



Wisconsin Division of Public Health

PROGRAM/GROUP: Public Health Council – Executive Committee
MEETING TITLE: PHC Executive Committee Meeting
LOCATION: 1-877-820-7831 / Participant Passcode: 767377#
DATE/ TIME: Friday, May 17, 2019 8:30 – 10:30am

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

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: Maggie Northrop

Executive Committee Members Present:

Mr. Terry Brandenburg; Ms. Mary Dorn; Mr. Bill Keeton; Dr. Alan Schwartzstein; Ms. Joan Theurer joined late around 9:20 am

Department of Health Services (DHS) / Division of Public Health (DPH) Staff:

Mimi Johnson; Maggie Northrop; Neil Ortmann (UW Madison MPH student)

Agenda:

Time:	Topic:	Lead:	Notes/Follow-up:
8:30am	Roll Call		Roll Call was conducted
8:30 – 10:10	Executive Committee Business: <ol style="list-style-type: none"> 1. Review and approve April 12 Executive Committee minutes 2. Review and approve May 3 Council minutes for approval to send to full Council 3. Council reappointments and appointments 4. Council Bylaws and Charter discussion 5. Agenda setting for August 2 Council meeting 	Mary Dorn ALL	<ol style="list-style-type: none"> 1. Dr. Alan Schwartzstein moved to approve the minutes. <ul style="list-style-type: none"> • Mr. Bill Keeton seconded. • There was no discussion and the minutes were unanimously approved at 8:31am. 2. Mr. Bill Keeton moved to approve the minutes. <ul style="list-style-type: none"> • Dr. Alan Schwartzstein seconded. • There was no discussion and the minutes were passed and moved to full Council for approval 3. Council appointments and reappointments. Ms. Mary Dorn stated that she has not had any new communications with DHS staff or the agency’s Secretary Office



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			<p>regarding this issue. Staff members have also not heard anything beyond what was shared by DHS Deputy Julie Willems Van Dijk at the full Council meeting on May 3. The [appointment recommendations] letter was likely signed and sent out by DHS Secretary-Designee Andrea Palm, but it is not yet been processed by the appointments office.</p> <p>4. The committee discussed the reasons behind revisiting the bylaw, and the benefits and concerns related to adding all committee chairs to the Executive Committee.</p> <ul style="list-style-type: none">• Some of the benefits discussed included the importance for committee chairs to be engaged with discussions and decision-making concerning the work of their own committee, and being aware of all Executive Committee meetings and information exchange. Concerns included potential quorum issues and increase in workload for committee chairs that may be a barrier to recruiting chairs.• Dr. Alan Schwartzstein made a motion to invite and add all existing committee chairs to attend Executive Committee meetings on a trial basis for the next 6 months. Quorum for the Executive Committee will be 4 out of 6 people. In 6 months, the Executive Committee members will revisit the bylaws. Mr. Bill Keeton seconded the motion. Motioned carried with all in favor.• Under this agenda item, Ms. Mary Dorn also pointed that the Charter page on the Council website is not very clear about its purpose to present a historical perspective on the Council and the charter. Staff will review and provide recommendations about the content, structure and potentially archiving some of the information housed on this webpage. <p>5. Agenda setting for May 3, 2019 full Council meeting</p> <ul style="list-style-type: none">• Committee members discussed the desire to have an open invitation to the DHS Secretary's Office staff to attend all Council meetings. The active participation and engagement of the DHS and DPH leadership was noted.• The Committee discussed how to proceed with updates around the progress of the <i>Healthy Wisconsin</i> priorities. There was agreement that at the next meeting, the Council should spend a couple of hours on a comprehensive overview of the priorities, progress made to date, and alignment with programmatic, budgetary initiatives in the Department.• Committee members would also like to continue receiving more detailed updates from Priority Action Teams in focused presentations at each Council meeting.• Susan Uttech will be invited to present at the October Council meeting on the preliminary results from the State Health Assessment 2020-2025.
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			<p>NOTE: Ms. Joan Theurer joined the Committee meeting around 9:20 as a State Health Plan Committee Chair.</p> <ul style="list-style-type: none"> • Committee members discussed the option of moving some of the issues, including the budgetary and resource alignment discussion, to the State Health Plan Committee. • The Policy Committee will also be meeting in the next couple of weeks and will be looking into three potential issues for a policy statement – measles vaccination, Nutrition and Physical activity (as related to Healthy Wisconsin) and youth vaping. • There was a discussion on the possibility to create workgroups to work on specific issues like vaping and nutrition and physical activity. • A request was made to add Action Items to the standing Next Steps agenda item and reiterate at the end of each Council meeting what the action items are for Council members and staff. There was also a discussion on how to decrease the turn-around time for Council meeting minutes. • FOLLOW-UP: Staff will send out a communication to the full Council and inquire who is interested in contributing to the work of the State Health Plan Committee or serving on the committee. • Ms. Mary Dorn also pointed out that the space where the Council has been meeting the last few months may be too small for the group as new Council members are appointed. FOLLOW-UP: Staff will look into an alternative meeting space.
10:10 – 10:20	Healthy Wisconsin update	Mimi Johnson Maggie Northrop	Staff will periodically update Council members on what reports related to the <i>Healthy Wisconsin</i> priorities may be in the works or have been published. The two upcoming reports that have been discussed so far are the <i>Alcohol Epidemiological Report</i> and the <i>Suicide in Wisconsin: Impact and Response Report</i> , both of which are expected to be completed and published in 2019.
10:20 – 10:30	Wrap-up and Adjourn	Mary Dorn	Mr. Bill Keeton moved to adjourn. Ms. Mary Dorn seconded the motion. Meeting adjourned at 10:05am.

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