it is a direct quote from the *Guidelines and Criteria for Review of Proposals* approved by the MERC.

Goelzer: She expressed no concerns; indicating that she believes the document is very well done.

Nycz: He would like to submit written comments which could be incorporated into the document before the conference call.

Mormann: He likes the draft document. He raised a question about why the Financial Report covers the period of March 25, 2004 through December 31, 2004. Mount explained that March 25 is the official start date for the program.

Miller-Korth: She asked whether the staff had anticipated questions from the WUHF Board based on the experience of MCW when their annual report was presented. Smith replied that they will review all of the questions and ensure that all compliance issues have been addressed.

Smith indicated that the report needs an introduction. She also cautioned guests that the document distributed is a preliminary draft and should be treated as such. She assured the guests that they will have an opportunity to review the final document on the website before its presentation to the WUHF Board.

9. Next Meeting Topics

Farrell informed committee members that the topic of the next meeting, which will be a conference call in early April, will be approval of the annual report.

Farrell reminded committee members of the brown bag lunch presentations which would begin immediately after the meeting.

The meeting adjourned at 11:15 AM.

Carla Eakins
Recorder

Douglas Mormann
Secretary