**PROGRAM/GROUP:** Public Health Council – Executive Committee

**MEETING TITLE:** PHC Executive Committee Meeting

**LOCATION:** 1-877-820-7831 / Participant Passcode: 767377#

**DATE/ TIME:** Monday, October 11, 2019 9:00 am – 11:00 am

**Context: (Purpose, Vision, Mission, Goal):**

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| *The Public Health Council was created by 2003 Wisconsin Act 186 (Wis. Stat. §15.197[13]). By statute, the Council’s purpose is to advise the Department of Health Services, the Governor, the Legislature and the public on progress in implementing the state’s 10-year public health plan and coordination of responses to public health emergencies.* | |
| **Meeting Facilitator:** Mary Dorn | **Meeting Recorder:** Ruth Sullivan |

**Agenda:**

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| **Time:** | **Topic:** | **Lead:** | **Notes/Follow-up:** |
| 9:00am | Roll Call |  | Members Present: Ms. Mary Dorn, Mr. Bill Keeton, Mr. Terry Brandenburg, Dr. Alan Schwartzstein  Staff Present: Maggie Northrop, Ruth Sullivan |
| 9:00 – 10:50am | Executive Committee Business:   1. Review and approve August 26 Executive Committee minutes 2. Discussion and feedback on performance management scorecard measures. 3. Finalize agenda for November 1 Council meeting 4. Wrap-up and Adjourn | Mary Dorn  ALL | 1. Mr. Terry Brandenburg moved to approve the August 26, 2019 Executive Committee minutes.  * Mr. Bill Keeton seconded. * There was no discussion and the minutes were unanimously approved.  1. The committee discussed the draft performance management scorecard.  * Mr. Brandenburg stated two ideas:   + In regards to policy statements—were recommendations taken into effect yes/no? How can this be tied back? Is it in the minutes themselves or on some kind of paper tracking associated with the statement?   + In regards to public health preparedness—audits/surveys/site visits from CDC could be a way to get ideas for metrics, how states rank in terms of readiness * Mr. Keeton said there is a need to be thoughtful in how we assess outcomes. In advocacy, success is not usually a bill being introduced and passed but instead a longer process with outcomes that may differ from original expectations. * Ms. Mary Dorn and Dr. Alan Schwartzstein agreed with the points made in the discussion. * Mr. Keeton said he is concerned with moving forward on the measures for engagement of Council members. He said we need to be thoughtful about what counts as meaningful engagement. A self-reported way of measurement may be a good option. * The group further discussed the possibility of surveys for after meeting to assess member engagement. * Next steps include filling in the qualitative measurements. The group will consider how to best complete this after feedback is received in the November 1 Council meeting on the general scorecard framework and selected measures.  1. The group discussed the final agenda for the November 1 Council meeting.  * The committee discussed a potential proposal of formally adopting the Public Health Emergency Preparedness Advisory Committee as the preparedness subcommittee for the Public Health Council. This will be discussed at the November 1 meeting with the full Council. * The group discussed the inclusion of a health equity discussion. The goal of the discussion is to allow members to come to a shared understanding of health equity, learn where the Division of Public Health is headed with healthy equity, discuss how the Council’s work aligns, and be on the same page about how the Council will proceed in the years to come. * In regards to the new policy statement template, the group discussed and decided to include the template in the materials and briefly mention at the meeting that is the preferred template for committees to use. |
| 10:50 – 11:00am | Wrap-up and Adjourn | Mary Dorn | Mr. Brandenburg motioned to adjourn.  Dr. Schwartzstein seconded. |

*Notes: The Department of Health Services is an equal opportunity employer and service provider. If you need accommodations because of a disability or need an interpreter or translator, or if you need this material in another language or in an alternate format, you may request assistance to participate by contacting Ruth Sullivan at 608.261.0650 or* [*DHSPublicHealthCouncil@wisconsin.gov*](mailto:DHSPublicHealthCouncil@wisconsin.gov)*. You must make your request at least 7 days before the activity.*