



Council on Linkages Between Academia and Public Health Practice In-Person Meeting

Date: September 17-18, 2013

Meeting Minutes – DRAFT

Members Present: C. William Keck (Chair), Philip Amuso, Diane Downing, Vince Francisco, Gary Gilmore, Carolyn Harvey, Janet Heinrich, Larry Jones, Lisa Lang, Amy Lee, Patrick Lenihan (virtual), Jeanne Matthews, Mary Paterson, Lou Rowitz, Lillian Smith, Beverly Taylor, Marlene Wilken

Other Participants Present: Vera Cardinale, Brian Castrucci, Kristi Donovan, Ashley Edmiston, Rita Kelliher, Jeff Levi, John Lisco, Ravi Patel, Eva Perlman, Cindy Phillips, Julia Sheen-Aaron, Jim Sprague

Staff Present: Ron Bialek, Kathleen Amos, Jonathan Munetz

September 17, 2013

| Agenda Item | Discussion | Action |
|---|--|---|
| Welcome and Overview of Agenda | The meeting began with a welcome by Council Chair C. William Keck, MD, MPH. Dr. Keck reviewed the agenda for the meeting. | |
| Introductions | All present introduced themselves. Dr. Keck welcomed three new Council representatives: Mary Paterson, PhD, MSN, for the American Association of Colleges of Nursing; Beverly Taylor, MD, for the American College of Preventive Medicine; and Philip Amuso, PhD, for the Association of Public Health Laboratories (APHL). | |
| Approval of Minutes from March 27, 2013 Meeting | Dr. Keck asked for any changes to the minutes of the March 27, 2013 Council meeting. Gary Gilmore, MPH, PhD, MCHES moved to approve the minutes as written. Vince Francisco, PhD seconded the motion. | Minutes of the March 27, 2013 Council meeting were approved as written. |
| Public Health Workforce Development Inventory Initiative | Council Director Ron Bialek, MPP and Project Manager Kathleen Amos, MLIS provided an update on the Public Health Workforce Development Inventory initiative. This initiative aimed to learn more about public health workforce development plans and activities, and to facilitate the sharing of such information and encourage coordination and leveraging. Beginning in September 2012, information on workforce development activities was collected from 18 Council member organizations and the Public Health Foundation (PHF). Information gathered related to strategic planning, defining the public health workforce, training, learning management systems, research and data | |

| | | |
|---|--|---|
| | <p>collection, recruitment and retention, tools and systems, advocacy, and partnerships and information sharing. This information was summarized in a draft report submitted to the Health Resources and Services Administration (HRSA), which funded the initiative, in July 2013.</p> <p>An overview of the preliminary findings contained in the draft report and the structure of that report was provided, and the findings and potential uses of the information gathered were discussed. The draft report contains key findings, topic summaries that present information gathered from all organizations related to each topic, and organizational summaries that present information gathered in all topic areas for each organization, and is going through HRSA clearance.</p> | <p>Council members will be notified when HRSA clearance is received and a final report is available.</p> |
| <p>Core Competencies Workgroup Report</p> <ul style="list-style-type: none"> ➤ Status of tools to assist with Core Competencies use ➤ Review process ➤ Next steps ➤ Action Item: Vote to authorize development of revisions | <p>Dr. Keck introduced a discussion about the Core Competencies for Public Health Professionals (Core Competencies), providing background about the development and use of the Core Competencies and preparing Council members to discuss the current review process and determine whether to revise the Core Competencies.</p> <p>Core Competencies Workgroup Co-Chair Diane Downing, RN, PhD provided an update on activities of the Workgroup, including tool development and the review of the Core Competencies. Three sets of tools have been updated and are available on the Council website: competency-based job descriptions, examples to clarify the meaning of competencies (or e.g.s), and examples that demonstrate attainment of competence. Workforce development plans that incorporate the Core Competencies are being collected and will be posted on the Council website.</p> <p>The Core Competencies review process was described, with information provided on the timeline for the process, the strategies being used to gather feedback from the public health community, and the groups being engaged in the process. Collection of feedback on the Core Competencies began in March 2013 and will continue through the end of December 2013. Initial feedback collected, experiences with the Core Competencies, and needs related to resources and tools were discussed, and Dr. Downing requested authorization for the Workgroup to begin a revision of the Core Competencies. Next steps in a revision process would include the development and</p> | <p>Council staff will send information about the Core Competencies review process and providing feedback on the Core Competencies to Council member organizations for distribution to their members and constituents.</p> |

| | | |
|---|---|---|
| | <p>recommendation of potential revisions by the Workgroup to the Council. Revisions drafted by the Workgroup would be presented to the Council for a vote on adoption, with a goal of releasing a revised set of Core Competencies in June 2014. Council member organizations were asked to assist in distributing information about the review process to help in collecting feedback to guide a revision. The Core Competencies Workgroup will also continue its development and collection of resources and tools.</p> <p>Following the discussion, Council members voted on whether to initiate the process of revising the Core Competencies. Dr. Francisco moved to initiate the revision process. Carolyn Harvey, PhD seconded the motion.</p> | <p>The Council voted to initiate the process of revising the Core Competencies.</p> |
| <p>Review of Strategic Directions, 2011-2015</p> | <p>Council members individually reviewed the Council's <i>Strategic Directions, 2011-2015</i> in preparation for the September 18th discussion of the <i>Strategic Directions</i>.</p> | |
| <p>Council Membership Votes</p> <ul style="list-style-type: none"> ➤ APHL ➤ NLN ➤ Action Item: Vote on membership status | <p>Council members voted on granting formal membership status to organizations: APHL and the National Public Health Leadership Development Network (NLN). Both organizations fulfilled the required preliminary membership period.</p> <p>Dr. Keck called for a motion to grant APHL formal membership status. Dr. Francisco moved to approve the membership change. Dr. Harvey seconded the motion.</p> <p>Dr. Keck called for a motion to grant NLN formal membership status. Dr. Francisco moved to approve the membership change. John Lisco, MPH, CHES seconded the motion.</p> | <p>Formal membership status was granted to APHL and NLN.</p> |
| <p>CDC and HRSA Updates</p> | <p>Mr. Lisco provided an update on the Centers for Disease Control and Prevention's (CDC) funding for the Council and CDC's public health workforce development efforts, including activities related to recruitment, service and technical assistance, training, academic partnerships, and workforce strategy. CDC continues to provide funding for the Council, as well as other workforce development efforts, such as CDC TRAIN. Through its Public Health Workforce Development Initiative, CDC developed a National Public Health Workforce Strategy Roadmap, convened a Public Health Workforce Summit, and is developing a National Public Health Workforce Strategic Framework. The Roadmap is available on CDC's website, and CDC is developing a tool to enable the</p> | <p>The report on CDC's Public Health Workforce Summit will be sent to Council members.</p> <p>Council members will be informed when a tool is available to add examples to CDC's National Public Health Workforce Strategy Roadmap.</p> |

| | | |
|--|--|--|
| | <p>addition of examples to the map.</p> <p>Janet Heinrich, DrPH, RN provided an update on HRSA's funding for the Council and HRSA's public health workforce activities, including the public health workforce enumeration study, the Public Health Training Centers Program, efforts to link primary care and public health, and HRSA TRAIN. HRSA's funding for the Council will conclude at the end of September 2013. CDC was encouraged to use the results of the Council's work on the Public Health Workforce Development Inventory.</p> | |
| de Beaumont Foundation | <p>Brian Castrucci, Chief Program and Strategy Officer for the de Beaumont Foundation, spoke to the Council about the de Beaumont Foundation and its public health workforce development priorities, including activities related to training, infrastructure, and information and data management. Among other activities, de Beaumont is involved in developing the <i>Practical Playbook for Integrating Primary Care and Public Health</i>, held a primary care and public health integration meeting, and is working with the Association of State and Territorial Health Officials on a public health workforce strategy project. The de Beaumont Foundation seeks to fund practical projects with national reach and practices engaged grantmaking.</p> | <p>Council members can contact Mr. Castrucci at castrucci@debeaumont.org to discuss project ideas.</p> |
| Preparation for Invited Speaker | <p>Dr. Keck prepared Council members for a presentation by Jeff Levi, PhD, Executive Director of the Trust for America's Health (TFAH). Dr. Levi was invited to speak to the Council to offer his perspectives on the future of the public health workforce and the evolving public health field in order to frame the Council's discussion of its <i>Strategic Directions</i>.</p> | |
| The Public Health Workforce of the Future | <p>Dr. Levi spoke to the Council about the public health workforce of the future and the evolution of the field, sharing his perspectives on skills that may be needed to succeed as the environment changes. Public health is in a time of transformation. Many opportunities exist, but may mean changes in the roles of public health. Skills that may increase in importance for public health professionals include those related to health information technology, policy change and analysis, convening diverse groups, finance and demonstrating value economically, coalition building, and communication. The Foundational Capabilities described by the Institute of Medicine and TFAH may provide some guidance for the revision of the Core</p> | |

| | | |
|--|--|--|
| | Competencies. | |
| Celebrating 20 Years | The Council celebrated the successes of the past 20 years with a look back at the Council's work since 1992. Dr. Keck reviewed the history and purpose of the Council, highlighted its accomplishments, and invited Council members to share thoughts on their participation on the Council. | |
| Wrap-up and Review of Tomorrow's Agenda | Dr. Keck wrapped up the day's discussion and prepared Council members for the following day's meeting. | |

September 18, 2013

| | | |
|--|---|--|
| Overview of Agenda and Follow-up from Day 1 | Dr. Keck reviewed the agenda for the day, recapped the previous day's discussion, and asked for any further discussion on items previously addressed. Council members discussed ideas for recognizing Hugh Tilson, MD, DrPH for his longstanding service to the Council. | Council staff will follow-up on ideas for honoring Dr. Tilson. |
| Revisiting Strategic Directions, 2011-2015 | Dr. Keck led Council members in a review of the Council's <i>Strategic Directions, 2011-2015</i> . The <i>Strategic Directions</i> were adopted in June 2011 to guide Council work through 2015. The Council considered whether adjustments to the <i>Strategic Directions</i> would be desirable based on changes in the public health field and actions taken by the Council to date to address its <i>Strategic Directions</i> . Current objectives, strategies, tactics, and administrative priorities in the <i>Strategic Directions</i> , and related Council activities, were reviewed and discussed. The <i>Strategic Directions</i> reflect what the Council is capable of and interested in doing; not all of the items in the <i>Strategic Directions</i> are currently being addressed, and this is to some extent resource dependent. The Council is engaged in work relating to all of its objectives to some degree. Suggestions related to the <i>Strategic Directions</i> included restarting the Linkages Awards program; considering whether to lengthen the time between Core Competencies review periods; using secondary as well as primary data when planning for the workforce; developing an online competency-based training module using existing courses; and enhancing capacity for, not just funding of, public health research. The Linkages Awards program was recognized as a high priority, but there is currently no funding for this activity. The Council decided that it was not inclined at this time to | |

| | | |
|---|--|--|
| | <p>change the length of time between Core Competencies review periods. The remaining items will be addressed in revisions to the <i>Strategic Directions</i>.</p> <p>Following the discussion, Council members voted on whether to proceed with revising the <i>Strategic Directions</i>. Dr. Gilmore moved to initiate a revision. Dr. Francisco seconded the motion.</p> | <p>The Council voted to initiate the process of revising the <i>Strategic Directions</i>.</p> <p>Council leadership and staff will draft revisions and share with Council members. The Council will vote on whether to adopt the revisions proposed.</p> |
| <p>Academic Health Department Learning Community Report</p> <ul style="list-style-type: none"> ➤ Status of initiative ➤ Next steps | <p>Academic Health Department (AHD) Learning Community Chair Dr. Keck reported on activities of the Learning Community. The Learning Community has grown since its launch in January 2011 to more than 300 members and has held two recent webinar meetings to provide an introduction for new members. Upcoming Learning Community activities include a conference call meeting on AHDs and health reform; an in-person meeting during the 2013 American Public Health Association (APHA) Annual Meeting; a needs assessment to identify activities, topics, and resources desired by members; refining the AHD definition; and possibly a survey on AHD characteristics. The <i>Journal of Public Health Management and Practice</i> is preparing a theme issue on AHDs, APHA's Health Administration Section is interested in opportunities for supporting the AHD idea, and AHDs are being considered as a potential topic for the 2014 Ned E. Baker Lecture. The Learning Community will continue to explore ways to support and engage its members, keep building connections around the AHD concept, aim to establish more regular communications with members, and consider developing a mentorship program.</p> | <p>Council staff will post the archive of one of the introductory AHD Learning Community webinars on the Council website.</p> <p>Questions and feedback about the AHD Learning Community can be sent to Kathleen Amos at kamos@phf.org.</p> |
| <p>Public Health Training Impact Initiative</p> <ul style="list-style-type: none"> ➤ Status of online resource ➤ Next steps | <p>Mr. Bialek provided an update on the Public Health Training Impact initiative. This initiative, launched in the fall of 2011 and guided by the Training Impact Task Force, identified methods and tools to improve and measure the impact of training. A set of strategies and methods was developed, and literature references, tools, and examples related to training and evaluation were collected. The document describing the strategies and methods developed did not go through HRSA clearance and cannot be made available online. Drafts are distributed by request. Access to the products of this initiative</p> | <p>The Council will be notified when the online Public Health Training Impact resource is available.</p> |

| | | |
|------------------------------|--|--|
| | <p>will be provided through an online resource on the Council website. Planning for this resource is underway, and launch of the resource is expected by February 2014. A final meeting of the Task Force will then be held to discuss resource dissemination.</p> | |
| <p>Other Business</p> | <p>Dr. Keck asked if there was any other business to address. None was brought forward.</p> | |
| <p>Next Steps</p> | <p>Dr. Keck reviewed next steps based on the meeting's discussion. The work of the Core Competencies Workgroup will continue, and the Workgroup will begin developing revisions to the Core Competencies. Council members can expect to see suggested revisions in early to mid-2014. Council members and member organizations are encouraged to participate in the Core Competencies review process and to share information about the process with others. Ideas related to the Council's <i>Strategic Directions</i> will be refined, and draft revisions will be provided to the Council for review and adoption. Work to enhance the AHD Learning Community will continue. An initial version of the online Public Health Training Impact resource will be completed and shared with Council members in early 2014.</p> <p>The next meeting of the Council has not been scheduled, but will likely occur by conference call in early 2014. Council staff will be in contact to schedule that meeting.</p> | <p>Council staff will schedule the next Council meeting.</p> |