

**Public Health Council Executive Committee Meeting**  
**January 17, 2014**  
**BULLET POINTS**

- Reviewed and approved the draft from the Executive Committee minutes from the November 15, 2013 meeting, on the condition that Dr. Gilmore’s revised language be included regarding Ms. Patricia Guhleman’s “commendable” tenure in state service. Dr. Mari Jo Baisch moved approval of the revised document, and Ms. Terri Kramolis seconded.
- Heard an evaluation report regarding the December in-person meeting of the Council. Mr. Kevin Wymore reported an evaluation summary that shows an overall effectiveness score of 4.0, based on six responses. In addition, Mr. Wymore described the comments as well as the numerical averages, including a suggestion that legislative Committee clerks and/or chairs be invited to present at Council meetings. Dr. Baisch asked that the comments be included in the minutes.
- Heard a short update from Division Administrator Karen McKeown and Mr. Kevin Wymore about the expired terms/Council member re-appointments issue. A total of 14 of 15 Council members are serving beyond the expiration dates of their most recent “prescribed by law” terms. Only Mr. Michael Wallace is serving an unexpired term, and need not reapply. Ms. McKeown said that if Council members have not reapplied in the last two or three months, they should reapply for their membership via Gov. Walker’s website, <http://www.wisgov.state.wi.us/governor-office/apply-to-serve>
- Discussed the officer nominations process for elections to take place at the Council’s Annual Meeting in February 2014. Dr. Samadani, serving as Chair of the Nominations Committee, provided a short update on the process. The Council positions of Chair-Elect and Secretary will be open in the February balloting. By rule, the call for nominations went out in mid-December, which is 60 days before the Annual Meeting. If there are no candidates by February 14, the Chair may entertain “nominations from the floor” at the Annual Meeting. Members also suggested that the election might be postponed if no candidates come forward.
- Heard Dr. Gilmore and Dr. Baisch briefly discuss plans for transitioning to Dr. Baisch’s term as Chair, beginning at the February Annual Meeting. A meeting between the two to map out the transition was suggested, as was a January 30 meeting between Dr. Baisch and DPH staff for the Council.
- Strategized for the 2014 strategic planning process. All concerned appeared to agree that strategic planning be postponed till the new DPH policy section chief is employed.
- Heard a report about the State Health Plan Quality Improvement Committee meeting on January 15, and the upcoming process for mid-decade review of the 2020 State Health Plan for the December Council meeting. Among the elements of the Committee’s discussion were:
  - The mid-course assessment, which is one component of DPH accreditation per PHAB standards, will proceed with an infrastructure focus area – probably access to care – in February.
  - That because of staff and management turnover in DPH, that the midcourse assessment process be “slowed down.”

- The State Health Plan/Quality Improvement (SHPQI) Committee proposed the February Council meeting feature *Healthiest Wisconsin 2020* Infrastructure
- The SHPQI proposed that the April Council meeting feature health disparities and equity.
- Heard a short Emergency Preparedness update from Mr. Bevan Baker and Mr. Kevin Wymore. There has been no DPH Emergency Preparedness Advisory Committee meeting since the December Council meeting. Mr. Baker said two pregnant women in Wisconsin have died from complications from influenza, and that there was a recent vaccination report for the state indicating the state's decline in vaccination rates.
- Approved agenda items for a five-hour February Council meeting. The Committee asked that the mid-course review material take place at the beginning of the meeting, but Secretary Faye Dodge asked that the Executive Committee report come first. Tentatively, agenda items will include:
  - Standing items for five-hour meeting
  - Transition from Dr. Gilmore to Dr. Baisch as Council Chair
  - Annual Meeting Activities/Officer Elections (1 Hour)
  - Mid-course assessment – State Health Plan & Quality Improvement Committee (1 hr.)
  - Child death review legislation (30 minutes)
  - Accreditation Update (15 minutes)
  - Legislative Update (20 minutes)
  - Open Forum (15 minutes)
  - Council Member Re-appointments/Term Expiration Issue
- Heard announcements from Committee members. For example, Secretary Faye Dodge said she had trouble accessing the electronic archive for the December meeting. Staff said they would follow up.
- Adjourned at about 10:30 a.m.