

**Minutes
Wisconsin Public Health Council
State Health Plan Quality Improvement Committee (SHPQI)
November 29, 2012**

Location: Teleconference. In-person participation held at 1 West Wilson Street, Room 118, Madison, Wisconsin.

Attending: Gretchen Sampson, Terri Kramolis

Staff: Pat Guhleman, Margaret Schmelzer, Kristine Freundlich, Mary Pesik

Agenda Item and Discussion	Decisions, Actions, Recommendations
Ms. Kramolis opened the meeting. No changes made to the agenda. Minutes for previous meetings approved.	Minutes for three previous meetings were approved and will be web posted.
<p>The Committee spent the majority of its time identifying and agreeing upon priority topics for 2013 to guide the discussion with the Council on December 7, 2012. These topics include:</p> <p>Priority 1: Complete the review of the third and fourth components of the Policy Action Framework.</p> <ul style="list-style-type: none"> • Program Sustainability – February 2013 • Adult / Community Environments – February 2013 <p>Note: This will include presentations by partners followed by a discussion and voting on Public Health Council Actions. SHPQI requests two hours at the February 2013 meeting.</p> <p>Priority 2: Complete actions approved by the Council during the October 2012 meeting. This includes sending out five letters to key partner agencies with volunteers from the PHC. The correspondence includes:</p> <ol style="list-style-type: none"> 1. Letter to support / co-sponsor DPI School Health Awards Program. Draft letter has been sent to the Council and will be reviewed today. <p>Identify PHC Volunteer:</p> <ol style="list-style-type: none"> 2. Support Wisconsin Department of Children and Families and the Wisconsin Early Childhood Education Council in support of strong standards for “early care” settings. 	

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<p>Identify PHC Volunteer:</p> <p>3. Support the Wisconsin Department of Agriculture, Trade and Consumer Protection and the Farm to School Committee.</p> <p>Identify PHC Volunteer:</p> <p>4. Request HW2020 alignment between the Public Health Council and the Governor’s Council on Physical Fitness and Health.</p> <p>Identify PHC Volunteer:</p> <p>5. Letter to the Wisconsin Association of Local Health Departments and Boards of Health encouraging local health department engagement in the review and update of school wellness policies required by the USDA in May 2013.</p> <p>Identify PHC Volunteer:</p> <p>Note on roles of volunteers: PHC members would review the letter before it is sent and would serve as a “voice of the Council” in follow-up and planning efforts with Margaret Schmelzer, SHPQI staff.</p> <p>Priority 3: As agreed in December 2011, the Council agreed to conduct the 2012 progress reviews for three HW2020 focus areas (nutrition, physical activity, and chronic disease) as a pilot. It is now time to evaluate the processes in preparation for future focus area reviews by the PHC.</p> <p>Priority 4: Send out approximately nine letters to key partners requesting HW2020 endorsement of HW2020. We expect this joint letter from the SHPQI and PHC to be mailed by month’s ending. We are awaiting a HW2020 catchy summary document as an attachment.</p> <p>Note: To model the way, we will formally request a HW2020 endorsement by the Public Health Council during the February 2013 meeting.</p> <p>Priority 5: Focus on quality improvement consistent with expectations set forth in the Wisconsin Public Health Improvement Initiative (CDC infrastructure grant). We intend to review several options for future actions including: briefing the Council on the state of the art; how local health departments are using quality improvement; review key data reports, identify improvement initiatives to improve progress on expected</p>	

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<p>outcomes (e.g., 2010 data report, Minority Health/HW2020 baseline report).</p> <p>Priority 6: Focus on the national accreditation of local and state health departments with an eye on identifying roles for the Public Health Council including publishing a resolution in support of accreditation and mechanisms in which individual members of the Council can spread the word by taking this information back to their networks. It is important that the Committee and Council have a rock-solid understanding of: who, what, when, where, why and how aspects of national accreditation. We need to be aware of the processes currently under way so we can serve as a champion of local health departments and the Wisconsin Division of Public Health.</p> <p>Priority 7: Identify a HW2020 focus area for review during 2013. We invite the PHC to suggest focus areas for the Committee to discuss during the February 2013 meeting.</p> <p>Priority 8: Discuss with the PHC Executive Committee the appointment of additional Council members to serve on the SHPQI. Terri and Gretchen have a big role to carry and could use the engagement of other members.</p>	
<p>Meeting adjourned at 9:00 A.M.</p>	

Meeting notes taken by:
Margaret Schmelzer

- C: Gary Gilmore, Chair, Wisconsin Public Health Council
Karen McKeown, Administrator, Division of Public Health
Patricia Guhleman, Director, Office of Policy and Practice Alignment
Kristine Freundlich, DHS Strategic Planner
Bureau of Community Health Promotion:
Susan Uttech, Director
Mary Pesik, Program Coordinator, Nutrition/Physical Activity Program