

## Council on Linkages In-Person Meeting Meeting Minutes - DRAFT Hyatt Regency at Crystal City March 29, 2011 8:30 am - 12:00 pm ET

**Members Present:** C. William Keck, Chris Atchison, Wendy Braund, José Cordero, Jack DeBoy, Vince Francisco, Gary Gilmore, John Gwinn, Julia Heany, Larry Jones, Denise Koo, Lisa Lang

Other Participants Present: Karlene Baddy, Scott Becker, Alex Hart

Staff Present: Ron Bialek, Kathleen Amos, Pamela Saungweme, Lynne Stauff

Agenda Item	Discussion	Action
Welcome, Introductions, and Overview of Agenda	The meeting commenced with a welcome by Council on Linkages Chair C. William Keck, MD, MPH. All present introduced themselves.  Dr. Keck reviewed the agenda for the meeting.	
Strategic Planning Meeting Debriefing	Dr. Keck invited feedback from Council members on the strategic planning session held on March 28, 2011. Council members expressed satisfaction with the strategic planning overall, although it was noted that additional time might have been helpful, especially in terms of identifying tactics for achieving the objectives and strategies created.  Council Director Ron Bialek, MPP emphasized the value of having a strategic plan as the Council continues to move forward and seek funding to accomplish its objectives.	Staff will compile the notes from the strategic planning session and send to strategic planning facilitator. Council members will receive a processed, organized summary for feedback. Council members will be asked for suggestions on wording, format, and tactics. There will be at least one or two more opportunities for Council members to provide input into the strategic plan.
Approval of Minutes from October 25, 2010 Meeting	A motion was made to approve the minutes as written.	Council members approved the minutes as written.
CDC Update	Denise Koo, MD, MPH of the Centers for Disease Control and Prevention (CDC) provided an update on CDC activities of potential interest to the Council. These included the launch of CDC Learning Connection; use of Affordable Care Act (ACA) funding to support quality improvement; co-sponsorship with the Health Resources and Services Administration (HRSA) of an Institute of Medicine (IOM) panel on integrating primary care and public health; co-sponsorship with HRSA, the Agency for Healthcare Research and Quality, and the National Institutes of Health (NIH) of a joint issue of the American Journal of Preventive Medicine	

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	on integrating primary care and public health; hosting of a small planning meeting on the public health workforce in May 2011; and collaboration with the Association of Schools of Public Health, Association of American Colleges and Universities, and Association for Prevention Teaching and Research on an undergraduate public health learning outcomes project.	
HRSA Update	Wendy Braund, MD, MPH, MSEd of HRSA provided an update on HRSA activities of potential interest to the Council. These included the appointment of Dr. Sarah Linde-Feucht as HRSA's acting Chief Public Health Officer; cosponsorship with CDC of a public health workforce enumeration study and the IOM panel on integrating primary care and public health; sponsorship of two additional IOM studies with public health implications; support of the Healthy Weight Collaborative through ACA funding; and grant opportunities related to the Public Health Training Centers and the Health Careers Opportunity Program.  Dr. Braund indicated that HRSA is pleased to support the work of the Council, especially highlighting the Council's strategic planning, and	
	hopes to be able to continue doing so.	
Pipeline Workgroup Report	Pipeline Workgroup Chair Vince Francisco, PhD provided background on how the Council became involved in recruitment and retention efforts and the Pipeline Workgroup's role in these efforts. He highlighted accomplishments of the Workgroup, as well as the effects of the economy on positions in public health.	
	Dr. Francisco indicated that the next steps for the Workgroup include expanding the Council's survey on public health workers with support from the Robert Wood Johnson Foundation and assistance from the Association of State and Territorial Health Officials; conducting a literature review to identify potential recruitment and retention strategies; and contributing to the workforce research agenda.	
Core Competencies Workgroup Report	Dr. Keck provided an overview of the purpose of the Core Competencies Workgroup and the current activities of this Workgroup and its Competencies to Practice Toolkit Subgroup. He reviewed the list of tools that are being developed; a Competencies to Practice Toolkit is under development. Dr. Keck thanked Council member organizations for their efforts to promote Core Competencies use and encouraged them to	

Academic Health Department Learning Community Report	continue this promotion. He reviewed uses of the Core Competencies for public health organizations, users of the Core Competencies, and examples of use from several organizations. Dr. Keck stated that the Core Competencies are a great example of what the Council is capable of accomplishing and the tools developed will be updated based on feedback from the field.  AHD Workgroup Chair Dr. Keck introduced the AHD Learning Community, providing information on its purpose, development, and accomplishments. He noted that the AHD Workgroup has been established to guide the Learning Community. He invited Council members to follow the initiative's progress through the PHF/Council website, where discussion is occurring on the PHF Pulse Blog and resources are being posted. Dr. Keck expressed excitement at the enthusiasm for the initiative and noted that the Learning Community will host an in-person meeting at the 2011 APHA annual meeting.	Council members were invited to send AHD-related resources to Kathleen Amos.
Improving and Measuring the Impact of Training	Mr. Bialek introduced the topic of improving and measuring the impact of training as a new Council activity. He indicated that a preliminary literature review was conducted to begin identifying themes related to the topic. Mr. Bialek suggested that the Council establish a Task Force of individuals with expertise to help the public health community identify ways to improve and measure the impact of training.	Council members were asked to send suggestions for Task Force members and critical references relevant to improving and measuring the impact of training to Lynne Stauff.
Guide to Community Preventive Services	Mr. Bialek informed the Council that PHF was awarded funding through the ACA to promote the <i>Guide to Community Preventive Services</i> ( <i>Community Guide</i> ). One initiative proposed was the creation of the "Public Health Works" series. Mr. Bialek indicated that PHF has been funded to plan this series, but not to implement. He requested the Council's assistance with this initiative in an advisory role.  Mr. Bialek indicated that the "Public Health Works" series is planned to focus initially on CDC's winnable battles and is aimed at public health practitioners. He also noted that several organizations, including PHF, are working to collect stories of <i>Community Guide</i> use.	
Feedback from Council Member Organizations	Dr. Keck asked Council members for feedback on issues or topics of importance to their organizations that they might like the Council to consider. Chris Atchison, MPA mentioned the NIH focus on translational research and reducing	

	the time between discovery and application to practice and asked whether the Council might have a role to play. Dr. Braund asked whether the Council would like to engage directly and strategically with the Department of Health and Human Services and its departments, as well as meet with HRSA's new Chief Public Health Officer.  Dr. Keck asked Council members what strategies they use to engage their leaders and constituents in Council activities. Larry Jones, MA, MPH indicated that the monthly Council Update is useful and can be shared.  Dr. Keck asked Council members for feedback on how Council staff can help facilitate communications with the leaders and constituents of their organizations. Mr. Bialek mentioned that he struggles with knowing how and how frequently to interact with the CEOs of Council member organizations. The question was asked whether the Council might consider having a presence at all member organizations' national meetings. Mr. Bialek indicated that Council presence at national meetings is limited by funding, but that Council staff could think more about this idea.	APHL will send contact information for key staff members to Pamela Saungweme.
New Website	Mr. Bialek provided a tour of the new Council website.	
Next Steps	Dr. Keck indicated that Council members could expect to receive further materials related to the strategic plan within the next month and reminded them to provide feedback. The Council's aim is to have a strategic plan in place by summer 2011.	Council staff will provide Council members with strategic plan materials to review.
	The next Council meeting has not been scheduled and future in-person meetings will depend on funding levels.	Council staff will keep Council members informed about future Council meetings.